

**MINUTES  
of the Regular Meeting of the Board of Directors  
of the ENUMCLAW SCHOOL DISTRICT #216  
6:30 p.m., District Office  
December 17, 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 excluding student representative Foster Barnhart, who was excused.

**D. Minutes:**

Mrs. McGann moved and Mrs. Merrill seconded a motion to approve the minutes of the regular board meeting of November 19, 2018 and the board work study of December 3, 2018 as presented.

Motion carried.

**II — BOARD OF DIRECTORS COMMUNICATIONS**

**A. Recognition and Appreciation – Board President:**

Mr. Nelson presented Mr. Stanwood with an honorary gavel for his year of service as Board President for 2017-2018. Mr. Nelson thanked Mr. Stanwood for being an excellent president and always being available for a phone call or email.

**B. Reorganization of the Board:**

Mr. Stanwood explained that the board annually reorganizes. He opened nominations for board president. Mrs. Merrill nominated Mr. Stanwood and Mrs. McGann seconded the nomination. Mr. Stanwood accepted the position. Motion carried.

Mr. Stanwood opened nominations for vice president. Mr. Stanwood nominated Mrs. McGann. Mrs. Merrill seconded. Motion carried.

Mrs. Merrill was appointed legislative representative last year for a two year term. The position of legislative representative will be open for nominations in December 2019.

**C. Good News of the District:**

Mr. Stanwood recognized Mrs. Newell with a flower bouquet for her exemplary service as secretary to the Board of Directors. He shared how much the Board of Directors enjoys working with her.

Mr. Stanwood presented Mr. Nelson with a framed sign from the WSSDA Annual Board Conference. The sign says “Superintendent of the Year” and was passed around each school in the district for signatures from staff.

Mr. Stanwood attended both choir concerts and described the performances as exceptional.

Mrs. Watterson attended the Christmas parade in downtown Enumclaw and was amazed to see so many students involved in the parade and even more kids watching!

Mrs. Merrill congratulated student representative, Emma Murphy, for her performance in “A Christmas Carol.” There were 12 total performances. Emma had a lot of fun performing!

Mrs. Merrill also mentioned how happy she was for the board to have the opportunity to present Black Diamond patron, Joseph Zumek, with his high school diploma during the work study board meeting on December 3<sup>rd</sup>. Mrs. McGann added that there is going to be a documentary made by Knok Studios sharing the history of Black Diamond and capturing the stories of long time patrons like Mr. Zumek.

#### **D. Superintendent Report:**

Mr. Nelson shared photo slides of highlights for the district. He began with a photo of the presentation of a diploma to Mr. Joseph Zumek of Black Diamond. He thanked the board for adopting a policy which allows for the district to award diplomas to those who enlisted in the military and went to war prior to graduation.

Next, Mr. Nelson shared that he held a meeting for parents in Black Diamond utilizing the current BASK program run by the Black Diamond Community Center and housed at Black Diamond Elementary. The Community Center will no longer be providing the program next year, and Mr. Nelson used the meeting to gather values from parents for a new before and after school program. The district hopes to have a new provider for the program prior to next school year.

Mr. Nelson also got to welcome Santa and Mrs. Claus to town for the Black Diamond Hometown Christmas!

The Enumclaw School District has partnered with the City of Enumclaw to provide a School Resource Officer for Enumclaw High School. Officer Amanda Reeves will begin her position full-time in January, but has been present many times in the recent month to get to know students and work with administration. Officer Reeves recently helped investigate a rumor of a threat to Enumclaw High School. The high school administrative team, the district office, an outside risk assessment agency and Officer Reeves worked together last week and through the weekend to investigate the rumor. After investigation it was determined there was no threat to students, and Mr. Nelson and Enumclaw High School Principal, Aaron Lee, sent a phone message to all high school parents and staff, there was no threat and school would be safe for Monday. Mr. Nelson shared that the district is currently working on communication surrounding these types of scenarios to build better trust and understanding regarding communication about these issues.

Enumclaw Middle School held an open mic night at Ann’s Fudge and Bakery for 8<sup>th</sup> grade English students. The venue was great and supportive and the students did well!

Mr. Nelson also shared the recent professional development opportunities our Curriculum, Instruction and Assessment team has been working on. Mrs. Burnes, Mrs. Marquand and Mr. Beals have coordinated K-1 and 2-5 Literacy trainings, math and secondary science trainings, and have taken educators to the WERA conference recently.

Westwood Elementary and Sunrise Elementary were awarded with School of Distinction honors and received recognition on December 6<sup>th</sup> at the Puget Sound ESD.

Mr. Nelson shared a photo of himself with Enumclaw High School's Rotary Student of the Month, Katrina Wagner. The third Thursday of every month the Enumclaw Rotary honors one student from White River High School and one student from Enumclaw High School. Mr. Nelson invited the board to join as a guest any time they were available!

It was also a very musical month for the Enumclaw School District! The high school band, choir and orchestra all performed concerts, and the choir made their annual trip to perform for the Enumclaw Rotary Club.

Mr. Nelson finished by sharing the graphic advertising this year's State of Education Address. The theme is Mr. Nelson's Neighborhood and will provide district content woven in the theme of Mr. Roger's Neighborhood on January 24<sup>th</sup> at 6:30 p.m. in the high school auditorium.

#### **E. Construction Update**

Ms. LeRoy updated the board on current construction projects. Progress photos of the high school construction were shared.

##### **Enumclaw High School**

Budget:

- Forma \$41,864,000
- Contingency \$2,800,000

##### **Permit Coordination:**

- Exterior Sign Permit
- Portable Permits
- Fire Hydrant re-location

##### **Portables:**

- Portables setting in January
- Roofing, Siding and other improvements will be ongoing in Spring
- Ready to occupy start of school 2019/2020 school year

##### **Area 2:**

- Interior Punchlists are ongoing
- Staff request list continues to be tracked
- Furniture
  - Additional tables and chairs to be delivered in December
  - Additional bookcases have been ordered for an end of January delivery

##### **Areas 5:**

- Underslab Plumbing inspected and backfilled.
- 12" Sub Base placement complete; placement of 6" capillary break install is ongoing.
- FPS Stem Walls and Thickened Slab Footings poured
- Perimeter Rigid Insulation placement is complete
- SOG Reinforcement complete, pour and finish work is ongoing.
- Wall Framing/Sheathing of 1<sup>st</sup> and 2<sup>nd</sup> floors is ongoing

##### **Warranty/Adjustments:**

- Flooring install will be replaced in Commons and misc. hallways Summer 2019
- Interactive white board projectors are being trouble shooted and raised

#### **F. ESF Partnership Update**

Deputy Superintendent, Chris Beals, and Director of Teaching and Learning, Jill Burnes, attended the most recent Enumclaw School's Foundation (ESF) board meeting. Mr. Beals and Mrs. Burnes were able to update the group on the current work of the district using the updated strategic plan and new theory of action. They also shared the current initiatives and ways staff members are taking advantage of professional development opportunities. The group then looked at how ESF partners with the district in

helping move the district mission and vision forward. Currently, ESF provides support for drama experiences, Career Day, PSAT, iSTEAM, ESD Reads, and district events such as the State of Ed Address and New Teacher Breakfast. In the future, the district and ESF are looking to align support for the renewal of the Instructional Technology Levy, expected in February 2020, future facility upgrades (bonds), and career and post-high school opportunities for students. It is a goal to continue meetings to update the ESF board each year with edits to the strategic plan and theory of action as well as focused initiatives. Continuing presentations to ESF, and perhaps coming together for a joint board meeting, provides a great opportunity for alignment!

### **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: KCDA, Puget Sound Energy, Food Services of America, Walter E. Nelson Co. of Western WA, North Sound Industries, McKinstry Essention LLC, Graduation Alliance, A&A Transportation, ESD 121 Puget Sound Educational Service Department, and City of Enumclaw.

Mr. Hatzenbeler shared a list of the local businesses with which the district did \$70,110.55 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 \$762,378.99; capital projects fund in the amount of \$403,708.88; associated student body fund in the amount of \$42,028.45; and private purpose trust fund in the amount of 1,350.00.

Motion carried.

#### **2. Consent Agenda:**

- 1. Overnight field trip request for EHS Yearbook training in Kirkland December 14, 2018 (previous written approval)**
- 2. EHS Coaching Stipends**
- 3. Personnel Report**

#### **Classified:**

##### **A. New Hire:**

1. Rebecca Foley, Prof/Tech Science Lab Tech, EHS, Effective 11.26.2018
2. Ben Clemente, Client Sys. Specialist, Technology, Effective 01.02.2019
3. Jodi Kapalczynski, Paraeducator, EMS, Effective 11.26.2018

##### **B. Additional Hours:**

1. Chris Billingsley, Paraeducator, EHS, Effective 11.13.2018 – 06.20.2019
2. Stephanie Sanders, Paraeducator, Southwood, Effective 01.02.2019 – 06.20.2019

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

Motion carried.

**4. First Reading:  
Policy 2320 Field Trips, Excursions, and Outdoor Education**

Mr. Nelson presented one policy for first reading and information. The policy has very few changes but the procedure has been edited to align with surrounding districts and previous edits by WSSDA to help tighten guidelines.

The policy will be presented again next month for second reading and action.

**7. General Fund Report:**

Mr. Hatzenbeler presented the general fund report for the last month of the fiscal year. 22.80% of the 2018-19 budget has been expended with 28.01% of revenues received.

The beginning of the year fund balance was \$5,525,554.19. Total resources available: \$22,122,365.51; Revenues to date: \$16,596,811.32; Expenditures to date: \$14,033,110.75; Restricted for other items: \$200,000.00; Restricted for carry over: \$1,766.00; Nonspendable FB-Inventory/Prepaid Items: \$450,748.94; Assigned to capital projects: \$600,000; and commitment to economic stabilization: \$3,100,000.00; Unassigned fund balance: 3,736,739.82.

Capital Projects beginning fund balance was \$4,483,566.12 with an ending balance of \$3,399,672.86.

The Debt Service Fund beginning fund balance was \$1,578,520.90 with an ending balance of \$3,590,068.40.

ASB Fund beginning fund balance was \$542,298.56 with an ending balance of \$707,406.32.

Transportation Fund beginning fund balance was \$667,578.07 with an ending balance of \$670,034.13.

Mr. Stanwood asked Mr. Nelson if an executive session was necessary. Mr. Nelson stated that a 10 minute executive session was necessary, but no action would be taken.

**V — EXECUTIVE SESSION**

Mr. Nelson requested an executive session for the selection of a site or the acquisition of real estate if public knowledge of the matter might increase the price. Mr. Stanwood called for a five minute recess at 7:33 p.m. The board reconvened at 7:38 p.m. At 7:48 p.m. the board came out of executive session and went back in for another 15 minutes. The executive session finished at 8:03.

**VI — BOARD PROCESS DEBRIEF**

The board debriefed the meeting.

**VII — ADJOURNMENT**

This meeting adjourned at 8:07 p.m.

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President, Board of Directors

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Secretary, Board of Directors