

**MINUTES  
of the Regular Meeting of the Board of Directors  
of the ENUMCLAW SCHOOL DISTRICT #216  
6:30 p.m., District Office  
June 20, 2016**

**I — PRELIMINARY**

**1. 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.

**2. Pledge of Allegiance:**

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

**3. Roll Call:**

All board members were present except Mr. Cassell and Mrs. Schroeder who were excused.

Mrs. McGann called for an amendment to the agenda to add action item # 13 Boeing Proclamation under Administration/Business.

Mr. Stanwood moved and Mrs. Merrill seconded the motion to add item #13 Boeing Proclamation under Administration/Business.

Motion carried.

**4. Minutes:**

Mrs. Merrill moved and Mr. Stanwood seconded a motion to approve the minutes of the regular and special board meetings of May 16, 2016 and the board work study of June 6, 2016 as presented.

Motion carried.

**II — BOARD OF DIRECTORS COMMUNICATIONS**

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

Mrs. Merrill reported on the WSSDA Equity Conference she, Mr. Nelson, and Ms. Berryhill attended. They have looked through the lens of what we are doing that is equitable and what culturally responsive leadership looks like. Ten practices were shared to narrow down where we can impact equity. Mrs. Merrill “Walked the Halls” at Black Diamond Elementary. She commented that the new building will be very functional. Mrs. Merrill also helped with Mr.

Nelson's Rotary installation dinner and appreciates that he is willing to provide leadership to this community organization in spite of his busy agenda.

Mr. Stanwood attended the high school concert and reported it was amazing as usual. He also commented that graduation was very well done and all went smoothly.

Mrs. McGann attended the state water polo match and stated that it was exciting and intense. The girls did a great job. She also attended the state girls' track meet. She was very proud that our girls were recognized as state academic champions. Mrs. McGann attended several City of Black Diamond council meetings. She agreed that graduation was phenomenal and appreciated how courteous the students were. Mrs. Burnes had described them as a class of kindness. Mrs. McGann also attended the DARE graduation which is one of her favorite events. There were three student speakers and their essays were wonderful.

Mrs. McGann recognized Mr. Madden at his last board meeting, thanking him for his expertise and his humor. She and the board appreciate all he has contributed and stated that he will be missed. Mr. Madden was wished the best.

## **2. Superintendent Report:**

Mr. Nelson shared that the cabinet would be updating the board with its Strategic Plan. One of the things discussed at the board/cabinet retreat was added student voice and engagement. This graduation was one of the times that the effects of student engagement made it one of the best yet. Mrs. Burnes engaged staff and students to personalize graduation and it made all the difference. Students had a voice in what their graduation looked like. There was more music and an extra student speech because of it.

Last Tuesday was the Celebration of Champions. All of the state champions for the year – musicians, athletes and equestrians – were recognized. Mayor Liz Reynolds read a proclamation in honor of the students. Rossi Ensign did a wonderful job of planning and facilitating and made beautiful signs which were displayed for each champion or team. It was a fantastic event.

Mr. Nelson commended Mr. Madden, Mr. French, Mrs. Garton, and staff on the amazing Black Diamond Elementary move. The movers did an incredible job and the tech team was also to be commended. It was a phenomenal move with amazing orchestration. Mr. Nelson heard nothing but compliments from both sides. It's hard to know how to thank everyone. Mrs. McGann added that Mrs. Garton bused all the students to JJ to see the school and their classrooms on move-up day. The kids are now very excited and it put the parents at ease. Mrs. McGann was impressed with Mrs. Garton thinking of that plan. Students went to their new classes with their next year's classmates.

Mr. Nelson shared a PowerPoint that showed just some of the things Bill Wheeler has done for our district. He then introduced Mr. Wheeler who was Enumclaw School District's WASA Community Volunteer of the Year. Mr. Nelson stated that Mr. Wheeler could be the nominee every year for everything he does for us. Mr. Wheeler was out of town when the WASA luncheon was held so was presented with his award, a program from the event and an apple vase. He was thanked for all he does. Mr. Wheeler said he would miss working with Mr. Madden. Mr. Nelson shared that Bill is an Enumclaw alum who has given back to the district continuously over the decades. He thanked him for coming to the meeting to be honored. The board expressed their appreciation also. Mr. Madden added that Mr. Wheeler has invested hundreds of thousands of dollars in time and materials in the district, adding he is the most generous person he knows.

Mr. Wheeler responded that he enjoys working with the district and it is a pleasure to serve. Mr. Nelson thanked Liz Mirtallo for doing a great job at the luncheon in Mr. Wheeler's absence.

**3. Owner's Representative Update:**

Liz LeRoy, owner's representative, updated the board on the construction process. The last time Liz reported to the board, she had the bid for Black Diamond Elementary which was selected from three complete bids. Liz said the Black Diamond job is a great fit for BNCC.

Liz stated that the Black Diamond move was a great job and went extremely smoothly. She also shared that a salvage company, Restore, will be getting wood items and light fixtures from the Black Diamond site that cannot be repurposed by the district. She continues to work on the permitting process with the City of Black Diamond and also is working with BNCC and the value engineering process.

Two bids came in for the Phase 0 project at the high school with Neeley Construction being awarded. Matt Rumbaugh explained that the scale of the project resulted in less interest because of the competition in the construction market. Mr. Rumbaugh and Ms. LeRoy shared additional information and board discussion followed. Mr. Rumbaugh concluded his report stating that we will move forward with this portion of the project, get the remodel complete, and continue to be diligent. The high school design is nearly finalized and will go to bid in October which is a very good strategy. Construction companies will be happy to lock in a big project to begin in 2017.

Mr. Nelson said there are double action items for board action on the agenda for each of the projects.

**4. Strategic Plan 2016-17:**

As a cabinet, Mr. Nelson said he is excited to present the strategic plan. The plan is always evolving and never static. The cabinet spent a considerable amount of time since the April retreat working on the plan as the board gave incredible insights on what they wanted to see embedded in the plan. The board will see drugs and alcohol, student voice, Career and Technical Education, and Beyond High School planning addressed. In addition to the work in the system, those were the four areas the Cabinet took away from the retreat. Cabinet will be using this as a catalyst for the Leadership Advance in August. The Leadership Team is studying the book "Coherence" by Fullan and Quinn in preparation for the advance with the lens "How do we make the work one of *Coherence* in the district?" This will also provide greater emphasis for the School Improvement Plans. Leaders will work with their building staffs to implement the plan.

Each cabinet member briefly shared from their portion of the plan. These items included the four areas of concern to the board. Mr. Nelson stated that he has been in education for 31 years and we fight to not be solitary "siloes". The Cabinet is committed to staying integrated and will continue to explore how to stay purposely connected. Mrs. McGann commented that it is apparent that all are connected.

**5. Preliminary Budget 2016-17:**

Mr. Madden reported that he will have a budget document for the board in the next couple of weeks. Full-day kindergarten will be fully funded this year. The district enrollment is at a slight increase.

Mrs. McGann 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**

Jana Decker expressed her appreciation to the board for passing policies which allows guide dogs in training to be at school. She stated that Enumclaw FFA is the only program in the state that offers this program to students. Mr. Basting and Ms. Valentine have been very supportive. She shared the positive effects of having the dogs at school and commended Mrs. Burnes for her support. Discussion followed.

### **IV — ADMINISTRATION/BUSINESS**

#### **1. Payroll and Vouchers:**

Mr. Madden presented the list of top ten expenditures in the district as follows: NAC Architects; McKinstry Essention LLC; Long Building Technologies; OSPI; Puget Sound Energy; City of Enumclaw; Builder's Hardware; Lindsey Electric; Food Service of America; Simplex Grinnell; and Gallucci's Catering.

Mr. Madden shared a list of the local businesses with which the district did \$5,136.00 of business in the month of May. The district is pleased to support local businesses and purchase their products.

Mrs. McGann 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. Merrill moved and Mr. Stanwood seconded to approve general fund vouchers in the amount of \$935,939.76; capital projects fund in the amount of \$219,843.04; associated student body fund in the amount of \$43,443.61; and ratification of the general fund payroll warrant for May in the amount of \$3,292,324.82.

Motion carried.

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

- 1. Donation of \$31,561.40 from Enumclaw Schools Foundation for Building Grants (see attached document for individual grants)**
- 2. Donation of \$655 in prizes (iPad Air 2, USB Studio Condenser Recording Microphone and Headphones) to Enumclaw Middle School from Flocabulary**
- 3. Donation of \$600 from Sunrise PTA to Sunrise Elementary to be used for water safety and field trips**
- 4. Donation of Deluxe Ford Gazelle Assembly (Replica 1929 Mercedes SSK Kit car) - original value \$7,729.20 from Fred Fleischmann to the EHS Skills USA Street Car Club**
- 5. Donation of \$3,000 from Kibler PTA to Kibler Elementary to be used for technology**
- 6. Out-of-State travel for Kibler Elementary 4th, 5th & 6th graders for a STEM trip to Disney World - April 16-21, 2017**

7. **Personnel Report**
8. **Out-of-State travel for EHS Cross Country to Stanford Invitational at San Francisco, CA - Sept 28-Oct 2, 2016**
9. **Out-of-State travel for EHS Cross Country to Three Course Challenge at Seaside, OR - Sept 16-17, 2016**

The consent agenda was presented by Mrs. McGann. Mr. Stanwood moved and Mrs. Merrill seconded to approve the consent agenda. Mrs. McGann expressed her appreciation for all of the donations, and especially for the generosity of the Enumclaw Schools Foundation!

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9. Personnel Report

**Certificated:**

- A. New Hire:
  1. Patricia Monroe, teacher, TMMS, effective 8.29.2016
  2. Amanda Chan, teacher, Black Diamond/Westwood, effective 8.29.2016
  3. Sheryll Klein, .5 teacher, Sunrise, effective 8.29.2016
- B. Leave Request:
  1. Sara Davis, .5 teacher, Black Diamond, effective 9.6.2016 (first semester)
  2. Jordan Barnett, teacher, Sunrise, effective 2016-17 school year
  3. Tia Hellman, .5 teacher, Sunrise, effective 9.6.2016
- C. Resignation:
  1. Crystal Morey, teacher, EMS, effective 6.17.2016
  2. Dion Kiene-Wheeler, teacher, Kibler, effective 6.17.2016
- D. Rehire:
  1. LeAnn Hogue, teacher, Westwood, effective 8.29.2016
  3. Elisabeth Willis, teacher, Westwood, effective 8.29.2016
  4. Andrew Means, principal, Southwood, effective 7.1.2016
- E. Rehire – LOA:
  1. Nancy Stangland, .5 teacher, Black Diamond, effective 8.29.2016 (first semester)

2. Haley Christiansen, .5 teacher, Kibler, effective 9.6.2016

F. Change of Assignment:

1. Carolyn Kinniburgh, from counselor at SW to teacher at EHS, effective 9.1.2016
2. Charles Orser, from TOSA to teacher at EMS, effective 9.6.2016

**Classified:**

A. New Hire:

1. Rossi Ensign, Communication & Alumni Specialist, DO, effective 6.1.2016
2. Scott Nickels, assistant groundskeeper, DO, effective 6.13.2016
3. Tina Wingate, LPN/Para, EHS, effective 9.6.2016

B. Resignation:

1. Kelsey Tice, assistant secretary, EMS, effective 6.24.2016
2. Jan Davis, kitchen assistant, Southwood, effective 6.3.2016

C. Extra-Hours:

1. Kimberly Sales, surplus clerk, transportation, effective 6.21.2016
2. Cherie Raymond, surplus clerk, transportation, effective 6.21.2016
3. Sharon Hanson, surplus clerk, transportation, effective 6.21.2016
4. Morgan Franz, surplus clerk, transportation, effective 6.21.2016

D. Change of Assignment:

1. Nicole Jones, from para to secretary, EMS, effective 8.29.2016

**Supplemental:**

A. Additional Hours:

1. Tyler McCarthy, assistant boys tennis, EHS, effective 8.23.2016

**Ratification of Contracts:**

- A. EEA Contract
- B. Principal's Contract
- C. Personnel Contracts

Motion carried.

**3. Resolution #1044: NEWS Support:**

Mr. Nelson reminded the board that this is the Network for Excellence in Washington Schools organization that has been strategic in the McCleary lawsuit to fully fund public education. Enumclaw School District has joined with districts across the state to support this organization and it is much needed this year.

Mrs. Merrill moved and Mr. Stanwood seconded approval of Resolution #1044: NEWS Support as presented.

Motion carried.

**4. Resolution #1045: Interagency Agreement for Students with Disabilities:**

Mr. Nelson presented this annual resolution for interagency agreement for students with disabilities. It is a required resolution that lists agencies that support our students.

Mr. Stanwood moved and Mrs. Merrill seconded approval of Resolution #1045: Interagency Agreement for Students with Disabilities as presented.

Motion carried.

**5. Resolution #1046: Sale of Surplus Property:**

Mr. Nelson presented this annual resolution for the sale of surplus property. The district identifies property that is no longer needed and then it is sold at the surplus sale.

Mrs. Merrill moved and Mr. Stanwood seconded approval of Resolution #1046: Sale of Surplus Property as presented.

Motion carried.

**6. Resolution #1047: Black Diamond Elementary Intent to Construct:**

Mr. Nelson presented the resolution and explained that the board has two double sets of resolutions on the agenda to proceed and award contracts. Mr. Nelson recommended the board approve the plan to create a school designed for 450 students and include the four extra classrooms as designed as it is the most fiscally responsible. The board chose to act on both the 1047 and 1048 resolutions in one motion.

Mr. Stanwood moved and Mrs. Merrill seconded approval of Resolution #1047: Black Diamond Elementary Intent to Construct and #1048 Black Diamond Elementary Intent to Award with the additional four classrooms as presented.

Motions carried.

**7. Resolution #1048: Black Diamond Elementary Intent to Award:**

This action was included in item 6.

**8. Resolution #1049: Enumclaw High School Intent to Construct:**

Mr. Nelson presented Resolutions 1049 and 1050 for Enumclaw High School Phase 0. The plan is to create something functional that we'll take pride in. NAC, Liz and the designers moved all of the CTE classrooms into one zone which is a brilliant plan that will pay huge dividends. Mr. Nelson recommended board approval.

The board chose to act on both the 1049 and 1050 resolutions in one motion.

Mrs. Merrill moved and Mr. Stanwood seconded approval of Resolution #1049: Enumclaw High School Intent to Construct and Resolution #1050: Enumclaw High School Intent to Award as presented. Mrs. McGann asked Mr. Rumbaugh to present at the next board meeting how costs will be lowered on this project.

Motion carried.

**9. Resolution #1050: Enumclaw High School Intent to Award:**

This action was included in item 8.

**10. Resolution #1051: Enumclaw High School New-In-Lieu Replacement Option:**

Mr. Nelson presented this resolution for a second time as there was an error at OSPI and the document will be resubmitted.

Mr. Stanwood moved and Mrs. Merrill seconded approval of Resolution #1051: Enumclaw High School New-In-Lieu Replacement Option as presented.

Motion carried.

**11. Board Meeting Schedule 2016-17:**

Mr. Nelson stated that the public is notified of the meeting schedule for the entire year. Traditionally, work studies occur the first Monday of the month and board meetings the third Monday. The board meeting schedule for 2016-17 was presented to the board for approval.

Mrs. Merrill moved and Mr. Stanwood seconded approval of the Board Meeting Schedule for 2016-17 as presented.

Motion carried.

**12. Second Reading:**

**Policy 3210: Nondiscrimination**

**Policy 3246: Restraint, Isolation and Other Uses of Reasonable Force**

**Policy 4217: Effective Communication**

**Policy 6220: Purchasing: Bid Requirement**

Mr. Nelson presented the policy changes for second reading and having heard no concerns, requested board approval for the policies as presented.

Mr. Stanwood moved and Mrs. Merrill seconded approval of policies 3210, 3246, 4217 and 6220 as presented.

Motion carried.

**13. Boeing Proclamation (amended item added):**

Boeing is celebrating their centennial. The Puget Sound ESD requested districts approve a proclamation lauding Boeing for their contributions. Mr. Nelson thought this was appropriate to bring forward for board approval.

Mrs. Merrill moved and Mr. Stanwood seconded approval of the Boeing Proclamation as presented.

Motion carried.

#### **14. General Fund Report:**

Mr. Madden presented the general fund report. 69.18% of the 2015-16 budget has been expended with 78.98% of revenues received.

The beginning of the year fund balance was \$7,289,775.01. Total resources available: \$44,045,069.12. Expenditures to date: \$34,649,526.96. Interfund Transfer: \$2,000,000.00; reserved grant carry-over: \$200,000.00; reserved inventory – commodities carried over: \$28,092.00; turf replacement: \$400,452.00; and commitment to economic stabilization: \$2,500,000.00. Unreserved ending fund balance: \$4,266,998.16.

Capital Projects beginning fund balance was \$68,826,426.83 with an ending balance of \$68,379,443.28.

The Debt Service Fund beginning fund balance was \$7,175,151.79 with an ending balance of \$6,253,572.26.

ASB Fund beginning fund balance was \$360,166.15 with an ending balance of \$523,177.22.

Transportation Fund beginning fund balance was \$656,057.35 with an ending balance of \$394,085.71.

Mrs. McGann 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**

Mrs. Merrill thanked Mr. Madden again for his service. Mr. Madden stated that he began and ended his career here.

Mrs. McGann welcomed Mr. Hatzenbeler. We are excited to have him back.

Mr. Nelson was wished a great trip.

#### **VII — ADJOURNMENT**

This meeting adjourned at 8:30 p.m.

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President, Board of Directors

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Secretary, Board of Directors