

**MINUTES
of the Regular Meeting of the Board of Directors
of the ENUMCLAW SCHOOL DISTRICT #216
6:30 p.m., District Office
September 18, 2017**

I — PRELIMINARY

A. Call to Order:

The regular meeting of the Board of Directors was called to order by Mrs. April Schroeder, Board President, at 6:30 p.m. in the boardroom of the district office.

B. Pledge of Allegiance:

Mrs. Schroeder led the pledge of allegiance to the flag.

C. Roll Call:

All board members were present except Tina McGann who was excused. Student board members Peyton Brueher and Foster Barnhart were also present.

D. Minutes:

Mr. Stanwood moved and Mrs. Merrill seconded a motion to approve the minutes of the regular board meeting of August 21, 2017.

Motion carried.

II — BOARD OF DIRECTORS COMMUNICATIONS

A. Good News of the District:

Mrs. Merrill began with describing her involvement handing out Enumclaw Rotary pencils to Black Diamond Elementary students on the first day of school. She stated it was a great experience and a very fun day for everyone!

Mr. Gamblin mentioned his time at the New Teacher's Breakfast in August and how nice it was to meet the new certificated staff as well as hear their biographies.

Mr. Stanwood was very proud of the EHS football team. The team currently has two wins and one loss for the season. Mr. Stanwood was able to attend the first home game and exclaimed the team did very well and the game was fun to watch.

Mrs. Merrill added that district day was fantastic! Stating it was so great to see April and children of our community on stage, followed by the amazing Carol Decker.

B. Superintendent Report:

Mr. Nelson began by stating what a great opening to the school year it has been thus far. Staff was welcomed back with great professional development opportunities provided during the Boundless Learning institute. The two days were full with flexible learning opportunities and nearly 200 staff members were in attendance. There were also 14 new certificated staff who were invited to attend the new teacher's breakfast and a workshop to follow. The Enumclaw Chamber of Commerce does an outstanding job of continuing a tradition to welcome new teachers into the community, as well as provide a farewell tea at the time of retirement. It is amazing for the school district staff to be so supported by the Enumclaw business community. Mr. Nelson also made sure to mention the hard work done by the district's business office, as they were able to provide paychecks to new teachers at the end of their training day. Typically, teachers are not paid until the end of the first month, so it is nice to be able to provide an unexpected check. Mr. Nelson relayed that one teacher was happy to purchase a new "first day of school" outfit with her unexpected payment.

Mr. Nelson claims his favorite day of the year to be the first day of school. He described how banners were hung and pencils from the Enumclaw Rotary were handed to each student at every school. Mr. Nelson thanked Mrs. Merrill for her participation handing out pencils in Black Diamond and mentioned how nice it is, each year, to have community members welcome staff back. Trays of cookies were then delivered to first responders in both the city of Enumclaw and the city of Black Diamond. The cookies serve as a "thank you" for serving to protect our students and community. Mr. Nelson stated that he really loves to make the first day of school a celebration for the entire community, not just students and school staff members.

Next, Mr. Nelson described what an amazing experience it was to have Carol Decker speak during district day. Mrs. Decker has two children in our district, both attending Byron Kibler Elementary. Mr. Nelson mentioned that last Friday, Kibler held a school wide assembly, where Mrs. Decker's daughters were able to introduce her, and Mrs. Brown held a Q&A session focused on learning and goal setting for the elementary students and staff. This was a fantastic wrap-up to "Bear Week" for Kibler.

Mr. Nelson informed the board that enrollment is up from budget. He mentions that the district is seeing a slight growth. Southwood Elementary is now housing three kindergarten classrooms. This may be attributed to the new homes by the Safeway and Taco Time area in Enumclaw. Mr. Nelson stated that the district will know much more about enrollment numbers come next month, and mentions that running start students play a role in the ending digits.

Moving on to the upcoming renewal of the Maintenance and Operations (M&O) levy on February 13, 2018, Mr. Nelson informed the board that there has been a name change directed by state legislatures. The levy is now recognized as the Enrichment Levy, and this was a statewide change. Mr. Nelson stated that the Enumclaw community has been incredibly supportive of this levy for decades. He mentioned that the district will need to be very clear that this is not a new tax, but a renewal with a new name, when addressing the levy with the community. The levy typically comes to the board for resolution in October, however, Mr. Nelson describes some political conversations that may push the timeline back a month. Mrs. Schroeder suggested getting the name change out in the connection newsletter now as well as onto the district website and social media pages.

Mr. Nelson ended with an informative slide regarding Oakpointe. Oakpointe includes a large area of land that will belong to the school district. The district will take ownership of this piece of land within the next six to nine months. Since there is not a current need for district use, Oakpointe would like to use the land to create a playground/park area, as well as use an area for storage of equipment. Mr. Nelson stated the district is working with land use attorney, Denise Stiffarm, as well as using other district's similar experiences, to come up with a plan moving forward. He mentioned that this type of agreement is not an unusual idea or request. Mr. Nelson informed the board that there will be further discussion when the land is in the district's possession, and this topic will most likely be a part of the October board study meeting.

C. Attendance Awareness Proclamation:

Mr. Nelson presented the board with the district's Attendance Awareness Proclamation. He informed the board that this proclamation was for information purposes only, and outlines the ill effects that frequent absences have on education. Mr. Nelson described the districts efforts in creating more of a cultural value on attendance and the importance of student presence when it comes to increasing learning and achievement.

Mrs. Schroeder commented that absences can add up quickly and Mrs. Merrill seconded that thought, adding that attendance can become challenging when families have activities they want to fit in during the school year. Mrs. Merrill stated it is important to make prioritizing attendance a part of those conversations.

E. Construction Update:

Liz LeRoy updated the board on construction with photos of the new HS gym floor, BD playground, HS bleachers, and framework of the new high school building.

Ms. LeRoy mentioned that at this point, the Black Diamond Elementary updates are more "close-out" updates, with the construction putting finishing touches on the new building, closing out permits, and finalizing outstanding costs.

Black Diamond Elementary

Construction budget:

- Construction Contract \$15,168,000
- Potential Changes \$850,000

Progress

- Entry concrete stairs done
- Interactive whiteboards finished
- Mis-ordered doors have been reordered
- BDE signage out front is set to be completed
- 98% done with commissioning with minimal air flow issues
- Security activation is ongoing
- Commons diving door installed
- Playground finished! Woodchips have been placed and the playground should be open this week, or next.

Ms. LeRoy expressed her gratitude for the efforts and the donation from the Black Diamond PTA to allow for a new playground for the Black Diamond Elementary to be included in the construction process.

Enumclaw High School

Budget:

- Forma \$41,864,000
- Contingency \$1,212,000
- Updates: Phase 1A work
 - Main gym interior. Divider curtain and lockers installed.
 - Basketball main hoops and motors will be done Oct 4th.
 - Display cases in gym lobby addition are partially installed.
 - Next week the lobby and gym exterior walls will be wrapped, and furring, rigid insulation and siding installation will begin.
- Other Updates
 - V-lux skylights deliveries scheduled
 - Early rough-ins and framing ongoing.
 - 2nd floor framing and sheathing is ongoing.
 - Wrapping up mechanical work.

Student board representative Foster Barnhart stated that the new gym feels better, looks cleaner and is much nicer than the previous gym.

Mrs. Schroeder presented Ms. LeRoy with a card, and extended gratitude, on behalf of the district and the board, to Ms. LeRoy and Mr. Pete French for all of the hard work they have done during the construction process. Mrs. Merrill added how great it has been to have such informative updates of the construction progress each month, and how appreciative the board is of the time and effort spent.

D. Student Progress:

Mr. Beals, Mrs. Burnes and Mrs. Marquand presented to the board using statistical data pulled from the smarter balance assessments:

Mr. Beals began the presentation by explaining the district's goal of increasing numeracy, graduation and literacy, while closing the achievement gap. He explained that he, Mrs. Burnes and Mrs. Marquand would be using statistical data pulled from the smarter balance assessments to present patterns, areas of growth, and areas needing improvement, to the board.

Mr. Beals explained that in the area of English/Language Arts, in 2017, the districts 3rd, 4th and 5th grade students scored above that Washington state average. He then explained the importance of focusing on cohorts of students, rather than just trends in grade level, in tracking testing performance. For example, instead of comparing 4th grade scores in 2016, to 4th grade scores in 2017, the district can compare 4th grade scores 2016, to 5th grade scores in 2017, to track the progress of a specific student group. Mr. Beals explained that math continues to be an area needing improvement not just in the Enumclaw School District, but for Washington State as a whole. Mr. Beals states that Enumclaw does have some test scores above the state average in math, but that those results are not satisfying at this time. He noted that math is not a barrier preventing students from graduating at this time, however, because of the various ways the math requirement can be met. Mr. Beals was also happy to report that in the English/Language Arts area of study, both 7th and 8th grade cohorts had made progress from the year prior, and 6th, 7th and 8th grade testing scores were all above the Washington State average in 2017.

Mrs. Burnes took the floor to dissect the testing results of the high school students in the district. She explained testing in high school is given to 10th and 11th grade students. The exam is meant for 11th grade students, but is given to 10th grade students as well, to give an extra year to meet the requirement. Mrs. Burnes was happy to report that in 2017, 320 students took the exam at the 10th grade level, and 78 percent of those students passed the requirement. The other 22 percent will have another chance to pass the exam at the 11th grade level. Last year, 19 students took the exam again, and 32 percent of those students passed. For those that did not retake the exam, or did not pass, there may have been alternative routes taken to meet the requirement.

Mrs. Burnes explained that the science portion of the exam was repealed in August until the year 2021. Students still take a science assessment; however, it is just not a requirement of graduation at this time. Last year, 84 percent of the Enumclaw students passed the exam, compared to the Washington State average of 71.5 percent.

As far as graduation requirements are concerned, Mrs. Burnes was happy to report that 84.6 percent of students in the 2018 graduating class have already met all state requirements to receive a diploma. Of the remaining students, 6.2 percent need to meet the English/Language Arts component, 5.9 percent need to meet the math component, and 3.3 percent need both. The district is aware of which students need what requirements, and will work with each individual student and his or her specific needs in order to meet those requirements. The current four year graduation rate from Enumclaw High School is at 84.7 percent, which is above the Washington average of 79.1 percent, and when we add a fifth year, the graduation rate increases to 86.8 percent. Mrs. Burnes explains that this increase shows that there are a number of students willing to stay another year in order to meet diploma requirements.

Mrs. Burnes finished by explaining closing the achievement gap. Currently, Enumclaw is above state average in all areas but three. Homeless, migrant and special education students will be the areas of focus in continuing to close those gaps. When looking at failure to graduate, Enumclaw wants to be below the state average, and is below that average in all areas other than special education. Mrs. Burnes stated it is important to note, that when adding the 5th year of high school, the district sees significant gains in special education graduation rates.

Mrs. Marquand closed out the presentation with points of pride for the district. Specifically, that between the years of 2016 and 2017, four out of the five testing groups made gain in English/Language Arts. In math, three of the five groups increased. Other areas of gains included low income students. Four out of the five groups within that area made improvements in English/Language Arts and two of five made improvements in math. Mrs. Marquand also highlighted that Sunrise Elementary School received an achievement award for closing the gap with Hispanic students!

Moving forward, Mrs. Marquand explained that being a “one-to-one” school district will assist in reaching each student on a specific need level. With each student receiving a chrome book, the district is able to use digital tools strategically, and ensure that resources are available for individualized student learning and success.

F. Birth to 5 Update:

Mrs. Arbury’s update to the board on the Birth to Five Center included:

The new Birth to Five center has been busy moving into its new space! Mrs. Arbury stated that the transition has been going very well so far. She took time to present a slideshow of photos to introduce all of the staff members working in the building. Many of the new staff members are parents in the Enumclaw school district, or Enumclaw community members. Mrs. Arbury also mentioned that she is excited to have former HR employee, Treasa Brock, on her staff, to help with office organization. She ended her slideshow with images of children arriving on the first day, learning, and playing.

Mrs. Arbury then presented the board with a bookmark of contact information for the center. She also informed the board that a \$10,000 grant has been received from Best Starts for Kids, and provided the board with a booklet of information detailing the grant. She was excited to announce that a counselor for the students was included in the grant!

III — HEARING OF PERSONS DESIRING TO ADDRESS THE BOARD AS A WHOLE

Julie Olson requested to address the board on behalf of her grandson, who attends the new developmental preschool in the Birth to Five Center at JJ Smith. Mrs. Olson expressed concerns for the new bus drop-off and pick-up location for the school. The current area is on Fell Street, without a fenced-in location creating a barrier between children and the street. Mrs. Olson stated her grandson “is a runner” and she is afraid that he has direct access to street traffic. She would like to know if part of the grant money received by the center will be spent creating a fence in this area. Mrs. Olson also questioned the timeline of moving children to the JJ Smith location in such a short time period. She feels the location is not ready for small children. The playground is not created for preschool aged children and is too big and cumbersome.

Mrs. Schroeder thanked Mrs. Olson for her feedback and assured her that the board would take her comments to the district for review, and would follow-up with more information.

IV — ADMINISTRATION/BUSINESS

A. Payroll and Vouchers:

Mr. Hatzenbeler began by informing the board that the Enumclaw School District received a 100% score on the risk assessment survey! This is a culmination of two years of hard work and will result in a \$15,000 savings to the district’s insurance bill.

Mr. Hatzenbeler then presented the list of top ten expenditures in the district as follows: BNCC Inc., KCDA, ZONES Inc., VIRCO Inc., NAC/architecture, North Sound Industries, Renaissance Learning Inc., Johnson Exteriors, Alliance Construction Management, and Northwest Playground.

Mr. Hatzenbeler shared a list of local businesses with which the district conducted business. The grand total of moneys spent within the Black Diamond, Enumclaw and Ravensdale communities added up to \$69,096.53 for the month.

After reviewing all vouchers, Mrs. Merrill moved and Mr. Stanwood seconded to approve general fund vouchers in the amount of \$505,037.18; capital projects fund in the amount of \$1,728,996.96; associated student body fund in the amount of \$1,352.99; and ratification of the general fund payroll warrant for July in the amount of \$9,200.

Motion carried.

B. Consent Agenda:

- 1. Highly Capable Plan**
- 2. Public School Employees of Enumclaw Reopener**
- 3. Donation of \$20,000 from the Black Diamond PTA for playground equipment being placed at Black Diamond**
- 4. Donation of \$1,000 from Black Diamond PTA for art room and paper supplies**
- 5. Donation of \$4,600 from Kibler PTA for annual classroom allocation**
- 6. Donation of \$510 from Invest Ed to be used for students in need at Enumclaw Middle School**
- 7. Out-of State Field Trip Request for EHS Varsity Cheer to attend the National HS Cheer Competition in Orlando, FL.**
- 8. Extra-Curricular Personnel Agreement**
- 9. Personnel Report**

The consent agenda was presented by Mrs. Schroeder. Mr. Stanwood moved and Mr. Gamble seconded to approve the consent agenda.

Personnel Report

Certificated:

- A. Leave Request:
1. Lea Tiger, .05 teacher, Sunrise, effective 9.5.2017
- B. Rehire:
1. Sheryll Klein, .5 teacher, Kibler, effective 8.29.2017
 2. Rachel Miller, teacher, Southwood, effective 8.29.2017

Classified:

- A. New Hire:
1. Julie Pulley, paraeducator, Kibler, effective 9.5.2017
 2. Kelley Willey, paraeducator, Kibler, effective 9.5.2017
 3. Walter (Bruce) Bray, paraeducator, EMS, effective 9.5.2017
 4. Elmira Sines, paraeducator, EMS, effective 9.5.2017
 5. Amber Munson, paraeducator, Sunrise, effective 9.5.2017
 6. Cassandra (Cassie) Frederick, paraeducator, TMMS, effective 9.5.2017
 7. Shelbi Cole, paraeducator, Westwood, effective 9.5.2017
 8. Rose Wilson, paraeducator, Westwood, effective 9.5.2017
 9. Lucina (Lu) Lurz, paraeducator, Westwood, effective 9.5.2017
 10. Robin Robertson, family support specialist, JJ, effective 9.8.2017
- B. Retirement:
1. Tudy (Debra Sue) Sapanos, payroll officer, district office, effective 4.30.2018
- C. Change of Assignment:
1. Andrea Mattiota, paraeducator, from TMMS to EHS, effective 9.5.2017
 2. Amy Ruiz, paraeducator, from preschool/JJ to Kibler, effective 9.5.2017
 3. Becky Brennan, paraeducator, from 3.25hr sped to 6.5hr sped at Kibler, effective 9.5.2017
 4. Melissa Murphy, paraeducator, from ILC to general at Westwood, effective 9.5.2017
- D. Leave Request:
1. Sara Daniel, paraeducator, Westwood, effective 9.5.2017

2. Rhonda Walthers, paraeducator, Kibler, effective 9.5.2017

E. Rehire:

1. Sandra (Janae) Kuro, paraeducator, EHS, effective 9.5.2017

2. Katrina Lafaele, paraeducator, JJ, effective 9.7.2017

Supplemental:

A. Coaching Authorization:

1. Kristina Grundmanis, assistant girls swim coach, EHS, effective 8.21.2017

2. Terenn Houk, assistant football coach, EHS, effective 8.21.2017

B. Additional Hours

1. Kimberly Sales, career center specialist, EHS, effective 9.5.2017

Motion carried.

C. Second Reading:

Policy 1410: Executive or Closed Sessions

Policy 3115: Homeless Students: Enrollment Rights and Services

Policy 3116: Students in Foster Care

Policy 3122: Excused and Unexcused Absences

Policy 3416: Medication at School

Policy 3432: Emergencies

Policy 4040: Public Access to District Records

Policy 5005: Employment and Volunteers: Disclosures, Certification Requirements, Assurances and Approval

Policy 6100: Revenues

Policy 6220: Purchasing: Bid Requirements

Policy 6590: Continuity of Operations Plan

Policy 6905: Site Acquisition

Policy 6950: Contractor Assurances, Surety Bonds and Insurance, and Change Orders

Mr. Nelson presented the thirteen policies for second reading and action.

Mrs. Merrill moved and Mr. Stanwood seconded a motion to approve.

Motion carried.

D. General Fund Report:

Mr. Hatzenbeler presented the general fund report.

The beginning of the year fund balance was \$5,354,534.84. Revenues year to date: 48,432,495.91. Total resources available: \$53,787,030.75. Expenditures to date: \$48,732,710.26. Reserved grant carry-over: \$200,000.00; reserved inventory – commodities carried over: \$23,140.00; turf replacement: \$500,452.00; and 5% reserve: \$2,650,000.00. Unreserved ending fund balance: \$1,680,782.49.

Capital Projects beginning fund balance was \$64,730,486.63 with an ending balance of \$26,821,114.14.

The Debt Service Fund beginning fund balance was \$4,721,444.25 with an ending balance of \$1,687,140.93.

ASB Fund beginning fund balance was \$480,842.10 with an ending balance of \$514,380.66.

Transportation Fund beginning fund balance was \$859,300.87 with an ending balance of \$858,316.07.

Mrs. Schroeder asked Mr. Nelson if there was a need for an executive session.

Mr. Nelson stated that he would need a 15-minute executive session for discussion with legal counsel, of enforcement actions, litigation or potential litigation, if public discussion might result in an adverse legal or financial consequence. No action would be taken. Mrs. Schroeder announced the board would take a 5-minute break before moving to executive session at 8:00 p.m. and would reconvene at 8:15 p.m.

V — EXECUTIVE SESSION

The board came out of executive session at 8:17 pm. No action was taken.

VI — BOARD PROCESS DEBRIEF

The board debriefed the meeting .

VII — ADJOURNMENT

This meeting adjourned at 8:23 p.m.

President, Board of Directors

Secretary, Board of Directors