

# Board of Directors

## Regular Meeting July 6, 2021 Noon

This meeting will be held in the Ford Middle School Commons  
located at 1602 104<sup>th</sup> Street East in Tacoma, Washington.

The public may attend in person, online using this Zoom webinar link –  
<https://fpschools.zoom.us/j/93189263514?pwd=RFdaRlp5L1BVWDFsY0J6R0xqLzdpdz09>  
or by phone at +1 (253) 215 8782 or +1 (346) 248 7799 or +1 (312) 626 6799.  
Webinar ID: 931 8926 3514 Password: Rm07062021

Audience and community comments are welcome and will be limited to two minutes per person.  
In-person attendees may sign up to comment at the check-in table upon arrival.  
Online Zoom attendees may deliver written comments to or schedule oral comments with  
the Superintendent's Office ([kholtan@fpschools.org](mailto:kholtan@fpschools.org) or 253-298-3010)  
by 3 p.m. on July 5, 2021.

If you have any questions, you may contact Kristin Holten at (253) 298-3010.

---

## FRANKLIN PIERCE SCHOOLS

Jo Anne Matson Administrative Center  
315 129<sup>th</sup> Street South  
Tacoma, WA 98444  
[www.fpschools.org](http://www.fpschools.org)  
253-298-3000

# **Franklin Pierce School Board's Operating Principles**

Operating principles define the beliefs, values, and methods of working together. Successful organizations are the result of effective and dynamic leadership. To assure quality operations, leaders must agree on basic ways of working together. We, the Franklin Pierce Board and Superintendent, have discussed and agree to abide by these principles.

## **Communications, Cooperation, and Trust**

- Support each other constructively and courteously
- Engage in discussions
- Be open-minded and adaptive to change
- Maintain confidentiality
- Focus discussions on issues, not personalities
- Uphold the integrity of every individual
- Involve those parties who will be affected by the decision and solution
- Strive to avoid any perception of a conflict of interest
- Communications between staff and the Board are encouraged
- Requests for information from the Superintendent which will take considerable time to prepare will come from the Board rather than an individual Board member

## **Effective Meetings**

- Share ideas about new programs and directions with the Superintendent before making them public
- Read all materials and ask questions in advance
- Respect the majority and do not take unilateral action
- Board meetings will be for consideration, information, and actions
- Work sessions will be for discussions, deliberation, and direction
- Executive sessions will be held only when specific needs arise
- The President will communicate and enforce the audience participation protocol

## **Decision Making**

- Clearly communicate decisions and their rationale
- Re-evaluate each major decision
- Move the question or table the question when discussion is repetitive
- The Superintendent will make recommendations on most matters before the Board
- Consider research, best practice, innovative and creative strategies, and public input in all decision making

## **Addressing Citizen or Staff Complaints**

- Use proactive, clear, and transparent communication
- Be available to hear community concerns and encourage citizens to present their district issues, problems, or proposals to the appropriate person
- Direct all personnel complaints and criticisms to the Superintendent

## **Board Operations**

- Attend training and networking opportunities
- The President will communicate regularly with the Superintendent and share pertinent information with the Board
- The President or designee will be the Board spokesperson
- Conduct an annual self-evaluation and promptly address specific issues that hinder Board effectiveness
- Set clear and concise goals for the Board and the Superintendent
- Emphasize planning, policy making, and public relations rather than becoming involved in the management of the schools

**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**Ford Middle School Commons**  
**July 6, 2021 – Noon**

**AGENDA**

This meeting will be held in the Ford Middle School Commons  
located at 1602 104<sup>th</sup> Street East in Tacoma, Washington.

The public may attend in person, online using this Zoom webinar link –  
<https://fpschools.zoom.us/j/93189263514?pwd=RFdaRlp5L1BVWDFsY0J6R0xqLzdpdz09>  
or by phone at +1 (253) 215 8782 or +1 (346) 248 7799 or +1 (312) 626 6799.  
Webinar ID: 931 8926 3514 Password: Rm07062021

**I. Call to Order**

**II. Flag Salute**

**III. Establishment of a Quorum**

**IV. Adoption of Agenda**

**V. Announcements and Communication**

1. Superintendent
2. Board of Directors
3. Audience/Community

Comments are welcome and will be limited to two minutes per person. In-person attendees may sign up to comment at the check-in table upon arrival. Online Zoom attendees may deliver written comments to or schedule oral comments with the Superintendent's Office ([kholtlen@fpschools.org](mailto:kholtlen@fpschools.org) or 253-298-3010) by 3 p.m. on July 5.

*Audience members may exit at this time or stay for the remainder of the meeting.*

**VI. Consent Agenda**

1. Minutes: June 15, 2021 .....A
2. Audit of Expenditures: June 2021 .....B
3. Personnel Action .....C
4. Budget Status Reports: May 2021 .....D

**VII. Unfinished Business**

1. Policy 3241: Student Discipline & Policy 3200: Student Rights and Responsibilities .....E

**VIII. New Business**

1. School Boundary Revisions .....F
2. Memorandum of Understanding with Pierce Conservation District .....G
3. Health Services Surplus Approval .....H
4. Information Technology Surplus Approval .....I
5. Transportation Surplus Approval .....J
6. 2021-2024 Superintendent's Contract .....K

**IX. Proposals**

1. Policy 3413: Student Immunization and Life-Threatening Health Conditions .....L

**X. Information**

1. Procedure 3413P: Student Immunization and Life-Threatening Conditions .....M
2. Approved Out-of-State Staff Travel Requests .....N

**XI. Executive Session – Superintendent's Evaluation .....O**

**XII. Adjournment**

Next Regular Meeting: August 17, 2021 at 7 p.m.

## **In-Person Public Meetings during the COVID-19 Pandemic**

Franklin Pierce Schools will follow all health and safety guidance that applies to public meetings, including the Healthy Washington – Roadmap to Recovery plan, applicable federal, state, and local guidance, and the Open Public Meetings Act (OPMA).

---

- All persons attending Franklin Pierce School Board meetings in-person will be required to:
  - Complete a COVID-19 health attestation;
  - Sign in with contact tracing information including full name, phone number, email address, and residential or mailing address;\*
  - Wear proper face covering;
  - Maintain six feet of physical distance from other people; and
  - Sit in a designated location.
- A COVID-19 Site Supervisor will be present during each meeting to assist with safety processes. Hand sanitizer and face coverings will be available for anyone who needs them.
- All Franklin Pierce School District properties remain gun-free, smoke-free zones.
- Anyone unwilling or unable to meet these requirements will not be allowed to attend the meeting in person but they may attend remotely using Zoom webinar.
- Public Comments during the Announcements and Communication portion of the School Board Regular Meeting:
  - In-Person Attendees: Sign up at the check-in table upon arrival at the meeting location.
  - Online Zoom Attendees: Contact Kristin Holten at [kholtan@fpschools.org](mailto:kholtan@fpschools.org) or 253-298-3010 by 3 p.m. the day prior to the meeting to submit written comments or receive instructions for commenting live using the Zoom webinar system.

*\* Contact information provided as part of the registration process is intended to assist public health authorities with contact tracing – the process of identifying and reaching out to people who may have been exposed to a person with COVID-19. Because that contact information is being provided for a public health purpose, it is not subject to disclosure under the Public Records Act (PRA). Proclamation 20-64, et seq.*



# **Franklin Pierce Schools**

Administration Offices - 315 129th Street South - Tacoma, WA 98444 - (253) 298-3000

Board directors and audience attended either via Zoom video webinar 928 1803 1701 – (253) 215-8782  
or in-person at Ford Middle School Commons, 1602 104<sup>th</sup> Street East, Tacoma, WA 98445.

June 15, 2021

## **MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS**

### **CALL TO ORDER**

Mr. Roberts called the special meeting to order at 6:02 p.m.

### **BOARD MEMBERS PRESENT**

Mr. Davis, Dr. Mendoza, Ms. Gallogly, Mr. Roberts, Mrs. Sherman.

### **SPECIAL MEETING**

The Board of Directors reviewed and discussed the following items:

1. School and District Happenings
2. Public Hearing on 2021-2022 Budget
3. Submission of End-of-Year Report
4. Debrief Roundtable Discussions

### **ADJOURNMENT**

There being no business to transact, the special meeting adjourned at 7:02 p.m.

---

Secretary of the Board

---

President of the Board

# **Franklin Pierce Schools**

Jo Anne Matson Administrative Center - 315 129th Street South - Tacoma, WA 98444 – (253) 298-3000

Board directors and audience attended either via Zoom video webinar 928 1803 1701 – (253) 215-8782 or in-person at Ford Middle School Commons, 1602 104<sup>th</sup> Street East, Tacoma, WA 98445.

June 15, 2021

## **MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS**

### **CALL TO ORDER**

Mr. Roberts called the meeting to order at 7:08 p.m.

### **BOARD MEMBERS PRESENT**

Mr. Davis, Dr. Mendoza, Ms. Gallogly, Mr. Roberts, Mrs. Sherman.

### **AGENDA**

21-M-43

It was moved by Mrs. Sherman, seconded by Ms. Gallogly, and unanimously passed that the Board of Directors adopt the agenda as presented.

### **ANNOUNCEMENTS & COMMENTS FROM THE SUPERINTENDENT**

Dr. Goodpaster commented on district activities and events. Ms. Kianee Lee, the new principal at Keithley Middle School was introduced to the Board.

### **ANNOUNCEMENTS & COMMENTS FROM STUDENT REPRESENTATIVES**

Keithley Middle School leadership students, Erin Hall and Alex Miles, shared staff and student perspectives on online instruction during the 2020-2021 school year.

### **ANNOUNCEMENTS & COMMENTS FROM THE BOARD OF DIRECTORS**

Dr. Mendoza shared information about the Ford Middle School Restorative Justice Parent and Community group.

### **ANNOUNCEMENTS & COMMENTS FROM THE AUDIENCE/COMMUNITY**

Mr. Withrow, grandparent to an Elmhurst Elementary student, commented on pedestrian safety concerns near the elementary school.

### **CONSENT AGENDA**

21-M-44

It was moved by Dr. Mendoza, seconded by Mrs. Sherman, and unanimously passed that the Board of Directors approve the Consent Agenda as presented.

#### **(1) Minutes**

Minutes of the Board of Directors were approved for the special and regular meetings held on May 25, 2021; and special meetings held on June 1, 7, and 8, 2021.

#### **(2) Audit of Expenditures**

Vouchers audited and certified by the auditing officer as required by RCW 42.24.080, expense reimbursement claims certified as required by RCW 42.24.090, and payroll disbursements are identified below and approved for payment. The Franklin Pierce Board of Directors, at its regularly scheduled meeting held June 15, 2021, authorized the County Treasurer to pay all warrants/transfers specified below.

**(2) Audit of Expenditures (continued)**

	<b><u>Number</u></b>	<b><u>Amount</u></b>	<b><u>Date Issued</u></b>
<b>General Fund – Payroll</b>	Direct Dep/Bank Fees	\$5,890,156.90	5/28/2021
	269842-269861	\$8,305.87	5/28/2021
	269862-269896	\$2,889,037.11	5/28/2021
<b>General Fund – A/P</b>	A/P Direct Deposit	\$34,048.77	5/14/2021
	269777-269832	\$310,325.94	5/14/2021
	A/P Direct Deposit	\$17,184.12	5/28/2021
	269897-269931	\$325,973.80	5/28/2021
	BMO Direct Deposit	\$440,906.22	5/28/2021
<b>Capital Projects</b>	269833-269841	\$3,655,648.84	5/14/2021
	A/P Direct Deposit	\$243,770.37	5/28/2021
	269932-269938	\$389,347.31	5/28/2021
	BMO Direct Deposit	\$32,919.26	5/28/2021
<b>ASB</b>	A/P Direct Deposit	\$145.93	5/14/2021
	269939-269941	\$2,480.00	5/28/2021
	BMO Direct Deposit	\$11,435.79	5/28/2021
<b>Trust</b>	BMO Direct Deposit	\$379.15	5/28/2021

**(3) Personnel Action**

**NEW HIRES**

<b>NAME</b>	<b>JOB TITLE / LOCATION</b>	<b>EFFECTIVE DATE</b>
Allen, Eric	Classified ROTC Instructor / Washington	08/24/2021
Bates-Carector, Alanna	Special Education Teacher / Franklin Pierce	08/23/2021
Bravo, Francisco	Administrative Assistant / Keithley	05/19/2021
Brisbin, Colleen	Social Worker / James Sales	08/23/2021
Garcia Garcia, Stephanie	HR Records Specialist / Human Resources	06/09/2021
Hemicker, Brittany	Teacher / Franklin Pierce	08/23/2021
Jones, Patrick	Special Education Teacher / Washington	08/23/2021
Langford, Virgil	Custodian / Keithley	05/17/2021
Lee, Kianee	Principal / Keithley	07/01/2021
Turri, Lani	Vision Specialist / Learning Support Services	08/23/2021

**TERMINATIONS**

<b>NAMES</b>	<b>JOB TITLE / LOCATION</b>	<b>EFFECTIVE DATE</b>
Beardsley, Valerie	Driver / Transportation	05/20/2021
Davis, Marian	Teacher / Christensen	08/31/2021
Dietzen, Tara	Paraeducator / James Sales	06/03/2021*



#### TERMINATIONS (continued)

NAMES	JOB TITLE / LOCATION	EFFECTIVE DATE
Dust, Mackenzie	Teacher / Collins	08/31/2021
Gaume, Samuel	ITS - Leave Replacement / Brookdale	08/31/2021
Lutton, Howard	Teacher / Franklin Pierce	06/30/2021
Mooers, Spencer	Driver / Transportation	05/20/2021
Osuna, Karina	Dual Language Teacher / Harvard	08/31/2021
Paczkowski, Robyn	Teacher / James Sales	08/31/2021
Piercy, Hollye	Teacher / Midland	08/31/2021
Rodgers, Kimberly	Teacher / Collins	08/31/2021
Rouse, Jodie	Special Education Teacher / Ford	08/31/2021
Scotti, Christopher	School Counselor / Midland	08/31/2021
Szutu, Michael	Teacher / Harvard	08/31/2021
Totten, Rachel	Teacher / Brookdale	08/31/2021

\* Employee changed resignation date

#### APPOINTMENTS / PROMOTIONS / TRANSFERS

NAME	JOB TITLE / LOCATION	EFFECTIVE DATE
Boser, Megan	ECEAP Teacher / Hewins ELC	08/26/2021
Brown, Brooke	Instructional Equity Specialist / Teaching and Learning	08/23/2021
Conley, Latisa	Hewins ELC Coordinator / Hewins ELC	08/24/2021
Elliott, Catherine	Chief Custodian / Ford	06/07/2021
Zufluh, Donald	Assistant Chief Custodian / Hewins ELC & Midland	06/09/2021

#### LEAVES OF ABSENCE

NAME	JOB TITLE / LOCATION	EFFECTIVE DATE
Beagley, Teresa	Teacher / Brookdale	06/22/2021-09/01/2022
Nakata, Jennifer	Social Worker / Keithley	06/22/2021-09/01/2022
Marshall, Kevin	Teacher / Washington	06/22/2021-09/01/2022

#### (4) Investment and Financial Reports

Budget status reports for the General Fund, Capital Projects Fund, Debt Service Fund, ASB Fund, and Transportation Vehicle Fund for the month of April 2021.

#### **CORE INSTRUCTIONAL MATERIALS ADOPTION: THE DEVELOPING CHILD**

21-M-45

It was moved by Mrs. Sherman, seconded by Ms. Gallogly, and unanimously passed that the Board of Directors adopt the core instructional materials, *The Developing Child*.

#### **CORE INSTRUCTIONAL MATERIALS ADOPTION: FOOD FOR TODAY**

21-M-46

It was moved by Ms. Gallogly, seconded by Mrs. Sherman, and unanimously passed that the Board of Directors adopt the core instructional materials, *Food for Today*.

#### **CORE INSTRUCTIONAL MATERIALS ADOPTION: PSYCHOLOGY IN YOUR LIFE**

21-M-47

It was moved by Mr. Davis, seconded by Mrs. Sherman, and unanimously passed that the Board of Directors adopt the core instructional materials, *Psychology in Your Life*.

**CORE INSTRUCTIONAL MATERIALS ADOPTION: *HEALTH SMART*****21-M-48**

It was moved by Dr. Mendoza, seconded by Ms. Gallogly, and unanimously passed that the Board of Directors adopt the core instructional materials, *Health Smart*.

**SUPPLEMENTAL INSTRUCTIONAL MATERIALS ADOPTION: *HIGH SCHOOL FLASH*****21-M-49**

It was moved by Ms. Gallogly, seconded by Mrs. Sherman, and unanimously passed that the Board of Directors adopt the supplemental instructional materials, *High School Flash*.

**POLICY 3244: PROHIBITION OF CORPORAL PUNISHMENT****21-M-50**

It was moved by Dr. Mendoza, seconded by Mrs. Sherman, and unanimously passed that the Board of Directors adopt new Board Policy 3244: Prohibition of Corporal Punishment.

**RESOLUTION 21-R-11: 2021-2022 BUDGET****21-M-51**

It was moved by Mrs. Sherman, seconded by Ms. Gallogly, and unanimously passed that the Board of Directors adopt Resolution 21-R-11: 2021-2022 Budget.

**RESOLUTION 21-R-12: APPROVAL OF EDUCATION SPECIFICATIONS FOR THE FPS PERFORMING ARTS CENTER PROJECT****21-M-52**

It was moved by Mr. Davis, seconded by Mrs. Sherman, and unanimously passed that the Board of Directors adopt Resolution 21-R-12: Approval of Education Specifications for the Franklin Pierce School District Performing Arts Center Project.

**2021-2022 CAREER AND TECHNICAL EDUCATION CLASSES****21-M-53**

It was moved by Mrs. Sherman, seconded by Dr. Mendoza, and unanimously passed that the Board of Directors adopt the 2021-2022 Career and Technical Education courses as presented.

**2021-2022 NON-REPRESENTED PROFESSIONAL TECHNICAL SALARY SCHEDULE****21-M-54**

It was moved by Mrs. Sherman, seconded by Mr. Davis, and unanimously passed that the Board of Directors adopt the 2021-2022 non-represented professional technical salary schedule as presented.

**2021-2022 NON-REPRESENTED ADMINISTRATORS SALARY SCHEDULE****21-M-55**

It was moved by Ms. Gallogly, seconded by Mrs. Sherman, and unanimously passed that the Board of Directors adopt the 2021-2022 non-represented administrator salary schedule as presented.

**2021-2022 ASSOCIATION OF FRANKLIN PIERCE PRINCIPALS SALARY SCHEDULE****21-M-56**

It was moved by Mrs. Sherman, seconded by Mr. Davis, and unanimously passed that the Board of Directors adopt the 2021-2022 Association of Franklin Pierce Principals salary schedule as presented.

**OUT-OF-ENDORSEMENT ASSIGNMENTS****21-M-57**

It was moved by Mrs. Sherman, seconded by Dr. Mendoza, and unanimously passed that the Board of Directors approve the assignment of Kimberly Jackson to teach English Language Arts at Keithley Middle School, Pamela Kruse to teach Physical Education at Keithley Middle School, and Alyson McKenzie-Babler to teach English Proficiency at Washington High School.

**MEMORANDUM OF UNDERSTANDING WITH BETHEL SCHOOL DISTRICT AND ACCELERATION ACADEMIES****21-M-58**

It was moved by Dr. Mendoza, seconded by Mrs. Sherman, and unanimously passed that the Board of Directors approve the Memorandum of Understanding with Bethel School District and Acceleration Academies, LLC.

**AGREEMENT WITH PIERCE COUNTY FOR KMS CHAMPS AFTER SCHOOL PROGRAM****21-M-59**

It was moved by Mr. Davis, seconded by Mrs. Sherman, and unanimously passed that the Board of Directors approve contract # SC-108305 with Pierce County Human Services for the PG Keithley Middle School CHAMPS After School Program.

**POLICY 3241: STUDENT DISCIPLINE AND POLICY 3200: RIGHTS AND RESPONSIBILITIES**

Mr. James Hester, Deputy Superintendent of PK-12, presented revised Board Policy 3241: Student Discipline for first reading. This item will be placed on the agenda for action at the next regularly scheduled Board of Directors meeting. Upon adoption of revised Board Policy 3241, existing Board Policy 3200: Rights and Responsibilities will be retired.

**PROCEDURE 2409P: CREDIT FOR COMPETENCY / PROFICIENCY**

Mrs. Carolyn Treleven, Executive Director of Teaching and Learning, presented Board Procedure 2409P: Credit for Competency / Proficiency as an information only item.

**PROCEDURE 3241P: STUDENT DISCIPLINE / FORM 3241 F1: FRANKLIN PIERCE DISCIPLINE MATRIX / FORM 3241 F2: FRANKLIN PIERCE CONTINUUM OF DISCIPLINE RESPONSES**

Mr. James Hester, Deputy Superintendent of PK-12, presented revised Board Procedure 3241P: Student Discipline, new Form 3241 F1: Franklin Pierce Discipline Matrix, and Form 3241 F2: Franklin Pierce Continuum of Discipline Responses as information only items.

**APPROVED OUT-OF-STATE STAFF TRAVEL REQUESTS**

Dr. Goodpaster, Superintendent, presented a list of recently approved out-of-state staff travel requests as an information only item.

**EXECUTIVE SESSION**

Mr. Roberts announced an executive session of the Board at 8:46 p.m. for approximately thirty minutes with no action to follow to discuss the performance of a staff member in accordance with RCW 42.30.110 and Board Policy 1410: Executive or Closed Sessions. Mr. Roberts reconvened the meeting at 9:15 p.m.

**ADJOURNMENT**

Mr. Roberts announced that the next regular meeting of the Board of Directors will be held on Tuesday, July 6, 2021, beginning at noon. The meeting will be held remotely or in the Ford Middle School Commons depending on current public health and open public meeting regulations.

There being no further business to transact, the meeting adjourned at 9:16 p.m.

---

Secretary of the Board

---

President of the Board

## MEMORANDUM

**TO:** Board of Directors  
**FROM:** Tammy Bigelow, Director of Business Services  
**DATE:** July 6, 2021  
**SUBJECT:** Audit of Expenditures

Vouchers audited and certified by the auditing officer as required by RCW 42.24.080, expense reimbursement claims certified as required by RCW 42.24.090, and payroll disbursements are identified below and approved for payment. The Franklin Pierce Board of Directors, at its regularly scheduled meeting held July 6, 2021, authorizes the County Treasurer to pay all warrants/transfers specified below. To obtain a copy of the detailed listing, please contact the Superintendent's Office.

	<u>Number</u>	<u>Amount</u>	<u>Date Issued</u>
<b>General Fund – Payroll</b>	Direct Dep/Bank Fees	\$6,204,159.23	6/30/2021
	270024-270039	\$4,642.63	6/30/2021
	270040-270073	\$2,906,561.83	6/30/2021
<b>General Fund – A/P</b>	A/P Direct Deposit	\$13,848.50	6/15/2021
	269942-270013	\$643,186.77	6/15/2021
	A/P Direct Deposit	\$1,114,848.81	6/30/2021
	270074-270123	\$573,080.07	6/30/2021
<b>Capital Projects</b>	A/P Direct Deposit	\$289,237.39	6/15/2021
	270014-270021	\$4,863,989.43	6/15/2021
	A/P Direct Deposit	\$8,512.05	6/30/2021
	270124-270127	\$68,555.46	6/30/2021
<b>ASB</b>	270022-270023	\$366.43	6/15/2021
	A/P Direct Deposit	\$8,106.71	6/30/2021
	270128	\$74.66	6/30/2021
<b>Trust</b>	A/P Direct Deposit	\$485.02	6/30/2021

## MEMORANDUM

**TO:** Board of Directors  
**FROM:** Brandy Marshall, Director of Human Resources  
**DATE:** July 6, 2021  
**SUBJECT:** Personnel Action

### NEW HIRES

NAME	JOB TITLE / LOCATION	EFFECTIVE DATE	REASON
Allredge, Molly	Speech Language Pathologist / Learning Support Services	08/23/2021	Replacement
Bates, Vicki	Executive Director of Teaching and Learning / Teaching and Learning	07/15/2021	Replacement
Bremner, Timothy	Director of College and Career Readiness / NRSC/The Farm	07/01/2021	Replacement
Fox, Meghan	Teacher / Brookdale	08/23/2021	Leave Replacement
Hillman, Kristen	Principal / Hewins ELC	07/01/2021	Replacement
Jackson, Krysten	Paraeducator / Collins	08/31/2021	Replacement
Jordan, Alexis	Social Worker / Keithley	08/23/2021	Leave Replacement
Kitchen, Rachelle	MS Instructional Coach / Ford	08/23/2021	Growth
McGlothlen, Rachel	Teacher / Midland	08/23/2021	Replacement
Ness, Kaylee	Teacher / Midland	08/23/2021	Replacement
Preston, Robert	Assistant Principal / Ford	07/01/2021	Replacement
Rathburn, Emily	Teacher / Collins	08/23/2021	Replacement
Rodriguez, Julia	Teacher / Washington	08/23/2021	Replacement
Romberg, Jamie	ELL Teacher / Christensen	08/23/2021	Replacement
Tillis, Genesis	Teacher / Harvard	08/23/2021	Leave Replacement
Uri, Sarah	Teacher / Collins	08/23/2021	Replacement
Waage, Samantha	Teacher / Collins	08/23/2021	Replacement
Weimer, Jennifer	Paraeducator / Midland	08/31/2021	Replacement
Wilkinson, Taylor	Teacher / James Sales	08/23/2021	Replacement

### TERMINATIONS

NAME	JOB TITLE / LOCATION	HIRE DATE	EFFECTIVE DATE	REASON
Aldana, Jeremy	Teacher / Christensen	08/21/2017	08/31/2021	Resignation
Anderson, Nia	Custodian / Elmhurst	05/15/2019	06/28/2021	Resignation
Boorn, Tammy	Teacher / Harvard	08/25/2014	08/31/2021	Resignation

**TERMINATIONS (continued)**

<b>NAME</b>	<b>JOB TITLE / LOCATION</b>	<b>HIRE DATE</b>	<b>EFFECTIVE DATE</b>	<b>REASON</b>
Boskovich, Sylvia	Director of College and Career Readiness / The Farm & Admin	08/31/1994	09/17/2021	Retirement
Bott, Paula	Teacher / Ford	08/23/2011	08/31/2021	Resignation
Dwarshuis-Herrera, Megan	Paraeducator / Central Avenue	01/06/2020	08/30/2021	Resignation
Elliot, Brandee	MS Teacher / Ford	08/21/2012	08/31/2021	Resignation
Garcia Ramirez, Samantha	Paraeducator / Harvard	04/12/2021	08/30/2021	Resignation
Goucher, April	NSA III / Christensen	02/22/2021	08/30/2021	Resignation
Gregory, Christopher	Paraeducator / James Sales	02/25/2021	06/17/2021	Termination
Hamel, Roland	Paraeducator / Franklin Pierce	03/09/2020	08/30/2021	Resignation
Hanson, Skilar	Paraeducator / Keithley	08/27/2019	08/30/2021	Resignation
Hazen, Bert	Special Ed Teacher / Brookdale	08/22/2016	08/31/2021	Resignation
Hoghaug, Thomas	Teacher / Washington	08/23/2011	08/31/2021	Resignation
Jarnesky, Mark	NSA III / Washington	10/23/2018	08/30/2021	Resignation
Lindsey, Jeffrey	Teacher / Franklin Pierce	08/19/2019	08/31/2021	Resignation
Lovell, Michele	Teacher / Franklin Pierce	08/27/1997	08/31/2021	Resignation
Marubayashi, Aimee	Teacher / Franklin Pierce	08/23/2011	08/31/2021	Resignation
McDermand, Joanne	NSA III / Washington	01/03/2017	08/30/2021	Resignation
McWright, Earle	Assistant Principal / Keithley	03/11/1997	06/30/2021	Resignation
Murray, Janelle	Teacher / Midland	08/20/2018	08/31/2021	Resignation
Navarro, Adriana	Paraeducator / Midland	09/08/2020	08/30/2021	Resignation
Navas de Gamarra, Mery	Paraeducator / Central Avenue	03/15/2018	12/20/2020	Resignation
Reed, Brooke	NSA III / Hewins ELC	09/02/2019	08/30/2021	Resignation
Rodriguez, Dana	Paraeducator / Hewins ELC	11/22/2016	08/30/2021	Resignation
Rodriguez, Levi	Paraeducator / Franklin Pierce	09/17/2018	08/30/2021	Resignation
Salter, Anastaisha	Teacher / Keithley	08/19/2019	08/31/2021	Resignation
Sanchez Diaz, Jessica	Paraeducator / Keithley	08/27/2019	08/30/2021	Resignation
Simondet, Joshua	Teacher / Ford	08/23/2002	08/31/2021	Resignation
Troutman, Mandy	Teacher / Ford	08/31/2020	08/31/2021	Resignation
Zimmerman, Arika	Paraeducator / Franklin Pierce	03/08/2021	08/30/2021	Resignation

**APPOINTMENTS / PROMOTIONS / TRANSFERS**

<b>NAME</b>	<b>PREVIOUS JOB TITLE / LOCATION</b>	<b>EFFECTIVE DATE</b>	<b>NEW JOB TITLE / LOCATION</b>	<b>REASON</b>
Caldera, Nichole	Teacher / Harvard	08/23/2021	Teacher / Ford	Reassignment
Chanthabouly, Donna	Teacher / Elmhurst	08/23/2021	Teacher / Brookdale	Reassignment
Lee, Christy	Teacher / Franklin Pierce	08/23/2021	Teacher / Washington	Reassignment
Tuivaiaave, Jesse	Assistant Chief Custodian / James Sales	06/23/2021	Chief Custodian / GATES & Small Sites	Promotion
Van, Jennifer	Student Health Services RN / Learning Support Services	07/01/2021	Coordinator of Health & Wellness / Learning Support Services	Promotion
Vigil, Frances	Paraeducator / Elmhurst	08/31/2021	Paraeducator / Hewins ELC	Reassignment

**SPECIAL ACTION**

<b>NAME</b>	<b>POSITION / LOCATION</b>	<b>REASON</b>
Berntsen, Anna	Special Ed Teacher / Brookdale	Change date employed from 8/31/2021 to 8/23/2021
Eisenhauer, Chelsey	Teacher / Keithley	Change date employed from 8/31/2021 to 8/23/2021
Vargas, Britt	Special Ed Teacher / Franklin Pierce	Change date employed from 8/31/2021 to 8/23/2021



## Franklin Pierce Schools

315 129<sup>th</sup> Street S, Tacoma, WA 98444  
253-298-3010, Fax 253-298-3015  
[www.fpschools.org](http://www.fpschools.org)

---

### MEMORANDUM

**TO:** Board of Directors  
**FROM:** Tammy Bigelow, Director of Business Services  
**DATE:** July 6, 2021  
**SUBJECT:** Budget Status Reports, May 2021

Attached are the Budget Status Reports for all funds for May 2021.

#### **General Fund**

As of May 31, 2021, the ending fund balance was \$15,367,558. Property tax receipted was \$903,271 in May for a total revenue of \$8,953,659. Expenditures totaled \$9,937,191 with an excess of expenditures over revenues of \$983,531.

#### **Capital Project Fund**

As of May 31, 2021, the ending fund balance was \$52,356,070. Property tax receipted was \$149,192. Local income from interest and impact fees totaled \$3,339. \$4,912,915 were received from OSPI James Sales grant funds.

- **Expenditures:**
  - **Bond: \$3,822,541**
  - **Technology Levy: \$371,259**
    - Network Infrastructure: \$25,848
    - Security Cameras: \$4,765
    - New Computers: \$245,429
    - Fiber: \$19,125
    - VOIP Charges: \$23,551
    - Other Software: \$34,120
    - Utilities: \$12,926
    - Bell & Clock: \$5,495

#### **Debt Service Fund**

Property tax collections in May totaled \$578,388 with the ending fund balance of \$6,051,261.

#### **Associated Student Body Fund**

Ending fund balance was \$374,620.

#### **Transportation Vehicle Fund**

Ending fund balance was \$523,817.

If you have any questions after reviewing these reports, please contact me for assistance. Thank you.



10--General Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Working -- BUDGET-STATUS-REPORT  
Fiscal Year 2020 (September 1, 2020 - August 31, 2021)For the FRANKLIN PIERCE SCHOOLS School District for the Month of May, 2021

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 LOCAL TAXES	12,946,977	903,271.67	13,460,570.34		513,593.34-	103.97
2000 LOCAL SUPPORT NONTAX	831,000	15,622.51	257,056.65		573,943.35	30.93
3000 STATE, GENERAL PURPOSE	74,334,454	4,193,139.53	50,921,732.60		23,412,721.40	68.50
4000 STATE, SPECIAL PURPOSE	24,726,762	2,043,080.92	16,008,148.00		8,718,614.00	64.74
5000 FEDERAL, GENERAL PURPOSE	75,000	6,416.96	180,786.79		105,786.79-	241.05
6000 FEDERAL, SPECIAL PURPOSE	14,150,723	1,792,127.71	7,873,762.93		6,276,960.07	55.64
7000 REVENUES FR OTH SCH DIST	500	.00	380.56		119.44	76.11
8000 OTHER AGENCIES AND ASSOCIATES	4,000	.00	8,550.00		4,550.00-	213.75
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
 <u>Total REVENUES/OTHER FIN. SOURCES</u>	 127,069,416	 8,953,659.30	 88,710,987.87		 38,358,428.13	 69.81
 <u>B. EXPENDITURES</u>						
00 Regular Instruction	67,385,700	5,050,251.87	44,153,912.95	14,575,524.40	8,656,262.65	87.15
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	20,846,055	1,582,803.76	14,383,762.17	4,928,685.89	1,533,606.94	92.64
30 Voc. Ed Instruction	4,270,452	377,681.37	2,773,273.89	991,054.27	506,123.84	88.15
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	12,316,777	1,002,822.94	8,575,621.45	2,624,416.01	1,116,739.54	90.93
70 Other Instructional Pgms	2,212,413	69,809.27	1,074,137.16	164,228.81	974,047.03	55.97
80 Community Services	769,945	59,519.38	510,818.15	158,820.73	100,306.12	86.97
90 Support Services	30,723,279	1,794,302.52	18,011,748.13	7,946,023.50	4,765,507.37	84.49
 <u>Total EXPENDITURES</u>	 138,524,621	 9,937,191.11	 89,483,273.90	 31,388,753.61	 17,652,593.49	 87.26
 <u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	 0	 .00	 .00			
 <u>D. OTHER FINANCING USES (GL 535)</u>	 0	 .00	 .00			
 <u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	11,455,205-	983,531.81-	772,286.03-		10,682,918.97	93.26-
 <u>F. TOTAL BEGINNING FUND BALANCE</u>	 19,000,000		 16,139,844.63			
 <u>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	 XXXXXXXXXX		 .00			
 <u>H. TOTAL ENDING FUND BALANCE</u>	 7,544,795		 15,367,558.60			
<u>(E+F + OR - G)</u>						

20--Capital Projects-- FUND BALANCE -- AGENCY ACCOUNTS -- Working -- BUDGET-STATUS-REPORT  
Fiscal Year 2020 (September 1, 2020 - August 31, 2021)

For the FRANKLIN PIERCE SCHOOLS School District for the Month of May, 2021

	ANNUAL	ACTUAL	ACTUAL			
	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	2,228,783	149,192.90	2,191,709.55		37,073.45	98.34
2000 Local Support Nontax	1,943,000	3,339.45	481,754.47		1,461,245.53	24.79
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	0	4,912,915.41	4,912,915.41		4,912,915.41-	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>	 4,171,783	 5,065,447.76	 7,586,379.43		 3,414,596.43-	 181.85
 <u>B. EXPENDITURES</u>						
10 Sites	0	7,804.50	29,765.00	62,655.76	92,420.76-	0.00
20 Buildings	68,096,000	3,945,265.89	27,976,445.85	31,162,723.10	8,956,831.05	86.85
30 Equipment	2,700,000	371,616.43	2,799,988.10	2,836,106.66	2,936,094.76-	208.74
40 Energy	0	.00	.00	0.00	.00	0.00
50 Sales & Lease Expenditure	0	.00	.00	0.00	.00	0.00
60 Bond Issuance Expenditure	0	.00	.00	0.00	.00	0.00
90 Debt	1,000	.00	950.00	0.00	50.00	95.00
 <u>Total EXPENDITURES</u>	 70,797,000	 4,324,686.82	 30,807,148.95	 34,061,485.52	 5,928,365.53	 91.63
 <u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	 0	 .00	 .00			
 <u>D. OTHER FINANCING USES (GL 535)</u>	 0	 .00	 .00			
 <u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	66,625,217-	740,760.94	23,220,769.52-		43,404,447.48	65.15-
 <u>F. TOTAL BEGINNING FUND BALANCE</u>	 77,230,353		 75,576,840.34			
 <u>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	 XXXXXXXXX		 .00			
 <u>H. TOTAL ENDING FUND BALANCE</u>	 10,605,136		 52,356,070.82			
<u>(E+F + OR - G)</u>						

30--Debt Service Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Working -- BUDGET-STATUS-REPORT  
Fiscal Year 2020 (September 1, 2020 - August 31, 2021)

For the FRANKLIN PIERCE SCHOOLS School District for the Month of May, 2021

	ANNUAL	ACTUAL	ACTUAL			
<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>BUDGET</u>	<u>FOR MONTH</u>	<u>FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 Local Taxes	9,479,391	578,388.75	9,416,618.52		62,772.48	99.34
2000 Local Support Nontax	25,000	215.37	2,428.54		22,571.46	9.71
3000 State, General Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	9,504,391	578,604.12	9,419,047.06		85,343.94	99.10
<u>B. EXPENDITURES</u>						
Matured Bond Expenditures	3,410,000	.00	3,410,000.00	0.00	.00	100.00
Interest On Bonds	6,008,352	.00	3,029,500.00	0.00	2,978,852.00	50.42
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	10,000	.00	600.00	0.00	9,400.00	6.00
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>	9,428,352	.00	6,440,100.00	0.00	2,988,252.00	68.31
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
<u>D. OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER(UNDER) EXPENDITURES (A-B-C-D)</u>	76,039	578,604.12	2,978,947.06		2,902,908.06	> 1000
<u>F. TOTAL BEGINNING FUND BALANCE</u>	3,261,537		3,072,314.65			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXXX		.00			
<u>H. TOTAL ENDING FUND BALANCE</u>	3,337,576		6,051,261.71			
<u>(E+F + OR - G)</u>						

40--Associated Student Body Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Working -- BUDGET-STATUS-REPORT  
Fiscal Year 2020 (September 1, 2020 - August 31, 2021)

For the FRANKLIN PIERCE SCHOOLS School District for the Month of May, 2021

	ANNUAL	ACTUAL	ACTUAL			
	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES</b>						
1000 GENERAL STUDENT BODY	399,990	1,715.52	11,046.94		388,943.06	2.76
2000 ATHLETICS	225,700	1,144.00	6,827.63		218,872.37	3.03
3000 CLASSES	61,000	.00	2,829.38		58,170.62	4.64
4000 CLUBS	134,700	516.96	6,898.95		127,801.05	5.12
6000 PRIVATE MONEYS	25,800	209.00	7,942.80		17,857.20	30.79
<b>Total REVENUES</b>	<b>847,190</b>	<b>3,585.48</b>	<b>35,545.70</b>		<b>811,644.30</b>	<b>4.20</b>
<b>B. EXPENDITURES</b>						
1000 GENERAL STUDENT BODY	393,750	3,351.75	15,933.47	1,430.82	376,385.71	4.41
2000 ATHLETICS	251,000	6,062.22	20,529.53	1,794.18	228,676.29	8.89
3000 CLASSES	56,100	105.69	105.69	0.00	55,994.31	0.19
4000 CLUBS	144,525	4,396.13	8,051.96	0.00	136,473.04	5.57
6000 PRIVATE MONEYS	25,800	60.19	10,789.56	0.00	15,010.44	41.82
<b>Total EXPENDITURES</b>	<b>871,175</b>	<b>13,975.98</b>	<b>55,410.21</b>	<b>3,225.00</b>	<b>812,539.79</b>	<b>6.73</b>
<b>C. EXCESS OF REVENUES</b>						
<b>OVER (UNDER) EXPENDITURES (A-B)</b>	<b>23,985-</b>	<b>10,390.50-</b>	<b>19,864.51-</b>		<b>4,120.49</b>	<b>17.18-</b>
<b>D. TOTAL BEGINNING FUND BALANCE</b>	<b>420,055</b>		<b>394,485.19</b>			
<b>E. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</b>	<b>XXXXXXXXXX</b>		<b>.00</b>			
<b>F. TOTAL ENDING FUND BALANCE</b>	<b>396,070</b>		<b>374,620.68</b>			
<b>C+D + OR - E)</b>						

90--Transportation Vehicle Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Working -- BUDGET-STATUS-REPORT  
Fiscal Year 2020 (September 1, 2020 - August 31, 2021)

For the FRANKLIN PIERCE SCHOOLS School District for the Month of May, 2021

	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	2,000	32.31	526.96		1,473.04	26.35
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	400,000	.00	.00		400,000.00	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	708,126	.00	.00		708,126.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
A. <u>TOTAL REV/OTHER FIN.SRCS(LESS TRANS)</u>	1,110,126	32.31	526.96		1,109,599.04	0.05
 B. <u>9900 TRANSFERS IN FROM GF</u>	 0	 .00	 .00		 .00	 0.00
C. <u>Total REV./OTHER FIN. SOURCES</u>	1,110,126	32.31	526.96		1,109,599.04	0.05
 <u>D. EXPENDITURES</u>						
Type 30 Equipment	1,350,000	.00	.00	1,154,997.00	195,003.00	85.56
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>	 1,350,000	 .00	 .00	 1,154,997.00	 195,003.00	 85.56
 E. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	 0	 .00	 .00			
F. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
G. <u>EXCESS OF REVENUES/OTHER FIN SOURCES</u>						
<u>OVER(UNDER) EXP/OTH FIN USES (C-D-E-F)</u>	239,874-	32.31	526.96		240,400.96	100.22-
H. <u>TOTAL BEGINNING FUND BALANCE</u>	522,359		523,290.11			
I. <u>G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXXXX		.00			
J. <u>TOTAL ENDING FUND BALANCE</u>	282,485		523,817.07			
<u>(G+H + OR - I)</u>						



## Franklin Pierce Schools

315 129<sup>th</sup> Street S, Tacoma, WA 98444  
253-298-3010, Fax 253-298-3015  
[www.fpschools.org](http://www.fpschools.org)

---

### MEMORANDUM

**TO:** Board of Directors  
**FROM:** James Hester, Deputy Superintendent of PK-12  
**DATE:** July 6, 2021  
**SUBJECT:** Policy 3241: Student Discipline & Policy 3200: Rights and Responsibilities

### **BACKGROUND INFORMATION**

Board Policy 3241: Student Discipline is being updated to incorporate elements from Policy 3200 – Rights and Responsibilities, which will be retired with the adoption of revised Policy 3241. The integration of these previously separate but interrelated policies clarifies provisions of the law that task school districts with ensuring written procedures are developed for administering discipline at each school within the district.

Recent changes to discipline laws eliminate the legal foundation for zero-tolerance discipline policies that contribute to racial disparities and establish a legal framework for districts to implement proactive, instructional, and restorative approaches to behavior. The policy revisions will aid in ensuring equity in the administration of student discipline.

### **RECOMMENDATION**

I move that the Board of Directors adopt revised Board Policy 3241: Student Discipline and retire Board Policy 3200: Rights and Responsibilities.

### **ACTION REQUIRED**

# **STUDENT DISCIPLINE**

## **Introduction / Philosophy / Purpose**

The Board of the Franklin Pierce School District focuses on the educational achievement of each and every student. The district holds high expectations for all students and gives all students the opportunity to achieve personal and academic success. “Discipline” means any action taken by the school district in response to behavioral violations, including exclusionary as well as positive and supportive forms of discipline. The Board intends that this policy and procedure be implemented in a manner that supports positive school climate, maximizes instructional time, and increases equitable educational opportunities.

The purposes of this policy and accompanying procedure include:

- Engaging with school personnel, students, parents, families, and the community in decisions related to the development and implementation of discipline policies and procedures
- Supporting students in meeting behavioral expectations, including providing for early involvement of parents and families
- Administering discipline in ways that respond to the needs and strengths of students and keep students in the classroom to the maximum extent possible
- Providing educational services that students need to complete their education without disruption
- Facilitating collaboration between school personnel, students, parents, and families to support successful reentry into the classroom following a suspension or expulsion
- Ensuring fairness, equity, and due process in the administration of discipline
- Implementing culturally responsive discipline that provides every student the opportunity to achieve personal and academic success
- Providing a safe environment for all students and for district employees

## **Rights and Responsibilities / District Commitment**

The Board recognizes the negative and disproportionate impact of exclusionary discipline practices and is committed to:

- Identifying and addressing discipline policies and practices that perpetuate educational opportunity gaps
- Proactively implementing discipline practices that support students in meeting behavioral expectations without losing access to instruction

The district will observe students’ fundamental rights and will administer discipline in a manner that does not:

1. Unlawfully discriminate against a student on the basis of sex, race, creed, religion, color, national origin, sexual orientation, gender expression, gender identity, disability, or the use of a trained dog guide or service animal;

2. Deprive a student of the student's constitutional right to freedom of speech and press, the constitutional right to peaceably assemble and to petition the government and its representatives for a redress of grievances, the constitutional right to the free exercise of religion and to have the student's school free from sectarian control or influence, subject to reasonable limitations upon the time, place, and manner of exercising the right;
3. Deprive a student of the student's constitutional right to be secure in the student's person, papers, and effects against unreasonable searches and seizures;
4. Unlawfully interfere in a student's pursuit of an education while in the custody of the school district; or
5. Deprive a student of the student's right to an equal educational opportunity, in whole or in part, by a school district without due process of law.

This district's student discipline policy and procedure is designed to provide students with a safe, healthy, and educationally sound environment. Students are expected to be aware of and comply with this policy and procedure, including behavioral expectations that respect the rights, person, and property of others. Students are also expected to pursue the required course of studies. Students and staff are expected to work together to develop a positive climate for learning.

### **Development and Review**

Accurate and complete reporting of all disciplinary actions, including the associated student-level information, behavioral violations, and other forms of discipline the district considered or attempted, is essential for effective review of this policy; therefore, the district will ensure such reporting.

The district will collect data on disciplinary actions administered in each school, as required by RCW 28A.300.042, and any additional data required under other district policies and procedures.

The district will ensure that school principals confer with certificated building employees at least annually to develop and/or review building discipline standards and review the fidelity of implementation of those standards. At each district school, principals and certificated staff will develop written school procedures for administering discipline at their school with the participation of other school personnel, students, parents, families, and the community. Each school will:

1. Establish behavioral expectations with students and proactively teach expectations across various school settings.
2. Develop precise definitions for problem behaviors and behavioral violations to address differences in perceptions of subjective behaviors and reduce the effect of implicit bias.
3. Define the differences between minor and major behavior incidents to clarify the types of behaviors that may or may not result in classroom exclusion or are severe enough that an administrator needs to be involved.
4. Identify a continuum of best practices and strategies for classroom-based responses that building staff should administer before or instead of classroom exclusion to support students in meeting behavioral expectations.



School handbooks, codes of conduct, and building discipline standards must not conflict with this policy, accompanying procedures, or other Board policies. A school's building discipline standards must be annually approved by the assistant superintendent or designee.

School principals will ensure teachers and other school personnel receive adequate support to effectively implement a continuum of identified best practices and strategies that:

1. Focus on prevention to reduce the use of exclusionary discipline practices;
2. Allow the exercise of professional judgment and skill sets; and
3. May be adapted to individual student needs in a culturally responsive manner.

School principals will confer with certificated building employees at least annually to establish criteria for when certificated employees must complete classes to improve classroom management skills.

The district will periodically review and further develop this policy and procedure with the participation of school personnel, students, parents, families, and the community. As part of this development and review process, the district will use disaggregated data collected under RCW 28A.300.042 to monitor the impact of student discipline practices as well as to improve fairness and equity in the administration of student discipline. Discipline data must be disaggregated by:

1. School.
2. Student groups, including by gender, grade level, race/ethnicity (including further disaggregation of federal race and ethnicity categories in accordance with RCW 28A.300.042(1) and CEDARS Appendices Y and Z), low-income, English language learner, migrant, special education, Section 504, foster care, and homeless.
3. Behavioral violation.
4. Discipline types, including classroom exclusion, in-school suspension, short-term suspension, long-term suspension, emergency expulsion, and expulsion.

The district will follow the practices outlined in guidance from the Race and Ethnicity Student Data Task Force when disaggregating broader racial categories into subracial and subethnic categories. The district will consider student program status and demographic information (i.e., gender, grade-level, low-income, English language learner, migrant, special education, Section 504, foster care, and homeless) when disaggregating student race and ethnicity data to identify any within-group variation in school discipline experiences and outcomes of diverse student groups. This process may include reviewing data to prevent and address discrimination against students in protected classes identified in chapters 28A.640 and 28A.642 RCW, however, the district will ensure it reviews disaggregated discipline data in accordance with WAC 392-190-048 at least annually.

The district will support each school to:

- set at least one goal annually for improving equitable student outcomes;
- create an action plan or plans;
- evaluate previous goals and action plans; and
- revise goals and action plans, based on evaluations.

Schools will share identified goals and action plans with all staff, students, parents, families, and the community.

## **Distribution of Policies and Procedures**

The district will make the current version of this policy and procedure available to families and the community. The district will annually provide this policy and procedure to all district personnel, students, parents, and families, which may require language assistance for students and parents with limited-English proficiency under Title VI of the Civil Rights Act of 1964.

The district will ensure district employees and contractors are knowledgeable of this student discipline policy and procedure. At the building level, schools will annually provide the current building discipline standards, developed as stated above, to all school personnel, students, parents, and families, which may require language assistance for students and parents with limited-English proficiency under Title VI of the Civil Rights Act of 1964. Schools will ensure all school personnel are knowledgeable of the school building discipline standards. Schools are encouraged to provide discipline training developed under RCW 28A.415.410 to support implementation of this policy and procedure to all school staff as feasible.

## **Application**

This policy and accompanying procedure will be construed in a manner consistent with Washington law as stated in WAC 392-400-020.

Legal References:	RCW 9.41.280	Possessing dangerous weapons on school facilities — Penalty — Exceptions
	RCW 28A.150.240	Certificated teaching and administrative staff as accountable for classroom teaching — Scope — Responsibilities — Penalty
	Chapter 28A.225, RCW	Compulsory school attendance and admission
	Chapter 28A.320, RCW	Provisions applicable to all districts
	RCW 28A.400.100	Principals and vice principals — Employment of — Qualifications — Duties
	RCW 28A.400.110	Principal to assure appropriate student discipline — Building discipline standards — classes to improve classroom management skills
	Chapter 28A.600, RCW	Students
	WAC 392-190-048	Access to course offerings — Student discipline
	Chapter 392-400, WAC	Pupils
	34 CFR Part 100.3	Regulations implementing Civil Rights Act of 1964
	42 USC 2000d et seq.	Civil Rights Act of 1964

**Adoption Date:** 8/22/95

**Franklin Pierce Schools**

**Revised:** 10/10/95; 11/18/08; 8/17/10; 8/26/14; 2/10/15; 5/12/15; 9/12/17; 6/18/19; 7/06/21

**Classification:** Essential

## RIGHTS AND RESPONSIBILITIES

Each year, the superintendent will develop handbooks pertaining to student rights, conduct, and discipline and make the handbooks available to all students, their parents, and staff. The superintendent will develop such handbooks with the participation of parents and the community.

The school principal and certificated building staff will confer at least annually to develop and/or review student conduct standards and the uniform enforcement of those standards as related to the established student handbooks. They will seek to develop precise definitions for common problem behaviors and build consensus on what constitutes manifestation of those problem behaviors. The definitions will also address differences between major and minor manifestations of problem behaviors to identify those problem behaviors that teachers and other classroom staff can generally address and those problem behaviors that are so severe that an administrator needs to be involved. This work will also help district staff identify and address differences in the perception of subjective misbehaviors and reduce the effect of implicit bias.

They will also confer annually to establish criteria for determining when certificated employees must complete classes to improve classroom management skills.

All students who attend the district's schools shall comply with the written policies, rules, and regulations of the schools, shall pursue the required course of studies, and shall submit to the authority of staff of the schools, subject to such discipline, including other forms of discipline as the school officials will determine.

Legal References:	RCW 28A.150.240	Certificated teaching and administrative staff as accountable for classroom teaching — Scope — Responsibilities — Penalty
	RCW 28A.400.110	Principal to assure appropriate student discipline — Building discipline standards — classes to improve classroom management skills
	RCW 28A.405.060	Course of study and regulations — Enforcement — Withholding salary warrant for failure
	RCW 28A.600.010	Enforcement of rules of conduct — Due process guarantees — Computation of days for short-term and long-term suspensions
	RCW 28A.600.020	Exclusion of student from classrooms — Written disciplinary procedures — Long term suspension or expulsion
	RCW 28A.600.040	Pupils to comply with rules and regulations
	Chapter 392-168 WAC	Citizen complaint procedure for certain categorical federal programs



# Franklin Pierce Schools

315 129<sup>th</sup> Street S, Tacoma, WA 98444  
253-298-3010, Fax 253-298-3015  
[www.fpschools.org](http://www.fpschools.org)

---

## MEMORANDUM

**TO:** Board of Directors  
**FROM:** Dr. Lance Goodpaster, Superintendent  
**DATE:** July 6, 2021  
**SUBJECT:** School Boundary Revisions

### **BACKGROUND INFORMATION**

The Boundary Review Committee, commissioned by the Superintendent in accordance with Board Policy 4110, concluded their work with a recommendation in June 2021. The Committee, largely comprised of parent representatives, district staff and local community members met a total of seven times in addition to hosting two public open houses. The resulting recommended revisions were created by members of the Committee with support from FLO Analytics, utilizing local population data and information from the Pierce County Planning and Land Services Division.

The boundary revisions accomplish adjustments to elementary enrollment figures in anticipation of future residential development in the Franklin Pierce community.

Boundary Review Committee Guiding Principles:

- Minimizing disruption of students' established learning programs
- Working to have balanced capacities across schools
- Maintaining relationships with a middle school and/or high school attendance area
- Coordinating transportation routes with attendance area
- Maximizing to the greatest extent possible, proximity to home/walkability (e.g., not having to cross busy streets, railroad tracks, and consider natural boundaries)
- Taking a district-wide perspective by considering growth
- Viewing boundaries with an equity and demographic lens

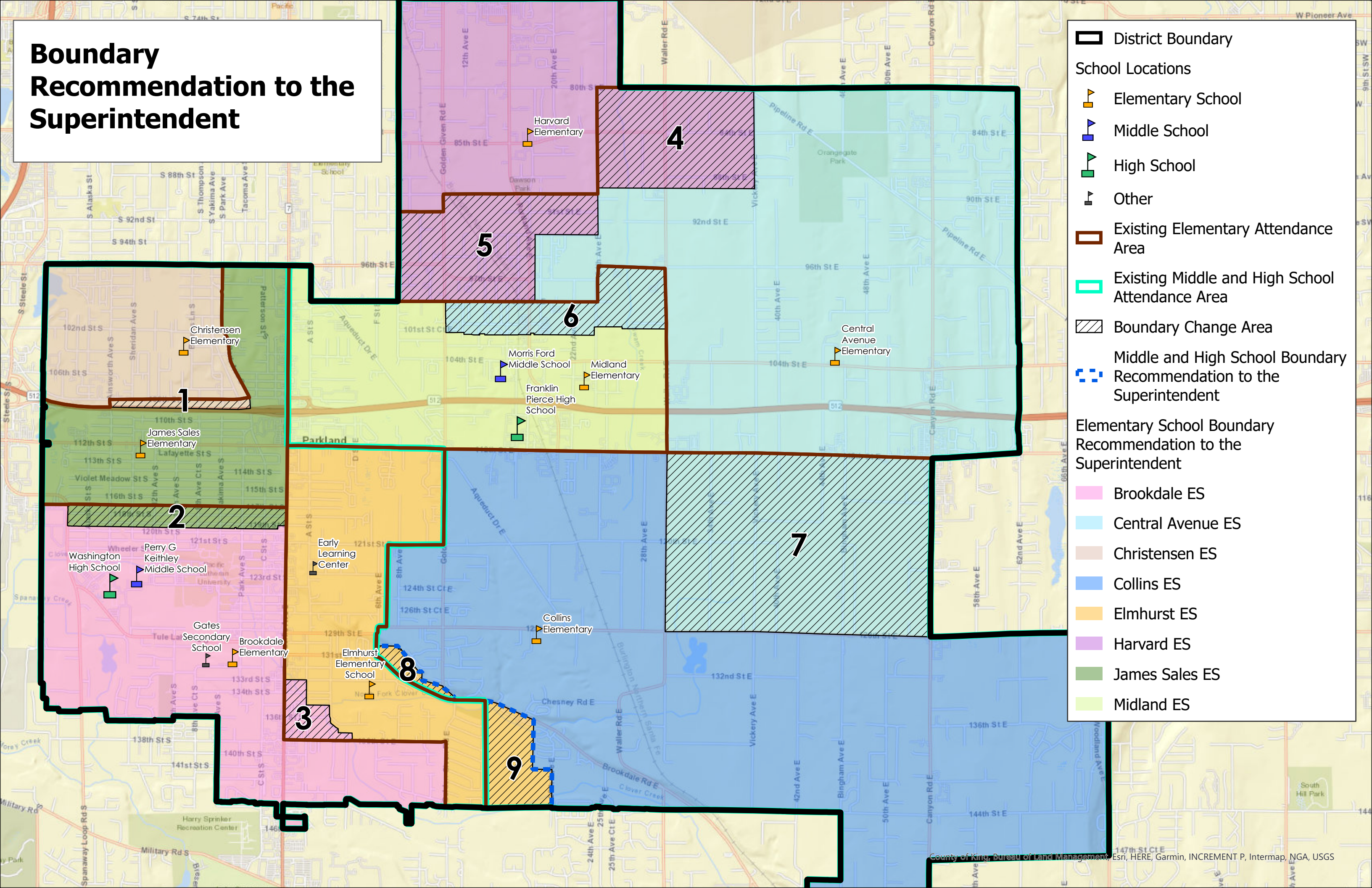
### **RECOMMENDATION**

I move that the Board of Directors approve the boundary revisions as presented, to take effect through an FPS transition plan beginning during the 2022-2023 academic year.

### **ACTION REQUIRED**



# Boundary Recommendation to the Superintendent





# Franklin-Pierce Enrollment Modeling Report

Based on building/program attendance

07/01/2021

**FRANKLIN  
PIERCE  
SCHOOLS**

## Attendance Area

## Existing

## Boundary Recommendation

School Name	Total Capacity	2019 Count	2019 + / -	2019 % Capacity	2024 Forecast	2024 + / -	2024 % Capacity	2029 Forecast	2029 + / -	2029 % Capacity	2019 Count	2019 + / -	2019 % Capacity	2024 Forecast	2024 + / -	2024 % Capacity	2029 Forecast	2029 + / -	2029 % Capacity
Central Avenue ES	513	439	-74	86%	409	-104	80%	427	-86	83%	459	-54	90%	442	-71	86%	460	-53	90%
Collins ES	513	516	3	101%	535	22	104%	591	78	115%	435	-78	85%	426	-87	83%	480	-33	94%
Harvard ES	513	400	-113	78%	342	-171	67%	358	-155	70%	487	-26	95%	424	-89	83%	444	-69	87%
Midland ES	519	514	-5	99%	475	-44	92%	513	-6	99%	459	-60	88%	417	-102	80%	451	-68	87%
Brookdale ES	513	502	-11	98%	417	-96	81%	427	-86	83%	450	-63	88%	377	-136	73%	387	-126	75%
Christensen ES	475	447	-28	94%	378	-97	80%	386	-89	81%	464	-11	98%	392	-83	83%	401	-74	84%
Elmhurst ES	466	392	-74	84%	355	-111	76%	363	-103	78%	408	-58	87%	393	-73	84%	405	-61	87%
James Sales ES	513	409	-104	80%	355	-158	69%	357	-156	70%	459	-54	89%	393	-120	77%	394	-119	77%
Morris Ford MS	1,095	1,038	-57	95%	950	-145	87%	989	-106	90%	1,012	-83	92%	918	-177	84%	957	-138	87%
Perry G Keithley MS	1,025	901	-124	88%	774	-251	75%	734	-291	72%	927	-98	90%	805	-220	79%	767	-258	75%
Franklin Pierce HS	1,689	1,148	-541	68%	1,237	-452	73%	1,292	-397	76%	1,123	-566	66%	1,197	-492	71%	1,253	-436	74%
Washington HS	1,530	971	-559	63%	954	-576	62%	913	-617	60%	996	-534	65%	994	-536	65%	952	-578	62%

Student Information System 10/01/2019. Forecasts based on FLO 2019-20 to 2029-30 Enrollment Forecasts Report.

# Franklin-Pierce Enrollment Modeling Report

Based on building/program attendance

07/01/2021

**FRANKLIN  
PIERCE  
SCHOOLS**

## SES

## Existing

## Boundary Recommendation

Grade Group	Attendance Area (School Boundary)	% Special Education	% Racial Diversity	% LEP	% LAP	% McKinney-Vento	%SPED	% Racial Diversity	% LEP	% LAP	% McKinney-Vento
ES	Central Avenue ES	11.1%	50.1%	11.1%	17.6%	1.1%	12.5%	53.7%	9.2%	17.4%	2.8%
ES	Collins ES	12.2%	59.1%	10.6%	20.7%	2.8%	11.5%	59.2%	11.7%	20.8%	2.3%
ES	Harvard ES	13.9%	83.7%	37.7%	30.6%	6.2%	13.0%	77.3%	33.8%	28.2%	5.1%
ES	Midland ES	15.0%	72.6%	13.8%	20.0%	4.1%	15.5%	71.8%	12.9%	20.5%	3.7%
ES	Brookdale ES	11.6%	70.9%	12.8%	23.7%	6.4%	10.2%	72.2%	12.9%	23.7%	6.1%
ES	Christensen ES	15.1%	76.1%	14.6%	14.9%	4.9%	15.2%	75.8%	14.9%	15.2%	4.7%
ES	Elmhurst ES	10.9%	70.1%	12.4%	18.7%	3.3%	11.3%	70.1%	12.2%	18.9%	3.0%
ES	James Sales ES	12.3%	71.9%	14.1%	25.9%	4.3%	13.0%	70.9%	13.2%	25.3%	5.1%
MS	Morris Ford MS	9.3%	69.0%	7.6%	17.8%	4.5%	9.5%	68.7%	7.7%	17.9%	4.6%
MS	Perry G Keithley MS	13.8%	70.0%	7.7%	18.6%	4.5%	13.6%	70.2%	7.6%	18.5%	4.4%
HS	Franklin Pierce HS	10.0%	62.3%	7.7%	1.4%	4.5%	10.0%	62.1%	7.7%	1.5%	4.4%
HS	Washington HS	14.6%	69.0%	5.9%	5.7%	6.9%	14.5%	69.1%	6.0%	5.7%	7.0%

Student Information System 10/01/2019. Forecasts based on FLO 2019-20 to 2029-30 Enrollment Forecasts Report.



## Franklin Pierce Schools

315 129<sup>th</sup> Street S, Tacoma, WA 98444  
253-298-3010, Fax 253-298-3015  
[www.fpschools.org](http://www.fpschools.org)

---

### MEMORANDUM

**TO:** Board of Directors  
**FROM:** Sly Boskovich, Director of College and Career Readiness/CTE  
**DATE:** July 6, 2021  
**SUBJECT:** Memorandum of Understanding with Pierce Conservation District

### **BACKGROUND INFORMATION**

The Farm property owned by the Franklin Pierce School District has become a teaching and learning space that not only engages hundreds of students and community members in education related to sustainable agriculture but also provides food for our school cafeterias. This Memorandum of Understanding provides clarity about the joint efforts of FPSD and Pierce Conservation District to support the programming at the Farm.

### **RECOMMENDATION**

I move that the Board of Directors approve the Memorandum of Understanding between Franklin Pierce School District and Pierce Conservation District.

### **ACTION REQUIRED**





**Memorandum of Understanding between  
Franklin Pierce School District (FPSD) and Pierce Conservation District (PCD)**

The Farm property owned by Franklin Pierce School District (hereafter called ‘the Farm’) has become a teaching and learning space that not only engages hundreds of students and community members in education related to sustainable agriculture but also provides food for the school cafeteria. This Memorandum of Understanding is to provide clarity about the joint effort involved in supporting the programming at the Farm for the benefit of the community.

There are several goals that the partnering agencies have agreed on:

- 1) The site as an educational place for both students and the community
- 2) A place where students can experience and learn from the ecosystem of staff/faculty/parents/partners/community working together
- 3) An opportunity to engage community members in food system work
- 4) A source of healthy, organic food for school cafeterias
- 5) A source of healthy food access for community members
- 6) An opportunity to increase the visibility and use of the Franklin Pierce School District Farm to encourage community awareness and participation

To achieve these goals, PCD and FPSD agree to partner to execute programming to meet a range of needs and serve a diversity of community members and students:

- 1) Farm Foundations Training – Training will combine classroom learning with hands-on skill building. Participants will learn what it takes to run a small-scale vegetable farm while growing produce for FPSD. The program will give students an introduction to ecosystem and agroecological theory, soil science, plant science, and farm planning and management – applying knowledge through physical farm work and observation on a weekly basis. A share of the harvest will be provided to participants weekly throughout the course of the season.
- 2) Community Farm Days - The farm will be opened to the community to engage them in farm activity and provide a source of food for community members in need. FPSD students will take a leadership role in sharing the farm with the community and providing education and volunteer management.

FPSD and PCD will collaborate when making decisions that impact the future of the farm or farm programming keeping the students at the center of those considerations.

**Franklin Pierce School District will provide:**

- A minimum of 2 acres of growing space

- Access to water and appropriate irrigation infrastructure at current farm scale (reviewed yearly)
- Access and training for Compact Tractor, walk behind tractor and appropriate implements, irrigation equipment and supplies for pre-approved PCD staff
- Use of greenhouse space for seedling storage and seed starting
- Use of a lockable storage space for hand-tool storage
- Purchasing burden for seeds, some tools, and permanent infrastructure
- Regular maintenance of facilities and equipment used by PCD Staff, students, and volunteers
- Staff support
  - Staff responsibilities include:
    - Farm planning and food safety management
    - Site preparation and management
    - Maintenance of tools, vehicles, and supplies
    - Assistance with curriculum development and volunteer training
- The Franklin Pierce School District will establish the working rules related to PPE and work procedures to minimize exposure to workers and the public.

Pierce Conservation will provide:

- Certificate of insurance liability and /or accident coverage for the specific activity on FPSD premises. The certificate is to show a minimum liability limit of \$1,000,000.
- Staff support
  - Staff responsibilities include:
    - Volunteer Recruitment
    - Program Outreach
    - Farm Foundation education and materials
- Support for the Community Garden located at the Farm
- Hire student workers for the summer as needed – FPSD will cover the costs plus a 5% administrative fee.
- **10 Summer Crew Members**
  - \$15/hour, 20 hours a week
  - 8 weeks: July 1 – August 26
  - \$2,400 per student (total of 160 hours at \$15/hour)

- \$24,000 for all ten students
- **Total student costs (\$24,000) + 5% admin fee (\$1,200) = \$25,200**

Each party to this MOU will be responsible for the negligent acts or omissions of its own employees, officers, or agents in performance of this agreement. Neither party will be considered the agent of the other nor neither party assumes any responsibility to the other party for the consequences of any act or omission of any person, firm, or corporation not a party to this Agreement. This agreement becomes effective upon signing by both parties. Term of this agreement will expire April 1, 2022, at which time both parties will review any necessary changes.

Acknowledged

PCD Representative:

Date

FPSD Representative:



## Franklin Pierce Schools

315 129<sup>th</sup> Street S, Tacoma, WA 98444  
253-298-3010, Fax 253-298-3015  
[www.fpschools.org](http://www.fpschools.org)

---

### MEMORANDUM

**TO:** Board of Directors  
**FROM:** John Sander, Executive Director of Learning Support Services  
**DATE:** July 6, 2021  
**SUBJECT:** Health Services Surplus Approval

### **BACKGROUND INFORMATION**

The Health Services Department requests approval to surplus the listed items which are no longer in use or no longer in useable condition and have been determined to have little or no value to the Franklin Pierce School District. Surplus of health services equipment is routine and necessary to allow for the acquisition of new and updated equipment.

### **RECOMMENDATION**

I move that the Board of Directors approve surplus of the listed Health Services items.

### **ACTION REQUIRED**

Item	Make	Model	Quantity
Audiometer	Audiology Technology	2501	8
Audiometer	Rexton	2500	1



## Franklin Pierce Schools

315 129<sup>th</sup> Street S, Tacoma, WA 98444  
253-298-3010, Fax 253-298-3015  
[www.fpschools.org](http://www.fpschools.org)

---

### MEMORANDUM

**TO:** Board of Directors  
**FROM:** Liza Klumpar, Chief Technology Officer  
**DATE:** July 6, 2021  
**SUBJECT:** Information Technology Surplus Approval

### **BACKGROUND INFORMATION**

The Information Technology Department requests approval to surplus the listed items which are no longer in use or no longer in useable condition and have been determined to have little or no value to the Franklin Pierce School District. Surplus of technology items is routine and necessary to allow for the acquisition of new technology.

### **RECOMMENDATION**

I move that the Board of Directors approve the surplus of the listed Information Technology items.

### **ACTION REQUIRED**

Item	Make	Model	Quantity
Camera	Panasonic	WV-NW502S	1
Chargers	Lenovo	45-Watt round yellow	11
Chargers	Lenovo	45-Watt round student	145
Chargers	Lenovo	45 Watt USB-C	140
Clock	Telecore		2
Cordless Driver Drill	Hitachi	DB 3DL2	1
Desktop	Dell	OptiPlex 3011 AIO	4
Desktop	Dell	OptiPlex 380	3
Desktop	Dell	OptiPlex 390	14
Desktop	Dell	OptiPlex 760	1
Desktop	Dell	OptiPlex 780	6
Desktop	Dell	OptiPlex 790	3
Desktop	Lenovo	M90z AIO	31
Desktop	Lenovo	M92z AIO	12
Digital Camera	HP	Photosmart 612 XI	1
Document Camera	Elmo	Mo	11
Document Camera	Elmo	Mo-1	6
Document Camera	Elmo	TT-02S	4
Document Camera	HoverCam	Solo 8	2
Document Camera	Recordex	SimplicityCam	1
Laptop	Dell	Latitude D620	1
Laptop	Dell	Vostro 3400	1
Laptop	Dell	Vostro 3450	1
Laptop	Lenovo	E530	1

<b>Item</b>	<b>Make</b>	<b>Model</b>	<b>Quantity</b>
Laptop	Lenovo	E531	1
Laptop	Lenovo	E550	9
Laptop	Lenovo	T430	4
Laptop	Lenovo	Twist	1
Monitor	Dell	E198FP1	1
Monitor	Dell	E2311H	1
Monitor	Dell	P190ST	1
Monitor	Dell	P221H	2
Monitor	Viewsonic	VA206m-LED	1
Printer	HP	2100TN	1
Printer	HP	Color LaserJet CP2025	1
Printer	HP	LaserJet Pro 6230	1
Printer	HP	LaserJet P2035	1
Printer	HP	LaserJet P3005N	1
Printer	HP	LaserJet P4014N	1
Tablet	Dell	Venue 11 Pro 7130	1
Wireless Access Point	3Com	Wireless 8760 Dual Radio	1
Wireless Access Point	Aruba	AP-105	12



# Franklin Pierce Schools

315 129<sup>th</sup> Street S, Tacoma, WA 98444  
253-298-3010, Fax 253-298-3015  
[www.fpschools.org](http://www.fpschools.org)

---

## MEMORANDUM

**TO:** Board of Directors  
**FROM:** Robin Heinrichs, Executive Director of Support Services  
**DATE:** July 6, 2021  
**SUBJECT:** Support Services Surplus Approval

### **BACKGROUND INFORMATION**

The Support Services Department requests approval to surplus the listed buses which are no longer in use or no longer in useable condition and have been determined to have little or no value to the Franklin Pierce School District.

### **RECOMMENDATION**

I move that the Board of Directors approve the surplus of the listed buses.

### **ACTION REQUIRED**

District #	Year	Make	VIN #	Mileage
97-53	1998	Thomas MPV-ER	AT7HT4B20W1160191	186955
00-62	2000	Thomas MPV-ER	1T7HT4B25Y1085460	194881
00-63	2000	Thomas MPV-ER	1T7HT4B27Y1085461	191503
01-68	2001	Thomas HDX	1T7HT4B2321121797	187820
03-70	2003	Bluebird TC-1000	1BAADCPA13F211258	115960
07-11	2007	Thomas MPV-EF	1T88H4C2071280716	126782
07-15	2007	Thomas MPV-EF	1T88H4C2271280717	157645
07-38	2007	Thomas MPV-EF	1T88H4C2471280718	174582



## Franklin Pierce Schools

315 129<sup>th</sup> Street S, Tacoma, WA 98444  
253-298-3010, Fax 253-298-3015  
[www.fpschools.org](http://www.fpschools.org)

---

### MEMORANDUM

**TO:** Board of Directors  
**FROM:** Dr. Lance Goodpaster, Superintendent  
**DATE:** July 6, 2021  
**SUBJECT:** 2021-2024 Superintendent's Contract

### **BACKGROUND INFORMATION**

The Board of Directors has received and reviewed a copy of the proposed superintendent's contract for the period of July 1, 2021 through June 30, 2024.

### **RECOMMENDATION**

I move that the Board of Directors approve the 2021-2024 Superintendent's Contract.

### **ACTION REQUIRED**





## Franklin Pierce Schools

315 129<sup>th</sup> Street S, Tacoma, WA 98444  
253-298-3010, Fax 253-298-3015  
[www.fpschools.org](http://www.fpschools.org)

---

### MEMORANDUM

**TO:** Board of Directors  
**FROM:** John Sander, Executive Director of Learning Support Services  
**DATE:** July 6, 2021  
**SUBJECT:** Policy 3413: Student Immunization and Life-Threatening Diseases

### **BACKGROUND INFORMATION**

Policy 3413: Student Immunization and Life-Threatening Diseases is being updated pursuant to state law. The Washington State Board of Health has made significant changes to Chapter 246-105 of the Washington Administrative Code (WAC), which contains the rules governing immunization requirements. The changes have three major focuses. First, the revised rules require medically verified immunization records for school enrollment. Next, they clarify the meaning of “conditional status” and how to implement it. Lastly, the changes affect the Tetanus, Diphtheria, and Pertussis (Tdap) immunization requirement for 7th through 12th grades.

### **RECOMMENDATION**

None.

### **ACTION REQUIRED**

None. This policy is being presented for first reading.

## STUDENT IMMUNIZATION AND LIFE-THREATENING HEALTH CONDITIONS

### Immunizations

In order to safeguard the school community from the spread of certain communicable diseases and in recognition that prevention is a means of combating the spread of disease, the Board requires a student to present evidence of his/her having been immunized against diseases as required by 28A.210 RCW and the Washington State Board of Health- 246-105 WAC.

### Exemptions from Immunization

The district will allow for exemptions from immunization requirements only as allowed for by RCW 28A.210.090. and WAC 246-105-050.

### ~~Meningococcal Disease, and Vaccine Information Distribution~~ Human Papilloma Virus Disease, and Vaccine Information Distribution

~~The district will provide parents/guardians of students in sixth grade and above with information about meningococcal disease and its vaccine at the beginning of every school year. The information will address the characteristics of the disease; where to find additional information about the disease; vaccinations for children; and current recommendations from the United States Centers for Disease Control and Prevention regarding receiving the vaccine.~~

At the beginning of every school year, the district will provide parents/guardians of sixth through twelfth grade students, information provided by the Washington State Department of Health about meningococcal disease, human papilloma virus (HPV) disease and its vaccine. their vaccines.

The information will include the causes and symptoms of meningococcal disease, human papilloma virus, how the disease is/diseases are spread, the places where parents/guardians may obtain additional information and vaccinations for their children, and current recommendations from the United States Centers for Disease Control Prevention regarding the vaccine/vaccines.

### Life-Threatening Health Conditions

Prior to attendance at school, each child with a life-threatening health condition will present a medication and treatment order from a Licensed Healthcare Provider (LHP) addressing the condition. A life-threatening health condition means a condition that will put the child in danger of death during the school day if a medication and treatment order, providing authority to a registered nurse, and a nursing care plan are not in place. Following submission of the medication and treatment order, the registered nurse will develop the nursing care plan.

Students who have a life-threatening health condition and no medication or treatment order presented to the school will be excluded from school to the extent that the district can do so consistent with federal requirements for students with disabilities under the Individuals with Disabilities Education Act (IDEA) and Section 504 of the Rehabilitation Act of 1973, and according to the due process requirements in School District Procedure 3413P.

### Exclusion from School

The district will exclude students ~~only~~ as ~~allowed for by~~required in RCW 28A.210.120 ~~from further presence at the school who are out of compliance with the immunization requirements~~ and students with a life-threatening health condition as required in WAC 392-380-~~050-045~~ WAC who do not have a medication or treatment order in place.

The superintendent will adopt procedures necessary to implement this policy.

Legal References:	Chapter 246-105 WAC	Immunization of child care and school children against certain vaccine-preventable diseases
	Chapter 28A.210 RCW	Health — Screening and requirements
	WAC 392-380	WAC 392-182 Student — Health records Public school pupils — Immunization requirement and life-threatening health condition

Adoption Date: 5/9/95  
Franklin Pierce Schools  
Revised Dates: 2/13/07; 11/18/08; 2/14/12; 12/11/12; 12/10/19; 8/17/21  
Classification: Essential



## Franklin Pierce Schools

315 129<sup>th</sup> Street S, Tacoma, WA 98444  
253-298-3010, Fax 253-298-3015  
[www.fpschools.org](http://www.fpschools.org)

---

### MEMORANDUM

**TO:** Board of Directors  
**FROM:** John Sander, Executive Director of Learning Support Services  
**DATE:** July 6, 2021  
**SUBJECT:** Procedure 3413P: Student Immunization and Life-Threatening Health Conditions

### **BACKGROUND INFORMATION**

Board Procedure 3413P: Student Immunization and Life-Threatening Health Conditions is being updated to implement the proposed changes to Board Policy 3413: Student Immunization and Life-Threatening Health Conditions to comply with the Washington State Board of Health revisions to Chapter 246-105 of the Washington Administrative Code (WAC).

### **RECOMMENDATION**

None.

### **ACTION REQUIRED**

None. This is an information item only.

# STUDENT IMMUNIZATION AND LIFE-THREATENING HEALTH CONDITIONS

## **Certificate of Immunization**

Immediately upon enrollment in the district, the student's parent/~~or legal~~ guardian must provide proof of ~~immunization status the required immunizations as specified by the Washington Department of Health~~ with a completed Certificate of Immunization Status (CIS) form approved by the Department of Health, and/or an exemption with a completed Certificate of Exemption (COE) form approved by the Washington Department of Health. ~~The CIS~~student cannot start attending school until the completed CIS and/or COE is on file at the school or the Conditional Immunization Status conditions have been met. Students experiencing homelessness, including migratory and refugee children and children in out-of-home (foster) care, who have not provided the required documentation will be allowed to enroll, attend classes, and participate fully, despite being out of compliance with immunization requirements.

The CIS and/or COE will be a part of the student's permanent record. The district will provide access to immunization records of each student enrolled to agents of the state or local health department. The district will return the CIS and/or COE or a legible copy to the parent or legal guardian if the child is withdrawn or transferred from the district. The district may not withhold the CIS and/or COE for any reasons, including nonpayment of school fees.

## **Certificate of Immunization**

~~If, by the student's first day enrollment, a student does not have the required the student's parent/guardian may submit evidence of having initiated an immunization schedule, which will provide the student "conditional admittance" status. Students may attend under conditional status for a limited time. Within thirty (30) calendar days of the student's first day of attendance, the parent/guardian must provide any missing immunization(s) and/or provide documentation needed to complete the CIS. If a student needs additional doses to complete a vaccine series, he/she will remain in conditional admittance status for a maximum of thirty (30) calendar days after the next dose is due until the series is complete. Failure to submit documentation within these timelines will be sufficient cause to exclude the student from school.~~

School staff may verify that the student's immunizations are complete in the WA Immunization Information System (IIS), in this situation a CIS is not required to be on file. School staff will document this verification in the student's cumulative school record. If the immunizations are not complete in the IIS, the immunization status of students must be documented on a completed CIS form.

All immunization information documented on a CIS by new enrollees starting school on or after August 1, 2020, must be medically verified. A CIS printed from the Washington Immunization Information System (IIS) with immunization information prepopulated is considered medically verified by the IIS. A hardcopy CIS completed by the parent or legal guardian must be verified as accurate by either a health care provider signature or by a school administrator, school nurse or designee's signature after verifying that the information on the CIS is accurate when compared to medical immunization records attached to the CIS.

For currently enrolled students all new immunization documentation submitted on or after August 1, 2020, must be on a medical immunization record. School staff may use the information on the medical immunization record to update the student's existing CIS on file. A district school nurse or their delegate, with parent or legal guardian permission, may use the information on the medical immunization record to update the student's immunization information in the IIS.

### **Conditional Immunization Status Attendance**

If by a student's first day of attendance the student does not have documentation of all of the required immunizations the student may be permitted to start school in a temporary "conditional immunization status" provided that the student has received all of the immunizations that he/she is eligible to receive and is waiting for the recommended date of the next vaccine dose according to the national immunization catch-up schedule. The parent or legal guardian must sign the CIS acknowledging the conditional status rules and timelines that follow. Once the next dose comes due the student can remain in conditional status for thirty (30) calendar days to have time to turn in the required documentation. If additional vaccines are needed conditional status continues in a similar manner until all of the vaccine series are complete. If the thirty (30) calendar day period expires and documentation has not been given to the school the student will be excluded from further attendance. Valid documentation includes medical records showing vaccination, evidence of immunity to the disease in question, or a completed Certificate of Exemption (COE) form.

### **Exemptions from Immunization**

~~Any and all exemptions will be processed and recorded on a Certificate of Exemption (COE) as provided by the Washington Department of Health (DOH).~~

Any and all exemptions will be processed and recorded on a Certificate of Exemption (COE) form approved by the Washington Department of Health (DOH). All exemptions requested on a COE must be signed by the parent or legal guardian. Additionally, with the exception of a religious membership exemption, all COE forms presented on or after July 22, 2011, must also have the signature of a health care practitioner (HCP) saying they have given the parent or guardian information about the benefits and risks of immunizations. The form may be signed by an HCP at any time prior to the enrollment of the child in a school. Photocopies of the signed form or a letter from the HCP referencing the child's name shall be accepted in lieu of the original form. Such a letter should be attached to the COE signed by the parent or legal guardian. Only a health care practitioner who is a physician (MD), physician assistant (PA), osteopath (DO), naturopath (ND), or advanced registered nurse practitioner (ARNP) licensed in Washington State may sign the COE.

~~The district will grant medical exemptions from one or more vaccines for medical reason upon certification by a Licensed Healthcare Provider (LHP) of the required immunizations if the HCP indicates on the COE that there is a in their opinion the vaccine is not advisable for the student. If the HCP indicates the medical reason exemption is temporary an expiration date must be documented on the COE.~~

When a temporary medical exemption expires the student can attend school in "conditional immunization status" for not administering the vaccine thirty (30) calendar days to get the missing immunization or another exemption. If the thirty (30) calendar day period expires and

documentation has not been given to the school, the student will be excluded from further attendance. Valid documentation includes medical records showing vaccination, evidence of immunity to the disease in question, or a completed Certificate of Exemption (COE) form.

The district will grant religious exemptions ~~for religious reasons upon~~ from one or more of the required immunizations if the parent/guardian's submission of a or legal guardian completes the religious exemption section of the COE as follows. If a COE states,

The district will grant religious membership exemptions from one or more of the required immunizations if the parent/guardian is or legal guardian completes the religious membership section of the COE and signs affirming they are a member in a religious body or church with beliefs or teachings that preclude a child from receiving medical treatment from ~~an LHP, the LHP signature on the COE is not required. If the COE claims a religious reason, but does not state that the parent/guardian is a member in a religious body or church with beliefs or teachings that preclude a child from receiving medical treatment from an LHP, the LHP signature on the COE is required~~an HCP. The HCP signature is not required for a religious membership exemption.

With the exceptionThe district will grant personal/philosophical exemptions from one or more of the required immunizations, except measles, mumps, and or rubella vaccine, the district will grant exemptions for philosophical or personal reasons upon, if the parent/guardian's submission of a COE, signed by an LHP, stating that the parent/guardian has a or legal guardian completes the personal/philosophical or personal objection to the immunization of the child and the LHP provided the parent/guardian with information about the benefits and risks of immunization exemption section on the COE. The district will not grant an exemption for philosophical or personal reasons from the measles, mumps, ~~and/or~~ rubella vaccine. The LHP may sign the form any time prior to the district's enrollment of the child. The district will accept a photocopy of the signed form or a letter from the LHP in lieu of the original form. immunization requirements.

The district will mark the permanent file of students who have exemptions for easy identification should the local department of health order that exempted students be excluded from school temporarily during an outbreak or an epidemic.

If the district does not receive proof of immunization status on a CIS or a COE upon the student's enrollment in school, the principal or designee will provide written notice to the parent/guardian informing them of:

1. The immunization requirements;
2. The potential that the student will be denied attendance unless documentation needed to complete the CIS or COE is provided within thirty (30) calendar days of the student's first day of attendance;
3. The procedural due process rights; and
4. The immunization services available.



## Exclusion from School

~~Following proper notification, the~~The school principal will exclude ~~the student for noncompliance~~students from further attendance who are out of compliance with the immunization laws, ~~subject to~~requirements as required in RCW 28A.210.120.

When excluding students, the school will provide written notification as required in WAC 392-380-050. Written notification will:

- Order that the student is excluded immediately, and
- Be delivered in person or by certified mail, and
- Be in the ~~appeal procedures for~~parent or legal guardian's native language if possible, and
- Include a copy of the applicable laws and rules (RCW 28A.210.010-160, 246-105 WAC, and 392-182 WAC sections 005, 020, 045, 050, 080), and
- Provide information regarding immunization services available through local health or other public agencies, and
- Include notice that the parent or legal guardian and student ~~expulsions (Policy 3241).~~ Parents/guardians havehas a right to a hearing, provided they notify the school within three (3) days after receiving the exclusion order from the school principal~~-, and~~
- Describe the hearing process, and
- Explain that the exclusion continues until either the required immunization documentation, or a completed Certificate of Exemption form is turned in to the school, or a hearing officer determines that the student is no longer excluded from school.

If the parent or legal guardian requests a hearing, the district will notify in writing the parent~~/ or legal~~ guardian and school principal of the time and place for the hearing and will present the case to a hearing officer appointed by the superintendent.

## List of Students Not Fully Immunized

The district will keep or be able to produce within twenty-four hours a current list of children who are not fully immunized. This list must be transmitted to the local health department upon request. The local health officer may use this list for easy identification of students to be excluded from school temporarily during a disease outbreak.

Date: 3/15/95

Revised: 2/13/07; 10/14/08; 10/11/11; 12/11/12; 12/10/19; 8/17/21





## Franklin Pierce Schools

315 129<sup>th</sup> Street S, Tacoma, WA 98444  
253-298-3010, Fax 253-298-3015  
[www.fpschools.org](http://www.fpschools.org)

---

### MEMORANDUM

**TO:** Board of Directors  
**FROM:** Dr. Lance Goodpaster, Superintendent  
**DATE:** July 6, 2021  
**SUBJECT:** Approved Out-of-State Staff Travel Requests

Travel Dates	Traveler Name(s)	Conference/Destination	Funding Source(s)
07/10/21-07/14/21	Alyssa Andrews, Anna Hester	American School Counselor Association (ASCA) Conference <ul style="list-style-type: none"><li>Las Vegas, NV</li></ul>	<ul style="list-style-type: none"><li>Title I OSSI Grant</li></ul>
10/17/21-10/20/21	Amy Anderson, Kristin Hillius, Anna Neel, Maddie Stenhjem	2021 Trauma-Informed School Conference <ul style="list-style-type: none"><li>St. Charles, MO</li></ul>	<ul style="list-style-type: none"><li>General and LAP High Poverty Funds</li></ul>



## Franklin Pierce Schools

315 129<sup>th</sup> Street S, Tacoma, WA 98444  
253-298-3010, Fax 253-298-3015  
[www.fpschools.org](http://www.fpschools.org)

---

### MEMORANDUM

**TO:** Board of Directors  
**FROM:** Dr. Lance Goodpaster, Superintendent  
**DATE:** July 6, 2021  
**SUBJECT:** Executive Session

### **BACKGROUND INFORMATION**

In accordance with RCW 42.30.110, an executive session of the Board to discuss the performance of a staff member will be held for approximately 60 minutes with no action to follow. The Board will reconvene following the executive session to adjourn the regular meeting of the Board of Directors.

### **RECOMMENDATION**

None.

### **ACTION REQUIRED**

None. The executive session discussion is for information only.