



MINUTES
of the Regular Meeting of the Board of Directors
of the ENUMCLAW SCHOOL DISTRICT #216
6:30 p.m., District Office
June 22, 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 and Brooke Humphreys who were excused.

4. Minutes:

Mr. Cassell and Mrs. Merrill seconded a motion to approve the minutes of the regular board meeting of May 18, 2015 and the special board meetings of June 1 and 10, 2015 as presented.

Motion carried.

II — BOARD OF DIRECTORS COMMUNICATIONS

1. Good News of the District:

Mr. Stanwood shared that he attended the EHS Choir Dinner Auction as well as other choir events. He also attended the Native American Graduation Ceremony. Mr. Stanwood said it was an exceptional month of great events.

Mrs. Merrill commended Mrs. McGann for doing an awesome job at graduation. She added that it was great weather and a good crowd.

Mrs. Schroeder attended the EMS music concert and commented that it was really good. It was good to see the band and orchestra perform. She agreed that graduation was awesome.

Mrs. McGann reported that she attended the audit exit interview and the district had another clean audit. It was an excellent report and she commended Mr. Madden and his staff for their work. Mrs. McGann commented that graduation was very fun and she enjoyed her part! Her

boys both graduated from the DARE program at Black Diamond Elementary and are headed to middle school!

2. Superintendent Report:

Mr. Nelson said there were a lot of end-of-year activities and all were so well done. The staff pours their hearts into our kids and there was a lot of honoring of students in a variety of programs and events. He commended Mr. Stokke on doing a great job and Mr. Miller too. He shared that the class of 2015 was a great group. Watching them exit the gym at their last assembly in a quiet, orderly fashion was fun. It helped to end the year on a very positive note.

Changes to the board room were pointed out to the board. Next year's strategic plans were posted and we are already preparing for September 1st when students and staff return. Mr. Nelson wrote about the off season in a Sunday Evening News. We are in that season of education and are spending the time preparing for kids!

Mr. Nelson shared that KC Moulden received another state championship in shot put. Mrs. Vanassa made a special certificate for KC, recognizing her five state championships. KC was unable to attend the meeting but her certificates will be mailed with a nice note of congratulations.

Cabinet will be sharing from the strategic plan this evening.

3. NAC Presentation:

Mr. Nelson introduced NAC architect, Matt Rumbaugh, to share the work happening behind the scenes.

Mr. Rumbaugh said he was getting to chat about a lot of fun things. He titled his presentation "What to Expect when You Are Expecting." The district is going to have two great new schools! Mr. Rumbaugh broke the plan down into phases, shared the timeline and the steps involved in the future. The architectural plan is being finalized and then the permitting process begins.

He shared details about the three phases following the pre-design process: schematic design, design development and construction documents (please see the district website to view these documents). Informal meetings with both cities for planning will occur this summer. Mr. Rumbaugh shared a schedule of events by months as follows:

Since the bond passing:

- Met with Black Diamond Elementary design committee
- Met with representatives of each department at EHS
- Finalizing remainder of design team
- Finalizing design team contract

July & August:

- Informal meetings with each city
- Develop building layout options for EHS
- Develop a cost model for each project

September & October:

- Meet with each school to review design
- Issue drawing set for estimator
- Complete value engineering process
- Finalize schematic design documents
- District to hire project manager – will oversee both projects

November & December:

- Meet with staff to review detailed design requirements
- Continue developing all building systems

Mr. Cassell asked about the permitting process. Mr. Rumbaugh is confident we will have a good situation in the two cities. Mr. Rumbaugh was thanked for his update.

4. 2015-16 Strategic Plan:

Mr. Nelson told the board Cabinet had been working on the goals discussed at the board retreat and shared the star document that shows the key responsibilities in each of the departments in the district. From this document, there is an expanded document with more specifics. The initiatives for next school year have been shared with the leadership team and principals will be working with their staffs to implement the plan. Mrs. McGann asked if we would post this on Facebook.

The Cabinet then briefly shared one or two initiatives from each of their departments. The complete Strategic Plan can be viewed on the website at http://www.enumclaw.wednet.edu/board/goals/strategic_plan.aspx

At the end of the presentation, Mr. Nelson said he hoped the board enjoyed the update. Cabinet feels good about preparing principals to take next steps. Mrs. McGann commented that she really liked the document and thanked the Cabinet for their work.

5. Financial Health Indicators:

Mr. Madden shared that OSPI has a rating scale for school districts for financial health indicators. A perfect score on the scale is 4.0. Our rating is a 3.45. A higher score indicates a district is able to weather difficulties that are unforeseen. In our league, the scale ranges from 2.1 to 3.45. 20 districts across the state had 4.0 ratings. Our score changed when the district intentionally used some of the fund balance.

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

No one present wished to address the board.

IV — ADMINISTRATION/BUSINESS

1. Payroll and Vouchers:

Mr. Madden presented the list of top ten expenditures in the district as follows: Green River Community College; HP Company; Puget Sound Energy; Food Services of America; City of Enumclaw; Overlake Medical Center; Jeff Utecht; Wheeler Construction; Associated Petroleum; and Skip and CTC.

Mr. Madden shared a list of the local businesses with which the district did \$35,418 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. Schroeder moved and Mr. Cassell seconded to approve general fund vouchers in the amount of \$786,009.88; associated student body fund in the amount of \$54,752.58; capital projects fund in the amount of \$1,502.48; and ratification of the general fund payroll warrant for May in the amount of \$3,005,186.73.

Motion carried.

2. Consent Agenda:

1. **Donation of \$21,796.85 from AJAC to the high school to be used for the Mastercam program for 29 computers and computer upgrades to run the program**
2. **Donation of \$3,502.77 from the Enumclaw Schools Foundation to the Summer Reading Program (\$2,550) and the EMS 8th Grade University of Washington fieldtrip (\$952.77)**
3. **Donation of \$3,000 from Kibler PTA to Kibler to be used for Tech On-Line licensing**
4. **Donation of \$21,652.42 from Enumclaw Schools Foundation to fund 16 building grants (see attached list)**
5. **Out-of-State travel for high school students to tour Washington DC, February 14- 19, 2016**
6. **Personnel Report**

The consent agenda was presented by Mrs. McGann. Mrs. Merrill moved and Mr. Stanwood seconded to approve the consent agenda. Mrs. McGann expressed her appreciation for the donations. Mr. Cassell added that the AJAC donation is very generous. Mastercam is the software that is used to the machine parts such as the one brought to the board meeting by a business owner in town. At that time, this local business owner wanted this type of class and training to be a part of the high school program. Our high school students now have the opportunity to learn this skill.

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- 6. Personnel Report

Certificated:

- A. Leave Replacement:
 - 1. Kody Dribnak, teacher, EMS, effective 9.1.2015
 - 2. Haley Christiansen, teacher, Kibler, effective 9.1.2015
- B. Rehire (LOA):
 - 1. Laura Lucas, teacher, Westwood, effective 9.1.2015
 - 2. Bethany Ellis, teacher, Sunrise, effective 9.1.2015
- C. Change of Status:
 - 1. Carolyn Kinniburg, counselor, Southwood, effective 9.1.2015
- D. New Hire:
 - 1. Dion Wheeler, teacher, Kibler, effective 9.1.2015
- E. Resignation:
 - 1. Tiffany Miller, teacher, EHS, effective 6.19.2015

Classified:

- A. Resignation:
 - 1. Gale Doty, ECEAP Lead, Southwood, effective 6.19.2015

Supplemental:

- A. Rehire:
 - 1. Kody Dribnak, assistant football, EHS, effective 8.19.2015

Motion carried.

**3. Second Reading:
Policy 2418: Waiver of High School Graduation Credits**

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

Mr. Cassell moved and Mrs. Schroeder seconded to approve policy 2418 as presented.

Motion carried.

**4. First Reading:
Policy 2410: High School Graduation Requirements**

Mr. Nelson presented one policy for first reading stating that it is one of the most important policies in the board's policy book. Mr. Parker presented the major changes to the graduation requirements with the board. A number of years ago, the district increased the graduation requirement to 24 credits. This meant rigor plus support for students to achieve this "no fail" number of credits. The district has provided a nice balance. Now the state is implementing their version of 24 credits across the state. We are merging these things into requirements. The changes will impact the Class of 2019 and beyond. He discussed the credit and assessment requirements as well as the non-credit requirements. Once the new requirements are merged, we will be able to provide the same level of support we have been. Mr. Nelson appreciated the great overview of the policy and thanked Mr. Parker.

5. Resolution #1021: Graduation Credit Waiver (Policy 2418):

Mr. Nelson explained that this is the resolution required to instate the board's new policy 2418 regarding graduation credit waivers.

Mrs. Merrill moved and Mr. Cassell seconded to approve Resolution #1021: Graduation Credit Waiver (policy 2418) as presented.

Motion carried.

6. Resolution #1022: Bonds:

Mr. Nelson introduced Cynthia Weed from K & L Gates and thanked her for attending the meeting.

Ms. Weed said it was an honor to be at the meeting and congratulated the district and the campaign committee on their phenomenal success with the bond passage. She explained the action item Resolution #1022. This resolution takes the approved bond to the issuance and sale of the bonds. This is a delegation resolution. She anticipates all of the bonds will be sold at a single sale on July 1st. This resolution authorizes the superintendent and business director to approve the sale. It also sets a maximum interest rate at the time of sale. All of the proceedings go to the King County Treasury where the full amount will be available in the capital projects fund for completing the projects. After the bonds are issued, financial reports will be filed with the SCC. This is the only action item the board needs.

Mr. Cassell moved and Mrs. Schroeder seconded to approve Resolution #1022: Bonds as presented.

Motion carried.

7. Resolution #1023: Public Access to Records (Policy 4040):

Mr. Nelson explained this resolution is part of policy 4040 and is required to implement the policy.

Mrs. Merrill moved and Mr. Cassell seconded to approve Resolution #1023: Public Access to Records (Policy 4040) as presented.

Motion carried.

8. Resolution #1024: Interagency Agreements for Students with Disabilities:

Mr. Nelson reminded the board that this is an annual agreement with surrounding districts and agencies to provide special needs services.

Mr. Cassell moved and Mr. Stanwood seconded to approve Resolution #1024: Interagency Agreements for Students with Disabilities as presented.

Motion carried.

9. Resolution #1025: Interlocal Agreement Puget Sound Joint Purchasing Cooperative:

Mr. Nelson said this is an annual resolution for food services purchasing.

Mr. Stanwood moved and Mrs. Merrill seconded to approve Resolution #1025: Interlocal Agreement Puget Sound Joint Purchasing Cooperative as presented.

Motion carried.

10. 2015-16 Board Meeting Schedule:

A board meeting schedule was created for the board for the board members calendars unless errors were spotted.

Mrs. Schroeder moved and Mr. Stanwood seconded to approve the 2015-16 Board Meeting Schedule as presented.

Motion carried.

11. General Fund Report:

Mr. Madden presented the general fund report. 66.92% of the 2014-15 budget has been expended with 78.65% 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: \$41,283,391.04. Expenditures to date: \$31,702,496.38. 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: \$350,452.00. Unreserved ending fund balance: \$7,334,683.66.

Capital Projects beginning fund balance was \$361,657.30 with an ending balance of \$344,754.65.

The Debt Service Fund beginning fund balance was \$3,539,223.60 with an ending balance of \$3,117,698.83.

ASB Fund beginning fund balance was \$371,536.23 with an ending balance of \$497,298.31.

Transportation Fund beginning fund balance was \$557,902.13 with an ending balance of \$321,011.31.

Mrs. McGann asked Mr. Nelson if an executive session was necessary. Mr. Nelson stated that he would need a 15-minute executive session for the purpose of discussing litigation with legal counsel. No action would be taken. Mrs. McGann announced the board would take a 5-minute break before moving to executive session at 8:00 p.m. and would reconvene in public session at 8:15 p.m.

V — EXECUTIVE SESSION

The board came out of executive session at 8:15p.m and went back into executive session until 8:20 p.m. when they returned to public session. No action was taken.

VI — BOARD PROCESS DEBRIEF

The board debriefed the meeting.

VII — ADJOURNMENT

This meeting adjourned at 8:23 p.m.

President, Board of Directors

Secretary, Board of Directors