



Steilacoom Historical School District

February 19 2025 Regular Board Meeting

Date and Time

Wednesday February 19, 2025 at 6:00 PM PST

Location

Steilacoom Historical School District Professional Development Center

511 Chambers Street, Steilacoom, WA

<https://steilacoom-k12-wa-us.zoom.us/j/83636289569>

Agenda

Purpose Presenter

I. Opening Items

A. Call the Meeting to Order

B. Pledge of Allegiance

C. Roll Call

D. Agenda Review

Discuss

E. Approval of Agenda

Vote

II. COMMENTS FROM THE AUDIENCE

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**

Purpose Presenter

to three (3) minutes. The Board will not entertain comments during any other part of the meeting. Remarks of a negative nature singling out specific employees, other than the Board or Superintendent, will not be heard outside of Executive Session. The Board reserves the right to terminate presentations containing personal attacks on individuals.

III. REPORTS

- | | | | |
|-----------|-------------------------------------|-----|--------------------------|
| A. | Budget Status Report | FYI | Sarah Jahn |
| B. | Legislative Report | FYI | Director Rohrer |
| C. | Capital Facilities Committee Update | FYI | Superintendent Weight |

IV. CONSENT AGENDA

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.

- A.** Approval of January and February 2025 Accounts Payable and January 2025 Payroll
 - B.** Approval of January 15 2025 Regular Board Meeting Minutes
 - C.** Approval of Personnel Reports
 - D.** Approval of Steilacoom High School Football Team Camp Field Trip
 - E.** Approval of Steilacoom High School Sports Boosters Donation
 - F.** Approval of Cherrydale PTA Playground Donation
 - G.** Approve Consent Agenda Vote
- This is the vote to approve all items included in the Consent Agenda.

V. NEW BUSINESS

| | Purpose | Presenter |
|---|---------|--------------------|
| A. First Reading of Policy 3205 Sexual Harassment of Students | Vote | Susanne Beauchaine |
| B. First Reading of Policy 5011 Sexual Harassment of District Staff Prohibited | Vote | Susanne Beauchaine |
| C. First Reading of Policy 3210 Nondiscrimination | Vote | Susanne Beauchaine |
| D. First Reading of Policy 5010 Nondiscrimination and Affirmative Action | Vote | Susanne Beauchaine |
| E. First Reading of Policy 3420 Anaphylaxis Prevention and Response | Vote | Kari Terjeson |
| F. Board Goal - Professional Learning | Discuss | Chair Scott |

VI. Closing Items

| | |
|-------------------------------|------|
| A. Board Communication | FYI |
| B. Announcements | FYI |
| C. Adjourn Meeting | Vote |

Regularly scheduled meetings of the Board of Directors of the Steilacoom Historical School District No. 1 are digitally recorded.

Coversheet

Budget Status Report

| | |
|--------------------------|--------------------------|
| Section: | III. REPORTS |
| Item: | A. Budget Status Report |
| Purpose: | FYI |
| Submitted by: | |
| Related Material: | Budget Status Report.pdf |



February 2025

To: Dr. Kathi Weight, Superintendent

From: Sarah Jahn

Subject: Financial Update for January 2025

Attached are the Budget Status Reports for all funds as of the end of January 2025, along with charts and data showing our monthly attendance, general fund balance, and general fund cash balance.

February enrollment is slightly lower than January, but average enrollment is still above budgeted expectations. Running Start enrollment dropped a bit in the new semester and is slightly under budget.

General Fund balance as of the end of January was \$4,327,555 – which is about \$2.5 million better than last year at the same time, higher than projected. Our end of month cash balance is holding steady above \$4 million which will help us through the next two months before tax receipts in April.

The Capital Projects Fund has roughly \$1.2 million in fund balance. I am meeting with Shae Emery this month to discuss upcoming projects for the summer.

The Debt Service fund has roughly \$800,000 in fund balance.

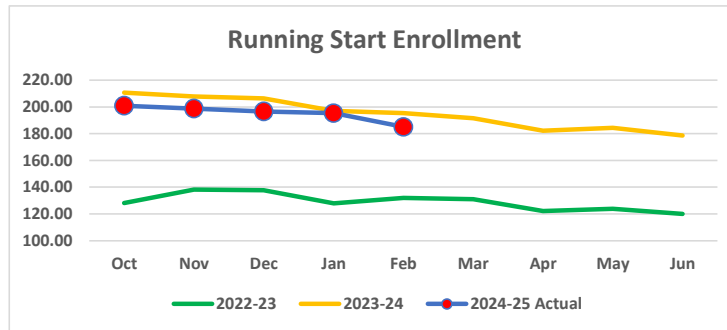
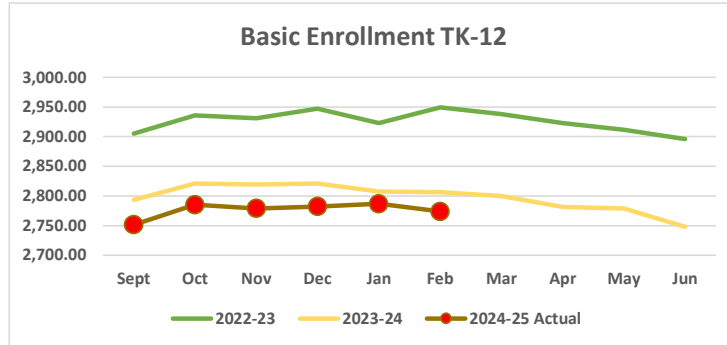
Overall, cash flow remains fine at this point, with March continuing to be our projected low-point.

Steilacoom Historical School District No. 1 Monthly Budget Report 2024-25 Executive Summary January 31, 2025

Enrollment

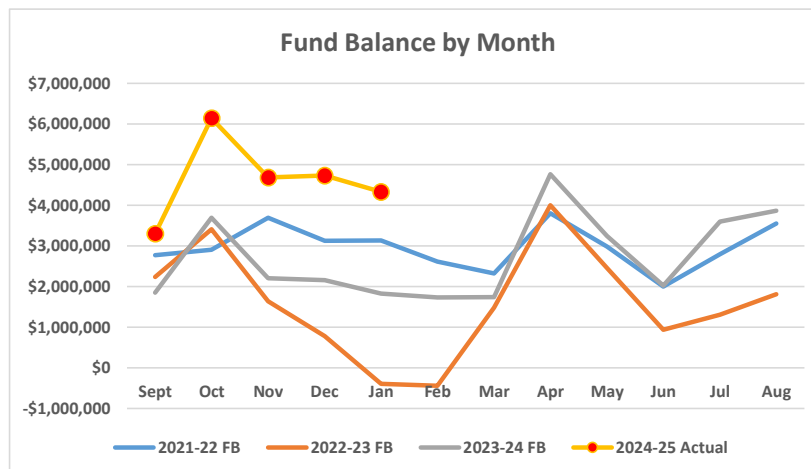
Current Month

| | | |
|---------------------------|----------|-----------|
| Budgeted FTE (TK-12 w/RS) | 2,960.00 | |
| Actual Average Annual FTE | 2,977.58 | TK: 39.25 |
| FTE Over/Under Budget | 17.57 | |



General Fund Balance

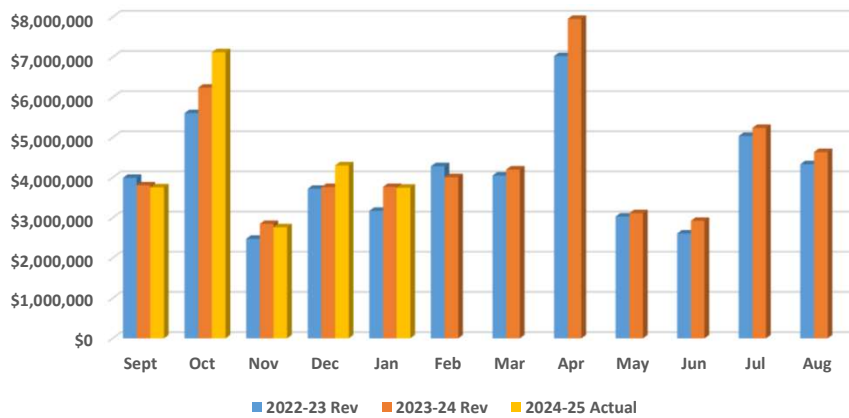
| | |
|--|--|
| Actual as of Prior Month End | 4,730,755 |
| Actual as of Current Month End | 4,327,555 |
| Increase/Decrease in Fund Balance | (403,201) |
| Fund Balance as a % of Budgeted Expenditures | 8.48% |



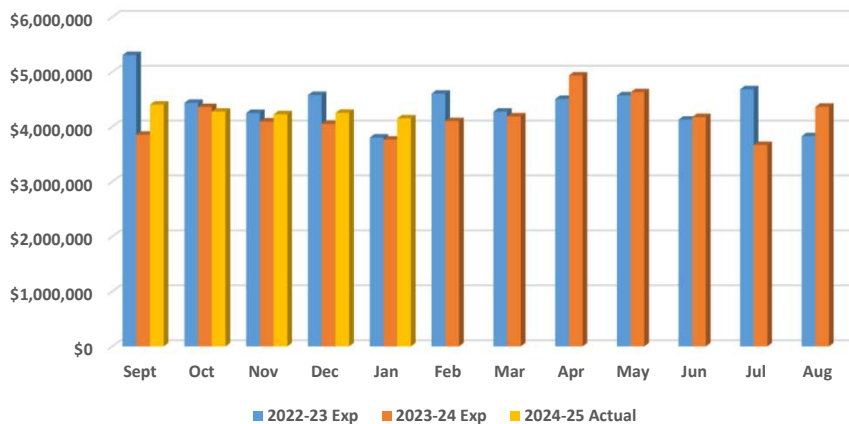
**General Fund Cash and Investment Balance
As of Month End**

| | 2022-23 | 2023-24 | 2024-25 | Change From Prior Year |
|------|-------------|-------------|--------------|---------------------------|
| Sept | \$2,127,134 | \$1,739,546 | \$ 3,307,574 | \$1,568,028 |
| Oct | 3,382,880 | 3,636,745 | 6,175,554 | 2,538,809 |
| Nov | 1,628,957 | 2,386,579 | 4,701,642 | 2,315,063 |
| Dec | 751,911 | 2,138,377 | 4,730,755 | 2,592,378 |
| Jan | 370,061 | 1,795,477 | 4,217,709 | 2,422,232 |
| Feb | (1,964) | 1,724,610 | | |
| Mar | 785,205 | 1,736,940 | | |
| Apr | 3,972,916 | 4,743,507 | | |
| May | 2,365,690 | 3,214,113 | | |
| Jun | 852,646 | 1,991,064 | | |
| Jul | 1,171,464 | 3,400,550 | | |
| Aug | \$1,691,540 | \$3,805,218 | | |

Monthly Revenue Compared to Prior Year



Monthly Expenses Compared to Prior Year



10--General Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2024 (September 1, 2024 - August 31, 2025)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of January, 2025

| | ANNUAL | ACTUAL | ACTUAL | | | |
|--|-------------------|---------------------|----------------------|----------------------|----------------------|--------------|
| | BUDGET | FOR MONTH | FOR YEAR | ENCUMBRANCES | BALANCE | PERCENT |
| A. REVENUES/OTHER FIN. SOURCES | | | | | | |
| 1000 LOCAL TAXES | 9,744,704 | 13,402.26 | 4,225,738.98 | | 5,518,965.02 | 43.36 |
| 2000 LOCAL SUPPORT NONTAX | 895,000 | 85,253.47 | 466,754.11 | | 428,245.89 | 52.15 |
| 3000 STATE, GENERAL PURPOSE | 31,155,093 | 2,527,056.13 | 12,183,671.49 | | 18,971,421.51 | 39.11 |
| 4000 STATE, SPECIAL PURPOSE | 9,390,774 | 923,651.08 | 3,663,807.37 | | 5,726,966.63 | 39.01 |
| 5000 FEDERAL, GENERAL PURPOSE | 508,000 | .00 | 233,524.00 | | 274,476.00 | 45.97 |
| 6000 FEDERAL, SPECIAL PURPOSE | 2,741,500 | 198,791.34 | 934,253.36 | | 1,807,246.64 | 34.08 |
| 7000 REVENUES FR OTH SCH DIST | 0 | .00 | .00 | | .00 | 0.00 |
| 8000 OTHER AGENCIES AND ASSOCIATES | 0 | .00 | .00 | | .00 | 0.00 |
| 9000 OTHER FINANCING SOURCES | 0 | .00 | .00 | | .00 | 0.00 |
| Total REVENUES/OTHER FIN. SOURCES | 54,435,071 | 3,748,154.28 | 21,707,749.31 | | 32,727,321.69 | 39.88 |
| B. EXPENDITURES | | | | | | |
| 00 Regular Instruction | 29,287,387 | 2,133,465.57 | 11,255,601.97 | 15,597,898.87 | 2,433,886.16 | 91.69 |
| 10 Federal Stimulus | 0 | .00 | .00 | 0.00 | .00 | 0.00 |
| 20 Special Ed Instruction | 7,676,402 | 633,293.57 | 3,126,726.12 | 4,338,697.37 | 210,978.51 | 97.25 |
| 30 Voc. Ed Instruction | 2,642,820 | 211,817.02 | 970,906.40 | 1,230,388.73 | 441,524.87 | 83.29 |
| 40 Skills Center Instruction | 0 | .00 | .00 | 0.00 | .00 | 0.00 |
| 50+60 Compensatory Ed Instruct. | 1,605,288 | 110,804.54 | 564,107.90 | 771,543.28 | 269,636.82 | 83.20 |
| 70 Other Instructional Pgms | 902,849 | 82,283.98 | 300,710.60 | 174,504.07 | 427,634.33 | 52.64 |
| 80 Community Services | 0 | .00 | .00 | 0.00 | .00 | 0.00 |
| 90 Support Services | 12,099,979 | 979,690.29 | 5,112,470.51 | 4,833,666.06 | 2,153,842.43 | 82.20 |
| Total EXPENDITURES | 54,214,725 | 4,151,354.97 | 21,330,523.50 | 26,946,698.38 | 5,937,503.12 | 89.05 |
| C. OTHER FIN. USES TRANS. OUT (GL 536) | | | | | | |
| | 0 | .00 | .00 | | | |
| D. OTHER FINANCING USES (GL 535) | | | | | | |
| | 0 | .00 | .00 | | | |
| E. EXCESS OF REVENUES/OTHER FIN.SOURCES | | | | | | |
| OVER(UNDER) EXP/OTH FIN USES (A-B-C-D) | 220,346 | 403,200.69- | 377,225.81 | | 156,879.81 | 71.20 |
| F. TOTAL BEGINNING FUND BALANCE | | | | | | |
| | 1,800,000 | | 3,950,328.86 | | | |
| G. GLS 896, 897, 898 ACCOUNTING | | | | | | |
| CHANGES AND ERROR CORRECTIONS (+OR-) | XXXXXXXXXX | | .00 | | | |
| H. TOTAL ENDING FUND BALANCE | | | | | | |
| (E+F + OR - G) | 2,020,346 | | 4,327,554.67 | | | |

I. ENDING FUND BALANCE ACCOUNTS:

| | | |
|---|-----------|--------------|
| G/L 810 Restricted For Other Items | 0 | .00 |
| G/L 815 Restrict Unequalized Deduct Rev | 0 | .00 |
| G/L 821 Restrictd for Carryover | 0 | 320,732.93 |
| G/L 823 Restricted for Carryover of Tra | 0 | .00 |
| G/L 825 Restricted for Skills Center | 0 | .00 |
| G/L 828 Restricted for C/O of FS Rev | 0 | 77,028.32 |
| G/L 830 Restricted for Debt Service | 0 | .00 |
| G/L 835 Restrictd For Arbitrage Rebate | 0 | .00 |
| G/L 840 Nonspnd FB - Invent/Prepd Itms | 0 | 300,543.20 |
| G/L 845 Restricted for Self-Insurance | 0 | .00 |
| G/L 850 Restricted for Uninsured Risks | 0 | .00 |
| G/L 870 Committed to Other Purposes | 0 | .00 |
| G/L 872 Committed to Econmc Stabilizatn | 0 | .00 |
| G/L 873 Committed to Depreciation Sub-F | 0 | .00 |
| G/L 875 Assigned Contingencies | 0 | .00 |
| G/L 884 Assigned to Other Cap Projects | 0 | .00 |
| G/L 888 Assigned to Other Purposes | 0 | .00 |
| G/L 890 Unassigned Fund Balance | 2,020,346 | 608,042.70 |
| G/L 891 Unassigned Min Fnd Bal Policy | 0 | 3,021,207.52 |
| | | |
| <u>TOTAL</u> | 2,020,346 | 4,327,554.67 |

20--CAPITAL PROJECT FUND-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2024 (September 1, 2024 - August 31, 2025)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of January, 2025

| | ANNUAL | ACTUAL | ACTUAL | | | |
|---|-----------|------------|--------------|--------------|--------------|---------|
| | BUDGET | FOR MONTH | FOR YEAR | ENCUMBRANCES | BALANCE | PERCENT |
| A. REVENUES/OTHER FIN. SOURCES | | | | | | |
| 1000 Local Taxes | 5,999,999 | 8,213.57 | 2,633,599.23 | | 3,366,399.77 | 43.89 |
| 2000 Local Support Nontax | 170,000 | 17,485.46 | 81,973.01 | | 88,026.99 | 48.22 |
| 3000 State, General Purpose | 0 | .00 | .00 | | .00 | 0.00 |
| 4000 State, Special Purpose | 0 | .00 | .00 | | .00 | 0.00 |
| 5000 Federal, General Purpose | 0 | .00 | .00 | | .00 | 0.00 |
| 6000 Federal, Special Purpose | 0 | .00 | .00 | | .00 | 0.00 |
| 7000 Revenues Fr Oth Sch Dist | 0 | .00 | .00 | | .00 | 0.00 |
| 8000 Other Agencies and Associates | 0 | .00 | .00 | | .00 | 0.00 |
| 9000 Other Financing Sources | 0 | .00 | .00 | | .00 | 0.00 |
| <u>Total REVENUES/OTHER FIN. SOURCES</u> | 6,169,999 | 25,699.03 | 2,715,572.24 | | 3,454,426.76 | 44.01 |
| B. EXPENDITURES | | | | | | |
| 10 Sites | 800,000 | 6,843.75 | 58,755.90 | 4,752.50 | 736,491.60 | 7.94 |
| 20 Buildings | 1,900,000 | .00 | 5,416.80 | 456.29 | 1,894,126.91 | 0.31 |
| 30 Equipment | 200,000 | 30,080.31 | 267,189.56 | 103,488.36 | 170,677.92- | 185.34 |
| 40 Energy | 0 | .00 | .00 | 0.00 | .00 | 0.00 |
| 50 Sales & Lease Expenditure | 0 | 6,384.00 | 6,384.00 | 8,896.00 | 15,280.00- | 0.00 |
| 60 Bond Issuance Expenditure | 0 | .00 | .00 | 0.00 | .00 | 0.00 |
| 90 Debt | 0 | .00 | .00 | 0.00 | .00 | 0.00 |
| <u>Total EXPENDITURES</u> | 2,900,000 | 43,308.06 | 337,746.26 | 117,593.15 | 2,444,660.59 | 15.70 |
| <u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u> | 3,000,000 | .00 | 2,000,000.00 | | | |
| <u>D. OTHER FINANCING USES (GL 535)</u> | 0 | .00 | .00 | | | |
| <u>E. EXCESS OF REVENUES/OTHER FIN. SOURCES</u> <u>OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)</u> | 269,999 | 17,609.03- | 377,825.98 | | 107,826.98 | 39.94 |
| <u>F. TOTAL BEGINNING FUND BALANCE</u> | 620,000 | | 843,060.40 | | | |
| <u>G. GLS 896, 897, 898 ACCOUNTING</u> <u>CHANGES AND ERROR CORRECTIONS (+OR-)</u> | XXXXXXXXX | | .00 | | | |
| <u>H. TOTAL ENDING FUND BALANCE</u> <u>(E+F + OR - G)</u> | 889,999 | | 1,220,886.38 | | | |

I. ENDING FUND BALANCE ACCOUNTS:

| | | |
|---|------------|--------------|
| G/L 810 Restricted For Other Items | 0 | .00 |
| G/L 825 Restricted for Skills Center | 0 | .00 |
| G/L 830 Restricted for Debt Service | 0 | .00 |
| G/L 835 Restrictd For Arbitrage Rebate | 0 | .00 |
| G/L 840 Nonspnd FB - Invent/Prepd Itms | 0 | 84,434.40 |
| G/L 850 Restricted for Uninsured Risks | 0 | .00 |
| G/L 861 Restricted from Bond Proceeds | 0 | .00 |
| G/L 862 Committed from Levy Proceeds | 2,900,000- | 420,642.50 |
| G/L 863 Restricted from State Proceeds | 0 | .00 |
| G/L 864 Restricted from Fed Proceeds | 0 | .00 |
| G/L 865 Restricted from Other Proceeds | 0 | .00 |
| G/L 866 Restrictd from Impact Proceeds | 270,000 | 51,773.05 |
| G/L 867 Restricted from Mitigation Fees | 0 | .00 |
| G/L 869 Restricted fr Undistr Proceeds | 0 | .00 |
| G/L 870 Committed to Other Purposes | 0 | .00 |
| G/L 889 Assigned to Fund Purposes | 3,519,999 | 664,036.43 |
| G/L 890 Unassigned Fund Balance | 0 | .00 |
| | | |
| <u>TOTAL</u> | 889,999 | 1,220,886.38 |

30--DEBT SERVICE FUND-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2024 (September 1, 2024 - August 31, 2025)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of January, 2025

| | ANNUAL | ACTUAL | ACTUAL | | | |
|--|------------------|-----------------|---------------------|--------------|---------------------|--------------|
| | BUDGET | FOR MONTH | FOR YEAR | ENCUMBRANCES | BALANCE | PERCENT |
| A. REVENUES/OTHER FIN. SOURCES | | | | | | |
| 1000 Local Taxes | 0 | 322.48 | 14,090.09 | | 14,090.09- | 0.00 |
| 2000 Local Support Nontax | 50,000 | 2,922.88 | 15,433.60 | | 34,566.40 | 30.87 |
| 3000 State, General Purpose | 0 | .00 | .00 | | .00 | 0.00 |
| 5000 Federal, General Purpose | 0 | .00 | .00 | | .00 | 0.00 |
| 9000 Other Financing Sources | 3,000,000 | .00 | 2,000,000.00 | | 1,000,000.00 | 66.67 |
| <u>Total REVENUES/OTHER FIN. SOURCES</u> | <u>3,050,000</u> | <u>3,245.36</u> | <u>2,029,523.69</u> | | <u>1,020,476.31</u> | <u>66.54</u> |
| B. EXPENDITURES | | | | | | |
| Matured Bond Expenditures | 3,500,000 | .00 | 3,462,000.00 | 0.00 | 38,000.00 | 98.91 |
| Interest On Bonds | 250,000 | .00 | 94,483.75 | 0.00 | 155,516.25 | 37.79 |
| Interfund Loan Interest | 0 | .00 | .00 | 0.00 | .00 | 0.00 |
| Bond Transfer Fees | 0 | .00 | .00 | 0.00 | .00 | 0.00 |
| Arbitrage Rebate | 0 | .00 | .00 | 0.00 | .00 | 0.00 |
| Underwriter's Fees | 0 | .00 | .00 | 0.00 | .00 | 0.00 |
| <u>Total EXPENDITURES</u> | <u>3,750,000</u> | <u>.00</u> | <u>3,556,483.75</u> | <u>0.00</u> | <u>193,516.25</u> | <u>94.84</u> |
| C. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u> | 0 | .00 | .00 | | | |
| D. <u>OTHER FINANCING USES (GL 535)</u> | 0 | .00 | .00 | | | |
| E. EXCESS OF REVENUES/OTHER FIN.SOURCES | | | | | | |
| <u>OVER (UNDER) EXPENDITURES (A-B-C-D)</u> | 700,000- | 3,245.36 | 1,526,960.06- | | 826,960.06- | 118.14 |
| F. <u>TOTAL BEGINNING FUND BALANCE</u> | 2,500,000 | | 2,411,647.09 | | | |
| G. <u>GLS 896, 897, 898 ACCOUNTING</u> | XXXXXXXX | | .00 | | | |
| <u>CHANGES AND ERROR CORRECTIONS (+OR-)</u> | | | | | | |
| H. <u>TOTAL ENDING FUND BALANCE</u> | 1,800,000 | | 884,687.03 | | | |
| <u>(E+F + OR - G)</u> | | | | | | |
| I. ENDING FUND BALANCE ACCOUNTS: | | | | | | |
| G/L 810 Restricted for Other Items | 0 | | .00 | | | |
| G/L 830 Restricted for Debt Service | 1,800,000 | | 884,687.03 | | | |
| G/L 835 Restrictd For Arbitrage Rebate | 0 | | .00 | | | |
| G/L 870 Committed to Other Purposes | 0 | | .00 | | | |
| G/L 889 Assigned to Fund Purposes | 0 | | .00 | | | |
| G/L 890 Unassigned Fund Balance | 0 | | .00 | | | |
| <u>TOTAL</u> | <u>1,800,000</u> | | <u>884,687.03</u> | | | |

40--ASB FUND-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
 Fiscal Year 2024 (September 1, 2024 - August 31, 2025)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of January, 2025

| | ANNUAL | ACTUAL | ACTUAL | | | |
|---|------------------|------------------|-------------------|-------------------|-------------------|----------------|
| A. REVENUES | BUDGET | FOR MONTH | FOR YEAR | ENCUMBRANCES | BALANCE | PERCENT |
| 1000 General Student Body | 176,150 | 8,832.87 | 96,893.98 | | 79,256.02 | 55.01 |
| 2000 Athletics | 236,229 | 11,419.99 | 45,553.78 | | 190,675.22 | 19.28 |
| 3000 Classes | 62,272 | 4,057.00 | 13,012.00 | | 49,260.00 | 20.90 |
| 4000 Clubs | 607,089 | 28,489.39 | 108,470.85 | | 498,618.15 | 17.87 |
| 6000 Private Moneys | 5,700 | .00 | 848.50 | | 4,851.50 | 14.89 |
| <u>Total REVENUES</u> | <u>1,087,440</u> | <u>52,799.25</u> | <u>264,779.11</u> | | <u>822,660.89</u> | <u>24.35</u> |
| <u>B. EXPENDITURES</u> | | | | | | |
| 1000 General Student Body | 170,151 | 1,400.00 | 10,702.11 | 2,210.49 | 157,238.40 | 7.59 |
| 2000 Athletics | 297,932 | 1,223.93 | 88,307.13 | 76,000.95 | 133,623.92 | 55.15 |
| 3000 Classes | 77,303 | 3,927.00 | 9,044.55 | 13,419.01 | 54,839.44 | 29.06 |
| 4000 Clubs | 608,522 | 26,763.04 | 89,802.87 | 44,410.97 | 474,308.16 | 22.06 |
| 6000 Private Moneys | 7,000 | 457.50 | 1,218.34 | 0.00 | 5,781.66 | 17.40 |
| <u>Total EXPENDITURES</u> | <u>1,160,908</u> | <u>33,771.47</u> | <u>199,075.00</u> | <u>136,041.42</u> | <u>825,791.58</u> | <u>28.87</u> |
| <u>C. EXCESS OF REVENUES</u> | | | | | | |
| <u>OVER (UNDER) EXPENDITURES (A-B)</u> | <u>73,468-</u> | <u>19,027.78</u> | <u>65,704.11</u> | | <u>139,172.11</u> | <u>189.43-</u> |
| <u>D. TOTAL BEGINNING FUND BALANCE</u> | <u>300,000</u> | | <u>337,187.10</u> | | | |
| <u>E. GLS 896, 897, 898 ACCOUNTING</u> | <u>XXXXXXXXX</u> | | <u>.00</u> | | | |
| <u>CHANGES AND ERROR CORRECTIONS (+OR-)</u> | | | | | | |
| <u>F. TOTAL ENDING FUND BALANCE</u> | <u>226,532</u> | | <u>402,891.21</u> | | | |
| <u>C+D + OR - E)</u> | | | | | | |
| <u>G. ENDING FUND BALANCE ACCOUNTS:</u> | | | | | | |
| G/L 810 Restricted for Other Items | 0 | | .00 | | | |
| G/L 819 Restricted for Fund Purposes | 226,532 | | 402,891.21 | | | |
| G/L 840 Nonspnd FB - Invent/Prepd Itms | 0 | | .00 | | | |
| G/L 850 Restricted for Uninsured Risks | 0 | | .00 | | | |
| G/L 870 Committed to Other Purposes | 0 | | .00 | | | |
| G/L 889 Assigned to Fund Purposes | 0 | | .00 | | | |
| G/L 890 Unassigned Fund Balance | 0 | | .00 | | | |
| <u>TOTAL</u> | <u>226,532</u> | | <u>402,891.21</u> | | | |

90--TRANSPORTATION VEHICLE FUND-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2024 (September 1, 2024 - August 31, 2025)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of January, 2025

| | ANNUAL BUDGET | ACTUAL FOR MONTH | ACTUAL FOR YEAR | ENCUMBRANCES | BALANCE | PERCENT |
|---|-------------------|---------------------|--------------------|--------------|------------------|---------------|
| <u>A. REVENUES/OTHER FIN. SOURCES</u> | | | | | | |
| 1000 Local Taxes | 0 | .00 | .00 | | .00 | 0.00 |
| 2000 Local Nontax | 6,000 | 515.39 | 2,719.74 | | 3,280.26 | 45.33 |
| 3000 State, General Purpose | 0 | .00 | .00 | | .00 | 0.00 |
| 4000 State, Special Purpose | 0 | .00 | .00 | | .00 | 0.00 |
| 5000 Federal, General Purpose | 0 | .00 | .00 | | .00 | 0.00 |
| 6000 Federal, Special Purpose | 0 | .00 | .00 | | .00 | 0.00 |
| 8000 Other Agencies and Associates | 0 | .00 | .00 | | .00 | 0.00 |
| 9000 Other Financing Sources | 0 | .00 | .00 | | .00 | 0.00 |
| <u>A. TOTAL REV/OTHER FIN.SRCS(LESS TRANS)</u> | <u>6,000</u> | <u>515.39</u> | <u>2,719.74</u> | | <u>3,280.26</u> | <u>45.33</u> |
| <u>B. 9900 TRANSFERS IN FROM GF</u> | <u>0</u> | <u>.00</u> | <u>.00</u> | | <u>.00</u> | <u>0.00</u> |
| <u>C. Total REV./OTHER FIN. SOURCES</u> | <u>6,000</u> | <u>515.39</u> | <u>2,719.74</u> | | <u>3,280.26</u> | <u>45.33</u> |
| <u>D. EXPENDITURES</u> | | | | | | |
| Type 30 Equipment | 0 | .00 | .00 | 0.00 | .00 | 0.00 |
| Type 40 Energy | 0 | .00 | .00 | 0.00 | .00 | 0.00 |
| Type 60 Bond Levy Issuance | 0 | .00 | .00 | 0.00 | .00 | 0.00 |
| Type 90 Debt | 0 | .00 | .00 | 0.00 | .00 | 0.00 |
| <u>Total EXPENDITURES</u> | <u>0</u> | <u>.00</u> | <u>.00</u> | <u>0.00</u> | <u>.00</u> | <u>0.00</u> |
| <u>E. OTHER FIN. USES TRANS. OUT (GL 536)</u> | <u>0</u> | <u>.00</u> | <u>.00</u> | | | |
| <u>F. OTHER FINANCING USES (GL 535)</u> | <u>0</u> | <u>.00</u> | <u>.00</u> | | | |
| <u>G. EXCESS OF REVENUES/OTHER FIN SOURCES OVER(UNDER) EXP/OTH FIN USES (C-D-E-F)</u> | <u>6,000</u> | <u>515.39</u> | <u>2,719.74</u> | | <u>3,280.26-</u> | <u>54.67-</u> |
| <u>H. TOTAL BEGINNING FUND BALANCE</u> | <u>165,000</u> | | <u>175,411.66</u> | | | |
| <u>I. GLS 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)</u> | <u>XXXXXXXXXX</u> | | <u>.00</u> | | | |
| <u>J. TOTAL ENDING FUND BALANCE (G+H + OR - I)</u> | <u>171,000</u> | | <u>178,131.40</u> | | | |

K. ENDING FUND BALANCE ACCOUNTS:

| | | |
|--|---------|------------|
| G/L 810 Restricted For Other Items | 0 | .00 |
| G/L 819 Restricted for Fund Purposes | 171,000 | 178,131.40 |
| G/L 830 Restricted for Debt Service | 0 | .00 |
| G/L 835 Restrictd For Arbitrage Rebate | 0 | .00 |
| G/L 850 Restricted for Uninsured Risks | 0 | .00 |
| G/L 889 Assigned to Fund Purposes | 0 | .00 |
| G/L 890 Unassigned Fund Balance | 0 | .00 |
| | | |
| <u>TOTAL</u> | 171,000 | 178,131.40 |

Coversheet

Capital Facilities Committee Update

Section: III. REPORTS
Item: C. Capital Facilities Committee Update
Purpose: FYI
Submitted by:
Related Material: Capital Facilities Committee Update Presentation February 2025.pdf

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: Capital Facilities Committee Update

Strategic Focus Area

- Achieve
- Support
- Connect
- Plan

BACKGROUND INFORMATION

In late 2023, the Steilacoom Historical School District Board of Directors approved a comprehensive plan to engage the community in a collaborative process to develop strategic recommendations for the Superintendent and Board regarding future investments in our district's facilities. Our approach to capital facilities planning was both inclusive and forward-thinking, taking into account the needs of the entire district, while ensuring meaningful community participation and feedback throughout the process. The ultimate goal is to provide clear direction for the district's facility planning for years to come.

To guide this initiative, the School Board established the Capital Facilities Committee, tasked with making recommendations on the priority projects and funding strategies for upcoming bond and capital levy proposals, with the primary aim of addressing the evolving needs of Steilacoom Historical School District students.

At the Board's request, we actively sought volunteers to form a committee that would represent a broad cross-section of the community. The response was overwhelmingly positive, and we were committed to ensuring that all interested stakeholders had a role in this important process. As a result, 20 committee members were selected, with additional community members participating in focus groups and feedback sessions that will take place March through July.

The committee has met regularly since April 2024 and representatives from the committee will update the Board tonight, with formal capital levy recommendations presented to the Board in September. The committee's work represents the collective vision and input of our community, and we are confident their recommendations will lay a strong foundation for making thoughtful, impactful decisions that will benefit our students and shape the future of our facilities.

RECOMMENDED ACTION:

No action required.

Report prepared by:

Dr. Kathi Weight, Superintendent



CAPITAL FACILITIES COMMITTEE

February 19, 2025

COMMITTEE MEMBERS

ANDERSON, MATT

BLEIGNIER, NICHOLETTE

CABIGTING, SUE

EMERY, SHAE

ENFIELD, STARLENE

GARZA, TRACY

LAMPMAN, PATTY

MATEUS, STEPHANIE

PETERSON, LAUREN

QUICK, MARY

RYLANDER, TOM

SCOTT, SAM

TRUJILLO, MARYLIN

WALTRIP, ASHLEY

WEAVER, REBECCA

YORK, ADRIAN

ZUGER-CHENEY, NICHOLE

COMMITTEE CHARGE: OUR GOAL

(FROM APRIL 2024)

- Provide the Superintendent and School Board:
 - Recommendations for Capital Projects for future funding proposals
 - *What projects should be included in the next Bond Proposal?*
 - *What projects should be included in a future Capital Levy?*
 - Recommendations on timing for future funding proposals
 - *When should the district consider running a Bond Issue?*
 - *When should the district consider running another Capital Levy?*
- Parameters for Recommendations:
 - At least one recommendation should be “tax rate neutral” – meaning the estimated proposed tax rate for the bond and levies should be stable.

COMMITTEE WORK

- Conducted Site Visits
- Analyzed Capital Facilities Plan
- Analyzed District Demographics
- Analyzed District Operational Costs
- Consulted with an Architectural Firm For Project Cost Estimates
- Refined Project List
- Reached Consensus on Bond and Levy Timing
- Generated a Stakeholder Communication Plan

Tax Rate History

| Historical Levy Rates | | | | | | |
|-----------------------|-----------|-----------------------|-----------------|-----------------------------|-----------|--------|
| Year | Bond Levy | Capital Projects Levy | Technology Levy | Transportation Vehicle Levy | EP&O Levy | Total |
| 2003 | \$1.67 | \$-- | \$-- | \$-- | \$2.87 | \$4.54 |
| 2004 | 1.59 | -- | -- | -- | 2.88 | 4.46 |
| 2005 | 1.48 | -- | -- | -- | 2.75 | 4.23 |
| 2006 | 1.37 | -- | -- | -- | 2.37 | 3.74 |
| 2007 | 2.51 | -- | -- | -- | 1.92 | 4.43 |
| 2008 | 1.82 | -- | -- | -- | 2.25 | 4.08 |
| 2009 | 2.54 | -- | -- | -- | 2.57 | 5.11 |
| 2010 | 1.98 | -- | -- | -- | 2.20 | 4.17 |
| 2011 | 2.23 | -- | -- | -- | 2.46 | 4.69 |
| 2012 | 2.33 | -- | -- | -- | 2.62 | 4.95 |
| 2013 | 2.64 | -- | -- | -- | 2.90 | 5.54 |
| 2014 | 2.60 | -- | -- | -- | 2.80 | 5.40 |
| 2015 | 2.23 | -- | -- | -- | 2.70 | 4.93 |
| 2016 | 2.20 | -- | -- | -- | 2.73 | 4.93 |
| 2017 | 2.52 | -- | -- | -- | 2.61 | 5.14 |
| 2018 | 2.47 | -- | -- | -- | 2.47 | 4.94 |
| 2019 | 2.37 | -- | -- | -- | 1.50 | 3.87 |
| 2020 | 2.31 | -- | -- | -- | 1.59 | 3.90 |
| 2021 | 2.25 | -- | -- | -- | 1.52 | 3.77 |
| 2022 | 1.93 | -- | -- | -- | 1.46 | 3.39 |
| 2023 | 1.63 | -- | -- | -- | 1.31 | 2.94 |
| 2024 | -- | 1.12 | -- | -- | 1.78 | 2.90 |



Current Tax Rate Does Not Include a Bond

Comparable Tax Rates

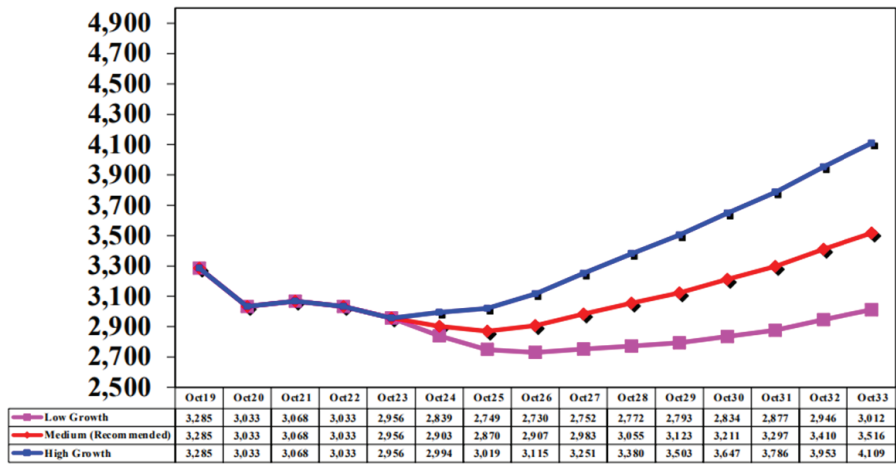
| Pierce & Thurston County School Districts 2024 Total Tax Rates | | | | | | |
|---|----------------------|----------|-------------|------------------|----------|-------------|
| District | Assessed Value | Bonds | EP&O | Capital Projects | Trans. | Total |
| Bethel SD No. 403 | \$ 22,334,943,767 | \$ 2.20 | \$ 1.91 | \$ 0.27 | \$ - | \$ 4.38 |
| Franklin Pierce SD No. 402 | 7,792,022,855 | 1.35 | 2.50 | 0.44 | - | 4.29 |
| Tacoma SD No. 10 | 44,789,365,336 | 1.70 | 1.77 | 0.70 | - | 4.16 |
| Olympia SD No. 111 | 14,954,742,300 | 1.23 | 1.98 | 0.90 | - | 4.11 |
| Tumwater SD No. 33 | 9,706,530,940 | 1.24 | 2.13 | 0.61 | - | 3.98 |
| Sumner Bonney Lake SD No. 320 | 14,817,176,567 | 1.59 | 2.08 | 0.27 | - | 3.95 |
| University Place SD No. 83 | 6,301,800,831 | 0.97 | 2.50 | 0.46 | - | 3.93 |
| White River SD No. 416 | 5,899,937,362 | 1.19 | 2.05 | 0.48 | - | 3.72 |
| Fife SD No. 417/888 | 6,749,062,340 | 1.69 | 1.64 | 0.31 | - | 3.64 |
| Dieringer SD No. 343 | 3,888,525,683 | 0.15 | 1.54 | 1.73 | - | 3.42 |
| North Thurston SD No. 3 | 22,753,157,753 | 1.33 | 2.08 | - | - | 3.40 |
| Puyallup SD No. 3 | 28,673,976,085 | 1.05 | 2.28 | - | - | 3.33 |
| Yelm SD No. 2 | 5,963,968,241 | 1.17 | 2.15 | - | - | 3.33 |
| Clover Park SD No. 400 | 11,206,262,756 | 0.96 | 2.31 | - | - | 3.27 |
| Eatonville SD No. 404 | 2,941,245,194 | 0.82 | 2.13 | 0.16 | - | 3.11 |
| Rainier SD No. 307 | 1,013,803,570 | 0.75 | 2.35 | - | - | 3.10 |
| Tenino SD No. 402 | 1,934,339,922 | - | 2.13 | 0.88 | - | 3.01 |
| Carbonado SD No. 19 | 204,827,823 | 0.60 | 2.39 | - | - | 2.99 |
| Steilacoom Historical SD No. 1 | 5,380,411,280 | - | 1.78 | 1.12 | - | 2.90 |
| Rochester SD No. 401 | 2,162,998,266 | - | 2.34 | - | - | 2.34 |
| Peninsula SD No. 401 | 23,986,616,425 | 0.52 | 1.13 | 0.25 | - | 1.90 |
| Orting SD No. 344 | 3,464,807,324 | - | 1.89 | - | - | 1.89 |
| Griffin SD No. 324 | 2,083,412,207 | - | 1.22 | 0.36 | - | 1.58 |

Piper Sandler

BOND FOR NEW SCHOOL NOT NEEDED FOR AT LEAST 5 YEARS

Low, Medium, and High Forecasts 2024-2033

The Forecast Excludes Full-Time Running Start Students



CAPITAL PROJECTS LEVY OPTION

- Maximum \$1.21 per thousand tax rate (target \$3.00 total rate)
- 4 year Capital Levy – total \$29 million (2026, 2027, 2028, 2029)
- Ballot Measure – November 2025

PROJECT - CATEGORIES

- Safety and Security
- Building Maintenance
- Technology
- Site Improvements

MAINTENANCE PROJECTS WERE PRIORITIZED

Along with necessary maintenance projects, the Committee considered the following “large” projects while creating the Capital Facilities Levy Plan:

- Saltar's Point Multi Purpose Room
- Cherrydale Multi Purpose Room
- Covered Grandstands w/Restrooms
- SHS Gym Addition
- SHS Practice Field

DRAFT CAPITAL FACILITIES LEVY PLAN

| Projects Agreed Upon | Category | 2025-26 | 2026-27 | 2027-28 | 2028-29 | 2029-30 | |
|--|----------------------|-------------|----------------|--------------|-------------|-------------|--------------|
| Replace Classroom Wall Units | Building Maintenance | | | \$20,000 | | | |
| Asphalt Repair | Building Maintenance | | \$20,000 | | | | |
| Parking Lot Restriping | Site Improvements | | \$2,500 | | | | |
| Roof Replacement | Building Maintenance | | | \$600,000 | | | |
| Field Irrigation/Drainage | Site Improvements | | \$100,000 | | | | |
| Parking Lot Restriping | Site Improvements | \$3,500 | | | | | |
| Kitchen Maintenance (Grease Trap) | Building Maintenance | \$15,000 | | | | | |
| Parking Lot Repair | Site Improvements | | \$30,000 | | | | |
| Building Envelope | Building Maintenance | | | | \$200,000 | | |
| Fire System | Safety and Security | | | | \$300,000 | | |
| Flooring | Building Maintenance | | | \$100,000 | | | |
| HVAC Replacement | Building Maintenance | \$35,000 | | | | | |
| Flooring | Building Maintenance | \$15,000 | | | | | |
| Building Envelope | Building Maintenance | \$70,000 | | | | | |
| Flooring | Building Maintenance | | \$30,000 | | | | |
| Tree Removal | Safety and Security | \$30,000 | | \$30,000 | | | \$30,000 |
| School Furniture Replacement | Building Maintenance | | \$100,000 | | \$100,000 | | |
| Student and Classroom Devices | Technology | \$1,000,000 | \$1,000,000 | \$1,000,000 | \$500,000 | \$500,000 | |
| Security Cameras and Access Controls | Safety and Security | \$200,000 | \$200,000 | \$200,000 | \$200,000 | \$200,000 | |
| Outdoor Walking Paths | Site Improvements | \$150,000 | | | | | |
| Playground Surfaces (Remove/Replace) | Site Improvements | | | \$60,000 | | | |
| Irrigation Renovation | Building Maintenance | | \$10,000 | | | | |
| Covered Outside PE/Lunch Area/Dugouts | Site Improvements | | | | \$50,000 | | |
| HVAC Replacement (3 Roof Top Units) | Building Maintenance | | | \$60,000 | | | |
| Fire Panel Update | Safety and Security | | | \$20,000 | | | |
| Parking Lot Restriping | Site Improvements | \$5,500 | | | | | |
| Flooring | Building Maintenance | | | \$80,000 | | | |
| Building Envelope | Building Maintenance | | | | | \$200,000 | |
| Replace Roof | Building Maintenance | | | | | \$650,000 | |
| Gym addition | Site Improvements | | | | \$7,000,000 | | |
| Tennis Courts | Site Improvements | | \$400,000 | | | | |
| Track | Site Improvements | \$100,000 | | | | | |
| Flooring (Classrooms) | Building Maintenance | | | | \$120,000 | | |
| Parking Lot Restriping | Site Improvements | \$5,500 | | | | | |
| Fire System | Safety and Security | | | | | \$100,000 | |
| Gym Addition | Site Improvements | | | \$7,000,000 | | | |
| | | \$1,629,500 | \$1,892,500 | \$9,170,000 | \$8,470,000 | \$1,680,000 | \$22,842,000 |
| Assuming All Above Projects | | | | | | | |
| Remaining Capacity within \$1.21 tax rate | | \$2,010,500 | \$5,216,700 | -\$1,847,524 | -\$937,850 | \$2,001,563 | \$6,443,389 |
| Total Collections by School Year | | \$3,640,000 | \$7,109,200 | \$7,322,476 | \$7,532,150 | \$3,681,563 | \$29,285,389 |
| Annual Balance | | \$2,010,500 | \$7,227,200 | \$5,379,676 | \$4,441,826 | \$6,443,389 | |
| \$1.21 represents total tax rate under \$3.00 | | | | | | | |
| Estimated increase from 2025 rate | | | \$0.15 | | | | |
| Tax Rate | | | \$1.21 | | | | |
| Total Amount for 4 years | | | \$29.3 million | | | | |
| Large Project Capacity | | | \$20.4 million | | | | |

NEXT STEPS

- **March-July: Focus Groups/Surveys**
- **September: Formal Recommendation to School Board**

Coversheet

Approval of January and February 2025 Accounts Payable and January 2025 Payroll


Section: IV. CONSENT AGENDA
Item: A. Approval of January and February 2025 Accounts Payable and
January 2025 Payroll
Purpose:
Submitted by:
Related Material:
January and February 2025 Accounts Payable and January 2025 Payroll.pdf

Steilacoom Historical School District

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

DATE: February 19, 2025

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.


Sarah Jahn, Chief Financial Officer

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 |
|---|-----------------------|-----------|----|-----------|------------------------|
| <u>GENERAL FUND:</u> | | | | | |
| | Payroll | 800968 | to | 800968 | \$ 2,275.59 |
| | Payroll A/P | 135228 | to | 135241 | \$ 529,586.77 |
| | Payroll ACH Payments | 202400054 | to | 202400057 | \$ 526,337.29 |
| | Payroll Taxes | 202400053 | to | 202400053 | \$ 637,626.73 |
| | Direct Deposit | 900064744 | to | 900065151 | \$ 1,769,483.86 |
| January 23, 2025 | Accounts Payable | 135242 | to | 135279 | \$ 824,197.27 |
| February 6, 2025 | Accounts Payable | 135280 | to | 135280 | \$ 59.75 |
| January 30, 2025 | Accounts Payable ACH | 202400059 | to | 202400059 | \$ 12,768.47 |
| January 16, 2025 | Accounts Payable void | 135219 | to | 135219 | \$ (1,054.32) |
| January 28, 2025 | Accounts Payable void | 135266 | to | 135266 | \$ (603,469.99) |
| February 10, 2025 | Accounts Payable | 135281 | to | 135281 | \$ 415.97 |
| February 10, 2025 | Accounts Payable | 135282 | to | 135317 | \$ 132,727.07 |
| TOTAL GENERAL FUND: | | | | | \$ 3,830,954.46 |
| <u>CAPITAL PROJECTS FUND:</u> | | | | | |
| January 23, 2025 | Accounts Payable | 200630 | to | 200630 | \$ 1,104.00 |
| February 10, 2025 | Accounts Payable | 200631 | to | 200631 | \$ 2,478.04 |
| January 30, 2025 | Accounts Payable ACH | 202400058 | to | 202400058 | \$ 120.00 |
| TOTAL CAPITAL PROJECTS FUND: | | | | | \$ 3,702.04 |
| <u>ASSOCIATED STUDENT BODY FUND:</u> | | | | | |
| January 23, 2025 | Accounts Payable | 405566 | to | 405566 | \$ 50.00 |
| February 6, 2025 | Accounts Payable | 405567 | to | 405575 | \$ 18,953.75 |
| | Accounts Payable | 405576 | to | 405576 | \$ 38.25 |
| January 30, 2025 | Accounts Payable ACH | 202400060 | to | 202400060 | \$ 34,554.55 |
| TOTAL ASSOCIATED STUDENT BODY FUND: | | | | | \$ 53,596.55 |
| <u>TRANSPORTATION VEHICLE FUND:</u> | | | | | |
| TOTAL TRANSPORTATION VEHICLE FUND: | | | | | |

Board of Directors of Steilacoom Historical School District No. 1

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

Kathi Weight, Secretary to the Board

PAYROLL

A/P

05.24.10.00.00-010034

Check Summary

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 19, 2025, the board, by a _____ vote, approves payments, totaling \$529,586.77. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 135228 through 135241, totaling \$529,586.77

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 |
|-----------|--------------------------------|------------|-----------------|-----------------|-----------|----------------|--------------|
| 135228 | *CSIDENTITY CORPORATION | 01/31/2025 | 20250131ADNWEXP | Payroll accrual | 0 | 25.50 | 25.50 |
| 135229 | *DVM INSURANCE AGENCY - DBA NA | 01/31/2025 | 20250131ADNWPI | Payroll accrual | 0 | 169.71 | 169.71 |
| 135230 | *EMPLOY SEC DEPTS - WA LTC | 01/31/2025 | 20241127BD1WLTC | Payroll accrual | 0 | -4.08 | 12,631.44 |
| | | | 20241231BD1WLTC | Payroll accrual | 0 | 2.84 | |
| | | | 20250131AD1WLTC | Payroll accrual | 0 | 12,632.68 | |
| 135231 | *EMPLOYMENT SECURITY DEPARTMEN | 01/31/2025 | 20241127BD1PFML | Payroll accrual | 0 | -3.72 | 23,943.74 |
| | | | 20241127BF1PFML | Payroll accrual | 0 | -1.49 | |
| | | | 20241231BD1PFML | Payroll accrual | 0 | 2.59 | |
| | | | 20241231BF1PFML | Payroll accrual | 0 | 1.04 | |
| | | | 20250131AD1PFML | Payroll accrual | 0 | 17,126.09 | |
| | | | 20250131AF1PFML | Payroll accrual | 0 | 6,819.23 | |
| 135232 | *ESD UNEMPLOYMENT POOL | 01/31/2025 | 20241127BF1UC | Payroll accrual | 0 | -1.69 | 5,964.52 |
| | | | 20241231BF1UC | Payroll accrual | 0 | 1.18 | |
| | | | 20250131AF1UC | Payroll accrual | 0 | 5,965.03 | |
| 135233 | *LEGAL ACCESS CONSULTING LLC - | 01/31/2025 | 20250131ADNWLE | Payroll accrual | 0 | 97.72 | 97.72 |
| 135234 | *PUGET SOUND WORKERS COMP TRUS | 01/31/2025 | 20241127BD1WC | Payroll accrual | 0 | -2.58 | 20,705.92 |
| | | | 20241127BF1WC | Payroll accrual | 0 | -8.48 | |
| | | | 20241231BD1WC | Payroll accrual | 0 | 1.51 | |
| | | | 20241231BF1WC | Payroll accrual | 0 | 4.94 | |
| | | | 20250131AD1WC | Payroll accrual | 0 | 3,976.74 | |
| | | | 20250131AF1WC | Payroll accrual | 0 | 16,733.79 | |
| 135235 | *TRANSWORLD SYSTEMS INC | 01/31/2025 | 20250131ADZ1011 | Payroll accrual | 0 | 533.02 | 533.02 |
| 135236 | *WEA PAYROLL DEDUCTIONS | 01/31/2025 | 20250131ADC0UA | Payroll accrual | 0 | 19,029.78 | 23,572.22 |
| | | | 20250131ADC0UB | Payroll accrual | 0 | 292.89 | |
| | | | 20250131ADC0UC | Payroll accrual | 0 | 63.74 | |
| | | | 20250131ADC1UB | Payroll accrual | 0 | 971.49 | |
| | | | 20250131ADC1UC | Payroll accrual | 0 | 458.57 | |
| | | | 20250131ADC1UD | Payroll accrual | 0 | 953.28 | |
| | | | 20250131ADC1UE | Payroll accrual | 0 | 1,311.12 | |
| | | | 20250131ADC1UF | Payroll accrual | 0 | 38.13 | |
| | | | 20250131ADC1UG | Payroll accrual | 0 | 23.21 | |
| | | | 20250131ADC3UB | Payroll accrual | 0 | 43.00 | |
| | | | 20250131ADC4UC | Payroll accrual | 0 | 319.25 | |

| Check Nbr | Vendor Name | Check Date | Invoice Number | Invoice Desc | PO Number | Invoice Amount | Check Amount |
|-----------|--------------------------------|------------|-----------------|-----------------|-----------|----------------|--------------|
| | | | 20250131ADCOUS | Payroll accrual | 0 | 67.76 | |
| 135237 | HCA-SEBB BENEFITS | 01/31/2025 | 20250131AFSEBB | Payroll accrual | 0 | 387,562.00 | 387,562.00 |
| 135238 | HCA-SEBB BENEFITS | 01/31/2025 | 20250131ADKP1CR | Payroll accrual | 0 | 140.00 | 43,061.00 |
| | | | 20250131ADKP1ER | Payroll accrual | 0 | 80.00 | |
| | | | 20250131ADKP2CR | Payroll accrual | 0 | 600.00 | |
| | | | 20250131ADKP2ER | Payroll accrual | 0 | 456.00 | |
| | | | 20250131ADKP2FR | Payroll accrual | 0 | 684.00 | |
| | | | 20250131ADKP3ER | Payroll accrual | 0 | 540.00 | |
| | | | 20250131ADKW1ER | Payroll accrual | 0 | 138.00 | |
| | | | 20250131ADKW2CR | Payroll accrual | 0 | 288.00 | |
| | | | 20250131ADKW2ER | Payroll accrual | 0 | 330.00 | |
| | | | 20250131ADKW2FR | Payroll accrual | 0 | 495.00 | |
| | | | 20250131ADKWSCR | Payroll accrual | 0 | 1,712.00 | |
| | | | 20250131ADKWSER | Payroll accrual | 0 | 2,343.00 | |
| | | | 20250131ADKWSFR | Payroll accrual | 0 | 2,612.00 | |
| | | | 20250131ADKWSSR | Payroll accrual | 0 | 1,464.00 | |
| | | | 20250131ADPHCR | Payroll accrual | 0 | 1,180.00 | |
| | | | 20250131ADPHER | Payroll accrual | 0 | 1,400.00 | |
| | | | 20250131ADPHFR | Payroll accrual | 0 | 2,075.00 | |
| | | | 20250131ADPHSR | Payroll accrual | 0 | 2,210.00 | |
| | | | 20250131ADPMCR | Payroll accrual | 0 | 60.00 | |
| | | | 20250131ADPMER | Payroll accrual | 0 | 51.00 | |
| | | | 20250131ADPMFR | Payroll accrual | 0 | 153.00 | |
| | | | 20250131ADPSCR | Payroll accrual | 0 | 966.00 | |
| | | | 20250131ADPSER | Payroll accrual | 0 | 1,659.00 | |
| | | | 20250131ADPSFR | Payroll accrual | 0 | 2,632.00 | |
| | | | 20250131ADPSSR | Payroll accrual | 0 | 973.00 | |
| | | | 20250131ADV1CR | Payroll accrual | 0 | 364.00 | |
| | | | 20250131ADV1FR | Payroll accrual | 0 | 624.00 | |
| | | | 20250131ADV2ER | Payroll accrual | 0 | 624.00 | |
| | | | 20250131ADV2FR | Payroll accrual | 0 | 936.00 | |
| | | | 20250131ADV2SR | Payroll accrual | 0 | 624.00 | |
| | | | 20250131ADVACR | Payroll accrual | 0 | 3,285.00 | |
| | | | 20250131ADVAER | Payroll accrual | 0 | 1,875.00 | |
| | | | 20250131ADVAFR | Payroll accrual | 0 | 3,750.00 | |
| | | | 20250131ADVASR | Payroll accrual | 0 | 3,000.00 | |
| | | | 20250131ADVHSAC | Payroll accrual | 0 | 37.00 | |
| | | | 20250131ADVHSAE | Payroll accrual | 0 | 63.00 | |
| | | | 20250131ADVHSAF | Payroll accrual | 0 | 189.00 | |
| | | | 20250131ADVHSAS | Payroll accrual | 0 | 84.00 | |
| | | | 20250131ADVUCR | Payroll accrual | 0 | 515.00 | |
| | | | 20250131ADVUER | Payroll accrual | 0 | 585.00 | |
| | | | 20250131ADVUFR | Payroll accrual | 0 | 1,105.00 | |
| | | | 20250131ADVUSR | Payroll accrual | 0 | 160.00 | |
| 135239 | HCA-SEBB FLEX SPEND | 01/31/2025 | 20250131ADDCFSA | Payroll accrual | 0 | 1,250.01 | 6,093.79 |
| | | | 20250131ADHCFSA | Payroll accrual | 0 | 4,843.78 | |
| 135240 | IDAHO CHILD SUPPORT RECEIPTING | 01/31/2025 | 20250131ADCSIDS | Payroll accrual | 0 | 295.00 | 295.00 |
| 135241 | The Standard Insurance Company | 01/31/2025 | 20250131ADLTD50 | Payroll accrual | 0 | 1,012.80 | 4,931.19 |
| | | | 20250131ADLTD60 | Payroll accrual | 0 | 3,895.12 | |
| | | | 20250131ADLTD60 | Payroll accrual | 0 | 3,895.12 | |
| | | | 20250131ADLTD60 | Payroll accrual | 0 | 23.27 | |

| Check Nbr | Vendor Name | Check Date | Invoice Number | Invoice Desc | PO Number | Invoice Amount | Check Amount |
|-----------|-------------|------------|----------------|--------------|-------------------------|----------------|--------------|
| | | | 14 | Computer | Check(s) For a Total of | | 529,586.77 |

| | | | | |
|-----------|----|-----------------------------------|-----------------------|------------|
| | 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 |
| | 14 | Computer | Checks For a Total of | 529,586.77 |
| Total For | 14 | Manual, Wire Tran, ACH & Computer | Checks | 529,586.77 |
| Less | 0 | Voided | Checks For a Total of | 0.00 |
| | | | Net Amount | 529,586.77 |

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 19, 2025, the board, by a _____ vote, approves payments, totaling \$1,163,964.02. The payments are further identified in this document.

Total by Payment Type for Cash Account, CT WIRE TRANSFERS:
 Wire Transfer Payments 202400053 through 202400057, totaling \$1,163,964.02

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

| Check Nbr | Vendor Name | Check Date | Invoice Number | Invoice Desc | PO Number | Invoice Amount | Check Amount | | | | |
|-----------------|------------------------------|------------|-----------------|--------------------|------------|-----------------|--------------|-----------------|---|----------|------------|
| 202400053 | KEYBANK NATIONAL ASSOCIATION | 01/31/2025 | 20250131AD1FIC | Payroll accrual | 0 | 156,508.05 | 637,626.73 | | | | |
| | | | 20250131AD1FIT | Payroll accrual | 0 | 236,154.63 | | | | | |
| | | | 20250131AD1FIT+ | Payroll accrual | 0 | 15,250.64 | | | | | |
| | | | 20250131AD1Med | Payroll accrual | 0 | 36,602.68 | | | | | |
| | | | 20250131AF1FIC | Payroll accrual | 0 | 156,508.05 | | | | | |
| | | | 20250131AF1Med | Payroll accrual | 0 | 36,602.68 | | | | | |
| 202400054 | *KEYBANK NA - OMNI | 01/31/2025 | 20250131ADA101 | Payroll accrual | 0 | 1,400.00 | 24,726.40 | | | | |
| | | | 20250131ADA104 | Payroll accrual | 0 | 3,137.50 | | | | | |
| | | | 20250131ADA104R | Payroll accrual | 0 | 78.90 | | | | | |
| | | | 20250131ADA105 | Payroll accrual | 0 | 1,538.00 | | | | | |
| | | | 20250131ADA105R | Payroll accrual | 0 | 3,913.00 | | | | | |
| | | | 20250131ADA106 | Payroll accrual | 0 | 200.00 | | | | | |
| | | | 20250131ADA107 | Payroll accrual | 0 | 3,666.00 | | | | | |
| | | | 20250131ADA108 | Payroll accrual | 0 | 2,450.00 | | | | | |
| | | | 20250131ADA108R | Payroll accrual | 0 | 3,325.00 | | | | | |
| | | | 20250131ADA109 | Payroll accrual | 0 | 4,668.00 | | | | | |
| | | | 20250131ADA109R | Payroll accrual | 0 | 350.00 | | | | | |
| | | | 202400055 | *KEYBANK NA - DSHS | 01/31/2025 | 20250131ADCS%50 | | Payroll accrual | 0 | 1,657.44 | 1,657.44 |
| | | | 202400056 | *KEYBANK NA - DRS | 01/31/2025 | 20250131AD1ReE0 | | Payroll accrual | 0 | 0.00 | 473,610.48 |
| 20250131AD1ReE2 | Payroll accrual | 0 | | | | 29,077.52 | | | | | |
| 20250131AD1ReE3 | Payroll accrual | 0 | | | | 16,202.52 | | | | | |
| 20250131AD1ReT0 | Payroll accrual | 0 | | | | 0.00 | | | | | |
| 20250131AD1ReT2 | Payroll accrual | 0 | | | | 51,373.52 | | | | | |
| 20250131AD1ReT3 | Payroll accrual | 0 | | | | 98,462.38 | | | | | |
| 20250131ADA81%3 | Payroll accrual | 0 | | | | 1,728.25 | | | | | |
| 20250131ADA8103 | Payroll accrual | 0 | | | | 18,436.00 | | | | | |
| 20250131ADA8113 | Payroll accrual | 0 | | | | 2,141.00 | | | | | |
| 20250131ADDCP R | Payroll accrual | 0 | | | | 3,600.00 | | | | | |
| 20250131ADDCP*R | Payroll accrual | 0 | | | | 202.33 | | | | | |
| 20250131AF1ReE0 | Payroll accrual | 0 | | | | 0.00 | | | | | |
| 20250131AF1ReE2 | Payroll accrual | 0 | | | | 39,382.02 | | | | | |
| 20250131AF1ReE3 | Payroll accrual | 0 | | | | 22,350.51 | | | | | |
| 20250131AF1ReT0 | Payroll accrual | 0 | | | | 0.00 | | | | | |

| Check Nbr | Vendor Name | Check Date | Invoice Number | Invoice Desc | PO Number | Invoice Amount | Check Amount |
|-----------|--------------------|------------|-----------------|---|-----------|----------------|--------------|
| | | | 20250131AF1ReT2 | Payroll accrual | 0 | 62,846.30 | |
| | | | 20250131AF1ReT3 | Payroll accrual | 0 | 127,808.13 | |
| 202400057 | *KEYBANK NA - VEBA | 01/31/2025 | 20250131ADV1119 | Payroll accrual | 0 | 2,500.00 | 26,342.97 |
| | | | 20250131ADV2119 | Payroll accrual | 0 | 5,000.00 | |
| | | | 20250131ADV3119 | Payroll accrual | 0 | 15,891.94 | |
| | | | 20250131ADV3ps | Payroll accrual | 0 | 1,151.03 | |
| | | | 20250131ADV4119 | Payroll accrual | 0 | 1,500.00 | |
| | | | 20250131ADV4ps | Payroll accrual | 0 | 300.00 | |
| | | | | 5 Wire Transfer Check(s) For a Total of | | | 1,163,964.02 |

Check Summary

| | | | | |
|-----------|---|-----------------------------------|-----------------------|--------------|
| | 0 | Manual | Checks For a Total of | 0.00 |
| | 5 | Wire Transfer | Checks For a Total of | 1,163,964.02 |
| | 0 | ACH | Checks For a Total of | 0.00 |
| | 0 | Computer | Checks For a Total of | 0.00 |
| Total For | 5 | Manual, Wire Tran, ACH & Computer | Checks | 1,163,964.02 |
| Less | 0 | Voided | Checks For a Total of | 0.00 |
| | | | Net Amount | 1,163,964.02 |

GENERAL FUNDS

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 19, 2025, the board, by a _____ vote, approves payments, totaling \$824,197.27. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
 Warrant Numbers 135242 through 135279, totaling \$824,197.27

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 |
|-----------|-----------------------|------------|----------------|---|------------|----------------|--------------|
| 135242 | AMAZON.COM SALES, INC | 01/23/2025 | 11NY-JLPM-D3V1 | MAINTENANCE SUPPLIES FY2024-2025 | 102425006 | 53.31 | 5,186.16 |
| | | | 11VH-WR6T-JP7G | PIO - ELA DEPT. SUPPLIES TERM 1 | 2372425009 | 17.51 | |
| | | | 13C9-KHX4-CPD4 | CC - HEALTH ROOM SUPPLIES | 0 | 69.86 | |
| | | | 13NH-MHLQ-7FWF | CC - SNACKS FOR SBA TESTING | 0 | 151.06 | |
| | | | 13T3-3QWN-MYKW | CTE - SCIENCE SUPPLIES HAUSER | 0 | 39.76 | |
| | | | 141L-JD34-HTFQ | SP - KIWANIS BOOKS DONATION | 0 | 173.37 | |
| | | | 14MX-KWGL-YGNY | STUDENT SRVCS - HEADPHONES | 0 | 169.54 | |
| | | | 14MX-KWGL-YYF1 | SUPT - FILE FOLDERS | 0 | 16.01 | |
| | | | 14X1-6MM4-NHRP | SP - KIWANIS TEACHING SUPPLY DONATION | 0 | 236.74 | |
| | | | 16PL-W69H-FJHC | T&L - IT SUPPLIES | 0 | 29.72 | |
| | | | 171Q-D6KP-FN67 | T&L - CD TEACHING SUPPLIES DODEA 2023 | 0 | 134.85 | |
| | | | 171Q-D6KP-GCD6 | T&L - CD TEACHING SUPPLIES DODEA 2023 | 0 | 134.85 | |
| | | | 17FF-33CH-4FVM | SP - PRINCIPAL SUPPLIES | 0 | 90.27 | |
| | | | 17GR-9L96-4YHW | MAINTENANCE SUPPLIES | 102425006 | 37.42 | |
| | | | 17LD-RN1D-CH6T | SHS - CHESS AND CHECKERS SET | 0 | 72.40 | |

| Check Nbr | Vendor Name | Check Date | Invoice Number | Invoice Desc | PO Number | Invoice Amount | Check Amount |
|-----------|-------------|------------|----------------|--|------------|----------------|--------------|
| | | | 19CP-LKWW-46VF | Open PO for 2024-2025 Teaching Supplies | 1622425010 | 311.46 | |
| | | | 19XX-Q73P-6J7M | CD - TEACHING SUPPLIES | 0 | 21.24 | |
| | | | 1DGF-R6TK-7WC6 | CTE - ARTS SUPPLIES | 0 | 442.45 | |
| | | | 1FHG-NL9X-D3LL | T&L - IT SUPPLIES | 0 | 8.75 | |
| | | | 1FYX-QLWY-366M | PIO - MATH DEPT. SUPPLIES TERM 1 | 2372425007 | 10.17 | |
| | | | 1GMR-1GL3-6PWH | SHS - TEACHING SUPPLIES | 0 | 123.75 | |
| | | | 1GVD-XKCL-7N1C | AIE - COPY PAPER | 0 | 19.70 | |
| | | | 1HP6-1TRK-391Y | CTE - ART SUPPLIES MOCK | 0 | 27.98 | |
| | | | 1HYH-M94R-D1M4 | CC - 2024-2025 Teaching Supplies | 1622425010 | 15.32 | |
| | | | 1KDY-RCYN-DCG1 | T&L - IT SUPPLIES | 0 | 96.50 | |
| | | | 1KP7-HPWV-4JVK | Open PO for 2024-2025 Teaching Supplies | 1622425010 | 280.96 | |
| | | | 1L7H-6XHL-449K | SHS - 1st Qtr Principals Budget not to exceed 5,000 | 4312425004 | 16.46 | |
| | | | 1LV6-P4F4-D77F | STUDENT SRVCS - HEALTH SRVCS SUPPLIES | 0 | 52.63 | |
| | | | 1NJF-WFDN-H6XY | T&L - TEACHING SUPPLIES VALLIERES | 0 | 74.78 | |
| | | | 1PQJ-CD71-6QXJ | PIO - ELA DEPT. SUPPLIES TERM 1 | 2372425009 | 67.00 | |
| | | | 1QWT-WQXF-39GY | SP - HEALTH ROOM SUPPLIES | 0 | 105.38 | |
| | | | 1RG1-C6M1-39TR | PIO - PRINCIPAL SUPPLIES TERM 2 | 2372425020 | 1,078.25 | |
| | | | 1VFK-KJ7C-1WRK | SHS - BOYS BASKETBALL WATER BOTTLES | 0 | 71.55 | |
| | | | 1VFK-KJ7C-3JVP | CD - PLAYGROUND EQUIPMENT | 0 | 136.48 | |
| | | | 1VRQ-CJTL-N7WL | PIO - ELA DEPT. SUPPLIES TERM 1 | 2372425009 | 7.87 | |
| | | | 1VVV-MMHK-DNPX | CTE - ASL SUPPLIES | 0 | 315.40 | |
| | | | 1VXP-J79C-GNMD | PIO - APPLY CREDIT MEMO 1FYW-7KJL-H9RY (\$25 | 2372425009 | 13.62 | |

| Check Nbr | Vendor Name | Check Date | Invoice Number | Invoice Desc | PO Number | Invoice Amount | Check Amount |
|-----------|--------------------------------|------------|-------------------|--|------------|----------------|--------------|
| | | | | .94) | | | |
| | | | 1W7W-17VM-D11W | CC - 2024-2025 Teaching Supplies | 1622425010 | 291.68 | |
| | | | 1XFC-SHR4-FPP1 | T&L - CC USB WIRELESS PRESENTER DODEA 2023 | 0 | 82.05 | |
| | | | 1XG7-PH4W-46FG | SP - PRINCIPAL SUPPLIES | 0 | 88.06 | |
| 135243 | ARTHUR J GALLAGHER RISK MGMT S | 01/23/2025 | 5443131 | 25-26 SARAH JAHN PUBLIC OFFICIALS BOND | 0 | 175.00 | 175.00 |
| 135244 | BATTERIES PLUS | 01/23/2025 | F79484751 | OPEN PURCHASE ORDER 2024-2025 for BATTERIES/BULBS | 102425007 | 361.01 | 361.01 |
| 135245 | BROCK'S ACADEMY, LLC | 01/23/2025 | 9241 | Compensatory Tutoring for LK at \$125/hr | 92425008 | 375.00 | 375.00 |
| 135246 | CAMFIL USA, INC. | 01/23/2025 | 30524073 | HVAC Filters District-Wide Ref Camfil Quote #QUO-249407-R0D5C0 | 102425070 | 7,953.97 | 7,953.97 |
| 135247 | CAPITAL BUSINESS MACHINES INC | 01/23/2025 | IN244399 | SHSD MAINT MOD BLDG 1100 DIGGS ST | 0 | 13.63 | 2,337.77 |
| | | | INV244392 | SHSD ADMIN BLDG 511 | 0 | 224.41 | |
| | | | INV244393 | CHERRYDALE PRIMARY SCHOOL | 0 | 392.28 | |
| | | | INV244394 | PIONEER MIDDLE SCHOOL | 0 | 479.68 | |
| | | | INV244395 | STEILACOOM HIGH SCHOOL | 0 | 392.81 | |
| | | | INV244396 | SALTAR'S POINT ELEMENTARY SCHOOL | 0 | 327.06 | |
| | | | INV244397 | CHLOE CLARK ELEMENTARY SCHOOL | 0 | 460.86 | |
| | | | INV244398 | SHSD ADMIN BLDG 510 | 0 | 7.51 | |
| | | | INV244400 | ANDERSON ISLAND ELEMENTARY SCHOOL | 0 | 39.53 | |
| 135248 | CITY OF TACOMA - TACOMA PUBLIC | 01/23/2025 | 100683154_1.15.25 | STEILACOOM HIGH SCHOOL READER BOARD | 0 | 38.04 | 38.04 |
| 135249 | CLOVER PARK SCHOOL DISTRICT | 01/23/2025 | 2416 | STEILACOOM HIGH SCHOOL SWIM TEAM FACILITY RENTAL | 82425030 | 700.00 | 8,107.50 |
| | | | 2417 | STEILACOOM HIGH SCHOOL SWIM TEAM | 82425030 | 2,240.00 | |

| Check Nbr | Vendor Name | Check Date | Invoice Number | Invoice Desc | PO Number | Invoice Amount | Check Amount |
|-----------|--------------------------------|------------|----------------|--|-----------|----------------|--------------|
| | | | 2418 | FACILITY RENTAL STEILACOOM HIGH SCHOOL SWIM TEAM | 82425030 | 1,995.00 | |
| | | | 2419 | FACILITY RENTAL STEILACOOM HIGH SCHOOL SWIM TEAM | 82425030 | 997.50 | |
| | | | 2420 | FACILITY RENTAL STEILACOOM HIGH SCHOOL SWIM TEAM | 82425030 | 700.00 | |
| | | | 2421 | FACILITY RENTAL STEILACOOM HIGH SCHOOL SWIM TEAM | 82425030 | 1,475.00 | |
| 135250 | CONSOLIDATED ELECTRICAL DISTRI | 01/23/2025 | 8541-1077033 | FACILITY RENTAL OPEN PURCHASE ORDER 2024-2025 for ELECTRICAL/LIGHTS SUPPLIES | 102425071 | 292.85 | 993.26 |
| | | | 8541-1077484 | OPEN PURCHASE ORDER 2024-2025 for ELECTRICAL/LIGHTS SUPPLIES | 102425071 | 700.41 | |
| 135251 | CROSS CULTURAL COMMUNICATIONS | 01/23/2025 | 53 | INTERPRETING SERVICE INVOICES FOR 24-25 | 272425045 | 91.18 | 91.18 |
| 135252 | ESD 113 | 01/23/2025 | 1002500495 | NETWORK SUPPORT SERVICES 24-25 QUARTERLY INVOICES PER SIGNED CONTRACT 6105-IA-02206 | 272425068 | 3,136.50 | 6,373.00 |
| | | | 1002500496 | NETWORK SUPPORT SERVICES 24-25 QUARTERLY INVOICES PER SIGNED CONTRACT 6105-IA-02206 | 272425068 | 3,136.50 | |
| | | | 7422500336 | Employee Fingerprinting | 182425009 | 100.00 | |
| 135253 | FERGUSON ENTERPRISES, LLC | 01/23/2025 | 3165493 | OPEN PURCHASE 2024-2025 for PLUMBING SUPPLIES | 102425010 | 279.47 | 2,434.30 |
| | | | 3262957 | OPEN PURCHASE 2024-2025 for PLUMBING SUPPLIES | 102425010 | 836.04 | |
| | | | 3306792 | OPEN PURCHASE 2024-2025 for PLUMBING SUPPLIES | 102425010 | 1,237.71 | |
| | | | 3349937 | OPEN PURCHASE | 102425010 | 81.08 | |

| Check Nbr | Vendor Name | Check Date | Invoice Number | Invoice Desc | PO Number | Invoice Amount | Check Amount |
|-----------|------------------------------|------------|----------------|--|------------|----------------|--------------|
| 135254 | FLOHAWKS | 01/23/2025 | 66261622 | 2024-2025 for PLUMBING SUPPLIES Replace Grease Trap at CD | 102425002 | 4,578.69 | 4,578.69 |
| 135255 | FOLLETT SOFTWARE, LLC | 01/23/2025 | 1561067 | CHERRYDALE PRIMARY SCHOOL POLYTHERMAL LABELS | 0 | 124.23 | 124.23 |
| 135256 | GRADUATION ALLIANCE, INC. | 01/23/2025 | GA77070 | GRADUATION ALLIANCE INVOICES FOR 24-25 FROM SHS. (FIRST SEMESTER) | 272425061 | 6,534.64 | 6,534.64 |
| 135257 | JSTOR/ITHAKA | 01/23/2025 | IN0173057 | STEILACOOM HIGH SCHOOL: Jstor Subscription | 4312425017 | 1,560.00 | 1,560.00 |
| 135258 | KCDA | 01/23/2025 | 300827047 | PIO MS - COPY PAPER FOR 2024-25SY | 2372425002 | 715.98 | 715.98 |
| 135259 | KEYBANK NATIONAL ASSOCIATION | 01/23/2025 | 24120000106 | ACCOUNT ANALYSIS SERVICES FY 2024-25 | 82425011 | 776.30 | 776.30 |
| 135260 | LAKWOOD HARDWARE & PAINT | 01/23/2025 | 763027 | OPEN PURCHASE ORDER 2024-2025 for SUPPLIES | 102425018 | 32.68 | 32.68 |
| 135261 | MARSHMEDIA | 01/23/2025 | 48611 | MARSHMEDIA DIGITAL LICENSE FOR PIONEER MIDDLE 24-25 | 272425069 | 200.00 | 200.00 |
| 135262 | MICROK12 | 01/23/2025 | 0582644 | C Hilen Microk12 Poster Printer and ink cartridges total with taxes \$10,058.04 | 142425018 | 7,572.68 | 15,527.41 |
| | | | 0582676 | C Hilen Microk12 HP HP Z Book Power 16 inch G11 A Mobile Workstation PC AMD Ryzen TM 7 8840HS 16" WUXGA 32 GB DDR5-SDRAM 2 at \$2,395.00 each total with taxes \$5,273.79. | 142425017 | 5,273.79 | |
| | | | 0582776 | C Hilen Microk12 Poster Printer and ink cartridges total | 142425018 | 2,680.94 | |

| Check Nbr | Vendor Name | Check Date | Invoice Number | Invoice Desc | PO Number | Invoice Amount | Check Amount |
|-----------|--------------------------------|------------|-----------------|-------------------|------------|----------------|--------------|
| | | | | with taxes | | | |
| | | | | \$10,058.04 | | | |
| 135263 | MILLER, KAMI | 01/23/2025 | reim_1.6.25 | MILEAGE | 0 | 7.97 | 7.97 |
| | | | | REIMBURSEMENT | | | |
| 135264 | ODP SOLUTIONS, LLC | 01/23/2025 | 401921074001 | SALTAR'S POINT | 1272425005 | 451.30 | 1,123.87 |
| | | | | ELEMENTARY SCHLL: | | | |
| | | | | 10 boxes copy | | | |
| | | | | paper | | | |
| | | | 402954044001 | SHS - Copy Paper | 4312425015 | 672.57 | |
| 135265 | PACIFIC PUBLISHING COMPANY INC | 01/23/2025 | 24-069 CTE | STEILACOOM HIGH | 0 | 300.00 | 300.00 |
| | | | | SCHOOL CTE | | | |
| | | | | PAYMENT PORTION | | | |
| 135266 | PIERCE COLLEGE | 01/23/2025 | MSC-00000035077 | RUNNING START | 82425013 | 603,469.99 | 603,469.99 |
| | | | | FALL FY 2024-25 | | | |
| 135267 | SARCO SUPPLY | 01/23/2025 | 1160051 | PIO OPEN PURCHASE | 102425047 | 110.24 | 2,085.74 |
| | | | | ORDER 2024-2025 | | | |
| | | | | for CUSTODIAL | | | |
| | | | | SUPPLIES | | | |
| | | | 1160054 | SHS OPEN PURCHASE | 102425046 | 1,638.91 | |
| | | | | ORDER 2024-2025 | | | |
| | | | | for CUSTODIAL | | | |
| | | | | SUPPLIES | | | |
| | | | 1160116 | PIO OPEN PURCHASE | 102425047 | 282.77 | |
| | | | | ORDER 2024-2025 | | | |
| | | | | for CUSTODIAL | | | |
| | | | | SUPPLIES | | | |
| | | | 1160119 | MAINT OPEN | 102425025 | 53.82 | |
| | | | | PURCHASE ORDER | | | |
| | | | | 2024-2025 for | | | |
| | | | | CUSTODIAL | | | |
| | | | | SUPPLIES | | | |
| 135268 | SHEARER, ALLISON GRACE | 01/23/2025 | reim_1.14.25 | SALTAR'S POINT | 0 | 39.34 | 39.34 |
| | | | | TECHING SUPPLIES | | | |
| | | | | PURCHASE | | | |
| | | | | REIMBURSEMENT | | | |
| 135269 | SODEXO INC & AFFILIATES | 01/23/2025 | 1002692709 | FOOD SERVICE | 82425014 | 124,287.36 | 124,287.36 |
| | | | | MANAGEMENT FALL | | | |
| | | | | FY 2024-25 | | | |
| 135270 | STATE AUDITOR'S OFFICE | 01/23/2025 | L165900 | FEDERAL AND | 82425015 | 278.20 | 278.20 |
| | | | | FINANCIAL AUDIT | | | |
| | | | | FY 2024-25 | | | |
| 135271 | TACOMA COMMUNITY COLLEGE | 01/23/2025 | PC-0000003661 | RUNNING START | 82425016 | 829.79 | 829.79 |
| | | | | FALL FY 2024-25 | | | |
| 135272 | TACOMA SCHOOL DISTRICT NO.10 | 01/23/2025 | 15125 | MCKINNEY VENTO | 82425039 | 1,854.92 | 1,854.92 |
| | | | | TRANSPORTATION | | | |
| | | | | SPRING FY | | | |
| | | | | 2024-25 (JAN - | | | |
| | | | | MAY) | | | |
| 135273 | TOWN OF STEILACOOM | 01/23/2025 | 2025-01-03-01 | Town of | 182425007 | 8,690.31 | 8,690.31 |
| | | | | Steilacoom SRO | | | |

| Check Nbr | Vendor Name | Check Date | Invoice Number | Invoice Desc | PO Number | Invoice Amount | Check Amount |
|-----------|--------------------|------------|---------------------|--|-----------|----------------|--------------|
| 135274 | WEX BANK | 01/23/2025 | 102187839 | MOTOR VEHICLE FUEL SUPPLY SPRING 2024-2025 (JAN - MAY) | 82425035 | 1,336.76 | 1,336.76 |
| 135275 | WILSON, LORI JO | 01/23/2025 | reim_1.7.25 | SALTAR'S POINT ELEMENTARY SCHOOL PRINCIPAL SUPPLIES PURCHASE REIMBURSEMENT | 0 | 19.78 | 19.78 |
| 135276 | WSIPC | 01/23/2025 | 1002401243 | New Student Online Enrollment | 182425005 | 311.96 | 311.96 |
| 135277 | WSRA, INC. | 01/23/2025 | 1831 | EVALUATION SERVICES FOR DR. LUMPE (4 QUARTERLY) FOR DODEA 2022 | 272425065 | 3,750.00 | 3,750.00 |
| 135278 | WSSDA | 01/23/2025 | 56317 | WSSDA Annual Dues, Policy & Legal News, Model Policy Online | 282425004 | 11,291.90 | 11,291.90 |
| 135279 | YUCKERT, HEATHER R | 01/23/2025 | mileagereim_1.16.25 | DISPROPORTIONALITY /STREET DATE TRAINING MILEAGE REIMBURSEMENT | 0 | 43.26 | 43.26 |

38 Computer Check(s) For a Total of 824,197.27

Check Summary

| | | | | |
|-----------|----|-----------------------------------|-----------------------|------------|
| | 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 |
| | 38 | Computer | Checks For a Total of | 824,197.27 |
| Total For | 38 | Manual, Wire Tran, ACH & Computer | Checks | 824,197.27 |
| Less | 0 | Voided | Checks For a Total of | 0.00 |
| | | | Net Amount | 824,197.27 |

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 19, 2025, the board, by a _____ vote, approves payments, totaling \$59.75. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
 Warrant Numbers 135280 through 135280, totaling \$59.75

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

| Check Nbr | Vendor Name | Check Date | Invoice Number | Invoice Desc | PO Number | Invoice Amount | Check Amount |
|-----------|-----------------|------------|----------------|-----------------------------------|-------------------------|----------------|--------------|
| 135280 | SULLIVAN, SHAUN | 02/06/2025 | GFRR_1.27.25 | FOOD SERVICE PM BALANCE REFUND | 0 | 59.75 | 59.75 |
| | | | 1 | Computer | Check(s) For a Total of | | 59.75 |

Check Summary

| | | | | |
|-----------|---|-----------------------------------|-----------------------|-------|
| | 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 | 59.75 |
| Total For | 1 | Manual, Wire Tran, ACH & Computer | Checks | 59.75 |
| Less | 0 | Voided | Checks For a Total of | 0.00 |
| | | | Net Amount | 59.75 |

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

As of February 19, 2025, the board, by a _____ vote, approves payments, totaling \$12,768.47. The payments are further identified in this document.

Total by Payment Type for Cash Account, CT WIRE TRANSFERS:
 Wire Transfer Payments 202400059 through 202400059, totaling \$12,768.47

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 |
|-----------|-------------------------------|------------|----------------|---------------------------------------|-----------|----------------|--------------|
| 202400059 | BMO FINANCIAL GROUP | 01/31/2025 | | CREDIT CARD PAYMENT CHECK | | | 12,768.47 |
| | ANDERSON ISLAND GENERAL STORE | | GFC250100019 | Credit Card Payment AP Invoice. | 0 | 373.86 | |
| | BATTERIES PLUS | | GFC250100026 | Credit Card Payment AP Invoice. | 0 | 177.80 | |
| | BMO FINANCIAL GROUP | | GFC250100000 | Credit Card Payment AP Invoice. | 0 | 357.67 | |
| | BMO FINANCIAL GROUP | | GFC250100005 | Credit Card Payment AP Invoice. | 0 | 1,938.56 | |
| | CAROLINA BIOLOGICAL SUPPLY CO | | GFC250100008 | Credit Card Payment AP Invoice. | 0 | 243.66 | |
| | CENTURYLINK-PORTAL | | GFC250100022 | Credit Card Payment AP Invoice. | 272425029 | 1,398.63 | |
| | CENTURYLINK-PORTAL | | GFC250100023 | Credit Card Payment AP Invoice. | 272425029 | 255.50 | |
| | CLASS CREATOR LLC | | GFC250100012 | Credit Card Payment AP Invoice. | 0 | 638.40 | |
| | COMCAST | | GFC250100025 | Credit Card Payment AP Invoice. | 272425026 | 1,865.06 | |
| | JW PEPPER & SON INC | | GFC250100011 | Credit Card Payment AP Invoice. | 0 | 56.17 | |

| Check Nbr | Vendor Name | Check Date | Invoice Number | Invoice Desc | PO Number | Invoice Amount | Check Amount |
|-----------|--------------------------------|------------|----------------|---------------------------------------|-----------|----------------|--------------|
| | Vendor on Invoice | | | | | | |
| | KCDA | | GFC250100010 | Credit Card Payment AP Invoice. | 0 | 823.18 | |
| | MICHAELS - PCARD | | GFC250100016 | Credit Card Payment AP Invoice. | 0 | 45.36 | |
| | MOMENTUM TELECOM, INC | | GFC250100024 | Credit Card Payment AP Invoice. | 272425028 | 793.49 | |
| | PIERCE COUNTY FERRY | | GFC250100001 | Credit Card Payment AP Invoice. | 102425004 | 23.75 | |
| | PIERCE COUNTY FERRY | | GFC250100002 | Credit Card Payment AP Invoice. | 102425004 | 31.50 | |
| | PIERCE COUNTY FERRY | | GFC250100003 | Credit Card Payment AP Invoice. | 102425004 | 23.75 | |
| | PIERCE COUNTY FERRY | | GFC250100004 | Credit Card Payment AP Invoice. | 102425004 | 23.75 | |
| | RIVERSIDE INSIGHTS | | GFC250100021 | Credit Card Payment AP Invoice. | 0 | 1,669.39 | |
| | SAFEWAY, INC | | GFC250100009 | Credit Card Payment AP Invoice. | 142425012 | 164.74 | |
| | SAFEWAY, INC | | GFC250100013 | Credit Card Payment AP Invoice. | 142425012 | 40.01 | |
| | SAFEWAY, INC | | GFC250100014 | Credit Card Payment AP Invoice. | 142425012 | 387.17 | |
| | SAFEWAY, INC | | GFC250100015 | Credit Card Payment AP Invoice. | 142425012 | 409.88 | |
| | SAFEWAY, INC | | GFC250100017 | Credit Card Payment AP Invoice. | 142425012 | 38.98 | |
| | SAFEWAY, INC | | GFC250100018 | Credit Card Payment AP Invoice. | 142425012 | 130.48 | |
| | USPS - PCARD | | GFC250100007 | Credit Card Payment AP Invoice. | 0 | 16.45 | |
| | WASA | | GFC250100020 | Credit Card Payment AP Invoice. | 0 | 693.75 | |
| | WESTERN PSYCHOLOGICAL SERVICES | | GFC250100006 | Credit Card | 0 | 147.53 | |

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

Payment AP
Invoice.

| | | |
|---|---------------------------------------|-----------|
| 1 | Wire Transfer Check(s) For a Total of | 12,768.47 |
|---|---------------------------------------|-----------|

| | | | | |
|-----------|---|--------------------|-----------------------|-----------|
| | 0 | Manual | Checks For a Total of | 0.00 |
| | 1 | Wire Transfer | Checks For a Total of | 12,768.47 |
| | 0 | ACH | Checks For a Total of | 0.00 |
| | 0 | Computer | Checks For a Total of | 0.00 |
| Total For | 1 | Manual, Wire Tran, | ACH & Computer Checks | 12,768.47 |
| Less | 0 | Voided | Checks For a Total of | 0.00 |
| | | | Net Amount | 12,768.47 |

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 19, 2025, the board, by a _____ vote, approves payments, totaling \$0.00, and voids/cancellations, totaling \$1,054.32. The payments and voids are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
 Voids/Cancellations, totaling \$1,054.32

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 |
|-----------|----------------------------|------------|----------------|---------------------------------------|-------------------------|----------------|--------------|
| 135219 | QUADIENT FINANCE USA, INC. | 01/16/2025 | 12.15.24 | Postage for 2024.25 school year | 82425025 | 1,054.32 | 1,054.32 |
| | | | 1 | Void | Check(s) For a Total of | | 1,054.32 |

05.24.10.00.00-010034

Check Summary

| | | | | |
|-----------|---|--------------------|-----------------------|-----------|
| | 0 | Manual | Checks For a Total of | 0.00 |
| | 0 | Wire Transfer | Checks For a Total of | 0.00 |
| | 0 | ACH | Checks For a Total of | 0.00 |
| | 0 | Computer | Checks For a Total of | 0.00 |
| Total For | 0 | Manual, Wire Tran, | ACH & Computer Checks | 0.00 |
| Less | 1 | Voided | Checks For a Total of | 1,054.32 |
| | | | Net Amount | -1,054.32 |

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 19, 2025, the board, by a _____ vote, approves payments, totaling \$0.00, and voids/cancellations, totaling \$603,469.99. The payments and voids are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
 Voids/Cancellations, totaling \$603,469.99

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 |
|-----------|----------------|------------|-----------------|----------------------------------|-------------------------|----------------|--------------|
| 135266 | PIERCE COLLEGE | 01/28/2025 | MSC-00000035077 | RUNNING START FALL FY 2024-25 | 82425013 | 603,469.99 | 603,469.99 |
| | | | 1 | Void | Check(s) For a Total of | | 603,469.99 |

| | | | | |
|-----------|---|--|-----------------------|-------------|
| | 0 | Manual | Checks For a Total of | 0.00 |
| | 0 | Wire Transfer | Checks For a Total of | 0.00 |
| | 0 | ACH | Checks For a Total of | 0.00 |
| | 0 | Computer | Checks For a Total of | 0.00 |
| Total For | 0 | Manual, Wire Tran, ACH & Computer Checks | | 0.00 |
| Less | 1 | Voided | Checks For a Total of | 603,469.99 |
| | | | Net Amount | -603,469.99 |

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 19, 2025, the board, by a _____ vote, approves payments, totaling \$415.97. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
 Warrant Numbers 135281 through 135281, totaling \$415.97

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 |
|-----------|--------------------------------|------------|---------------------|---|-------------------------|----------------|--------------|
| 135281 | STEILACOOM HIST SCHOOL DIST #1 | 02/10/2025 | CTAX11 20250210AAA | Comp Tax owed for Cash Account 11 through 01/31/2025 | 0 | 315.37 | 415.97 |
| | | | CTAXCTW 20250210AAA | Comp Tax owed for Cash Account CTW through 01/31/2025 | 0 | 100.60 | |
| | | | 1 | Computer | Check(s) For a Total of | | 415.97 |

| | | | | |
|-----------|---|-----------------------------------|-----------------------|--------|
| | 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 | 415.97 |
| Total For | 1 | Manual, Wire Tran, ACH & Computer | Checks | 415.97 |
| Less | 0 | Voided | Checks For a Total of | 0.00 |
| | | | Net Amount | 415.97 |

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 19, 2025, the board, by a _____ vote, approves payments, totaling \$132,727.07. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
 Warrant Numbers 135282 through 135317, totaling \$132,727.07

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 |
|-----------|-----------------------|------------|----------------|--|------------|----------------|--------------|
| 135282 | AMAZON.COM SALES, INC | 02/10/2025 | 11CF-LKG1-6HTK | CTE - ASL SUPPLIES WILLIAMS | 0 | 29.67 | 7,337.98 |
| | | | 139F-6YPW-4JWF | CD - TEACHING SUPPLIES | 0 | 84.29 | |
| | | | 13WX-VYVX-3KHL | PIO - ART CLASSROOM SUPPLIES SEMESTER 2 | 2372425026 | 794.12 | |
| | | | 19X9-3J36-WYL4 | CTE - ART SUPPLIES MOCK | 0 | 142.97 | |
| | | | 19X9-3J36-XQLC | CTE - SCIENCE SUPPLIES | 0 | 262.10 | |
| | | | 1DK4-KWP3-46W7 | STUDENT SRVCS - TEACHING SUPPLIES | 0 | 32.01 | |
| | | | 1DXH-LKFX-7C99 | 2024-2025 MAINTENANCE SUPPLIES | 102425075 | 864.28 | |
| | | | 1F9G-TXFD-7P3D | CTE - FOOD SUPPLIES BRACE | 0 | 189.45 | |
| | | | 1GFR-GY3X-4QD3 | SHS - TEACHING SUPPLIES | 0 | 49.96 | |
| | | | 1JM9-H4W4-6C3R | CC - 2024-2025 Teaching Supplies | 1622425010 | 179.28 | |
| | | | 1JTG-XC1Q-VLGQ | PIO - ELA DEPT. SUPPLIES TERM 1 | 2372425009 | 187.03 | |
| | | | 1K4N-V3QR-9164 | PIO - LIBRARY SUPPLIES - M. HILTON | 2372425024 | 192.83 | |
| | | | 1K7T-HLWT-93Y1 | SHS - MATH TEACHING SUPPLIES | 0 | 115.27 | |
| | | | 1KGP-QYCX-6K4F | CTE - ART SUPPLIES MOCK | 0 | 396.62 | |
| | | | 1KVG-4GH3-9W4L | CC - 2024-2025 | 1622425010 | 368.21 | |

| Check Nbr | Vendor Name | Check Date | Invoice Number | Invoice Desc | PO Number | Invoice Amount | Check Amount |
|-----------|--------------------------------|------------|-----------------|---|------------|----------------|--------------|
| | | | | Teaching Supplies | | | |
| | | | 1LNQ-9GQ6-619H | PIO - PRINCIPAL SUPPLIES TERM 2 | 2372425020 | 16.43 | |
| | | | 1M6N-FVHJ-C3RP | AIE - COPY PAPER | 0 | 93.18 | |
| | | | 1NPN-4KW7-CLR7 | CC - SBA TESTING SNACKS | 0 | 102.76 | |
| | | | 1QMM-DCMR-71LC | AIE - PRIMARY JOURNALS | 0 | 62.68 | |
| | | | 1QP6-JFKV-4DVK | PIO - PRINCIPAL SUPPLIES TERM 2 | 2372425020 | 1,502.62 | |
| | | | 1TXR-16YD-4PVP | 2024-2025 MAINTENANCE SUPPLIES | 102425075 | 55.04 | |
| | | | 1TXR-16YD-4TWJ | CTE - SCIENCE SUPPLIES HAUSER | 0 | 33.02 | |
| | | | 1W11-GK3X-6NQL | CTE - SCIENCE SUPPLIES STUTZ | 0 | 281.41 | |
| | | | 1W6J-7KYY-WJJK | FINANCE - SCANNER | 0 | 88.70 | |
| | | | 1W6J-7KYY-WVPP | SP - TEACHING SUPPLIES GAFFEY | 0 | 103.73 | |
| | | | 1X1L-Q1VR-3R6L | CTE - OFFICE SUPPLIES | 0 | 27.50 | |
| | | | 1YHK-47K9-4GKLK | CC - DIVIDER CURTAIN FOR HEALTH ROOM | 0 | 116.16 | |
| | | | 1YKG-TX11-7GVP | CTE - ART SUPPLIES MOCK | 0 | 833.86 | |
| | | | 1YKG-TX11-7ML3 | SHS - CHESS CLUB EQUIPMENT | 0 | 26.40 | |
| | | | 1YNY-H7JH-9MKH | FINANCE - DESK CALCULATORS | 0 | 73.38 | |
| | | | 1YP6-1YPC-3TNT | CTE - ART SUPPLIES MOCK | 0 | 33.02 | |
| 135283 | AMERGIS HEALTHCARE STAFFING SV | 02/10/2025 | E15119390294 | Bethany DeSue, RBT Contract weekly pay rate 24-25 SY | 92425006 | 1,643.72 | 13,374.92 |
| | | | E15119420294 | Contract nursing services, Emily Godfrey, LPN (1:1 CD student) | 92425014 | 1,705.00 | |
| | | | E15193230294 | Catherine Chilton, OT Contract weekly pay rate 24-25 SY | 92425007 | 2,240.00 | |
| | | | E15193470294 | Catherine Chilton, OT Contract weekly pay rate 24-25 SY | 92425007 | 1,556.14 | |
| | | | E15193530294 | Contract nursing | 92425014 | 2,170.00 | |

| Check Nbr | Vendor Name | Check Date | Invoice Number | Invoice Desc | PO Number | Invoice Amount | Check Amount |
|-----------|--------------------------------|------------|----------------|--|------------|----------------|--------------|
| | | | | services, Emily Godfrey, LPN (1:1 CD student) | | | |
| | | | E15239660294 | Catherine Chilton, OT Contract weekly pay rate 24-25 SY | 92425007 | 2,223.20 | |
| | | | E15240660294 | Bethany DeSue, RBT Contract weekly pay rate 24-25 SY | 92425006 | 1,836.86 | |
| 135284 | AWSP (ASSN OF WA SCHOOL PRINCI | 02/10/2025 | 000042580 | AWSP Conf Fees for Charles Hilen | 4312425014 | 800.00 | 1,600.00 |
| | | | 000042581 | AWSP Conf Fees for TRACY Garza | 4312425014 | 800.00 | |
| 135285 | BATTERIES PLUS | 02/10/2025 | P79712940 | OPEN PURCHASE ORDER 2024-2025 for BATTERIES/BULBS | 102425007 | 319.87 | 319.87 |
| 135286 | BUILDER'S HARDWARE & SUPPLY CO | 02/10/2025 | S3859623.001 | OPEN PURCHASE ORDER 2024-2025 for HARDWARE SUPPLIES | 102425003 | 701.77 | 701.77 |
| 135287 | CAPITAL BUSINESS MACHINES INC | 02/10/2025 | INV247536 | SALTAR'S POINT ELEMENTARY SCHOOL TONER SUPPLY | 0 | 77.84 | 77.84 |
| 135288 | CODEWORK INC | 02/10/2025 | 250119 | SOFTWARE SUBSCRIPTION RENEWAL MARCH 2025 TO MARCH 2026 | 272425066 | 975.00 | 975.00 |
| 135289 | CONSOLIDATED ELECTRICAL DISTRI | 02/10/2025 | 8541-1080053 | OPEN PURCHASE ORDER 2024-2025 for ELECTRICAL/LIGHTS SUPPLIES | 102425071 | 384.34 | 384.34 |
| 135290 | CORAL SALES COMPANY | 02/10/2025 | INV-79948 | CORAL SALES JSF SOLAR BASE HEAD MOUNT AND PLATE | 272425063 | 425.26 | 425.26 |
| 135291 | DEPT OF LICENSING (WA STATE) | 02/10/2025 | L0257604813 | OPEN PURCHASE ORDER 2024-2025 for TYPE 2 Driving Abstracts | 102425038 | 90.00 | 90.00 |
| 135292 | FERGUSON ENTERPRISES, LLC | 02/10/2025 | 3377236 | OPEN PURCHASE 2024-2025 for PLUMBING SUPPLIES | 102425010 | 96.52 | 96.52 |
| 135293 | FIRST-CITIZENS BANK & TRUST CO | 02/10/2025 | 46414026 | DISTRICT COPIER LEASE SPRING FY 2024-2025 (JAN - MAY) | 82425032 | 7,537.80 | 7,537.80 |

| Check Nbr | Vendor Name | Check Date | Invoice Number | Invoice Desc | PO Number | Invoice Amount | Check Amount |
|-----------|------------------------------|------------|----------------|--|-----------|----------------|--------------|
| 135294 | GRAINGER | 02/10/2025 | 9382133073 | OPEN PURCHASE ORDER 2024-2025 for SUPPLIES | 102425011 | 150.10 | 150.10 |
| 135295 | HARDCASTLE, EDUCATIONAL SERV | 02/10/2025 | 1001 | CTE REVIEW | 82425026 | 15,000.00 | 15,000.00 |
| 135296 | HAROLD LEMAY ENTERPRISES | 02/10/2025 | 19343327S180 | SHSD MAINTENANCE BLDG DIGGS 1100: LOC 18251-001 | 0 | 230.61 | 9,291.98 |
| | | | 19346038S180 | CHERRYDALE PRIMARY SCHOOL: LOC 18251-003 | 0 | 578.30 | |
| | | | 19346039S180 | SHSD ADMIN BLDG 510: LOC 18251-004 | 0 | 230.61 | |
| | | | 19346040S180 | PIONEER MIDDLE SCHOOL: LOC 18251-006 | 0 | 1,233.72 | |
| | | | 19346041S180 | PIONEER MIDDLE SCHOOL: LOC 18251-007 | 0 | 949.14 | |
| | | | 19346042S180 | STEILACOOM HIGH SCHOOL: LOC 18251-008 | 0 | 2,120.48 | |
| | | | 19346043S180 | STEILACOOM HIGH SCHOOL: LOC 18251-009 | 0 | 694.15 | |
| | | | 19346044S180 | CHERRYDALE PRIMARY SCHOOL: LOC 18251-010 | 0 | 269.39 | |
| | | | 19346045S180 | SHSD ADMIN BLDG 510: LOC 18251-011 | 0 | 155.41 | |
| | | | 19346046S180 | SALTAR'S POINT ELEMENTARY SCHOOL: LOC 18251-013 | 0 | 1,067.99 | |
| | | | 19346047S180 | SALTAR'S POINT ELEMENTARY SCHOOL: LOC 18251-014 3 | 0 | 155.41 | |
| | | | 19346048S180 | CHLOE CLARK ELEMENTARY SCHOOL: LOC 18251-015 | 0 | 1,171.98 | |
| | | | 19346049S180 | CHLOE CLARK ELEMENTARY SCHOOL: LOC 18251-016 | 0 | 279.38 | |
| | | | 19346050S180 | SHSD MAINTENANCE BLDG DIGGS 1100: LOC | 0 | 155.41 | |

| Check Nbr | Vendor Name | Check Date | Invoice Number | Invoice Desc | PO Number | Invoice Amount | Check Amount |
|-----------|----------------------------|------------|----------------|--|------------|----------------|--------------|
| 135297 | J&I POWER EQUIPMENT INC | 02/10/2025 | 802139 | OPEN PURCHASE ORDER 2024-2025 for GROUNDS SUPPLIES/REPAIRS | 102425014 | 107.55 | 173.42 |
| | | | 802141 | OPEN PURCHASE ORDER 2024-2025 for GROUNDS SUPPLIES/REPAIRS | 102425014 | 65.87 | |
| 135298 | KCDA | 02/10/2025 | 300828254 | CD - KCDA: teaching supplies | 1462425013 | 413.87 | 413.87 |
| 135299 | LAKES BODY SHOP | 02/10/2025 | RO #23760 | Accident Repairs to 2015 CHEV Silverado 2500 HD Work Truck Crew Cab - Approved WSRMP Insurance Claim | 102425077 | 7,093.62 | 7,093.62 |
| 135300 | LAKEWOOD HARDWARE & PAINT | 02/10/2025 | 763305 | OPEN PURCHASE ORDER 2024-2025 for SUPPLIES | 102425018 | 18.61 | 18.61 |
| 135301 | LANDES, BONNIE JEANETTE | 02/10/2025 | reim_1.23.25 | KEEPRI CERTIFICATION EXAM COST REIMBURSEMENT | 0 | 165.00 | 165.00 |
| 135302 | LANGUAGE LINK | 02/10/2025 | 290904 | LANGUAGE LINK INTERPRETATION SERVICES FOR 24-25 | 272425044 | 17.49 | 17.49 |
| 135303 | LEADER SERVICES | 02/10/2025 | WA12860 | Medicaid Billing (transaction fee billed monthly, \$1.40/transaction) | 92425015 | 11.20 | 11.20 |
| 135304 | LEMAY MOBILE SHREDDING | 02/10/2025 | 4872662S185 | SALTAR'S POINT ELEMENTARY SCHOOL: LOC 814398 | 0 | 97.80 | 363.25 |
| | | | 4872663S185 | SHSD ADMIN BLDG 511: LOC 814400-001 | 0 | 172.97 | |
| | | | 4872666S185 | STEILACOOM HIGH SCHOOL: LOC 814426 | 0 | 92.48 | |
| 135305 | MILLER, KAMI | 02/10/2025 | reim_1.31.25 | JANUARY 2025 MILEAGE REIMBURSEMENT | 0 | 15.19 | 15.19 |
| 135306 | MURREYS DISPOSAL CO., INC. | 02/10/2025 | 12696623S111 | Monthly minimum charge for medical waste disposal | 92425013 | 17.96 | 17.96 |
| 135307 | ODP SOLUTIONS, LLC | 02/10/2025 | 406238933001 | WORKROOM/FINANCE | 82425038 | 188.13 | 188.13 |

| Check Nbr | Vendor Name | Check Date | Invoice Number | Invoice Desc | PO Number | Invoice Amount | Check Amount |
|-----------|--------------------------------|------------|----------------------|---|-----------|----------------|--------------|
| 135308 | PIERCE COUNTY REFUSE | 02/10/2025 | 19350544S180 | SUPPLIES ANDERSON ISLAND ELEMENTARY SCHOOL: LOC 18251-017 | 0 | 188.46 | 245.98 |
| | | | 19350545S180 | ANDERSON ISLAND ELEMENTARY SCHOOL: LOC 18251-018 | 0 | 57.52 | |
| 135309 | PIERCE COUNTY SEWER | 02/10/2025 | 1354221_2.1.25 | PIONEER MIDDLE SCHOOL | 0 | 257.14 | 520.04 |
| | | | 858625_2.1.25 | CHLOE CLARK ELEMENTARY SCHOOL | 0 | 262.90 | |
| 135310 | PUGET SOUND ENERGY | 02/10/2025 | 200002143960_1.31.25 | PIONEER MIDDLE SCHOOL | 0 | 16,310.46 | 37,517.35 |
| | | | 200008146082_1.31.25 | SHSD ADMIN BLDG 510 | 0 | 498.88 | |
| | | | 200018787412_1.31.25 | STEILACOOM HIGH SCHOOL | 0 | 5,786.79 | |
| | | | 200023874882_2.3.25 | CHLOE CLARK ELEMENTARY SCHOOL | 0 | 14,494.65 | |
| | | | 220005466069_1.31.25 | SHSD ADMIN BLDG 511 | 0 | 426.57 | |
| 135311 | QUADIENT FINANCE USA, INC. | 02/10/2025 | 01152025 | Postage for 2024.25 school year | 82425025 | 60.58 | 60.58 |
| 135312 | REFRIGERATION SUPPLIES DISTRIB | 02/10/2025 | 26355068-01 | OPEN PURCHASE ORDER 2024-2025 for SUPPLIES | 102425023 | 159.22 | 159.22 |
| 135313 | SARCO SUPPLY | 02/10/2025 | 1160115 | SHS OPEN PURCHASE ORDER 2024-2025 for CUSTODIAL SUPPLIES | 102425076 | 29.34 | 29.34 |
| 135314 | SIEMENS INDUSTRY, INC. | 02/10/2025 | 5331718329 | Fire Panel Repairs at SHS | 102425072 | 1,888.98 | 1,888.98 |
| 135315 | TANNER ELECTRIC | 02/10/2025 | 72131000_2.1.25 | ANDERSDON ISLAND ELEMENTARY SCHOOL | 0 | 1,013.43 | 1,013.43 |
| 135316 | TOWN OF STEILACOOM | 02/10/2025 | 10777.0_1.16.25 | SHSD MAINT MOD BLDG | 0 | 388.50 | 23,801.07 |
| | | | 1199.1_1.16.25 | SHSD ADMIN BLDG 511 | 0 | 1,493.89 | |
| | | | 1409.0_1.16.25 | STEILACOOM HIGH SCHOOL | 0 | 235.23 | |
| | | | 1409.1_1.16.25 | STEILACOOM HIGH SCHOOL | 0 | 10,183.71 | |
| | | | 1884.0_1.16.25 | SHSD ADMIN BLDG 510 | 0 | 812.49 | |
| | | | 2075.0_1.16.25 | SALTAR'S POINT ELEMENTARY SCHOOL | 0 | 389.72 | |
| | | | 2456.0_1.16.25 | SHSD MAINT BLDG | 0 | 36.51 | |

| Check Nbr | Vendor Name | Check Date | Invoice Number | Invoice Desc | PO Number | Invoice Amount | Check Amount |
|-----------|---------------|------------|----------------|--|-------------------------|----------------|--------------|
| | | | 2456.1_1.16.25 | SHSD MAINT BLDG | 0 | 1,067.46 | |
| | | | 2662.0_1.16.25 | SALTAR'S POINT ELEMENTARY SCHOOL | 0 | 1,079.07 | |
| | | | 2662.1_1.16.25 | SALTAR'S POINT ELEMENTARY SCHOOL | 0 | 4,436.73 | |
| | | | 3181.0_1.16.25 | STEILACOOM HIGH SCHOOL IRRIGATION | 0 | 3.75 | |
| | | | 3533.0_1.16.25 | CHERRYDALE PRIMARY SCHOOL | 0 | 879.75 | |
| | | | 3533.1_1.16.25 | CHERRYDALE PRIMARY SCHOOL | 0 | 2,206.82 | |
| | | | 6571.0_1.16.25 | SHSD PDC BLDG | 0 | 377.68 | |
| | | | 9157.0_1.16.25 | SALTAR'S ELEMENTARY SCHOOL | 0 | 209.76 | |
| 135317 | WEVIDEO, INC. | 02/10/2025 | CINV11152 | D Beaulieu We Video 1 year subscription \$1498.60 for 125 licenses. This is not a recurring charge. The subscription of 125 licenses must be purchase each year. | 142425011 | 1,649.96 | 1,649.96 |
| | | | | 36 Computer | Check(s) For a Total of | 132,727.07 | |

| | | | | |
|-----------|----|-----------------------------------|-----------------------|------------|
| | 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 |
| | 36 | Computer | Checks For a Total of | 132,727.07 |
| Total For | 36 | Manual, Wire Tran, ACH & Computer | Checks | 132,727.07 |
| Less | 0 | Voided | Checks For a Total of | 0.00 |
| | | | Net Amount | 132,727.07 |

CAPITAL PROJECTS FUND

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 19, 2025, the board, by a _____ vote, approves payments, totaling \$1,104.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, CPF WARRANTS OUTSTANDING:
 Warrant Numbers 200630 through 200630, totaling \$1,104.00

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 |
|-----------|-------------------------|------------|----------------|------------------------------------|-------------------------|----------------|--------------|
| 200630 | PACIFICA LAW GROUP, LLP | 01/23/2025 | 94725 | PROFESSIONAL SERVICES FY 2024-2025 | 2002425039 | 1,104.00 | 1,104.00 |
| | | | 1 | Computer | Check(s) For a Total of | | 1,104.00 |

| | | | | |
|-----------|---|-----------------------------------|-----------------------|----------|
| | 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 |
| | 1 | Computer | Checks For a Total of | 1,104.00 |
| Total For | 1 | Manual, Wire Tran, ACH & Computer | Checks | 1,104.00 |
| Less | 0 | Voided | Checks For a Total of | 0.00 |
| | | | Net Amount | 1,104.00 |

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

As of February 19, 2025, the board, by a _____ vote, approves payments, totaling \$2,478.04. The payments are further identified in this document.

Total by Payment Type for Cash Account, CPF WARRANTS OUTSTANDING:
 Warrant Numbers 200631 through 200631, totaling \$2,478.04

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 |
|-----------|--------------------------------|------------|--------------------|---|-------------------------|----------------|--------------|
| 200631 | STEILACOOM HIST SCHOOL DIST #1 | 02/10/2025 | CTAX21 20250210AAA | Comp Tax owed for Cash Account 21 through 01/31/2025 | 0 | 2,478.04 | 2,478.04 |
| | | | 1 | Computer | Check(s) For a Total of | | 2,478.04 |

| | | | | |
|-----------|---|-----------------------------------|-----------------------|----------|
| | 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 | 2,478.04 |
| Total For | 1 | Manual, Wire Tran, ACH & Computer | Checks | 2,478.04 |
| Less | 0 | Voided | Checks For a Total of | 0.00 |
| | | | Net Amount | 2,478.04 |

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 19, 2025, the board, by a _____ vote, approves payments, totaling \$120.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, CT WIRE TRANSFERS:
 Wire Transfer Payments 202400058 through 202400058, totaling \$120.00

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 |
|-----------|--------------------------------|------------|----------------|---|------------|----------------|--------------|
| | Vendor on Invoice | | | | | | |
| 202400058 | BMO FINANCIAL GROUP | 01/31/2025 | | CREDIT CARD PAYMENT CHECK | | | 120.00 |
| | SPACE EXPLORATION TECHNOLOGIES | | CPFC250100000 | Credit Card Payment AP Invoice. | 2002425013 | 120.00 | |
| | | | | 1 Wire Transfer Check(s) For a Total of | | | 120.00 |

| | | | | |
|-----------|---|-----------------------------------|-----------------------|--------|
| | 0 | Manual | Checks For a Total of | 0.00 |
| | 1 | Wire Transfer | Checks For a Total of | 120.00 |
| | 0 | ACH | Checks For a Total of | 0.00 |
| | 0 | Computer | Checks For a Total of | 0.00 |
| Total For | 1 | Manual, Wire Tran, ACH & Computer | Checks | 120.00 |
| Less | 0 | Voided | Checks For a Total of | 0.00 |
| | | | Net Amount | 120.00 |

**ASSOCIATED
STUDENT
BODY
FUND**

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 19, 2025, the board, by a _____ vote, approves payments, totaling \$50.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
 Warrant Numbers 405566 through 405566, totaling \$50.00

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 |
|-----------|-----------------|------------|----------------|---|-------------------------|----------------|--------------|
| 405566 | NOVELO, ARTESIA | 01/23/2025 | ASBRR220393 | STEILACOOM HIGH SCHOOL CHEER NATIONALS PAYMENT REFUND | 0 | 50.00 | 50.00 |
| | | | | 1 Computer | Check(s) For a Total of | | 50.00 |

| | | | | |
|-----------|---|-----------------------------------|-----------------------|-------|
| | 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 |
| | 1 | Computer | Checks For a Total of | 50.00 |
| Total For | 1 | Manual, Wire Tran, ACH & Computer | Checks | 50.00 |
| Less | 0 | Voided | Checks For a Total of | 0.00 |
| | | | Net Amount | 50.00 |

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

As of February 19, 2025, the board, by a _____ vote, approves payments, totaling \$18,953.75. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
 Warrant Numbers 405567 through 405575, totaling \$18,953.75

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

| Check Nbr | Vendor Name | Check Date | Invoice Number | Invoice Desc | PO Number | Invoice Amount | Check Amount |
|-----------|--------------------------------|------------|-----------------|---|------------|----------------|--------------|
| 405567 | AMAZON.COM SALES, INC | 02/10/2025 | 11DQ-NWML-D341 | SHS - BOYS BASKETBALL EQUIPMENT | 0 | 275.72 | 1,471.13 |
| | | | 1LTM-XGJ4-6WPK | SHS - YEARBOOK CLUB SUPPLIES | 0 | 43.98 | |
| | | | 1VKF-CNCM-C9JY | SHS - BOYS BASKETBALL EQUIPMENT | 0 | 673.80 | |
| | | | 1VL4-43C1-6RYD | SHS - LITERATURE CLUB BOOK | 0 | 65.28 | |
| | | | 1XQG-6K46-3RN4 | PIO - BAND SUPPLIES | 0 | 412.35 | |
| 405568 | CROSSEN, SHELLEY MARIE | 02/10/2025 | reim_01072025 | SALTAR'S POINT ELEMENTARY SCHOOL BOOKS PURCHASE REIMBURSEMENT | 0 | 258.89 | 258.89 |
| 405569 | KENTRIDGE HIGH SCHOOL | 02/10/2025 | 2025-01-11 | STEILACOOM HIGH SCHOOL: DIVER ENTRY FEES | 0 | 50.00 | 50.00 |
| 405570 | L.O.S. EMBROIDERY | 02/10/2025 | 000187 | STEILACOOM HIGH SCHOOL: 2000 Athletics senior banners | 4062425032 | 462.42 | 462.42 |
| 405571 | PACIFIC PUBLISHING COMPANY INC | 02/10/2025 | 24-069 ASB | STEILACOOM HIGH SCHOOL ASB PAYMENT PORTION | 0 | 617.22 | 617.22 |
| 405572 | PIERCE, AARON M | 02/10/2025 | reim_1.9.2025 | STEILACOOM HIGH SCHOOL JROTC WONDERSHARE REGISTRATION REIMBURSEMENT | 0 | 70.45 | 70.45 |
| 405573 | SCHENCK, SUZANNE T | 02/10/2025 | reim_12.18.2024 | CHLOE CLARK ELEMENTARY SCHOOL | 0 | 116.90 | 116.90 |

| Check Nbr | Vendor Name | Check Date | Invoice Number | Invoice Desc | PO Number | Invoice Amount | Check Amount |
|-----------|--------------------------------|------------|--------------------|---|------------|----------------|--------------|
| 405574 | STEILACOOM HIST SCHOOL DIST #1 | 02/10/2025 | SHSASB2GF\$6120.89 | LIBRARY BOOKS PURCHASE REIMBURSEMENT SHS ASB TO | 0 | 6,120.89 | 13,981.74 |
| | | | | REIMBURSE GF FOR NOVEMBER 2024 ATHLETICS TRANSPORTATION | | | |
| | | | SHSASB2GF\$7860.85 | SHS ASB TO | 0 | 7,860.85 | |
| | | | | REIMBURSE GF FOR DECEMBER 2024 ATHLETICS TRANSPORTATION | | | |
| 405575 | WASHINGTON OFFICIALS ASSN | 02/10/2025 | 14855 | STEILACOOM HIGH SCHOOL: 2000 Athletics volleyball officials' fees | 4062425033 | 1,925.00 | 1,925.00 |
| | | | | 9 Computer | | | |
| | | | | Check(s) For a Total of | | | 18,953.75 |

Check Summary

| | | | | |
|-----------|---|--|-----------------------|-----------|
| | 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 |
| | 9 | Computer | Checks For a Total of | 18,953.75 |
| Total For | 9 | Manual, Wire Tran, ACH & Computer Checks | | 18,953.75 |
| Less | 0 | Voided | Checks For a Total of | 0.00 |
| | | | Net Amount | 18,953.75 |

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

As of February 19, 2025, the board, by a _____ vote, approves payments, totaling \$38.25. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
 Warrant Numbers 405576 through 405576, totaling \$38.25

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 |
|-----------|--------------------------------|------------|--------------------|---|-------------------------|----------------|--------------|
| 405576 | STELLACOOM HIST SCHOOL DIST #1 | 02/10/2025 | CTAX41 20250210AAA | Comp Tax owed for Cash Account 41 through 01/31/2025 | 0 | 38.25 | 38.25 |
| | | | 1 | Computer | Check(s) For a Total of | | 38.25 |

| | | | | |
|-----------|---|-----------------------------------|-----------------------|-------|
| | 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 | 38.25 |
| Total For | 1 | Manual, Wire Tran, ACH & Computer | Checks | 38.25 |
| Less | 0 | Voided | Checks For a Total of | 0.00 |
| | | | Net Amount | 38.25 |

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 19, 2025, the board, by a _____ vote, approves payments, totaling \$34,554.55. The payments are further identified in this document.

Total by Payment Type for Cash Account, CT WIRE TRANSFERS:
Wire Transfer Payments 202400060 through 202400060, totaling \$34,554.55

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

| Check Nbr | Vendor Name Vendor on Invoice | Check Date | Invoice Number | Invoice Desc | PO Number | Invoice Amount | Check Amount |
|-----------|----------------------------------|------------|----------------|---------------------------------------|------------|----------------|--------------|
| 202400060 | BMO FINANCIAL GROUP | 01/31/2025 | | CREDIT CARD PAYMENT CHECK | | | 34,554.55 |
| | BMO FINANCIAL GROUP | | ASBC250100001 | Credit Card Payment AP Invoice. | 0 | 2,590.58 | |
| | BROADWAY CENTER FOR THE PERFOR | | ASBC250100000 | Credit Card Payment AP Invoice. | 4042425001 | 3,927.00 | |
| | COSTCO BUSINESS CENTER - PCARD | | ASBC250100002 | Credit Card Payment AP Invoice. | 0 | 670.96 | |
| | GRADUATION AUTOBAHN I, INC. | | ASBC250100006 | Credit Card Payment AP Invoice. | 0 | 1,400.00 | |
| | SAFEWAY, INC | | ASBC250100003 | Credit Card Payment AP Invoice. | 0 | 169.69 | |
| | STELLACOOM HIST SCHOOL DIST #1 | | ASBC250100004 | Credit Card Payment AP Invoice. | 0 | 457.50 | |
| | UNIVERSAL CHEERLEADERS ASSN | | ASBC250100008 | Credit Card Payment AP Invoice. | 0 | 25,005.00 | |
| | WALMART - PCARD | | ASBC250100005 | Credit Card Payment AP Invoice. | 0 | 133.82 | |
| | WSSCA | | ASBC250100007 | Credit Card Payment AP Invoice. | 0 | 200.00 | |

1 Wire Transfer Check(s) For a Total of 34,554.55

| | | | | |
|-----------|---|--------------------|-----------------------|-----------|
| | 0 | Manual | Checks For a Total of | 0.00 |
| | 1 | Wire Transfer | Checks For a Total of | 34,554.55 |
| | 0 | ACH | Checks For a Total of | 0.00 |
| | 0 | Computer | Checks For a Total of | 0.00 |
| Total For | 1 | Manual, Wire Tran, | ACH & Computer Checks | 34,554.55 |
| Less | 0 | Voided | Checks For a Total of | 0.00 |
| | | | Net Amount | 34,554.55 |

Coversheet

Approval of January 15 2025 Regular Board Meeting Minutes

Section: IV. CONSENT AGENDA
Item: B. Approval of January 15 2025 Regular Board Meeting Minutes
Purpose:
Submitted by:
Related Material: January 15 2025 Regular Board Meeting Minutes.pdf



Regular Meeting Minutes
Steilacoom Historical School District Professional Development Center
January 15, 2025

I. CALL TO ORDER

Chair Scott called the meeting to order at 6:00 p.m.

Executive Director Susanne Beauchaine led the Pledge of Allegiance.

Director Rohrer made a motion to excuse Director McDonald, Director Tinsley seconded the motion, and the motion passed (4/0).

Directors Lewis, Rohrer, Scott, and Tinsley present.

Chair Scott asked if anyone had any questions about the agenda. No questions.

Director Tinsley made a motion to approve the agenda, Director Lewis seconded the motion, and the motion passed (4/0).

II. PRESENTATIONS

A. Cherrydale Mileage Club

Christine Firth, principal of Cherrydale Primary School, introduced Cherrydale's PE teacher, Mr. Brian Kirby, who shared this will be the 16th year Cherrydale has offered Mileage Club to their entire student population. On average, Cherrydale students run and log 4,000 miles during the time Mileage Club is open. Every 5 miles earns students a toe token, and at the end of the year, students who have consistently committed their time and effort into the Mileage Club receive a Mileage Club t-shirt. Several Cherrydale students were present and wore their Mileage Club t-shirts. Mr. Kirby explained this program has also helped student attendance at Cherrydale, and shared his goal of the club is for kids to have fun, and have great attitudes about being physically active that carry into adulthood.

B. Dyslexia Certification Recognition

Laurie Vallieres, Executive Director of Teaching & Learning, shared that through a partnership with Pacific University and funded by the DoDEA 23 Operation ELEVATE grant, SHSD is equipping teachers with the expertise to support students with dyslexia. The Dyslexia Certificate Program empowers district teachers to recognize, understand, and implement evidence-based instruction grounded in the science of reading. This initiative enables SHSD educators to become advocates and leaders, ensuring all students can access literacy and thrive.

The following teachers earned their Dyslexia Certificate from Pacific University: Buffie DeSalvo, Bianca Kirby, Melody Rae, Brittany Pruitt, Courtney Taylor, and Meleesa York from Cherrydale Primary School; Mindy Cinquars, Bonnie Landes, Laura Mercier, Denise Isler, Sandy Lee, Shelley Moritz, and Jennifer Reger from Chloe Clark Elementary School; and Danielle Asato, Michelle Tate, Katelyn Manglona, and Matt Rauschendorfer from Saltar's Point Elementary School.

Regularly scheduled meetings of the Board of Directors of the Steilacoom Historical School District No. 1 are digitally recorded.

Directors congratulated the educators on this accomplishment, and acknowledged the very high quality of teachers we have in the district.

Dr. Weight shared this is not typical - in fact it is unheard of – and she commended the amount of time and energy given by our teachers to receive this certification. She also shared the district does not receive enough state funding to fund these types of programs, and we could not have offered this without the efforts of Dr. Vallieres to acquire DoDEA grant funding that allows these types of programs to happen.

C. NBCT Recognition

Dr. Vallieres shared information regarding National Board Certification. Caroline Sanne from Cherrydale Primary School has earned a new NBCT Certificate. Ms. Sanne shared this program really helped her to fall in love with teaching again. She joins the following current SHSD National Board Certificate holders: Steilacoom High School - Rachel Axtelle, Renee Chase, Sarah Dorsch, Marilyn Wynn, and Meggan Zajac-Mattes Pioneer Middle School - Kristen Barton, Aimee Brown, Kylie Martin, Stephanie Mateus, Jenessa Stout, and Trina Swift Saltar's Point Elementary School - Deirdre Davis and Keane Hansen Chloe Clark Elementary School - Kaitlyn Almeida, Karen Antonowicz, Rod Enos, Bonnie Landes, and Shannon Schmitz Cherrydale Primary School - Lanae Olson and Meleesa York.

Board members congratulated all the exceptional district staff members who hold their National Board Certification.

D. School Board Appreciation

Dr. Weight acknowledged the all-volunteer SHSD Board of Directors and thanked them for their year-round dedicated service to the district's staff, students, and families. Each district school shared cards and notes of appreciation with the board members.

Director Tinsley shared it is a privilege to serve on the school board.

III. COMMENTS FROM THE AUDIENCE

David Bungert, DuPont resident, shared WIAA Representative Assembly will vote on 16 proposed amendments in April. Mr. Bungert shared his support of proposed amendments 7, 8, and 13. If these amendments are passed, he requested the district act quickly regarding amendments 7 and 8, and implement the girls' flag football program proposed in amendment 13 in the 2025-26 school year.

Regarding the Board Operating Protocol on tonight's agenda, Mr. Bungert referenced Item 4 and questioned the board's accountability to the community.

IV. REPORT - Budget Status Report

Dr. Weight introduced Sarah Jahn, the district's new Chief Financial Officer. Ms. Jahn will begin sharing the monthly Budget Status Report at next month's meeting.

Dr. Weight shared budget status reports for all funds as of the end of December 2024, along with charts and data showing monthly attendance, general fund balance, and general fund cash balance.

Regularly scheduled meetings of the Board of Directors of the Steilacoom Historical School District No. 1 are digitally recorded.

No questions from the board.

V. CONSENT AGENDA

Director Lewis made a motion to approve the Consent Agenda, Director Rohrer seconded the motion, and the motion passed (4/0).

The Consent Agenda consisted of Approval of December 2024 and January 2025 Accounts Payable and December 2024 Payroll; Approval of the December 18, 2024 Regular Board Meeting Minutes; Approval of Personnel Reports; Approval of Resolution 930-01-15-25 Authorization to Invest Funds; Approval of Resolution 931-01-15-25 Designation of Auditing Officers; and Approval of SHS Cheer Donation.

VI. NEW BUSINESS

A. Adoption of Environmental Science for the AP Course(Action)

Dr. Vallieres shared information regarding the proposed adoption of Environmental Science for the AP Course, 4th Edition (2023). Dr. Vallieres explained the Instructional Materials Committee reviewed and approved the textbook on December 4, 2024. The district's Diversity Committee evaluated the textbook using OSPI's Bias Rubric during the week of January 6, 2025, and confirmed its alignment with district equity goals. Steilacoom High School hosted a community curriculum review night on Monday, January 13, providing an opportunity for public input and review of the proposed materials. She also shared the textbook adoption will be funded through Career and Technical Educaiton (CTE) resources, reflecting the integration of AP Environmental Science within the CTE pathway.

Director Lewis made a motion to approve the adoption of Environmental Science for the AP Course, 4th Edition (2023), Director Tinsley seconded the motion, and the motion passed (4/0).

Director Rohrer inquired about the cost of the textbooks. Dr. Vallieres shared she will get that information for the board, and also shared it is not a very large class so the cost will not be significant.

B. Adoption of Math for Financial Literacy

Dr. Vallieres shared information regarding the proposed adoption of Math for Financial Literacy, 2nd Edition (2023). Dr. Vallieres explained the Instructional Materials Committee reviewed and approved the textbook on December 4, 2024. The district's Diversity Committee evaluated the textbook using OSPI's Bias Rubric during the week of January 6, 2025, and confirmed its alignment with district equity goals. Steilacoom High School hosted a community curriculum review night on Monday, January 13, providing an opportunity for public input and review of the proposed materials. She also shared the adoption will be funded through Career and Technical Education (CTE) resources, reflecting its integration into CTE Business and Marketing pathways.

Director Rohrer made a motion to approve the adoption of Math for Financial Literacy, 2nd Edition (2023), Director Tinsley seconded the motion, and the motion passed (4/0)

No questions from board directors.

C. Review and Approval of Board Operating Protocol

Director Tinsley made a motion to approve the 2025 Board Operating Protocol, Director Rohrer seconded the motion, and the motion passed (4/0).

D. Board Goal - Professional Learning

Director Lewis shared he is taking an AI for Business Strategy class, and how the class has benefited him.

Chair Scott reviewed a few more items in the WSSDA's FAQs for financial literacy. He would like the district to use this information when it is time to share levy/bond information with the community.

VII. BOARD COMMUNICATION

No communication received by the board.

VIII. ANNOUNCEMENTS

Director Rohrer shared the Legislative Session started January 13. The SHS Chamber Choir performed ahead of Governor-elect Ferguson's inaugural address, and they did an exceptional job representing the school and the district, receiving a standing ovation.

IX. ADJOURNMENT

Director Tinsley made a motion to adjourn the meeting at 6:51 p.m., Director Lewis seconded the motion, and the motion passed (4/0).

(Chair)

(Secretary/Superintendent)

Coversheet

Approval of Personnel Reports

Section: IV. CONSENT AGENDA
Item: C. Approval of Personnel Reports
Purpose:
Submitted by:
Related Material: Certificated Personnel Report 2.19.25.pdf
Classified Personnel Report 2.19.25.pdf
Co-Curricular Personnel Report 2.19.25.pdf

**STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
CERTIFICATED PERSONNEL REPORT - FEBRUARY 19, 2025**

| Name | Position | FTE | Location | Effective Date | Action | Comment |
|-----------------|-----------------|------------|-----------------|-----------------------|---------------|----------------|
| FANNIN COLEY | COUNSELOR | 1.00 | SALTAR'S POINT | 8/30/2025 | RETIREMENT | |
| KADEL PATRICIA | MLL TEACHER | 1.00 | DISTRICT WIDE | 8/30/2025 | RETIREMENT | |
| CHIARENZA LAYNE | SLP | 1.00 | DISTRICT WIDE | 8/30/2025 | RESIGNATION | |
| TATE KIMBERLY | TEACHER | 0.50 | ANDERSON ISLAND | 8/30/2025 | RETIREMENT | |
| | | | | | | |

**STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
CLASSIFIED PERSONNEL REPORT - FEBRUARY 19, 2025**

| Name | Position | Hours | Location | Effective Date | Action | Comment |
|----------------|--------------------|--------------|-----------------|-----------------------|---------------|----------------|
| FELLER ESTHER | PARAPROFESSIONAL | 6.50 | CHERRYDALE | 1/31/2025 | RESIGNATION | |
| JOHNSON LAURA | OFFICE COORDINATOR | 8.00 | CHERRYDALE | 8/30/2025 | RETIREMENT | |
| TATE KIMBERLY | PARAPROFESSIONAL | 3.25 | ANDERSON ISLAND | 8/30/2025 | RETIREMENT | |
| HUGGINS SYDNEY | PARAPROFESSIONAL | 6.50 | CHLOE CLARK | 2/28/2025 | RESIGNATION | |
| REDMOND ILEANA | PARAPROFESSIONAL | 6.50 | CHERRYDALE | 2/28/2025 | RESIGNATION | |
| | | | | | | |

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
CO-CURRICULAR PERSONNEL REPORT - FEBRUARY 19, 2025

| Name | Position | Location | Effective Date | Amount | Comment |
|------------------|-----------------------------|-----------------|-----------------------|---------------|----------------|
| BRADBURY MCKENNA | ASSISTANT FASTPITCH COACH | HIGH SCHOOL | 03/03/2025 | \$ 3,600.00 | |
| BIDDINGER JOSHUA | ASSISTANT BOYS SOCCER COACH | HIGH SCHOOL | 03/03/2025 | \$ 3,600.00 | |
| GILL FRANK | ASSISTANT TRACK COACH | HIGH SCHOOL | 03/03/2025 | \$ 3,600.00 | |
| MILLER CAM | ASSISTANT TRACK COACH | HIGH SCHOOL | 03/03/2025 | \$ 4,500.00 | |
| WIDMAN COURTNEY | LITERACY LAB STIPEND | CHLOE CLARK | 01/13/2025 | \$ 600.00 | DODEA |
| WIDMAN COURTNEY | LITERACY LAB STIPEND | CHLOE CLARK | 03/03/2025 | \$ 600.00 | DODEA |
| ZENNER WHITNEY | LITERACY LAB STIPEND | CHLOE CLARK | 01/13/2025 | \$ 600.00 | DODEA |
| ZENNER WHITNEY | LITERACY LAB STIPEND | CHLOE CLARK | 03/03/2025 | \$ 600.00 | DODEA |
| ELSHIRE KATIE | POKÉMON GO CLUB ADVISOR | PIONEER | 02/01/2025 | \$ 1,200.00 | |
| | | | | | |

Coversheet

Approval of Steilacoom High School Football Team Camp Field Trip

Section: IV. CONSENT AGENDA
Item: D. Approval of Steilacoom High School Football Team Camp Field Trip
Purpose:
Submitted by:
Related Material: SHS Football Team Camp.pdf

Steilacoom Historical School District
511 Chambers Street Steilacoom, WA 98388 (253) 983-2200

SUPERINTENDENT / SCHOOL BOARD
APPROVAL REQUIRED
FIELD TRIP REQUEST FORM - A1

Superintendent approval required for overnight or over Cascade Mountain travel; School Board for out-of-state trips.

Date of Request: 1/27/2025 School: Steilacoom HS

Name of teacher(s) requesting field trip: Kyle Haller

Proposed student group: Steilacoom Football

Proposed date(s) of field trip: 6/15-6/18 Proposed destination(s): Linfield University

Departure time from School: 9:00AM Transportation by: Bus Private Car Air

Return time to School: 4:00PM Will students need meals: Yes No

Content area(s) addressed: Football Team Camp

Description of proposed field trip and ASB fundraising efforts (please attach itinerary):

SHS football team would like to return to Linfield for this optional overnight team camp.

Number of Students: 50 Number of Chaperones: 10

Revenue Source: General Fund (GF) ASB Is this in the ASB Budget? Yes No

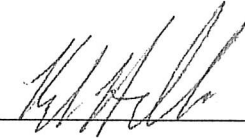
Individual student cost to be used for: _____

Estimated individual student cost \$ 290

Current GF/ASB Fund Balance: \$ _____

Total Cost \$ _____

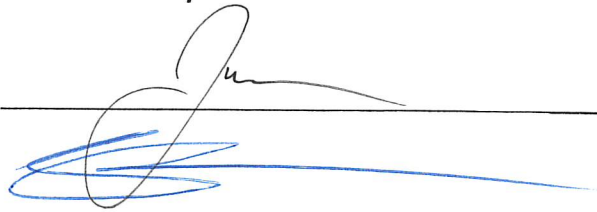
Account code _____

Teacher Name: Kyle Haller Signature: 

Teacher Name: _____ Signature: _____

Approve

Deny

Principal Name: J. Turner Signature: 



2025 Linfield TEAM Camp Schedule

Session 1- June 15-18

1/2 or Full Pads determined by HS team's scrimmage decision. Oregon teams only can scrimmage once per day. Camp Indy Session at least 1/2 Pads. Skelly is Helmets only.

| DAY 1 Sun 6-15 | Day 2 Mon 6-16 | Day 3 Tues 6-17 | Day 4 Weds 6-18 |
|--|--|--|--|
| <p>ARRIVAL</p> <p>10AM - 2PM: Registration. Contact Beth Garcia for Time (Only 1 coach needed)</p> <p>2:00 PM Head Coaches meet under Stadium. 1 Coach Please!</p> <p>2:40 PM Camp Orientation</p> <p>MEET in STADIUM</p> | <p>MORNING</p> <p>7:00 AM – 8:45 AM Strict on Meal Rotation Times</p> <p>8:30 AM - HC's Check-In under stadium</p> <p>8:45 AM- Teams warm up on own (Find space)</p> <p>9:00 AM - Camp Indy Session 9:00- 40 min O/D 9:40- 10 min break 9:50- 40 min O/D</p> <p>10:30 AM - Team Option Time Scrimmage/Skelly/Practice</p> <p>11:30 - 1:30 Lunch Strict on Meal Rotation Times</p> | <p>MORNING</p> <p>7:00 AM – 8:45 AM Strict on Meal Rotation Times</p> <p>8:30 AM - HC's Check-In under stadium</p> <p>8:45 AM- Teams warm up on own (Find space)</p> <p>9:00 AM - Camp Indy Session 9:00- 40 min O/D 9:40- 10 min break 9:50- 40 min O/D</p> <p>10:30 AM - Team Option Time Scrimmage/Skelly/Practice</p> <p>11:30 - 1:30 Lunch Strict on Meal Rotation Times</p> | <p>MORNING</p> <p>7:00 AM – 8:45 AM Strict on Meal Rotation Times</p> <p>FULL PADS</p> <p>9:00 AM- Teams warm up on own (Find space)</p> <p>9:15 AM - Final Scrimmages *See Scrimmage Schedule*</p> <p>11:00 AM - Closing ceremony Teams Seated in Stadium</p> <p>11:30 AM Check-Out & Depart</p> |
| <p>AFTERNOON</p> <p>3:00 PM - Teams warm up on own (Find space)</p> <p>3:30 PM - Camp Indy Session 3:30 - 40 min O/D 4:10 - 10 min break 4:20 - 40 min O/D</p> <p>5:15 - 7:15 Dinner Strict on Meal Rotation Times</p> | <p>AFTERNOON</p> <p>2:00 PM – All Teams @ Mid-field (Camp Announcements)</p> <p>2:05 PM - Teams warm up on own (Find space)</p> <p>2:20 PM - Camp Indy Session 2:20- 40 min O/D 3:00- 10 min break 3:10- 40 min O/D</p> <p>3:50 PM - Team Option Time Scrimmage/Skelly/Practice</p> <p>5:15- 7:15 Dinner Strict on Meal Rotation Times</p> | <p>AFTERNOON</p> <p>2:00 PM – All Teams @ Mid-field (Camp Announcements)</p> <p>2:05 PM - Teams warm up on own (Find space)</p> <p>2:20 PM - Camp Indy Session 2:20- 40 min O/D 3:00- 10 min break 3:10- 40 min O/D</p> <p>3:50 PM - Team Option Time Scrimmage/Skelly/Practice</p> <p>5:15- 7:15 Dinner Strict on Meal Rotation Times</p> | |
| <p>EVENING</p> <p>7:30 PM – Speaker/Stadium *Be on Time</p> <p>7:45 PM – Team Warm-Ups (Find Space)</p> <p>8:00 PM - Team Option Time Scrimmage/Skelly/Practice *See Scrimmage Schedule*</p> <p>9:30 PM Wildcat Challenge- SUMO *1 Participant per team* Helmet with mouthpiece</p> | <p>EVENING</p> <p>7:30 PM - Speaker/Stadium *Be On Time</p> <p>7:45 PM – Team Warm-Ups (Find space)</p> <p>8:00 PM - Team Option Time Scrimmage/Skelly/Practice</p> <p>9:30 PM Wildcat Challenge- TUG O' WAR *6 participants- can use 1 coach* Teams Cheering in Stadium</p> | <p>EVENING</p> <p>7:30 PM – Team Warm-ups (Find space)</p> <p>7:45 PM – Skelly Tourney (Optional)</p> <p>10:00 PM Wildcat Challenge – HIGH JUMP *10 participants* Teams Cheering in Stadium</p> | |



24-25 Overnight Field Trip Details

| | | |
|---|--|--|
| Name of Team | Steilacoom Football | |
| Number of students | TB D | Dependent on who pays to go. Estimation approximately 50. |
| Number of Chaperones | 12 | Names of Chaperones: Kyle Haller, Andy Macdonald, Matt Anderson, Cody Balogh, Brad Hofstetter, Justin Officer, Jack Lovell, Andrew Propes, Zach Miller, Anthony Crawford, Frank Gill, Chris Maxwell |
| Total Number in Group | Approx 60 | |
| Event Name | Linfield Football Camp | |
| Dates of Event | June 15-18, 2025 | |
| Venue Name & Address | Linfield University: 900 SE Baker St, McMinnville, OR 97128 | |
| Hotel Name & Address | na | |
| Transportation Method Plane - Airline & Flight Details Bus - Transportation company name and departure/arrival times Van - Driver name and departure/arrival details | Bus - Durham Depart 9AM 6/15 Depart Linfield 11AM 6/18 | |
| Requestor | | |

| | |
|--|---|
| SHS Primary Contact Information Title, Name, Phone, Email | Kyle Haller, Head Coach 253-820-4145 khaller@steilacoom.k12.wa.us |
|--|---|

| | | |
|----------------------------------|-------------------|---------------------------|
| Estimated Costs for Trip: | Entry Fees | \$290 per student athlete |
| | Hotel | na |



24-25

Overnight Field Trip Details

| | | |
|--|--|----------------------------------|
| | (number of rooms and nightly rate) (X Rooms; X Nights) | |
| | Transportation Cost & Detail | TBD - Boosters will pay bus cost |
| | Additional individual cost | |
| | Total estimated trip cost per individual | \$290 |
| | Total cost for group | |

Please provide each full daily Itinerary below: See attached

| | |
|--------------------------------------|------------------------|
| Day of week, Month, day, year | Daily Itinerary |
| | |

| | |
|--------------------------------------|------------------------|
| Day of week, Month, day, year | Daily Itinerary |
| | |

| | |
|--------------------------------------|------------------------|
| Day of week, Month, day, year | Daily Itinerary |
| | |

| | |
|--------------------------------------|------------------------|
| Day of week, Month, day, year | Daily Itinerary |
| | |

| | |
|--------------------------------------|------------------------|
| Day of week, Month, day, year | Daily Itinerary |
| | |



24-25 Overnight Field Trip Details

| | |
|-------------------|--|
| Additional Notes: | |
|-------------------|--|

Coversheet

Approval of Steilacoom High School Sports Boosters Donation

Section: IV. CONSENT AGENDA
Item: E. Approval of Steilacoom High School Sports Boosters Donation
Purpose:
Submitted by:
Related Material: Sports Booster Donation.pdf



The best education for every student.

STEILACOOM

Historical School District No. 1

511 Chambers Street
Steilacoom, WA 98388
PH: 253-983-2206

Donations

The Steilacoom Historical School District No. 1 (SHSD) is pleased to accept the following

donation from: Sports Boosters / receipt 220433

purpose of: Helping with team expenses

Donation Date: 1-22-25 Amount: \$5,263.60 / ck #1485

Deposit to Revenue Code (960): Boys' basketball 2007 GF or ASB

Expend from Account Code (530): _____

Attach documentation such as Kiwanis Mini Grant, Admin Approval etc

.....
Donation Approved By:

Chief of Finance and Operations [Signature] Date: 1/24/25

.....
Donations in the amount of \$5,000 or greater must be pre- approved by the Board of Directors prior to being used.

Board approval required? Yes No Board Meeting date: _____

- Purchase Coordinator [accept funds / complete form / copy check & attach to form / deposit]
- Chief of Finance and Operations [review / approve / sign]
- Finance to forward donation form with attachments & check copy (\$5,000 or greater) to Executive Assistant to the Superintendent for placement on next scheduled Board Meeting for review & approval
- Purchase Coordinator maintains all financial transaction records involving this donation to donor if requested

Coversheet

Approval of Cherrydale PTA Playground Donation

Section: IV. CONSENT AGENDA
Item: F. Approval of Cherrydale PTA Playground Donation
Purpose:
Submitted by:
Related Material: Cherrydale PTA Playground Donation.pdf



The best education for every student.

STEILACOOM

Historical School District No. 1

511 Chambers Street
Steilacoom, WA 98388
PH: 253-983-2206

Donations

The Steilacoom Historical School District No. 1 (SHSD) is pleased to accept the following

donation from: Cherrydale PTA

purpose of: Kindergarten Playground Project

Donation Date: 2-5-25 Amount: \$7500

Deposit to Revenue Code (960): 960 0000 25 0000 0000 1466 0000 1

CP or ASB
 GE

Expend from Account Code (530): _____

Attach documentation such as Kiwanis Mini Grant, Admin Approval etc

Donation Approved By:

Chief of Finance and Operations _____

Date: _____

2/12/25

Donations in the amount of \$5,000 or greater must be pre- approved by the Board of Directors prior to being used.

Board approval required? Yes No

Board Meeting date: 2/19/2025

Purchase Coordinator [accept funds / complete form / copy check & attach to form /deposit]

Chief of Finance and Operations [review / approve / sign]

Finance to forward donation form with attachments & check copy (\$5,000 or greater) to Executive Assistant to the Superintendent for placement on next scheduled Board Meeting for review & approval

Purchase Coordinator maintains all financial transaction records involving this donation to donor if requested

Coversheet

First Reading of Policy 3205 Sexual Harassment of Students

Section: V. NEW BUSINESS
Item: A. First Reading of Policy 3205 Sexual Harassment of Students
Purpose: Vote
Submitted by:
Related Material: Policy 3205 Sexual Harassment of Students.pdf

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: February 19, 2025

Strategic Focus Area

- Achieve
- Support
- Connect
- Plan

BACKGROUND INFORMATION

2024 Title IX legislation is no longer in effect. To comply with current law, all school districts must revert to their prior 2020 Title IX policies and procedures that were in effect until the start of the current school year.

Reinstated

- 3205- Sexual Harassment of Students (adopted 9.9.20)
- 5011- Sexual Harassment of District Staff Prohibited (adopted 9.21.22)

Retired

- 3205- Sex Discrimination and Sex-Based Harassment of Students Prohibited
- 5011- Sex Discrimination and Sex-Based Harassment of District Staff Prohibited

RECOMMENDED ACTION:

I move approval of reinstating Policy 3205 Sexual Harassment of Students and Policy 5011 Sexual Harassment of District Staff Prohibited

Report prepared by:
Susanne Beauchaine, Executive Director of HR

SEXUAL HARASSMENT OF STUDENTS PROHIBITED

This district is committed to a positive and productive education free from discrimination, including sexual harassment. This commitment extends to all students involved in academic, educational, extracurricular, athletic, and other programs or activities of the school, whether that program or activity is in a school facility, on school transportation or at a class or school training held elsewhere.

Definitions

For purposes of this policy, sexual harassment means unwelcome conduct or communication of a sexual nature. Sexual harassment can occur adult to student, student to student or can be carried out by a group of students or adults and will be investigated by the District even if the alleged harasser is not a part of the school staff or student body. The district prohibits sexual harassment of students by other students, employees, or third parties involved in school district activities.

The term “sexual harassment” may include:

- acts of sexual violence;
- unwelcome sexual or gender-directed conduct or communication that interferes with an individual’s educational performance or creates an intimidating, hostile, or offensive environment;
- unwelcome sexual advances;
- unwelcome requests for sexual favors;
- sexual demands when submission is a stated or implied condition of obtaining an educational benefit;
- sexual demands where submission or rejection is a factor in an academic, or other school-related decision affecting an individual.

A “hostile environment” has been created for a student when sexual harassment is sufficiently serious to interfere with or limit the student’s ability to participate in or benefit from the school’s program. The more severe the conduct, the less need there is to demonstrate a repetitive series of incidents. In fact, a single or isolated incident of sexual harassment may create a hostile environment if the incident is sufficiently severe, violent, or egregious.

Investigation and Response

If the district knows, or reasonably should know, that sexual harassment has created a hostile environment, it will promptly investigate to determine what occurred and take appropriate steps to resolve the situation. If an investigation reveals that sexual harassment has created a hostile environment, the district will take prompt and effective steps reasonably calculated to end the sexual harassment, eliminate the hostile environment, prevent its recurrence and as appropriate, remedy its effects. The district will take prompt, equitable and remedial action within its authority on reports, complaints and grievances alleging sexual harassment that come to the attention of the district, either formally or informally. The district will take these steps every time a complaint, alleging sexual harassment comes to the attention of the district, either formally or informally.

Allegations of criminal misconduct will be reported to law enforcement and suspected child abuse will be reported to law enforcement or Child Protective Services. Regardless of whether the misconduct is reported to law enforcement, school staff will promptly investigate to determine what occurred and take appropriate steps to resolve the situation, to the extent that such investigation does not interfere with an ongoing criminal investigation. A criminal investigation does not relieve the district of its independent obligation to investigate and resolve sexual harassment.

Engaging in sexual harassment will result in appropriate discipline or other appropriate sanctions against offending students, staff or other third parties involved in school district activities. Anyone else who engages in sexual harassment on school property or at school activities will have their access to school property and activities restricted, as appropriate.

Retaliation and False Allegations

Retaliation against any person who makes or is a witness in a sexual harassment complaint is prohibited and will result in appropriate discipline. The district will take appropriate actions to protect involved persons from retaliation.

It is a violation of this policy to knowingly report false allegations of sexual harassment. Persons found to knowingly report or corroborate false allegations will be subject to appropriate discipline.

Staff Responsibilities

The superintendent will develop and implement formal and informal procedures for receiving, investigating and resolving complaints or reports of sexual harassment. The procedures will include reasonable and prompt time lines and delineate staff responsibilities under this policy.

Any school employee who witnesses sexual harassment or receives a report, informal complaint, or written complaint about sexual harassment is responsible for informing the district Title IX or Civil Rights Compliance Coordinator. All staff are also responsible for directing complainants to the formal complaint process.

Reports of discrimination and discriminatory harassment will be referred to the district's Title IX/Civil Rights Compliance Coordinator. Reports of disability discrimination or harassment will be referred to the district's Section 504 Coordinator.

District/school staff, including employees, contractors, and agents shall not provide a recommendation of employment for an employee, contractor, or agent that the district/school, or the individual acting on behalf of the district/school, knows or has probable cause to believe, has engaged in sexual misconduct with a student or minor in violation of the law.

Notice and Training

The superintendent will develop procedures to provide age-appropriate information and education to district staff, students, parents and volunteers regarding this policy and the recognition and prevention of sexual harassment. At a minimum sexual harassment recognition and prevention and the elements of this policy will be included in staff, student, and regular volunteer orientation. This policy and the procedure, which includes the complaint process, will be posted in each district building in a place available to staff, students, parents, volunteers, and visitors. Information about the policy and procedure will be clearly stated and conspicuously posted throughout each school building, provided to each employee and reproduced in each student, staff, volunteer, and parent

handbook. Such notices will identify the District’s Title IX coordinator and provide contact information, including the coordinator’s email address.

Policy Review

The superintendent will make an annual report to the board reviewing the use and efficacy of this policy and related procedures. Recommendations for changes to this policy, if applicable, will be included in the report. The superintendent is encouraged to involve staff, students, volunteers, and parents in the review process.

- Cross References: [Board Policy 3207](#) - Prohibition of Harassment, Intimidation and Bullying
[Board Policy 3210](#) –Nondiscrimination
[Board Policy 3211](#) – Transgender Students
[Board Policy 3240](#) - Student Conduct
[Board Policy 3421](#) - Child Abuse, Neglect and Exploitation Prevention
[Board Policy 5010](#) - Nondiscrimination and Affirmative Action
[Board Policy 5011](#) – Sexual Harassment of District Employees Prohibited

- Legal References: [RCW 28A.640.020](#) Regulations, guidelines to eliminate discrimination —
Scope — Sexual harassment policies
[WAC 392-190-058](#) Sexual harassment
[20 U.S.C. §§ 1681-1688](#)
[34 C.F.R. § 106](#)

- Management Resources:
2020 – August Issue
2019 – March Issue
2015 – July Policy Alert
2014 - December Issue
2010 - October Issue

Adoption Date: 9.9.15
Steilacoom Historical School District No. 1
Revision Date: 8.28.19; 9.9.20

Coversheet

First Reading of Policy 5011 Sexual Harassment of District Staff Prohibited

Section: V. NEW BUSINESS
Item: B. First Reading of Policy 5011 Sexual Harassment of District Staff
Prohibited
Purpose: Vote
Submitted by:
Related Material: Policy 5011 Sexual Harassment of District Staff Prohibited.pdf

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: February 19, 2025

Strategic Focus Area

- Achieve
- Support
- Connect
- Plan

BACKGROUND INFORMATION

2024 Title IX legislation is no longer in effect. To comply with current law, all school districts must revert to their prior 2020 Title IX policies and procedures that were in effect until the start of the current school year.

Reinstated

- 3205- Sexual Harassment of Students (adopted 9.9.20)
- 5011- Sexual Harassment of District Staff Prohibited (adopted 9.21.22)

Retired

- 3205- Sex Discrimination and Sex-Based Harassment of Students Prohibited
- 5011- Sex Discrimination and Sex-Based Harassment of District Staff Prohibited

RECOMMENDED ACTION:

I move approval of reinstating Policy 3205 Sexual Harassment of Students and Policy 5011 Sexual Harassment of District Staff Prohibited

Report prepared by:
Susanne Beauchaine, Executive Director of HR

SEXUAL HARASSMENT OF DISTRICT STAFF PROHIBITED

This district is committed to a positive and productive working environment free from discrimination, including sexual harassment. This commitment extends to all employees and other persons involved in academic, educational, extracurricular, athletic, and other programs or activities of the school, whether that program or activity is in a school facility, on school transportation, or at a class training held elsewhere.

Definitions

For purposes of this policy, sexual harassment means unwelcome conduct or communication of a sexual nature. Sexual harassment can occur student to adult, adult to adult or can be carried out by a group of students or adults and will be investigated by the District even if the alleged harasser is not a part of the school staff or student body. The district prohibits sexual harassment of district employees by other students, employees or third parties involved in school district activities.

Under federal and state law, the term "sexual harassment" includes:

- acts of sexual violence;
- unwelcome sexual or gender-directed conduct or communication that interferes with an individual's employment performance or creates an intimidating, hostile, or offensive environment;
- unwelcome sexual advances;
- unwelcome requests for sexual favors;
- sexual demands when submission is a stated or implied obtaining work opportunity or other benefit;
- sexual demands where submission or rejection is a factor in a work or other school-related decision affecting an individual.

A "hostile environment" for an employee is created where the unwanted conduct is sufficiently severe or pervasive to create a work environment that a reasonable person would consider intimidation, hostile, or abusive.

Investigation and Response

If the district knows, or reasonably should know, that sexual harassment has created a hostile environment, the district will promptly investigate to determine what occurred and will take appropriate steps to resolve the situation. If an investigation reveals that sexual harassment has created a hostile environment, the district will take prompt and effective steps reasonably calculated to end sexual harassment, eliminate the hostile environment, prevent its occurrence and, as appropriate, remedy its effects. The district will take prompt, equitable and remedial action within its authority every time a report, complaint and grievance alleging sexual harassment comes to the attention of the district, either formally or informally.

Allegations of criminal misconduct will be reported to law enforcement and suspected child abuse will be reported to law enforcement or Child Protective Services. Regardless of whether the misconduct is reported to law enforcement, school staff will promptly investigate to determine what occurred and take appropriate steps to resolve the situation to the extent that such investigation does not interfere with an on-going criminal investigation. A criminal investigation does not relieve the district of its independent obligation to investigate and resolve sexual harassment.

Engaging in sexual harassment will result in appropriate discipline or other appropriate sanctions against offending staff or third parties involved in school district activities. Anyone else who engages in sexual harassment on school property or at school activities will have their access to school property and activities restricted, as appropriate.

Retaliation and False Allegations

Retaliation against any person who makes or is a witness in a sexual harassment complaint is prohibited and will result in appropriate discipline. The district will take appropriate actions to protect involved persons from retaliation.

It is a violation of this policy to knowingly report false allegations of sexual harassment. Persons found to knowingly report or corroborate false allegations will be subject to appropriate discipline.

Staff Responsibilities

The superintendent will develop and implement formal and informal procedures for receiving, investigating and resolving complaints or reports of sexual harassment. The procedures will include reasonable and prompt time lines and delineate staff responsibilities under this policy.

Any school employee who witnesses sexual harassment or receives a report, informal complaint, or written complaint about sexual harassment is responsible for informing the district's Title IX or Civil Rights Compliance Coordinator. All staff are also responsible for directing complainants to the formal complaint process.

This policy applies to sexual harassment (including sexual violence) targeted at district employees carried out by a student, employee, or a third party involved in school district activities. A formal complaint filed by an employee or filed by or on behalf of a student complainant against an employee respondent will be investigated under the definitions, requirements, and procedures of [Policy 3205](#) and [Procedure 3205P](#).

Reports of discrimination and discriminatory harassment will be referred to the district's Title IX/Civil Rights Compliance Coordinator. Reports of disability discrimination or harassment will be referred to the district's Section 504 Coordinator.

Notice and Training

The superintendent will develop procedures to provide information and education to district staff, parents and volunteers regarding this policy and the recognition and prevention of sexual harassment. At a minimum, sexual harassment recognition and prevention and the elements of this policy will be included in staff and regular volunteer orientation. This policy and the procedure, which includes the complaint process, will be posted in each district building in a place available to staff, parents, volunteers and visitors. Information about the policy and procedure will be clearly stated and conspicuously posted throughout each school building, provided to each employee and reproduce in each staff, volunteer and parent handbook. Such notices will identify the District's Title IX coordinator and provide contact information, including the coordinator's email address.

Policy Review

The superintendent will make an annual report to the board reviewing the use and efficacy of this policy and related procedures. Recommendations for changes to this policy, if applicable, will be included in the report. The superintendent is encouraged to involve staff, volunteers and parents in the review process.

| | | | |
|-------------------|--------|----------------------|---|
| Cross References: | Policy | 3205 | Sexual Harassment of Students |
| | | | Prohibited |
| | Policy | 3207 | Prohibition of Harrassment, Intimidation and Bullying |
| | Policy | 3210 | Nondiscrimination |
| | Policy | 3240 | Student Conduct |
| | Policy | 3421 | Child Abuse, Neglect and Exploitation |
| | Policy | 5010 | Nondiscrimination and Affirmative Action |

| | | |
|-------------------|---------------------------------|---|
| Legal References: | RCW 28A.640.020 | Regulations, guidelines to eliminate discrimination — Scope—Sexual harrassment policies |
| | WAC 392-190-058 | Sexual harassment |

Management Resources:

- 2022 June Issue
- Policy News*, October 2011
- Policy News*, December 2014
- 2015 – July Policy Alert

Adoption Date: 2.27.08
Steilacoom Historical School District No. 1
Revised: 7.29.10; 2.12.14; 1.28.15; 8.27.15; 9.22.21; 9.21.22

Coversheet

First Reading of Policy 3210 Nondiscrimination

Section: V. NEW BUSINESS
Item: C. First Reading of Policy 3210 Nondiscrimination
Purpose: Vote
Submitted by:
Related Material: Policy 3210 Nondiscrimination.pdf

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: February 19, 2025

Strategic Focus Area

- Achieve
- Support
- Connect
- Plan

BACKGROUND INFORMATION

Policy 3210 Nondiscrimination and Policy 5010 Nondiscrimination and Affirmative Action

OSPI publishes guidelines related to prohibiting discrimination in schools that align with district's requirements under 329-190 WAC. These policies are updated to align with current rules, address legal changes and to make both policies more user friendly.

Policy 3210 (students)

- These revisions include additional language related to the district's obligation to adopt the model student handbook language required by RCW 28A.300.286 (legal change).
- Language to describe discriminatory harassment and how the district should respond to potential discriminatory harassment.

Policy 5010 (staff)

- Revisions shift language from the procedure to the policy, simplifying the procedure to clearly outline how the district responds to complaints.
- Additional revisions clarify the district's commitments for nondiscrimination.

RECOMMENDED ACTION:

I move approval of the revisions to Policy 3210 Nondiscrimination and Policy 5010 Nondiscrimination and Affirmative Action

Report prepared by:
Susanne Beauchaine, Executive Director of HR

NONDISCRIMINATION

The district ~~is committed to complying with anti-~~~~will provide equal educational opportunity and treatment for all students in all aspects of the academic and activities program without~~ discrimination laws.

Definition

“Protected status” is short for the phrase “sex, based on race, creed, religion, ~~creed,~~ color, national origin, ~~age,~~ honorably discharged veteran or military status, ~~sex,~~ sexual orientation, gender expression, ~~gender or~~ identity, ~~marital status,~~ the presence of any sensory, mental, or physical disability, or the use of a trained dog guide or service animal by a person with a disability.”

Nondiscrimination Statement

–The district will adopt a nondiscrimination statement that must include the following:

1. Notice that the district may not discriminate in any programs or activities based on sex, race, creed, religion, color, national origin, honorably discharged veteran or military status, sexual orientation, gender expression, gender identity, the presence of any sensory, mental, or physical disability, or the use of a trained dog guide or service animal.
2. ~~provide~~The name or title, office address, and telephone number of the employee designated as the compliance officer under this policy, the Section 504 Coordinator, and the Title IX Coordinator.
3. Notice that the district provides equal access to ~~school facilities to~~ the Boy Scouts of America and ~~any~~all other ~~designated~~-youth ~~group~~groups listed in Title 36 of the United States Code. ~~– District programs~~

The district will include this statement in written announcements, notices, recruitment materials, employment application forms, and other publications made available to all students, parents, or employees. The district may combine the statement described above with the notice described in Policy 3205.

Model Student Handbook Language

The district will adopt the model student handbook language described in RCW 28A.300.286 and include the language in any student, parent, employee, and volunteer handbook it or its schools publish and on its and its schools’ websites.

Discriminatory Harassment

Students have a right to be free from ~~discriminatory~~sexual harassment. The district violates that right if the following conditions are met: ~~Auxiliary aids and services will be provided upon request to individuals with disabilities.~~

The alleged conduct

1. ~~Conduct against any student that~~ is based on a student’s protected status.

2. The alleged conduct creates a hostile environment. A hostile environment is created if one of the alleged conduct categories listed above that is sufficiently severe, persistent, or pervasive that it limits or denies the student's ability to participate in or benefit from the district's course offerings, including any educational programming or any activity. A hostile environment could impact a student's life in many ways. Physical illness, anxiety about going to school, or a decline in grades or attendance could signal a hostile environment.

3. After receiving notice of the alleged conduct, the district fails to take prompt and appropriate action to investigate it or fails to take prompt and effective steps employee knows, or reasonably calculated to end the harassment, eliminate the hostile environment, prevent its recurrence, and remedy its effects as appropriate. The district has notice of should know, that such discriminatory harassment if a reasonable employee knew or, in the exercise of reasonable care, should have known about the harassment. Employees may have notice of discriminatory harassment if they receive an oral report from a student, parent, or other individual; receive a written complaint; witness harassing conduct; or become aware of harassment by members of the community or the media.

Harassing conduct may include verbal acts and name-calling, graphic and written statements, or other conduct that may be physically threatening, harmful, or humiliating.

When the district receives notice of potential discriminatory harassment, it will take prompt and appropriate action to investigate and, as applicable, is occurring or has occurred, the district will take prompt and effective steps reasonably calculated to end the harassment, eliminate the hostile environment, prevent its recurrence, and remedy its effects. Examples of the steps the district might take include imposing discipline, separating individuals, developing a safety plan, offering counseling, and providing additional training and instruction. These steps will not penalize the student who was harassed prevent its recurrence and remedy its effects.

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

The district will

Complaint Procedure

The district will adopt a complaint procedure in accordance with chapter 392-190 WAC. Annually, the district will annually publish a notice of the complaint procedure in a way that is reasonably calculated to inform all students, students' parents, and employees of it. The district will provide the notice /guardians (in a language each parent that they can understand, which may

require language assistance in accordance with Title VI of the Civil Rights Act of 1964 for those with limited English proficiency), ~~and employees of the district's discrimination complaint procedure.~~

~~The district will not adopt any policy, procedure, or practice that would limit a person's right to file a complaint under the complaint procedure.~~

Compliance Officer

The superintendent will designate an employee who is responsible for monitoring and coordinating the district's compliance with chapter 392-190 WAC and the guidelines the Office of the Superintendent of Public Instruction has adopted under WAC 392-190-005. ~~The a staff member to serve as the compliance officer is for this policy. The compliance officer will be responsible for ensuring that all investigating any discrimination complaints filed under the complaint procedure are promptly investigated and resolved. eommunicated to the district.~~

Training

The district will train all ~~provide training to~~ administrators, ~~and~~ certificated personnel, and classroom personnel regarding their responsibilities under this policy and chapter 392-190 WAC. The training will aim to raise awareness of and eliminate bias and discrimination based on sex, race, creed, religion, color, national origin, honorably discharged veteran or military status, sexual orientation, gender expression, gender identity, the presence of any sensory, mental or physical disability, or the use of a trained dog guide or service animal.

Retaliation Prohibited

The district will not intimidate, threaten, coerce, or discriminate against any individual who seeks to secure their rights under the protected classes identified in this policy or chapter 392-190 WAC or because the individual has filed a complaint under the complaint procedure. Further, the district will not tolerate someone else retaliating against another because they sought to secure their rights under this policy or chapter 392-190 WAC or because they have filed a complaint under the complaint procedure.

Cross References:

- [Policy 2020](#)
- [Policy 2030](#)
- [Policy 2140](#)
- [Policy 2150](#)
- [Policy 2151](#)
- [Policy 4217](#)
- [Policy 4260](#)

- Curriculum Development and Adoption
- Service Animals in Schools
- Guidance and Counseling
- Co-Curricular Program
- Interscholastic Activities
- Effective Communication
- Use of School Facilities

Legal References:

- [RCW 28A.640](#)
- [RCW 28A.642](#)
- [49.60](#)

- Sexual Equality
- Discrimination prohibition
- Discrimination — Human rights commission

[20 U.S.C. 7905](#) Boy Scouts of American Equal Access Act
[42 U.S.C. §§ 12101-12213](#) Americans with Disabilities Act

[WAC 392-400-215](#)
[392-190-020](#)

[WAC 392-190-060](#)

Student rights
Training – Staff responsibilities –
Bias awareness
Compliance – School district
designation of responsible employee
Notification

Management Resources:

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

Adoption Date: 2.27.08
Steilacoom Historical School District No. 1
Revised: 2.22.12; 2.11.15; 10.26.16

Coversheet

First Reading of Policy 5010 Nondiscrimination and Affirmative Action

Section: V. NEW BUSINESS
Item: D. First Reading of Policy 5010 Nondiscrimination and Affirmative Action
Purpose: Vote
Submitted by:
Related Material: Policy 5010 Nondiscrimination and Affirmative Action.pdf

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: February 19, 2025

Strategic Focus Area

- Achieve
- Support
- Connect
- Plan

BACKGROUND INFORMATION

Policy 3210 Nondiscrimination and Policy 5010 Nondiscrimination and Affirmative Action

OSPI publishes guidelines related to prohibiting discrimination in schools that align with district's requirements under 329-190 WAC. These policies are updated to align with current rules, address legal changes and to make both policies more user friendly.

Policy 3210 (students)

- These revisions include additional language related to the district's obligation to adopt the model student handbook language required by RCW 28A.300.286 (legal change).
- Language to describe discriminatory harassment and how the district should respond to potential discriminatory harassment.

Policy 5010 (staff)

- Revisions shift language from the procedure to the policy, simplifying the procedure to clearly outline how the district responds to complaints.
- Additional revisions clarify the district's commitments for nondiscrimination.

RECOMMENDED ACTION:

I move approval of the revisions to Policy 3210 Nondiscrimination and Policy 5010 Nondiscrimination and Affirmative Action

Report prepared by:
Susanne Beauchaine, Executive Director of HR

NONDISCRIMINATION AND AFFIRMATIVE ACTION

Nondiscrimination

~~The district is committed to an educational and working environment free from discrimination and harassment based on a person’s protected statuses described in this policy. This policy and accompanying procedure prohibits discrimination and harassment of any staff member, volunteers, and contractors who work on behalf of the district.~~

~~The district will not deny any person the benefit of, or subject any person to discrimination in employment, recruitment, promotion, advancement, consideration, or selection in connection with employment based on their protected status.~~

~~The district will make all employment decisions in a non-discriminatory manner and will not limit, segregate, or classify any person in a way that could adversely affect their employment opportunities or status based on their protected status.~~

~~The district will not enter into any contractual or other relationship that directly or indirectly results in the discrimination of any person in connection with employment based on their protected status.~~

~~The district will not grant preferential treatment to applications for employment based on an applicant's enrollment at any education institution or entity that only predominantly admits students based on sex, race, color, or national origin if the giving of such preferences has the effect of discriminating based on sex, race, color, or national origin.~~

Equal Employment Opportunity

The district will provide equal employment opportunity and treatment for all applicants and staff in recruitment, hiring, retention, assignment, transfer, promotion and training.

~~Such equal employment opportunity will be provided without discrimination with respect to a legally protected characteristic, which include the following: race, creed, religion, color, national origin, age, honorably discharged veteran or military status, sex, sexual orientation including gender expression or identity, marital status, disability or the use of a trained dog guide or service animal by a person with a disability.~~

~~The board will designate a staff member to serve as the compliance officer.~~

Definition

“Protected status” is short for the phrase “age, sex, race, creed, religion, color, national origin, honorably discharged veteran or military status, sexual orientation, gender expression, gender identity, marital status, the presence of any sensory, mental, or physical disability, or the use of a trained dog guide or service animal by a person with a disability.”

Discriminatory Harassment

The district prohibits discriminatory harassment in the workplace. Discriminatory harassment is unwelcome or offensive conduct directed that is:

- ~~1. Directed toward a person based on their protected status that is sufficiently characteristic;~~
- ~~2. Sufficiently severe or pervasive to create an ;~~
- ~~3. Unreasonably interferes with a person's work environment that a reasonable person would consider ability to perform job duties; and~~
- ~~4. The cause of an intimidating, hostile, or offensive. Petty slights, annoyances, or isolated incidents, unless extremely serious, will not rise to the level of discriminatory harassment environment.~~

Examples of Employment Discrimination

Harassing conduct may discriminatory harassment include, but is are not limited to:

- Unwelcome jokes or comments about a legally protected characteristic (e.g., racial or ethnic jokes);
- Disparaging remarks to or about a person's legally protected characteristic (e.g., negative or offensive remarks or jokes about a person's religion or religious garments);
- Displaying negative or offensive posters or pictures about a legally protected characteristic;
- Physical conduct toward a person due to that person's legally protected characteristic;
- All communications, including those conveyed electronically, such as by e-mail, telephone or voicemail, text messaging, or social media or other internet use, that directly or indirectly implicates a legally protected characteristic; or
- Any other unwelcome conduct that implicated a legally protected characteristic.

These are examples of employment discrimination and are not an exhaustive list.

~~Affirmative Action~~

~~The district, as a recipient of public funds, is committed to undertake affirmative action which will make effective equal employment opportunities for staff and applicants for employment. Such affirmative action will include a review of programs, the setting of goals and the implementation of corrective employment procedures to increase the ratio of aged, persons with disabilities, ethnic minorities, women, and Vietnam veterans who are under represented in the job classifications in relationship to the availability of such persons having requisite qualifications. Affirmative action plans may not include hiring or employment preferences based on gender or race, including color, ethnicity or national origin. Such affirmative action will also include recruitment, selection, training, education and other programs.~~

~~The~~
When the district becomes aware of potential discriminatory harassment, it will promptly investigate the conduct and, as appropriate, take reasonable steps to prevent and promptly correct the harassing conduct.
~~superintendent will develop an affirmative action plan which specifies the personnel procedures to be followed by the staff of the district and will ensure that no such procedures discriminate against any individual. Reasonable steps will be taken to promote employment opportunities of those classes that are recognized as protected groups—aged, persons with disabilities, ethnic~~

~~minorities and women and Vietnam veterans, although under state law, racial minorities, and women may not be treated preferentially in public employment.~~

~~This policy, as well as the affirmative action plan, regulations and procedures developed according to it, will be disseminated widely to staff in all classifications and to all interested patrons and organizations. Progress toward the goals established under this policy will be reported annually to the board.~~

Employment of Persons with Disabilities

~~To~~In order to fulfill its commitment of nondiscrimination to those with disabilities, the following conditions will prevail:

~~The district will not discriminate against a~~

1. ~~No~~ qualified individual based on their person with disabilities will, solely by reason of a disability, nor will be subjected to discrimination and the district will not limit, segregate, or classify any applicants for employment or any staff member in any way that adversely affects theirhis/her opportunities or status because of theira disability. This prohibition applies to all aspects of employment from recruitment to promotions, and includes fringe benefits and other elements of compensation.

2. The district will reasonably accommodate~~make reasonable accommodation to~~ the known physical or mental limitations of an otherwise qualified disabled applicant or staff member unless it is clear that an accommodation would impose an undue hardship on the operation of the district program. Such reasonable accommodations may include:

- ~~a-~~ Reasonable accommodations may include making Making facilities used by staff readily accessible and usable by persons with disabilities; and job restructuring; part-time or modified work schedules; acquisition or modification of equipment or devices; the provision of readers or interpreters; and other similar actions.

An undue hardship means an accommodation would be unduly costly, extensive, substantial or disruptive or would fundamentally alter the nature or operation of the district.

In determining whether ~~an or not~~ accommodation would impose an undue hardship on the district, the district may consider, among other things, the factors to be considered include the nature and cost of the accommodation, the district's size, the district's financial resources, and the nature and structure of its operations.

~~3.~~ The ~~d~~District will not use any employment tests or criteria that screen out persons with disabilities unless the test or criteria is clearly and specifically job-related, and ~~Also~~, the ~~d~~District will not use such tests or criteria if alternative tests or criteria (that do not screen out persons with disabilities) are available.

4. 4.—While the district may not make pre-employment inquiries as to whether an applicant has a disability or as to the nature and severity of any such disability, it may inquire into an applicant’s ability to perform job-related functions.

~~5.—Any staff member who believes that there has been a violation of this policy or the law prohibiting discrimination because of a disability may initiate a grievance through the procedures for staff complaints.~~

-
Nondiscrimination for Military Service

The district will not discriminate against any person who is a member of, applies to be a member of, or performs, has performed, applies to perform, or has an obligation to perform service in a uniformed service, on the basis of ~~their~~that participation in a uniformed service. This includes initial employment, retention in employment, promotion, or any benefit of employment. The district will also not discriminate against any person who has participated in the enforcement of these rights under state or federal law.

-
Affirmative Action Program

The district will develop an affirmative action employment plan or program that includes appropriate provisions designed to eliminate discrimination based on protected status.

-
Regarding sex discrimination, the district’s affirmative action employment plan or program must include the requirements to maintain credential requirements for all personnel without regard to sex; make no differentiation in pay scale based on sex; make no differentiation in the assignment of school duties based on sex except where an assignment would involve duty areas or situations such as, but not limited to, a shower room, where persons might be disrobed; provide the same opportunities for advancement for males and females; and make no differentiation in conditions of employment based on sex, including, but not limited to, hiring practices, leaves of absence, hours of employment, and assignment of or payment for instructional or non-instructional duties.

-
Complaint Procedure

The district will adopt a complaint procedure in accordance with chapter 392-190 WAC. Annually, the district will publish a notice of the complaint procedure in a way that is reasonably calculated to inform all employees of it. The district will provide the notice in a language each employee can understand, which may require language assistance in accordance with Title VI of the Civil Rights Act of 1964 for those with limited English proficiency. The district will not adopt any policy, procedure, or practice that would limit a person’s right to file a complaint under the complaint procedure.

-
Compliance Officer

The superintendent will designate an employee who is responsible for monitoring and coordinating the district’s compliance with chapter 392-190 WAC and the guidelines the Office of the Superintendent of Public Instruction has adopted under WAC 392-190-005.

-
The compliance officer is responsible for ensuring that all complaints filed under the complaint procedure are promptly investigated and resolved.

-
Retaliation Prohibited

The district will not intimidate, threaten, coerce, or discriminate against any individual who seeks to secure their rights under this policy or chapter 392-190 WAC or because the individual has filed a complaint under the complaint procedure. Further, the district will not tolerate someone else retaliating against another because they sought to secure their rights under this policy or chapter 392-190 WAC or because they have filed a complaint under the complaint procedure.

-
Any person who retaliates will be subject to appropriate discipline.

Cross References: [2030](#) - Service Animals in Schools
 [5270](#) - Resolution of Staff Complaints
 [5407](#) - Military Leave
 5011 – Sexual Harassment of District Staff Members Prohibited

Legal References:

- [RCW 28A.400.310](#) Law against discrimination applicable to districts’ employment practices
- [RCW 28A.640.020](#) Regulations, guidelines to eliminate discrimination — Scope — Sexual harassment policies
- [RCW 28A.642](#) Discrimination prohibition
- [RCW 49.60](#) Discrimination — Human rights commission
- [RCW 49.60.030](#) Freedom from discrimination — Declaration of civil rights

- [RCW 49.60.180](#) Unfair practices of employers
- [RCW 49.60.400](#) Discrimination, preferential treatment prohibited
- [RCW 73.16](#) Employment and Reemployment
- [WAC 392-190](#) Equal Education Opportunity – Unlawful Discrimination Prohibited
- [WAC 392-190-0592](#) Public school employment — Affirmative action program
- [42 USC 2000e1](#) – 2000e10 Title VII of the Civil Rights Act of 1964
- [20 USC 1681](#) - 1688 Title IX Educational Amendments of 1972
- [42 USC 12101](#) – 12213 Americans with Disabilities Act
- [8 USC 1324](#) (IRCA) Immigration Reform and Control Act of 1986
- [38 USC 4301-4333](#) Uniformed Services Employment and Reemployment Rights Act
- [29 USC 794](#) Vocational Rehabilitation Act of 1973
- [34 CFR 104](#) Nondiscrimination on the basis of handicap in Programs or activities receiving federal financial assistance
- [38 USC 4212](#) Vietnam Era Veterans Readjustment Act of 1974 (VEVRAA)

- Management Resources: 2023 – July Issue
 2018 May Issue
 2017 - April Issue
 2014 - December Issue
 2013 - June Issue
 2011 - June Issue
 2011 - February Issue
 Policy News, August 2007 Washington’s Law Against Discrimination
 Policy News, June 2001 State Updates Military Leave Rights

Adoption Date: 2.27.08
Steilacoom Historical School District No. 1
Revised: 3.13.12; 1.28.15; 6.29.17; 1.9.19; 10.18.23

Coversheet

First Reading of Policy 3420 Anaphylaxis Prevention and Response

Section: V. NEW BUSINESS
Item: E. First Reading of Policy 3420 Anaphylaxis Prevention and Response
Purpose: Vote
Submitted by:
Related Material: Policy 3420 Anaphylaxis Prevention and Response.pdf

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: February 19, 2025

Strategic Focus Area

- Achieve
- Support
- Connect
- Plan

BACKGROUND INFORMATION

Policy 3420 Anaphylaxis Prevention and Response is being updated to add clarity and specificity to utilize the correct medical terminology. In addition, the updated policy includes the necessity to distribute the plan to the appropriate school staff based on the student's needs.

RECOMMENDED ACTION:

I recommend the Board approve Policy 3420, Anaphylaxis Prevention and Response

Report prepared by: Kari Terjeson

ANAPHYLAXIS PREVENTION AND RESPONSE

Anaphylaxis is a life-threatening allergic reaction that may involve systems of the entire body. Anaphylaxis is a medical emergency that requires immediate medical treatment and may require follow-up care by an allergist/immunologist.

The Board of Directors expects school administrators, teachers, and support staff to be informed and aware of life threatening allergic reactions (anaphylaxis) and how to deal with the resulting medical emergencies. For students, some common life threatening allergens are peanuts, tree nuts, fish, dairy, bee or other insect stings, latex and some medications. Affected students require planned care and support during the school day and during school sponsored activities. Additionally, any student could potentially have a life threatening allergic reaction even without a history of such.

Parents/guardians are responsible for informing the school about their student’s potential risk for anaphylaxis and for ensuring the provision of ongoing health information and necessary medical supplies. The district will take reasonable measures to avoid allergens for affected students. The district will also train all staff in the awareness of anaphylaxis and prepare them to respond to emergencies. Additionally, student specific training will be provided for appropriate personnel. The plan shall be distributed to appropriate staff based on the students’ needs and the staffs’ level of interaction with the student as determined in the health plan.

Even with the district’s best efforts, staff and parents/guardians need to be aware that it is not possible to achieve a completely allergen-free environment. However, the district will take reasonable precautions to reduce the risk of exposure to allergens for a-students with a-history of anaphylaxis coming into contact with the offending allergen in school.

The superintendent will establish procedures to support this policy and to ensure:

1. Rescue protocol in cases of suspected anaphylaxis—will follow OSPI’s Guidelines for the Care of Students with Anaphylaxis (~~2009~~);
2. A simple and standardized format for emergency care plans is utilized;
3. A protocol is in place to ensure emergency care plans are current and completed and distributed to appropriate staff;
4. Medication orders are clear and unambiguous;
5. Training and documentation is a priority

Cross References: [Policy 3418](#)
[Policy 3416](#)
[Policy 3419](#)

Emergency Treatment
Medication at School
Self-Administration of Asthma and
Anaphylaxis Medications

Legal References: [WAC 392-380](#)

Public School Pupils – Immunization
Requirement and Life-Threatening Health
Condition

[RCW 28A.210.383](#)

Anaphylaxis – Policy Guidelines –
Procedures – Reports

Management Resources:

Policy News, August 2018

Policy News, December 2013

Policy News, August 2012 Anaphylaxis Prevention and Response

Policy News, February 2009 Anaphylaxis Prevention Policy Required

OSPI, March 2009

Guidelines for the Care of Students with
Anaphylaxis

Adoption Date: 2.27.08
Steilacoom Historical School District No. 1
Revised: 9.25.13; 11.14.18