

**MINUTES**  
**of the Regular Meeting of the Board of Directors**  
**of the ENUMCLAW SCHOOL DISTRICT #216**  
**6:30 p.m., District Office**  
**May 18, 2015**

**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 Gia Landis who was excused.

**4. Minutes:**

Mrs. Schroeder moved and Mr. Cassell seconded a motion to approve the minutes of the regular board meeting of April 27, 2015 and the special board meetings of May 5, 2015 as presented.

Motion carried.

**II — BOARD OF DIRECTORS COMMUNICATIONS**

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

Mrs. McGann shared that the great news of the district is that the bond passed. She expressed her appreciation for all who were involved.

Mrs. Merrill encouraged everyone to attend the drama productions next year. She attended *The Addams Family* production and enjoyed the humor and talent. Mr. Miller, drama teacher, has a no-cut policy so all students can participate. Mr. Cassell and Mr. Stanwood concurred. Mrs. McGann said she and her children enjoyed it as well.

Mr. Cassell reported spring sports are heating up. The fast pitch team is doing great. He encouraged people to take in a game and watch for the team to head to districts!

Mrs. Schroeder attended the K-12 district art show and found it to be very impressive. She complimented the many talented students in the district.

Kat Barnhart said the year is winding down for students. Seniors received their graduation tickets. A.P. testing is over and the prom is in two weeks. She said the bond passing is the best news. It is a good lesson for everyone at the high school, the importance of voting.

## 2. Superintendent Report:

Mr. Nelson invited Katja Barnhart to come forward. He said it has been a pleasure having Kat serve as a board student representative the past two years. The board decided they wanted to honor their senior representative with an engraved medallion that has been approved to be worn at graduation. Mr. Nelson also presented Kat with a card and flowers. He said it has been fun watching Kat mentor Gia and hoped this had been a good experience for her. Kat responded that it has been one of her best high school experiences, that she has grown personally and enjoyed being a voice for students. She values schools so much. Mrs. McGann shared that Kat has come a long way from the sometimes shy person they first knew. She added that Kat has gained her voice and will do great things in the future. Mr. Cassell told Kat she will be missed. It is always fun being involved with kids and watching them progress. He wished Kat the best. Mr. Stanwood encouraged Kat to have fun at University of Washington. Mrs. Merrill stated that she feels the student board positions are good grooming to become future board members as it is a great learning experience, including the workshops at the conferences. This is learning that can return to public education. Kat then introduced her family.

Mr. Nelson shared that the reception at the middle school to celebrate those who worked on the bond was a beautiful time and the desserts were great. The event was to thank community members for their support. Mr. Nelson shared that he really wanted the Disney ending to the election! The news that the election was certified was received last Tuesday. This is news the superintendents around the state notice. Out of 8 bonds across the state, 4 passed. We are one of those who passed the first time. Only 37% of bonds pass the first time with a super-majority. We are thrilled with the outcome. The district will begin to move forward with getting things lined up and with the design process. The public will be kept apprised through the website, the paper, and TV coverage. Mr. Nelson will be working with Mrs. Garton and Mr. Madden to begin planning the transition to JJ Smith. This will include working with the renters in the building.

Nancy Merrill and Johna Thomson were recognized by the district as this year's WASA Community Volunteers. They have each served as past-president of the schools foundation and recently co-chaired the bond committee. Mrs. Merrill was unable to attend the event as she was planning three retirement events for her husband. Mr. Nelson shared the video that was shown at the luncheon last Friday. He presented Mrs. Merrill with a certificate and a program. Mr. Nelson expressed his appreciation for all she does for the district. Mrs. Merrill said she appreciated the honor.

Mr. Nelson shared important dates in the coming days:

May 27<sup>th</sup> - Senior Luncheon (11:15 am)

May 28<sup>th</sup> - Native American Graduation (7:00 pm)

June 3<sup>rd</sup> - Retirement Tea (3:45 pm)

June 14<sup>th</sup> – Baccalaureate at Sacred Heart (7:00 pm)

June 15<sup>th</sup> – Graduation at the White River Amphitheatre (7:00 pm)

June 22<sup>nd</sup> - Board Meeting (6:30 pm)

Representative Magendanz will be attending and invitations were sent to the other legislators as they are for many district events. Last year, Pam Roach and Cathy Dahlquist attended.

The water polo team is going to state; track, tennis, fast pitch, and equestrian are doing great. Mrs. Schroeder shared that her daughter place 6<sup>th</sup> and 7<sup>th</sup> at the recent equestrian competition. Their drill is posted on Facebook and was exceptional.

**3. Recognize the EHS Girls Track State Academic Champs:**

Athletic Director Phil Engebretsen shared that the co-ed track program has a no-cut policy and has from 70-130 athletes each year. He said it is an honor to be here to celebrate the students who have not only been excellent on the track field, but have an average 3.84 GPA which earned them the WIAA State Academic Champion award. It is an awesome accomplishment and doesn't happen without a coach. Mr. Engebretsen introduced Coach Jenelle Murrell. Coach Murrell commented that the girls' dedication and striving for excellence has been proven. This is the 4<sup>th</sup> year the team has won a league title. She anticipates great things to happen with these young women. The team members introduced themselves to the board. Mrs. McGann congratulated them on their huge accomplishment and presented certificates to the team.

**4. Recognize the Bond Co-Chairs:**

Mrs. McGann invited bond committee co-chairs, Johna Thomson and Nancy Merrill, to come forward to be recognized for their amazing work on the bond. She thanked them for their dedication and effort. They were presented with a token of appreciation from the board and Mr. Nelson. Mr. Cassell thanked Mrs. Thomson and Mrs. Merrill for being willing to lead the effort. As leaders in the community, they were the right people for the job. Mrs. Thomson commented that the district has not lost a bond or levy election in 10 years. The community is behind the district and appreciates Mr. Nelson's leadership. The bond campaign was well thought out and executed. Keeping taxes flat was a key issue. Mrs. Thomson said she is proud to have worked on a campaign with such good support. The turn-out for the bond election exceeded the levies with 39.99% returning ballots. Voters understood the need for these buildings. The connections made during the process were wonderful and joyful. Mrs. Thomson added that it was a joy working with Mrs. Merrill who is passionate and gives 100%. Mrs. Merrill said she and Mrs. Thomson made a good team and balanced each other. It was a community win. Every act of advocacy made the difference.

Mrs. Thomson stated that she was very pleased to see Mrs. Merrill, Mrs. McGann and Mr. Cassell running again as board directors. Having their names on the plaques at the new schools is appropriate as they championed the plan.

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.

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

Ted DeVol introduced himself and expressed his concerns over community meetings held during the bond campaign. He was told he would receive a written response in regard to questions he asked.

Kent Basting, EHS science teacher, responded to Mr. DeVol's comments.

Trip Hart thanked the board for their leadership with the bond and also responded to Mr. DeVol's comments.

## IV — ADMINISTRATION/BUSINESS

### 1. Payroll and Vouchers:

Mr. Madden presented the list of top ten expenditures in the district as follows: Puget Sound Energy; Food Service of America; Overlake Hospital Medical Center; City of Enumclaw; Enumclaw Schools Foundation; EF Institute for Cultural Exchange; Puyallup School District; Skip and CTC; NW ESD 189; and Follett School Solutions.

Mr. Nelson explained the ESF amount on the top ten list. The district received funding from the foundation for full-day kindergarten including professional development. It has been two years and the district has done what it needs to implement full-day kindergarten for all students. The district is reimbursing the funds to the foundation. Mrs. Merrill added that the funds received by the foundation will come back to the district to fund different programs or grants. She expressed her appreciation to the district for being forthcoming and returning the funds.

Mr. Madden shared a list of the local businesses with which the district did \$21,610.00 of business in the month of April. The district is pleased to support local businesses and purchase their products. One month, local purchasing was at \$60,000.

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, Mr. Cassell moved and Mrs. Merrill seconded to approve general fund vouchers in the amount of \$62,541.80; associated student body fund in the amount of \$15,714.00; and ratification of the general fund payroll warrant for April in the amount of \$3,020,118.07. (Note: several of the voucher reports included were for the June agenda. These amounts will be included in next month's report.)

Motion carried.

### 2. Consent Agenda:

1. **Donation of \$1,560.00 from the Intel Volunteer Program to the EHS Robotics Club**
2. **Donation of \$500.00 from Black Diamond PTA to Black Diamond Elementary for art supplies**
3. **Out-of-State travel for the EHS Cross Country team to attend the Stanford Invitational and visit local colleges at Palo Alto, CA, September 24-27, 2015**
4. **Out-of-State travel for the EHS Cross Country team to attend the Three Course Challenge at Seaside, OR, September 18-19, 2015**
5. **Personnel Report**

The consent agenda was presented by Mrs. McGann. Mrs. Schroeder moved and Mr. Stanwood seconded to approve the consent agenda. Mrs. McGann expressed her appreciation for the donations.

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5. Personnel Report

**Certificated:**

- A. Leave of Absence:
  1. Sara Hartjoy-Greene, teacher, Sunrise, effective 6.19.2015 (1-year leave)
  2. Andrea Unger, SLP, district office, effective 9.1.2015 (.2 leave)
  3. Amy Ihde, teacher, TMMS, effective 9.1.2015 (.6 leave)
  4. Lea Tiger, teacher, Sunrise, effective 9.1.2015 (.15 leave)
  5. Heather Landry, teacher, Southwood, effective 9.1.2015 (.5 leave)
  6. Jan Morton, teacher, Southwood, effective 9.1.2015 (.5 leave)
- B. Change of Status:
  1. Courtney Bowie, coordinator student support services at district office, from teacher at EMS, effective 9.1.2015
  2. April Drake, teacher at Southwood, from teacher at EMS, effective 9.1.2015
  3. Victoria Timko, teacher, EMS, 9.1.2015
- C. New Hire:
  1. Stephanie Clough, psychologist, district office, effective 9.1.2015
  2. Connor Williams, teacher, EMS, effective 9.1.2015
  3. Michele Lingwall, preschool, Southwood, effective 9.1.2015
- D. Resignation:
  1. Sarah Stout, teacher, EHS, effective 6.19.15

**Classified:**

- A. New Hire:
  1. Tisha Riccardo, driver, transportation, effective 4.17.2015
- B. Resignation:
  1. Tara Twiggs, paraeducator, Westwood, effective 4.16.2015

**Ratification of Contracts:**

- A. Personnel Contracts

Motion carried.

**3. Resolution #1018: WIAA Membership:**

Mr. Nelson explained that this is an annual resolution that comes for board approval for WIAA membership. Mr. Cassell will continue as the WIAA representative.

Mr. Cassell moved and Mrs. Merrill seconded to approve Resolution #1018: WIAA Membership as presented. Mrs. Merrill thanked Mr. Cassell for taking that responsibility.

Motion carried.

**4. Resolution #1019: Sale of Surplus Property:**

Mr. Madden explained this is an annual agreement the board approves. By state law, every item has to be on the surplus list and approved by the board.

Mrs. Merrill moved and Mr. Cassell seconded to approve Resolution #1019: Sale of Surplus Property as presented.

Motion carried.

**5. Resolution #1020: Adoption of Study and Survey:**

Mr. Nelson explained that this is official adoption of the study and survey. Mr. Madden applied for a grant for reimbursement of the cost of the survey. The application requires a formal resolution as part of the reimbursement process.

Mr. Stanwood moved and Mrs. Schroeder seconded to approve Resolution #1020: Adoption of Study and Survey as presented.

Motion carried.

**6. Second Reading:**

**Policy 2020: Course Design, Selection and Adoption of Instructional Materials**

**Policy 4040: Public Access to District Records**

**Policy 6512: Infection Control Program**

Mr. Nelson presented three policies for second reading and action. He heard no need for changes from the board and requested approval.

Mrs. Schroeder moved and Mr. Cassell seconded to approve policies 2020, 4040 and 6512 as presented.

Motion carried.

**7. First Reading:**

**Policy 2418: Waiver of High School Graduation Credits**

Mr. Nelson presented one policy for information. The state is updating the 2410 graduation policy. It will be presented by Mr. Parker and Mrs. Burnes at the June meeting. This policy ties into that and allows principal to waive requirements. It gives a bit more freedom to work with individual students than the current policy. It was decided to move forward with this policy as we wanted to bring it to the public. Changes are occurring at the state level and grad requirements will change to 24 credits across the state. This district's current 24 credit requirement is already in place, including interventions. If a student fails just one class, the credit has to be recovered. Mr. Nelson talked to many superintendents who currently have 21-23 credit requirements. Their task to implement this policy will be much harder. The credit waiver policy

will be governed by Principal Burnes. She will work closely with Mr. Parker and Mr. Nelson. Mr. Parker added that this is a unique policy and is a companion to the grad policy, giving flexibility to waive up to 2 credits. The policy allows for a personal pathway plan which will be new language. The high school has put this in place for incoming 9<sup>th</sup> graders. The graduation policy needs to be approved before the August meeting.

## **8. General Fund Report:**

Mr. Madden presented the general fund report. 59.03% of the 2014-15 budget has been expended with 71.90% of revenues received. Mr. Madden shared graphs depicting the revenue and expenditure history.

The beginning of the year fund balance was \$7,544,746.34. Total resources available: \$38,389,099.66. Expenditures to date: \$27,962,294.07. Reserved grant carry-over: \$200,000.00; reserved inventory – commodities carried over: \$28,092.00; reserve of 5% per board policy: \$2,368,571.00; and Capital Projects: \$312,522.00. Unreserved ending fund balance: \$7,517,620.59.

Capital Projects beginning fund balance was \$361,657.30 with an ending balance of \$283,902.62.

The Debt Service Fund beginning fund balance was \$3,539,223.60 with an ending balance of \$2,745,884.00.

ASB Fund beginning fund balance was \$371,536.23 with an ending balance of \$493,098.52.

Transportation Fund beginning fund balance was \$557,902.13 with an ending balance of \$320,866.59.

Mrs. McGann asked Mr. Nelson if an executive session was necessary. Mr. Nelson stated that he would need a 10-minute executive session for the purpose of discussing qualifications of a public employee. No action would be taken. Mrs. McGann announced the board would take a 3-minute break before moving to executive session at 7:35 p.m. and would reconvene in public session at 7:45 p.m.

## **V — EXECUTIVE SESSION**

The board came out of executive session at 7:45 p.m. No action was taken.

## **VI — BOARD PROCESS DEBRIEF**

The board debriefed the meeting and agreed to write a thank you letter to be published in the Courier Herald.

## **VII — ADJOURNMENT**

This meeting adjourned at 7:50 p.m.

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President, Board of Directors

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Secretary, Board of Directors