

**MINUTES
of the Regular Meeting of the Board of Directors
of the ENUMCLAW SCHOOL DISTRICT #216
6:30 p.m., District Office
February 26, 2018**

I — PRELIMINARY

A. Call to Order:

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

B. Pledge of Allegiance:

Mr. Stanwood led the pledge of allegiance to the flag.

C. Roll Call:

All board members were present except Nancy Merrill and student representative, Peyton Brueher, who were excused. Tyson Gamblin arrived at 7:15 p.m.

D. Minutes:

Mrs. McGann moved and Mrs. Watterson seconded a motion to approve the minutes of the regular board meeting of January 22, 2018 and the board work study of February 5, 2018 as presented.

Motion carried.

II — BOARD OF DIRECTORS COMMUNICATIONS

A. Good News of the District:

Mrs. Watterson, Mrs. McGann and Mr. Stanwood all expressed their excitement for the STEM expo that occurred earlier this month. The EXPO had an amazing turnout of over 3,000 guests participating in interactive booths, touring a tiny house, eating from food trucks and supporting the Enumclaw Schools Foundation, the school district and many community partners. All members of the board agreed that the event continues to get better year after year.

Mrs. Watterson also mentioned that she attended the Magic Strings concert and had a wonderful time.

B. Superintendent Update:

Mr. Nelson opened his update with a conversation regarding the events of Marjory Stoneman Douglas High School in Parkland, Florida on February 14th. The horrific tragedy continues to be on the news, on social media and on people's minds. Mr. Nelson explained that within our school system, he will focus on three words: Prevention, preparation and partnership.

In regards to prevention, Mr. Nelson shared with the board that his family visited Littleton, CO. a few years after the tragedy at Columbine High School. He met with Principal DeAngelis, who expressed a key piece of prevention was the importance of building relationships between staff and students. Mr.

Nelson stated that this thought continues to resonate. With the different types of shootings occurring in our nation, the majority of those occurring in schools are committed by a student attending that school. This supports the fact of the importance for staff members to make incredible efforts to know and connect with each and every student. These relationships will build support and allow for staff to act when necessary. Mr. Nelson mentioned that the board established a “whole child” approach in recent years and since then the district has made significant strides in creating partnerships with community agencies to extend the support the district is able to provide for the students. It is important that as staff members, we all need to be vigilant and aware in their efforts to connect with the entire student population.

As far as preparation, Mr. Nelson explained that Mr. Hatzebeler would be sharing information later in the meeting, which will outline specific preparatory drills and trainings within the district. Throughout each tragedy, the Enumclaw School District has made a point to create an even stronger relationship and collaboration with local police and fire departments. The district continues to meet with first responders to ensure that each piece is in place and all are on the same page.

With partnership, it is important to include not only community agencies and first responders, but our district families as well. In an effort to communicate the safety goals of the district with our families, Mr. Nelson sent a letter out on Friday of last week. In response to his letter, Mr. Nelson informed the board that he received feedback by email, phone and in person throughout various locations in town. The majority of the responses shared incredible appreciation for the district and a genuine care and love for the children. Mr. Nelson stated that it is important to be aware that the district can always improve and will always model what is legal within the public school system in response to legislative action.

Mrs. McGann agreed to the importance of continued collaboration and consistency moving forward. She stated that she appreciated receiving Mr. Nelson’s letter, as a parent, and noted that while the topic is difficult to discuss, it is a topic that needs continued discussion. Mrs. Watterson agreed, commenting that it is not a topic that has just one answer or solution. Mr. Stanwood added that he appreciates the communities comfort in being vocal with their suggestions and concerns. Student representative, Foster Barnhart, felt it was important to attest to how the teachers within the Enumclaw School District make a point to be involved in students’ lives and suggested creating increased lines of communication between the district and the student body when instances such as that in Florida occur. Mr. Nelson thanked Foster for his insights.

Moving on, Mr. Nelson commended the Enumclaw Schools Foundation (ESF) for the amazing opportunities they provide to Enumclaw School District students. ESF supports three major strands that occur during three benchmarks of student learning. They ensure that all elementary students are sent to the EHS auditorium to experience a play, they establish Career Day at the middle schools, and they fund the PSAT test for all 10th grade students. Career Day occurred earlier this month and it was another fantastic event inspiring student interest in a vast variety of career paths. Mr. Nelson informed the board that the ESF luncheon would be occurring on March 20th, and that the district appreciates all sponsors and donations that allow for the event to occur and ESF to continue to support our students.

In other news, Mr. Nelson shared that nearly 80 4.0 letters were sent to EHS students this month. He also shared that “Mr. EHS” will be occurring at the EHS Auditorium tomorrow, the 27th, and student board representative, Peyton Brueher, will be hosting the event. In addition to those announcements, Mr. Nelson reminded the board that the EHS boys’ basketball team would be participating in their first State Championship game this Thursday at 9:00 p.m. The team received a first round bye after defeating Skyview in a game this past Saturday.

Classified Appreciation Week

Classified Appreciation Week will be occurring mid-March, and Mr. Nelson informed the board that homemade cinnamon rolls will be sent to each of the schools to honor those staff members.

Recognition of Levy Chair

Mr. Nelson invited LouAnn Sawyer to the front, thanking her for her leadership during the February 2018 Levy. The Levy passed with a nearly 57% yes vote! Mr. Nelson pointed out that he received an email

from an administrator in Seattle, who congratulated Enumclaw on being one of just two districts maintaining their historical “yes” average. With all of the confusion caused by new state law, to maintain this average is huge for the Enumclaw School District. Mr. Nelson thanked Mrs. Sawyer and her family for their involvement in the passing of the Levy. Mrs. Sawyer was presented with a card and gifts from Mr. Nelson and the board. The board then shared their gratitude for Mrs. Sawyer and her hard work.

C. Construction Update

Ms. LeRoy updated the board on current construction projects. Progress photos of the high school building construction were shared. We are moving in early!

Black Diamond Elementary:

Construction Budget:

- Construction Contract \$15,168,000.00
- Planned Project Contingency \$ 961,843.77
- Final Contract Amount \$16,129,845.77

Furniture and Permit:

- Staff Request Ongoing/limited requests
- Easement for Waterline Coordinating with City

Remaining Construction /Tech Items:

- Concrete Ramp To be determined
- Access Control Ongoing
- Punch list Ongoing
- Access Control Ongoing

State Closeout:

- State Invoice Voucher
- Department of Revenue, L&I and Employment Security Release
- Certificates
 - Completion Letter by Architect with SF
 - Apprenticeship Requirements
 - Affidavits of Wages Paid
 - No Liens on the Project
- Resolutions in March:
 - Board Final Acceptance
 - Board Acceptance Commissioning Report

Enumclaw High School

Budget: \$41,864,000 Contingency \$ 2,000,000

Deliveries:

- Metal Siding for Areas ¾ and Casework for Area 2
- Glass for Storefronts and Exterior Windows for Area 3, Level 2

Setup/Demo

- Auxiliary Gym Interior Selective Demo/Abatement and locker salvage is ongoing.

Area 2

- Metal Siding and Expansion/Seismic installation is ongoing.
- Ceramic Tiling of Level 1 and Casework Ventilation Base and Painting is done.
- Science Floor Polishing and Gypcrete floor pouring of Level 2 is ongoing.
- Casework/Cabinets/Countertops installation at Level 1 has begun and is ongoing.

Area 3

- Storefront/Doors/Entrances/Opening Sill Pans and Flashings at Level 1 is complete.
- Stage/Ramp Demolition, Form and Pour is ongoing.
- GWB Hang/Tape and Gypcrete of Level 1 is complete.
- Acoustical Ceiling Grid at Level 2 has begun and is ongoing.

Area 4-A

- Roofing/High Mezz Roof is complete and Siding System Installation is ongoing.

- HVAC Rough-In at Level 2 is ongoing and Mech Buildout-Duct/Piping/Elec is ongoing.

Area 4-B

- Wall/Header Framing and Roofing/Low Roof is ongoing.
- Electrical Rough-In and HVAC Rough-In of Level 2 is ongoing.
- GWB Hang/Tape and Batt Insulation at Level 2 has begun and is ongoing.
- Elec Rooms 417 Panels & Terminations are ongoing.
- Storefront Window/Opening Sill Pans/Flashings/Entry installation is complete.
- Area Drains/Rain Leaders-Storm Lines/CBs and Tie-Ins and Fire Hydrant was completed.

Furniture and Planning:

Furniture:

Ongoing	Outreach and Staff Meetings for initial feedback for furniture
March 23	Furniture layout review
March 30 th	Furniture layout review

Tours:

Completed	Board, Alumni and CTE Program
March 9 th	Staff Tours
March 16 th	Staff and Custodian Tours
Tours still to complete	PTSO

Move In:

September 7 – October 5 th	Furniture Delivery
October 9-11	Library
October 12 – 14	Classroom
October 15 th	OPEN FOR TEACHING!
Next Phases:	
Portables :	Salvage and Placement
400 and Library:	Demolition

D. Emergency Operations/Systems:

Mr. Hatzenbeler presented the board with the district’s emergency operations and systems. He informed the board that there are three drills currently required by law: evacuation, shelter-in-place, and lockdown. Schools are also required to document the date, time and type of each of the training drills taking place. Mr. Hatzenbeler discussed the goals of each of the drills and explained that there are different levels of lockdown drills based on the concern. The overall goal of a lockdown drill, however, is to isolate students and staff. Mr. Hatzenbeler stressed to the board that protocols are situationally dependent and the goal of the district is to provide the staff with enough training to comfortably make safety decisions based on the individual situation. Enumclaw School District is proud to hire staff with good decision making and the right filters in relation to student safety. He also explained that the district has communication protocols in order to get correct and timely information to families when emergencies occur. There is a specific incident command system, so each person knows their role in communicating emergencies. As of last year, the Enumclaw School District has drafted a new emergency operations plan, and each school is required to practice three lockdown drills per year. Mr. Hatzenbeler added that outside of our staff, the district has built strong relationships with the first responders. These teams have access to Rapid Responder, which allows for them to have access to maps of each of our schools, and the district has ongoing communication and collaborations to review safety and response plans. The board was then informed that the EHS staff just received active shooter training from Officer Scott Brown, a member of the Pierce County SWAT team. This training occurred on Thursday, February 15th. Mr. Nelson added that there would be another meeting between the district and first responders when the “after action” report from the Florida incident has been released.

The board was able to ask questions regarding emergency trainings and procedures. Mrs. McGann suggested the district look into new technology and applications that may be available to aid in district

communication during an emergency incident. Mr. Gamblin suggested a staff survey to gauge how prepared our staff feel for emergency situations.

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

Mr. Mike Lawson requested to address the board regarding school safety. He stated that he appreciated the letter he received from Mr. Nelson last week regarding the tragedy in Florida. He expressed to the board that he believes that the Enumclaw School District should be moving toward a goal to not just be the among the best schools in America, but to be among the safest schools in America as well. Moving forward, Mr. Lawson stated, he believes that the board will have community support in passing bonds related to increasing school safety, as the community has been in support of bonds of other nature in the past.

Mr. Stanwood thanked Mr. Lawson for his comments and ensured that the board is hearing community and public concerns and suggestions. Mr. Stanwood added that he appreciates Mr. Lawson attending the meeting to speak tonight.

IV — ADMINISTRATION/BUSINESS

1. Payroll and Vouchers:

Mr. Hatzenbeler presented the list of top ten expenditures in the district as follows: Forma Construction Co., Heritage Bank & Forma Construction, Washington Schools Risk Management, NAC/Architecture, Puget Sound Energy, Alliance Construction Management, City of Enumclaw, Food Services of America, Restorx of Washington, and Children's Therapy center.

Mr. Hatzenbeler shared a list of the local businesses with which the district did \$70,671.28 of business in the month of November. The district is pleased to support local businesses and purchase their products.

Mr. Hatzenbeler reminded the audience that the board receives their packets a week ahead to review and ask any questions regarding the vouchers.

After reviewing all vouchers, Mrs. McGann moved and Mr. Gamblin seconded to approve general fund vouchers in the amount of \$583,649.60; capital projects fund in the amount of \$2,149,771.84; associated student body fund in the amount of \$50,642.42 and ratification of the general fund payroll warrant for November in the amount of \$3,708,901.34.

Motion carried.

2. Consent Agenda:

- 1. Donation of \$3,000 from the Enumclaw Schools Foundation for dancing classrooms at Sunrise Elementary**
- 2. Donation of 1951 Ferguson TO-20 farm tractor and four farming implements, valued at \$3,500, from Jessica Schwinck for the FFA at EHS**
- 3. Donation of \$800 from The Hope Heart Institute for Byron Kibler Elementary**
- 4. Donation of \$579 from Southwood PTA for 4th Grade Pioneer Days at Southwood Elementary**
- 5. Donation of \$640 from Southwood PTA for BizTown Field Trip for 5th Graders at Southwood Elementary**
- 6. Donation of \$502.13 from Southwood PTA for 2nd grade classroom supplies at Southwood Elementary**
- 7. Donation of \$4,000 from Southwood PTA for Southwood Elementary School**
- 8. Field trip for out-of-country travel to Panama City, Panama, April 14-21, 2018, for the EHS Spanish Club.**
- 9. Personnel Report**

Certificated:

- A. Retirement:
 1. Jeanne Richmond, Speech/Language Pathologist, DO, effective 6.30.2018
 2. SaraLee Rasmussen, teacher, Kibler, effective 6.30.2018
 3. Kerry Malidore, counselor, EHS, effective 6.30.18
 4. Matthew Bittner, teacher, TMMS, effective 6.30.2018
 5. Judy Manus, teacher, Sunrise, effective 6.30.2018

Classified:

- A. New Hire:
 1. Raquel Cormier, paraeducator, JJ Smith, effective 1.22.2018
 2. Kent Kindsvater, custodian/grounds, DO, effective 2.5.2018
 3. Julie Mondry, payroll officer, DO, effective 3.1.2018
- B. Retirement:
 1. John Kirkendahl, custodian, TMMS, effective 3.30.2018
- C. Change of Assignment:
 1. Erika Gulan, from ECEAP para to ECEAP program leader, JJ Smith, effective 1.22.2018
 2. Rebecca Chavis, from kitchen assistant at Kibler to head baker at EHS, effective 2.1.2018
- D. Coaching Assignment:
 1. Walter (Bruce) Bray, assistant girls soccer coach, EMS, effective 1.22.2018
 2. Will Osborn, assistant boys basketball coach, EMS, effective 1.22.2018
 3. John (J.B.) Blair, assistant boys basketball coach, EMS, effective 1.22.2018
 4. Tyler Crane, assistant boys basketball coach, TMMS, effective 1.22.2018
 5. Jacob Kralovic, assistant robotics advisor, EHS, effective 1.23.2018

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

Motion carried.

- 3. **Second Reading:**
 - Policy 1111: Oath of Office**
 - Policy 2000: Student Learning Growth**
 - Policy 2104: Federal and/or State Funded Special Instructional Programs**
 - Policy 3232: Parent and Student Rights in Administration of Surveys, Analysis, or Evaluations**
 - Policy 3244: Prohibition of Corporal Punishment**

Mr. Nelson presented two policies for first reading and information.

- 7. **General Fund Report:**

Mr. Hatzenbeler presented the general fund report for the last month of the fiscal year. 39.42% of the 2017-18 budget has been expended with 41.84% of revenues received.

The beginning of the year fund balance was \$5,498,050.79. Total resources available: \$27,244,920.25. Expenditures to date: \$21,280,126.58. Revenues to date: \$21,746,869.46; Reserved grant carry-over: \$200,000.00; restricted for carry over: \$3,684.07; Nonspendable FB-Inventory/Prepaid Items: \$138,150.00; turf replacement: \$550,000.00; and commitment to economic stabilization: \$2,700,000.00. Unreserved ending fund balance: \$2,372,959.60.

Capital Projects beginning fund balance was \$24,267,656.54 with an ending balance of \$18,679,471.73.

The Debt Service Fund beginning fund balance was \$1,687,140.93 with an ending balance of \$664,887.04.

ASB Fund beginning fund balance was \$511,835.86 with an ending balance of \$638,146.17.

Transportation Fund beginning fund balance was \$865,816.07 with an ending balance of \$869,278.58.

Mr. Stanwood asked Mr. Nelson if an executive session was necessary. Mr. Nelson stated that no executive session was necessary.

V — EXECUTIVE SESSION

No executive session was needed.

VI — BOARD PROCESS DEBRIEF

The board debriefed the meeting. During debrief, it was decided to move the scheduled board retreat from April 6th to May 4th due to scheduling conflicts.

VII — ADJOURNMENT

This meeting adjourned at 7:55 p.m.

President, Board of Directors

Secretary, Board of Directors