

**MINUTES
of the Regular Meeting of the Board of Directors
of the ENUMCLAW SCHOOL DISTRICT #216
6:30 p.m., District Office
June 19, 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 Tina McGann and student representative, Foster Barnhart, who were excused.

D. Minutes:

Mrs. Merrill moved and Mrs. Watterson seconded a motion to approve the minutes of the special and regular board meetings of May 21, 2018, and the board work study of June 4, 2018 as presented.

Motion carried.

II — BOARD OF DIRECTORS COMMUNICATIONS

A. Good News of the District

Mr. Stanwood began by congratulating the EHS Class of 2018 on their graduation Monday evening stating the event is always fun and it was a joy to shake hands with each graduate!

Mrs. Merrill added that she felt this year's graduation ceremony was one of the best she has ever attended. She had the opportunity to escort Mayor Molinaro, who has had three children of his own graduate from the Enumclaw School District. While waiting for the ceremony to begin, Mrs. Merrill and Mr. Molinaro sat and listened to the orchestra play. Mrs. Merrill stated that she had an emotional moment as she reflected on the district's hard work over the years of budget cuts, to keep the arts alive within the schools of Enumclaw. The fact that students continue to have the opportunity to participate in arts, like orchestra, made Mrs. Merrill incredibly proud. She also mentioned how enjoyable the student speakers were this year!

Emma Murphy added that the drama program entered the 5th Avenue Awards this month and Tristin Nelson, a four year participant of the drama program, took home first place for his Best Supporting Actor role as Sir Dennis Galahad in *Spamalot*!

Mrs. Watterson shared that she had the opportunity to spend time with the 5th graders of Southwood Elementary who are very excited to move on to middle school next year! She has also been

accompanying the EHS WAHSET team, who will be honored at tonight's meeting for their accomplishments this year.

Mr. Gamblin mentioned the exit interview event held at Enumclaw Middle School, during which each 8th grade student presented a reflection of their middle school years and their plan to transition to EHS in the fall. Mr. Gamblin said the event was very cool and well received by the community. Mr. Nelson added that JB Blair did an excellent job facilitating this idea. Thunder Mountain Middle School staff visited and it is likely that both middle schools will have this event in the future!

B. Superintendent Report:

Oath of Office: Emma Murphy

Mr. Nelson called up newly appointed Junior Board Representative, Emma Murphy, for her Oath of Office. Miss Murphy was selected after an interview process during the board work study of June 4th. Enumclaw School District has had student participation on the board of directors for eight years now. About a third of all districts in the state have student positions on the board. The student representative position is a two-year position, and the 2017-18 Junior Board Representative, Foster Barnhart, will now move to the Senior Representative position. The application process begins in May each year for those wishing to apply for the junior position in the future.

Graduation

Mr. Nelson described Monday's graduation ceremony as one of the warmest in his memory. The weather was fantastic and the White River Amphitheater was full of happy, smiling faces. Mr. Nelson shared a few photos of the event. Mrs. Merrill commented on how impressed she was with the staff attendance year after year, adding that she loves that our district encourages staff to attend and be included!

End of Year Activities

Mr. Nelson was able to attend field day events at both Southwood and Sunrise Elementary Schools today. Enumclaw Middle School also held an assembly to honor students with awards as the 2017-18 school year comes to a close. Mr. Nelson again mentioned the 8th grade exit interviews held at EMS and what a great experience that was for those students moving on to EHS in the fall.

Connery McLaughlin

Mr. Nelson honored EHS 2018 graduate, Connery McLaughlin, with a certificate of achievement from the board of directors for his first place finish in the javelin event at the track state championships this spring. He described Connery as a nice young man who always extends a hand to say hello, and who has been an instrumental leader on campus throughout the construction project this year. Connery was then given the opportunity to explain his state championship win to the board of directors. His first place finish came on his final throw as he launched the javelin 199 feet and 11 inches! He now will continue his track involvement on a partial scholarship to Arizona State University.

WAHSET

The next group honored for their accomplishments this year was the EHS WAHSET team (Washington High School Equestrian Team). Mr. Nelson explained that just a year or two after taking his role as superintendent he was approached by a series of parents interested in adding an equestrian team at EHS. Mr. Nelson, without having a background in the sport, spent some time investigating the possibility. After speaking to the board of directors, it was determined that adding an equestrian team would be important to who Enumclaw is as a community. We now have participants from other districts and private schools who do not have the same opportunity for their students. District employee, Courtney Bowie, and Mr. Nelson have even worked with Riverview School District in starting their first equestrian team as well. Since the beginning, the EHS equestrian team has been incredible and successful. This year especially, the team has done amazing. Mr. Nelson invited several members of the 2017-18 WAHSET team to speak to the board about their accomplishments.

The WAHSET team explained to the board what it means to go to districts, state and regionals. Because this is a nine month sport, there are three district meets that provide combined scores for all participants. The top 10 percent of scorers move on to the state meet. Team members can also make state by setting an event record. This year, Enumclaw set five new records and 22 members made it to the state events. From state, the top five performing teams move on to the regional event which is held between Washington and Oregon. The Enumclaw WAHSET team did very well, taking home top awards at the regional level! The board presented the team with certificates of achievement and thanked them for representing the district and community so well. As a club advisor, Courtney Bowie added how thankful the district is for the parent coaches who volunteer and spend 11 months of each year working hard for the team!

C. **Construction Update**

Ms. LeRoy updated the board on current construction projects. Progress photos of the high school building construction were shared showcasing the large windows, the courtyard, classrooms, and elevator installation.

Enumclaw High School

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

Deliveries:

- Light Fixtures for Areas 3, 4, 9
- Guardrails for Areas 2, 3, 4
- Area 4 Metal Ventilation Bases
- Doors w/Hardware for areas 2, 3, 4A, 4B and 9
- Phase 1 B Lockers
- Casework for Area 4, Level 2 and Phase 1B
- Areas 2 and 3 Exterior Glazing
- Aux Gym Hardwood Flooring
- Projectors
- Light Pole Standards
- Auxiliary Gym Equipment
- MDF Wall Panels – Area 4
- Toilet Partitions & Accessories – Areas 2, 4 and Phase 1B
- 2 x 10 Ceiling Tile for Area 4A Clearstory

Area 2

- Metal Siding and Expansion/Seismic installation is complete.
- Interior Door and Hardware installation is complete.
- Floor Covering installation is complete.
- Whiteboards, Tackboards and CGs installation is complete.
- HVAC Mechanical Start-Up balancing has begun and is ongoing.

Area 3

- Acoustical Ceiling Tile/Linear Wood Installation at Level 2 is ongoing.
- Exterior Storefront Glazing is complete; Floor Coverings at Library Level 3 is complete.
- Installation of Light Fixtures, HVAC Diffusers, Acoustical Ceiling Tile, Linear Wood and Electrical Trim at Level 2 is complete.

Area 4-A

- Roofing/Low Roof detail work and Siding System Installation is ongoing.
- Installation of Whiteboards/Tackboards/CGs/Etc. is complete.
- Elevator installation is complete; Pre-Inspection Punch List completion is ongoing.
- Casework/Cabinets & Countertop installation at Levels 1 and 2 is complete.

Area 4-B

- Toilet partitions and Accessory installation has begun and is ongoing.

- Painting of Exterior Penthouse Siding is complete.
- GWB Hang/Tape of Elevator Fronts is complete; Painting at Levels 1 and 2 is ongoing.

Aux Gym

- Lockers Delivery July 2 and Epoxy Floor install after

D. Presentation of Strategic Plan

Mr. Nelson presented the board with information regarding the current state of the strategic plan and plans moving forward to help create a more cohesive flow from the district through the leadership team and building staff. He gave kudos to the amazing team of cabinet members, who have been working hard and are two months ahead of where they normally are with the strategic plan at this point in the year! Changes to the 2017-18 strategic plan were made during the board retreat in May. The cabinet presented ideas, and the board was able to give input and direction. At this time, the district’s theory of action was added to the one-page strategic document, to tie the four goal areas together. Cabinet has also done some intricate work to further break down the four main goal areas, into detailed initiatives, in hopes of better directing the leadership team in creating their School Improvement Plans (SIPs). In previous years, the SIPs were presented to the board in November. For the 2018-19 school year this was also changed. The cabinet made the decision to bring SIPs to the board at the beginning of the school year in September. Using their reflection time over the summer, and the summer leadership retreat, the leadership team will have a better opportunity to create a meaningful and tangible SIP based off of the detailed initiatives of the district’s strategic plan.

Cabinet has also been working hard at securing dates for professional development, being conscious of substitute use, testing, quarter/semester ends, etc. Current next steps include ironing out the details for these speakers, beginning with Pedro Noguero on August 28th! This information has already been relayed to the leadership team at the last leadership meeting in hopes that principals can begin their reflection of the year and begin creating and feeling the meaningfulness of their SIP and the strategic plan.

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

No one present wished to address the board.

IV — ADMINISTRATION/BUSINESS

1. Payroll and Vouchers:

Mr. Hatzenbeler presented the list of top ten expenditures in the district as follows: Forma Construction Co., Green River Community College, Puget Sound Energy, Advanced Classroom Tech Inc., Zones Inc., Alliance Construction Management, Heritage Bank and FORMA Construction, Food Services of America, KCDA, and NAC/Architecture.

Mr. Hatzenbeler shared a list of the local businesses with which the district did \$80,975.12 of business in the month of March. 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, Mr. Gamblin moved and Mrs. Merrill seconded to approve general fund vouchers in the amount of \$1,049,138.85; capital projects fund in the amount of \$1,897,813.31; and associated student body fund in the amount of \$53,708.97;

Motion carried.

2. Consent Agenda:

1. **Out-of-State field trip request for EHS Cross Country to attend meets in Los Angeles, CA (Sept. 13-16), Seaside, OR (Sept 21-22), Portland, OR (Sept. 29), and Palo Alto, CA (Oct 4-7).**
2. **Donation of \$1,000 from Southwood PTA for “Southwood Reads” at Southwood Elementary**
3. **Grant of \$2,500 from the Enumclaw Schools Foundation for “Southwood Reads” at Southwood Elementary**
4. **Grant of \$3,000 from Kibler PTA for “Learning A-Z” at Kibler Elementary**
5. **Grant of \$5,000 from AGC Education Foundation for subsidizing equipment and materials for the CTE construction program at EHS**
6. **Personnel Report**

Certificated:

- A. New Hire:
 1. Kami Johnson, Counselor, EHS, Effective 09.04.2018
 2. Sydney Brown, Teacher, Westwood, Effective 09.04.2018
 3. Rebecca Hicken, Teacher, EMS, Effective 09.04.2018
 4. Lena McLaughlin, Teacher, EMS, Effective 09.04.2018
- B. Additional Hours:
 1. Erin Markquart, TOSA, Elementary, DO, Effective 09.04.2018
- C. Resignation:
 1. Stephanie Clough, Psychologist, EHS/DO, Effective 06.30.2018
 2. Tracy Brown, TOSA, Technology, EHS/DO, Effective 06.30.2018
- D. Leave Request:
 1. Connie Richards-Aigner, 0.2 FTE Leave, Teacher, EHS, Effective 2018.19 School Year
 2. Sharon Hughes, 0.1 FTE Leave, SLP, EHS, Effective 09.04.2018
- E. Rehire:
 1. Kim Hatzenbeler, Teacher, EHS, Effective 09.04.2018
 2. Julie Sutter, Teacher, EMS, Effective 09.04.2018
- F. Change of Assignment:
 1. Rebekah Cheney, Teacher, EHS, Effective 09.04.2018
- G. Out of Endorsement:
 1. Michelle Eilers, Teacher, Resource/SpEd, Westwood, Effective 08.27.2018

Classified:

- A. Resignation:
 1. Julie Mondry, Payroll Specialist, District Office, Effective 06.01.2018
 2. Andrea Evans, Paraeducator, Westwood, Effective 06.30.2018
 3. Kathy Corella, Assistant Secretary, Southwood, Effective 06.28.2018
- B. Retirement:
 1. Sharlene “Sherry” Idso, Paraeducator, EHS, Effective 6.21.2018
- C. Change of Assignment:
 1. Adrienne White, Payroll Specialist, DO, Effective 05.22.2018
 2. Kim Sales, Registrar, EHS, Effective 06.04.2018
 3. Heather Kohl, Kitchen Manager, JJ Smith, Effective 05.06.2018
 4. Leon Charboneau, Head Custodian, Kibler, Effective 06.06.2018

Ratification of Contracts:

A. Personnel Contracts

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

Motion carried.

3. First Reading:

Mr. Nelson presented the board with eight policy revisions for first reading and information.

Policy Number	Policy Title	Overview of Changes
1105	Director Districts	<ul style="list-style-type: none">• Changes to reflect WVRA (Washington Voting Rights Act)
3115	Homeless Students- Enrollment Rights and Services	<ul style="list-style-type: none">• Changes to reflect ESHB 2610 and 2ESHB 1508 relating to student nutrition services
3116	Students in Foster Care	<ul style="list-style-type: none">• Revised to reflect ESHB 2684 – including revising the title of the policy and procedure
3207	Prohibition of Discrimination, Harassment, Intimidation and Bullying	<ul style="list-style-type: none">• Revised to add verbiage from 2015 update
3220	Freedom of Expression	<ul style="list-style-type: none">• Revised to reflect SSB 5064 relating to freedom of expression through school-sponsored media
3520	Student Fees, Fines, or Charges	<ul style="list-style-type: none">• Changes to reflect ESHB 2610 and 2ESHB 1508 relating to student nutrition services
5010	Nondiscrimination and Affirmative Action	<ul style="list-style-type: none">• Revised to update legal references and remove unrequired language regarding utilization analysis
5406	Leave Sharing	<ul style="list-style-type: none">• Changes to reflect ESHB 1434

4. Board Meeting Schedule

Mr. Nelson presented the proposed schedule of board meetings for the 2018.19 school year.

Mrs. Watterson moved and Mrs. Merrill seconded to approve the board meeting schedule for the 2018.19 school year. Mr. Gamblin suggested adding a Birth to Five Center visit during one of the board work study dates. Mr. Nelson thanked Mr. Gamblin for his excellent idea and agreed to schedule the date.

Motion carried.

5. Approval of NWRDC Membership Agreement

Mr. Nelson presented the NWRDC Membership agreement, which has been a long standing membership for data and printing support in the district.

Mrs. Merrill moved and Mrs. Watterson seconded to approve the NWRDC Membership Agreement for the 2018.19 school year.

Motion carried.

6. Resolution 1074: Sale of Surplus Property Addendum

Mr. Nelson presented the addendum to the original surplus list approved by the board last month. A few items came up after the approval, and instead of storing for another year, the district is requesting to add to this year's surplus sale.

Mr. Gamblin moved and Mrs. Merrill seconded to approve Resolution 1074: Sale of Surplus Property Addendum.

Motion carried.

7. Resolution 1075: Interagency Agreements for Students with Disabilities 2018.19

Mr. Nelson explained that this is an annual agreement to ensure we have all appropriate supports for our special education students.

Mrs. Merrill moved and Mr. Gamblin seconded to approve Resolution 1075: Interagency Agreements for Students with Disabilities 2018.19.

Motion carried.

8. 2018-19 Fees Schedule:

Mr. Hatzenbeler presented the 2018-19 fees schedule. He is happy to report there have been no increases in fees. In fact, there have been a few reductions! There has been a 33% reduction in pool fees for students, and a reduction in the price of PE shorts for the middle schools.

Mrs. Watterson moved and Mr. Gamblin seconded to approve the 2018-19 Fees Schedule.

Motion carried.

9. General Fund Report:

Mr. Hatzenbeler presented the general fund report for the last month of the fiscal year. 72.12% of the 2017-18 budget has been expended with 79.03% of revenues received.

The beginning of the year fund balance was \$5,498,050.79. Total resources available: \$46,576,683.89. Expenditures to date: \$38,933,025.58. Revenues to date: \$41,078,633.10; Restricted for other items: \$200,000.00; restricted for carry over: \$3,684.07; Nonspendable FB-Inventory/Prepaid Items: \$138,150.00; Assigned to Capital Projects: \$550,000.00; and commitment to economic stabilization: \$2,700,000.00. Unassigned fund balance: \$4,051,824.24.

Capital Projects beginning fund balance was \$24,267,656.54 with an ending balance of \$11,588,682.28.

The Debt Service Fund beginning fund balance was \$1,687,140.93 with an ending balance of \$2,964,667.53.

ASB Fund beginning fund balance was \$511,835.86 with an ending balance of \$676,814.87.

Transportation Fund beginning fund balance was \$865,816.07 with an ending balance of \$212,377.42.

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.

VII — ADJOURNMENT

This meeting adjourned at 8:00 p.m.

President, Board of Directors

Secretary, Board of Directors