

**MINUTES  
of the Regular Meeting of the Board of Directors  
of the ENUMCLAW SCHOOL DISTRICT #216  
6:30 p.m., District Office  
December 19, 2016**

**I — PRELIMINARY**

**A. Call to Order:**

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

**B. Pledge of Allegiance:**

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

**C. Roll Call:**

All board members were present except Peyton Bruhn.

**D. Minutes:**

Mrs. Schroeder moved and Mrs. Merrill seconded a motion to approve the minutes of the work study of December 5, 2016 as presented.

Motion carried.

**II — BOARD OF DIRECTORS COMMUNICATIONS**

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

Mr. Nelson and the board recognized and honored Mrs. McGann for her second year of service as board president. He added when she serves a third term, she will have enough gavels for each of her children! As a result of the bond and construction, Mrs. McGann has attended a lot of extra meetings which required a lot of time and energy. Mr. Nelson said Mrs. McGann is a pleasure to work with and thanked her for all she has done. Mrs. McGann was presented with the traditional engraved gavel.

The Board expressed their appreciation for Mrs. McGann's expertise and her calm, positive leadership.

Mrs. McGann said that it is a lot of work being president and these have been a couple of tough years. She has worked to stay positive and believes there is always hope. It is exciting to see the buildings coming to life after all of the hard work. She appreciates that the board is a great team and thanked them for the kind words.

**B. Reorganization of the Board:**

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

Mrs. Schroeder opened nominations for vice president. Mrs. McGann nominated Mr. Stanwood and Mr. Gamblin seconded. Motion carried.

Mrs. Schroeder explained that the legislative representative serves for two years. Mrs. Merrill agreed to continue in that role.

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

Mrs. McGann was not able to attend the choir concerts and loved that they were streamed on Facebook Live. It was amazing to relax at home with her family to watch the concert and observe people's comments on Facebook.

Mrs. Merrill shared that she will begin to communicate legislative news in January. A lot of organizing is occurring right now.

Mr. Gamblin gave kudos to the administrative team for their early morning road checks and decision making on inclement weather days.

Mr. Stanwood attended the Christmas concert and found it exceptional as always.

Mrs. Schroeder shared that the Good News of the District will be on Facebook Live beginning in January.

**D. Superintendent Report:**

Mr. Nelson shared that he has been working with principals and assisting them in becoming the best leaders they can be. He has visited each building, reviewed assessment results, and walked through the evaluation process. January through mid-winter break, he will observe the principals in a leadership position. His goal is to provide support and mentoring.

All of the kindergarten classrooms received a visit from Mr. Nelson when he read to each of the classes and distributed personalized pencils. One of the reading sessions was on Facebook Live and received a lot of comments.

The group meeting to discuss the Highly Capable Program was held last week. The meeting went well and the next meeting is scheduled for January. The input from these meetings will make our system better. Mr. Nelson extended his appreciation to Mrs. Marquand, Mr. Beals, and Mr. Parker for their leadership with Highly Capable.

Mr. Nelson attended the Career Ready Day planning meeting. In the past, the Enumclaw Schools Foundation funded the 8<sup>th</sup> grade trip to University of Washington. The university is no longer offering that program so other options have been considered. The district will be launching Career Ready Day on February 16<sup>th</sup> with professionals presenting at each middle school for a

half day. Mr. Cassell will be here as a presenter. Students will be signing up to attend presentations on different careers.

The next two weeks will be intense for staff as the teacher moves are being facilitated and fencing put in place at Enumclaw High School. Walking paths will be created for students with safety in mind. Building the school while school is in session is a challenge.

January 26<sup>th</sup> is the date for Mr. Nelson's Tenth Annual State of Ed Address. He reminded the board that the first addresses were held in the auditorium with refreshments served in the library. This year, the board will again serve the soup supper at 6:00 with the address at 6:30 p.m. The theme is "The Tonight Show". Mr. Nelson will do a monologue and host guests on a set not unlike the "Tonight Show". People will walk away feeling great as there are a lot of things to celebrate.

## **E. Construction Update:**

Liz LeRoy updated the board on construction stating that a lot of progress is being made.

### **Black Diamond Elementary:**

Construction Budget:

- Contract                      \$15,168,000.00
- Potential changes        \$450,000.00

Construction Progress:

- Framing and roofing
- Roof sheathing in the south area has started
- Roofing and gypsum board on the mezzanine
- Framing of the library and roofing
- Exterior walls are continuing being dried out
- Window wrap/prep for windows this month
- Window delivery January 3
- Gym wall framing ongoing
- Mechanical, electrical and sprinkler ongoing
- Site/Underground work:
  - Wetland detention vault
- Water tie in and fire system testing complete
- Asphalt work on hold

Furniture:

Ms. LeRoy will share a summary of furniture selections at the next board meeting.

### **Enumclaw High School:**

Utility backbone/trenching/vault

- Data set up for the portables complete Friday
- Power complete
- Classrooms
- Casework install complete
- Flooring complete in 1005

- Remaining flooring this week
- Paint ongoing
- Progress – work will be ongoing
- The move in is on schedule

Mobilization for Forma Construction:

- Submittals in progress
- Fencing will be installed by January 3
- Forma: Trenching mobilized December 31
- Forma: overall mobilization Monday, January 9<sup>th</sup>

Fencing and security are in place

Budget:

- Contract \$41,864,000
- Contingency expended \$420,000 (for unforeseen conditions)

Permit:

- Submitting responses
- Demo permit will be issued
- Building permit expected in January

Ms. LeRoy commented that Pete is doing a great job categorizing and organizing furniture.

Schedule for moving and contractor mobilization:

- Tech coordination Ongoing
- Movers Dec 19, 21, 22, 23 and Jan 3rd
- Contractor on campus – Dec 21
- Contractor mobilize Jan 9 and Feb 12
- Phase 1 Demo buildings
- Phase 1 Remodel Gym and locker rooms

Mrs. McGann asked about construction being behind schedule. Ms. LeRoy explained that the culinary arts vent hood resulted in a lot of time and expense to meet requirements. This also impacted the ordering of supplies. The advantage of having Phase 0 is knowing things will come up but that doesn't delay the main work because it's a separate contractor. The crew is working 4-10 hour days.

Mrs. McGann asked about fire drills so students know how to vacate buildings in an emergency. Ms. LeRoy said Jill is working on that plan and has distributed maps to students as well as a video. Mrs. Schroeder asked if parents would be notified that they won't be able to pick students up at the turn-around. Mr. Nelson said he would confirm that. Mrs. McGann commented that Mr. Smith did a great job on the video. Kids now understand what's coming.

Mrs. Schroeder asked if anyone present wished to address the board as a whole to please step forward and state their name and complete an information card for the board secretary. She explained we want to properly record and recognize those who present during the meeting. Anyone wishing to address the board has two minutes to speak.

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

No one present wished to address the board.

### IV — ADMINISTRATION/BUSINESS

#### A. Payroll and Vouchers:

Mr. Hatzenbeler presented the list of top ten expenditures in the district as follows: Neely Construction; Zones Inc; KCDA; Alliance Construction Management; Food Services of America; Puget Sound Energy; Taylor Publishing Company; City of Enumclaw; NAC/Architecture; and Jeffrey Utecht.

Mr. Hatzenbeler shared a list of local businesses with whom the district conducted business. The district did \$29,658.40 of business in the month of November in Enumclaw and Black Diamond. The district is pleased to support local businesses and purchase their products.

Mrs. Schroeder 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. Stanwood seconded to approve general fund vouchers in the amount of \$415,828.01; capital projects fund in the amount of \$632,249.16; associated student body fund in the amount of \$69,634.05; Private Trust fund in the amount of \$10,700.00; and ratification of the general fund payroll warrant for November in the amount of \$3,493,237.37.

Motion carried.

#### B. Consent Agenda:

1. **Donation of \$1,000 from Connie Reid-Wallace and Marvin Wallace to the Southwood Magic Strings Program**
2. **Donation of 61 coats valued at \$1,220 from Sonjya Luke (via Betty Hogan) to the district**
3. **Donation of \$663.65 from Kibler PTA to Kibler to be used for building grants (books and DVDs)**
4. **Out-of-State travel for EHS GAPP to Iceland and Germany: June 26 - July 19, 2017**
5. **Personnel Report**

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

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5. Personnel Report

**Certificated:**

- A. New Hire - Leave of Absence:
  - 1. Alexandra Steves, .61 teacher, Southwood and Westwood, effective 1.3.2017

**Classified:**

- A. New Hire:
  - 1. Jennifer Colvin, assessment secretary, EHS, effective 12.12.2016
  - 2. Jean Rogers, paraeducator, Black Diamond, effective 9.6.2016
- B. Resignation:
  - 1. Perla Machain, ELL paraeducator, Sunrise and Kibler, effective 12.1.2016
- C. Rehire:
  - 1. Laura Dano, bus driver, transportation, effective 11.17.2016
- D. Change of Assignment:
  - 1. Sara Hershey-Faul, kitchen assistant, from Black Southwood, effective 12.12.2016
  - 2. Caroline McMillin, kitchen assistant, from Kibler to Southwood, effective 11.28.2016
  - 3. Tisha Riccardo, kitchen assistant, from Southwood to Kibler, effective 11.28.2016

Motion carried.

**C. Second Reading:**

**Policy 2162: Education of Students with Disabilities Under Section 504 ...**

**Policy 3115: Homeless Students: Enrollment Rights and Services**

**Policy 3116: Students in Foster Care**

Having heard no concerns from the board, Mr. Nelson presented three policies for second reading and board approval.

Mr. Gamblin asked a question regarding the homeless policy: Who is designated the responsibility of homeless students in the buildings? Mrs. Marquand responded that she is the district homeless liaison and then trains counselors to be the building liaisons.

Mrs. McGann moved and Mrs. Merrill seconded a motion to approve policies 2162, 3115 and 3116 as presented.

Motion carried.

**D. General Fund Report:**

Mr. Hatzenbeler presented the general fund report.

22.31% of the 2016-17 budget has been expended with 28.27% of revenues received.

The beginning of the year fund balance was \$5,354,534.84. Total resources available: \$18,744,814.04. Expenditures to date: \$11,505,082.77. 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: \$3,866,139.27.

Capital Projects beginning fund balance was \$64,730,486.63 with an ending balance of \$60,833,011.53.

The Debt Service Fund beginning fund balance was \$4,721,444.25 with an ending balance of \$6,651,506.57.

ASB Fund beginning fund balance was \$480,842.10 with an ending balance of \$630,114.82.

Transportation Fund beginning fund balance was \$859,300.87 with an ending balance of \$860,829.16.

Mrs. Schroeder asked Mr. Nelson if an executive session was necessary. Mr. Nelson stated that no executive session was needed.

#### **V — EXECUTIVE SESSION**

No executive session was necessary.

#### **VI — BOARD PROCESS DEBRIEF**

The board debriefed the meeting. The January board work study will begin at Black Diamond Elementary at 6:30 and move to Kibler at 7:30 p.m. Everyone was wished a Merry Christmas.

#### **VII — ADJOURNMENT**

This meeting adjourned at 7:18 p.m.

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President, Board of Directors

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Secretary, Board of Directors