

**MINUTES
of the Regular Meeting of the Board of Directors
of the ENUMCLAW SCHOOL DISTRICT #216
6:30 p.m., District Office
April 27, 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 Mr. Stanwood who was excused and Mr. Cassell who would be arriving later.

4. Minutes:

Mrs. Schroeder moved and Mrs. Merrill seconded a motion to approve the minutes of the regular board meeting of March 16, 2015 and the special board meeting of April 10, 2015 as presented.

Motion carried.

II — BOARD OF DIRECTORS COMMUNICATIONS

1. Good News of the District:

Mrs. Merrill reminded everyone it was the night before the election. She commented that it has been a good campaign and very positive for the district with the letters of support in the paper. There have been 22 letters published. She hopes the community participates in the election.

Mrs. Schroeder thanked the staff and Mrs. Aaby for their work in preparing for a great board retreat. She enjoyed the hands on work with technology and thought the time was valuable. Mrs. McGann agreed and said she learned a lot. She is very excited for students and the use of technology in the classrooms.

Mrs. McGann attended Miners Night Out at Black Diamond. The board attended the District 2 Regional WSSDA meeting and liked having it at a close location. She is very excited for the

election and very thankful for all the work that has gone in to it. Mrs. McGann said Facebook has been buzzing with posts. She feels very proud to be part of the community.

Mrs. McGann stated that April is officially Library Month and thanked our school librarians for the work they do for our students. The board is very appreciative of their work and contributions. She also shared that May is Arts Education Month and wanted to acknowledge that also. The arts are valued in our district. The annual Art Show is coming up in May.

Sheila Smith from the clothing bank was introduced. She wanted to update the board on the work they are doing and thanked the district for the space they have at JJ. Sheila reported that they are serving 300-400 children a year and have had 2,100 visits to the clothing bank this year. They are open from 10:00 am to 6:00 pm every Tuesday. She acknowledged the volunteers who help her. Sheila also shared that a fund raising event with a dinner auction, live entertainment and a fashion show will take place May 9th. The board thanked Sheila for coming and for her work.

Gia Landis stated students are in the last 40 days of school. Kat Barnhart added that seniors are wrapping up senior projects. Students will be committing to colleges by Friday and have big decisions to make. She said the girls fastpitch and track teams are doing well.

Mr. Cassell said he has been watching baseball and fastpitch games with both teams doing extremely well!

2. Superintendent Report:

Mr. Nelson reported that Gabby DeMarco was a featured speaker at WE Day in Seattle. She won an award and will be traveling to Chicago to be on a national news broadcast. A film crew will be coming to EMS the end of May to film Gabby at school. It is a great experience. Enumclaw was one of the first districts to participate with WE Day. Mr. Karkainen is doing a great job of keeping our students involved and doing their volunteer work which is required in order to participate. One of the videos featured involves volunteer work at POM. WE Day liked that. There is great connectedness to the community.

Darla Wood Walters will visit the district Tuesday to visit kindergarten classrooms. She is interested in observing how our teachers are implementing the Lucy Calkins writing program and will learn from them.

Mr. Nelson attended King County Executive Dow Constantine's State of the County Address Monday morning. He applauds Mr. Constantine's commitment to Birth to 5 programs. Mr. Constantine was most impressed with that emphasis in our district. Mr. Nelson added that we might use JJ for pre-school programs after Black Diamond is finished with it. There are great possibilities and much excitement.

Mr. Beals and the technology team are gearing up for schedule changes and testing. There is a big buzz in the district and a lot of things happening. Mr. Nelson stated that our tech people are second to none and have provided trainings for staff and are ultimately setting kids up for success. He also applauded Mr. Parker for his efforts on the learning side. Mr. Beals is facilitating training at the leadership meeting on Tuesday.

Mr. Nelson reminded the board that they will be approving the hire of two new administrators on the personnel report. He then introduced Mimi Brown, new principal at Kibler Elementary, and Scott Meyers, new principal at Westwood. Mr. Nelson shared from each of their letters of

recommendation words that were affirming and complimentary. Both are well-loved and respected in their current districts. Mr. Nelson said that he is very thankful for the great candidates we had for the positions. He presented the new principals with Toby's caramels and flowers in their school colors. Mimi and Scott introduced their families who were in attendance.

Mrs. Merrill asked the two what they thought when they first walked into their buildings. Scott responded that he felt a sense of community and how healthy it is. Mimi echoed that and commented on the kindness in the district. She felt Kibler to be a thoughtful and kid-centered school.

3. Bond Update:

Mr. Nelson said we kept this on agenda to remind that the election is tomorrow. There was no official report. He thanked the board for all their support.

4. Certificated Staff Appreciation:

Mr. Nelson invited Steve Taylor, EEA President, to come forward. He explained that he and the board always make a special presentation to certificated and classified staff during their designated weeks. There will be a lot of celebrations in the buildings and Cabinet will be delivering cinnamon rolls next week. Mr. Nelson presented Mr. Taylor with chocolates and the board proclamation. He added the board and leadership team appreciate the work of our certificated staff. Mrs. McGann said the board loves our teachers and thanked them for their work.

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

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: Puget Sound Energy, Overlake Hospital, Hewlett Packard, NAC Architects, Food Service of America, City of Enumclaw, Associated Petroleum, Teacher Development Group, NW ESD 189, and Hermanson Co.

Mr. Madden shared a list of the local businesses with which the district did \$17,317.00 of business in the month of March. 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. A question came up at Rotary about the architect fees involved with the pre-design process. The state sets the guidelines for those architectural fees.

After reviewing all vouchers, Mr. Cassell moved and Mrs. Schroeder seconded to approve general fund vouchers in the amount of \$572,966.49; capital projects in the amount of \$50,079.36; associated student body fund in the amount of \$50,374.41; and ratification of the general fund payroll warrant for March in the amount of \$3,016,607.86.

Motion carried.

2. **Consent Agenda:**

1. **Donation of \$1,317.43 from Black Diamond PTA to Black Diamond Elementary to be used for mini grants: trip to 5th Avenue Theatre (\$599); Books for Title 1 (\$108); Social Studies magazine/paper subscription (\$326.10); and replace/replenish lanterns and flashlights for emergency use (\$284.33)**
2. **Donation of \$4,000 from the Enumclaw Schools Foundation for Birth to 5 Program**
3. **Donation of \$1,750 from Kibler PTA to Kibler Elementary to be used for the 2nd grade swim program**
4. **Donation of \$1,051.65 from Kibler PTA to Kibler Elementary to be used for 2nd grade Rigby book set; 4th grade Scholastic Magazine; and kindergarten cap and gown sets**
5. **Donation of \$5,000 from the Muckleshoot Tribe to be used for senior blankets and scholarships**
6. **Boeing Gift Match of \$525 for Jeffrey Klemann for miscellaneous building grant**
7. **Out of state travel for the EHS Band to Disney World for performance and workshops, April 18-22, 2016**
8. **Personnel Report**

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

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8. Personnel Report

Certificated:

- A. New Hire:
 1. Mimi Brown, principal, Kibler, effective 7.1.2015
 2. Scott Meyer, principal, Westwood, effective 7.1.2015

- B. Transfer:
 - 1. Keri Marquand, director student support services at district office, from principal at Westwood, effective 7.1.2015
- C. Resignation:
 - 1. Brigitte Marr, occupational therapist, district office, effective 6.19.2015

Classified:

- A. New Hire:
 - 1. Diana Boyce, paraeducator, Sunrise, effective 2.5.2015
 - 2. Sally Bruhn, special ed paraeducator, Kibler, effective 3.9.2015
 - 3. Johna Reeves-Bowdre, special ed paraeducator, Southwood, effective 1.29.2015
 - 4. Tammi Anderson, secretary, EHS, effective 1.23.2015
 - 5. Annette Quezada Garcia, ELL paraeducator, Kibler and Southwood, effective 3.30.2015
 - 6. Sarah Benedict, special ed paraeducator, Sunrise, effective 4.6.2015
 - 7. Kim Mayer, fiscal officer, district office, effective 6.18.2015
- B. Additional Hours:
 - 1. Stephanie Osborne Raymond, special ed paraeducator, Sunrise, effective 2.2.2015
 - 2. Patricia Monstad Rios, ELL paraeducator, Westwood, effective 3.2.2015
 - 3. Kristin Young, ELL paraeducator, TMMS, effective 3.2.2015
 - 4. Johna Reeves-Bowdre, special ed paraeducator (.75 temporary hours), Southwood, effective 2.12.2015
 - 5. Kyung-cho (KC) Fernandez, kitchen assistant, EHS, effective 4.3.2015
 - 6. Duangkamol (DK) Jack, kitchen assistant, EHS, effective 4.3.2015
- C. Resignation:
 - 1. Nedra Sapanos, lead kitchen assistant, Black Diamond, effective 3.12.2015
 - 2. June Christiaans, special ed paraeducator, Sunrise, effective 3.27.2015
 - 3. Cheryl Culton, accounts payable specialist, district office, effective 4.30.2015
- D. Rehire:
 - 1. Rachel McMullen, accounts payable specialist, district office, effective 4.20.2015

Supplemental:

- A. Rehire:
 - 1. Spenser Adam, assistant boys baseball, EHS, effective 3.2.2015
- B. New Hire:
 - 1. Weston Koenig, assistant boys baseball, EHS, effective 3.2.2015
 - 2. Brandi Osborn, assistant volleyball, TMMS, effective 3.23.2015
 - 3. Tyler McCarthy, assistant soccer, EHS, effective 3.16.2015
 - 4. Heather Hitch, head volleyball coach, EMS, effective 3.23.2015

Motion carried.

3. Resolution #1017: Interlocal Cooperative Agreement for Educational Services:

Mr. Nelson explained this is an interlocal cooperative agreement with Clover Park.

Mr. Cassell moved and Mrs. Schroeder seconded to approve Resolution #1017: Interlocal Cooperative Agreement for Educational Services as presented.

Motion carried.

**4. First 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 first reading and information.

Policy 2020: is a much needed update to an old policy. It is the process Mr. Parker currently uses. This is a major revision.

Policy 4040: ongoing changes in how we store records. This updates language.

Policy 6512: revisions to include staff and infection control. Makes sure staff is aware of the immunizations required.

Mrs. Merrill asked about the shingles vaccine and whether it should be included for staff.

5. General Fund Report:

Mr. Madden presented the general fund report. 51.76% of the 2014-15 budget has been expended with 55.76% 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: \$31,433,858.53. Expenditures to date: \$24,520,833.45. 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: \$262,522.00. Unreserved ending fund balance: \$4,086,567.08.

Capital Projects beginning fund balance was \$361,657.30 with an ending balance of \$13,249.47.

The Debt Service Fund beginning fund balance was \$3,539,223.60 with an ending balance of \$1,129,341.40.

ASB Fund beginning fund balance was \$371,536.23 with an ending balance of \$506,172.17.

Transportation Fund beginning fund balance was \$557,902.13 with an ending balance of \$320,658.63.

Mrs. McGann asked Mr. Nelson if an executive session was necessary. Mr. Nelson stated that he would not need an executive session.

V — EXECUTIVE SESSION

No executive session was needed.

VI — BOARD PROCESS DEBRIEF

The board debriefed the board meeting and commented that tomorrow would be an exciting day.

VII — ADJOURNMENT

This meeting adjourned at 7:10 p.m.

President, Board of Directors

Secretary, Board of Directors