

**MINUTES
of the Regular Meeting of the Board of Directors
of the ENUMCLAW SCHOOL DISTRICT #216
6:30 p.m., District Office
August 17, 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 Mrs. Schroeder who was excused.

4. Minutes:

Mr. Cassell moved and Mrs. Merrill seconded a motion to approve the minutes of the regular board meeting of July 20, 2015 as presented.

Motion carried.

II — BOARD OF DIRECTORS COMMUNICATIONS

1. Good News of the District:

Gia Landis and Brooke Humphries shared that high school students had sports registration that day. The lines were long as many athletes were signing up for sports including a lot of football players!

Mrs. McGann commented the board members were enjoying summer.

2. Superintendent Report:

Mr. Nelson shared that staff are gearing up for the beginning of the school year. The New Teacher Breakfast, sponsored by the Chamber, is scheduled for August 24th, 7:30 a.m. at the VFW. Orientation for new staff will follow at district office. Mrs. Berryhill and her department are planning and facilitating the orientation.

August 25th and 26th are building days. The Literacy Institute will take place on those days at Sunrise Elementary for all elementary schools. Barb Golub will be facilitating the training. Secondary staffs will be in their buildings. The middle schools have some department break outs for planning. The high school is doing a tech institute to prepare staff for GoogleApps. This is the program Mr. Beals and the tech department are rolling out.

August 27th is district day with the staff breakfast and benefit fair at 7:30 a.m. in the Commons. Jeff Utecht will be the keynote speaker in the auditorium. Mr. Nelson invited the board to attend. Mrs. McGann and Mrs. Campbell will welcome staff and then Mr. Utecht will speak from approximately 8:30-10:45 a.m. Mr. Nelson said he would be interested in hearing the board's feedback at the next board meeting and hoped they would be able to attend.

September 1st is the first day of school! We will have four solid days of learning in before the Labor Day weekend.

EHS Hornet Days will be on Thursday and Friday of this week with Freshmen orientation Tuesday. Day of Thunder and Timberwolves Day are scheduled for the 24th.

It has been a productive summer in the district. Mr. Nelson encouraged everyone to drive by Southwood to see the work that's been done there. A patron called to share that it looks like a brand new school.

3. Public Hearing: 2015-16 Budget:

Mr. Madden presented the 2015-16 Budget. The budget has been available for public review and was advertised in the paper as the law requires. Mr. Madden shared a PowerPoint presentation that explained the five funds that comprise the budget (General Fund, ASB, Capital Projects, Transportation Vehicle, and Debt Service); revenue sources and expenditure amounts. This year's budget shows a \$3.5 million deficit with a \$3.1 million reserve being maintained.

At the end of his presentation, Mr. Madden called for questions. Mrs. Merrill asked if we are keeping pace with bus needs. Mr. Madden responded that we are and will have to look at the buses as more are depreciating out than being purchased. As enrollment grows, transportation allocations will improve. Mr. Nelson added that the last bus levy was in 2001. We never dreamed we could go this long on that levy. We will be watching closely what could impact district finances. The Supreme Court decision to fine the legislature for not fully funding education could have an impact. Office managers are reporting growing enrollment numbers. Also, the private school in Enumclaw closed which has added to enrollment. Mr. Madden said the state is funding full-day kindergarten in all of our buildings except one. This is a big help.

Mrs. McGann shared the process for the hearing budget. The district is required by law to hold a budget hearing and call for public comments three times for anyone wishing to address the board regarding the budget. Seeing no one, the hearing was closed after the three invitations to address the board.

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; Advanced Classroom Tech, Inc.; Overlake Medical Center; RFI Communications; Scholastic Inc.; Zones, Inc.; Puget Sound Energy; KCDA; City of Enumclaw; and Walter E. Nelson Co.

Mr. Madden shared a list of the local businesses with which the district did \$20,006.00 of business in the month of July. The district is pleased to support local businesses and purchase their products.

Mr. Cassell commented that there are now three local auto supply stores and wondered how we would distribute buying. Mr. Madden responded that it would be up to the auto shop teacher and we want to support all of the businesses as much as we can.

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. Stanwood moved and Mr. Cassell seconded to approve general fund vouchers in the amount of \$694,973.23; associated student body fund in the amount of \$28,872.15; capital projects fund in the amount of \$96,845.92; private purpose trust fund in the amount of \$4,400.00; and ratification of the general fund payroll warrant for July in the amount of \$3,260,951.68.

Motion carried.

2. Consent Agenda:

1. Part-time, Temporary and Substitute Personnel
2. Attendance Officers 2015-16
3. Personnel Report

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

1. Part-time, Temporary and Substitute Personnel
2. Attendance Officers 2015-16
3. Personnel Report

Certificated:

- A. Leave of Absence:
 1. Jodi Grager, teacher, TMMS, effective 9.1.2015

Classified:

- A. Resignation:
 - 1. Cathy Calvert, cultural student program manager, DO, effective 8.14.2015
 - 2. Kristin Schuver, paraeducator, EHS, effective 8.4.2015
- B. Leave of Absence:
 - 1. Lauren Warren, paraeducator, TMMS, effective 8.30.2015

Ratification of Agreements:

- A. Non-represented Agreement

Motion carried.

- 3. **Second Reading:**
 - Policy 3122: Excused and Unexcused Absences**
 - Policy 3421: Child Abuse, Neglect ..**
 - Policy 3422: Student Sports**
 - Policy 6114: Gifts**
 - Policy 6220: Purchasing: Bid Requirements**
 - Policy 6512: Infection Control Program**

Mr. Nelson presented six policies for second reading and requested approval of the updates as he had heard no concerns from the board since the last meeting. The one change suggested by Mrs. Merrill was made.

Mrs. Merrill moved and Mr. Stanwood seconded to approve the policies 3122, 3421, 3422, 6114, 6220, and 6512 as presented.

Motion carried.

- 4. **Resolution #1029: 2015-16 Budget Adoption:**

Mr. Nelson stated we are excited to bring the budget to the board. He thanked Mr. Madden and his staff for all of their work on the budget.

Mr. Cassell moved and Mrs. Merrill seconded to approve Resolution #1029: 2015-16 Budget Adoption as presented.

Motion carried.

- 5. **Resolution #1030: New-in-Lieu Replacement Option – Black Diamond Elementary:**

Mr. Madden explained that the district is completing the “D” forms as part of the process that has to be completed prior to construction. This resolution says we are demolishing the building and it won’t be used again. Resolution 1031 is the same for the high school. Mr. Nelson added that instead of modernization, we are building new structures. Form D4 is the official approval of the

project. Mrs. McGann clarified that we are just demolishing the areas being replaced at the high school.

Mr. Cassell moved and Mr. Stanwood seconded to approve Resolution #1030: New-in-Lieu Replacement Option – Black Diamond Elementary as presented.

Motion carried.

6. Resolution #1031: New-in-Lieu Replacement Option – Enumclaw High School:

Mr. Stanwood moved and Mr. Cassell seconded to approve Resolution #1031: New-in-Lieu Replacement Option – Enumclaw High School as presented.

Motion carried.

7. Resolution #1032: Interlocal Agreement with Tacoma School District:

This resolution is an interlocal agreement with the Tacoma School District which will be used for the purchase of copiers. A number of copiers are being replaced across the district.

Mrs. Merrill moved and Mr. Cassell seconded to approve Resolution #1032: Interlocal Agreement with Tacoma School District as presented.

Motion carried.

8. Highly Capable Grant Plan 2015-16:

Mr. Nelson explained that the Highly Capable Plan is required to have board action before Mrs. Marquand can submit the application. Mrs. Marquand introduced her guest, April Drake. April will be working 3 days a week with the pull-out program. She will be in every building working on differentiation in all elementaries and the middle schools. April will also be serving highly capable students at the high school making sure students are scheduled in the right classes. She has experience in this in another state. The district will be expanding services this year. Mrs. Marquand is excited about the plan. Mrs. McGann welcomed April.

Mrs. Merrill moved and Mr. Cassell seconded to approve the Highly Capable Grant Plan 2015-16 as presented.

Motion carried.

9. 2015-16 Facilities Fees Schedule (Auditorium and Pete’s Stadium):

Mr. Madden separated out these two facilities from other fees in the district for a couple of reasons. The income from Pete’s Stadium has been set aside for turf replacement. The new fee schedule was updated after comparisons were made with fees in other districts. Our fees are still less than surrounding districts. We are ahead of schedule in the amount reserved for the turf replacement. Mr. Madden worked with Mr. Miller to update the auditorium fees. The new fees include ancillary costs such as custodian expenses. There is only a slight increase in these fees.

Mr. Cassell moved and Mr. Stanwood seconded to approve the 2015-16 Facilities Fees Schedule as presented.

Motion carried.

10. General Fund Report:

Mr. Madden presented the general fund report. 82.76% of the 2014-15 budget has been expended with 90.79% 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: \$46,490,088.91. Expenditures to date: \$39,205,211.39. 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: \$4,337,762.52.

Capital Projects beginning fund balance was \$361,657.30 with an ending balance of \$68,883,391.06.

The Debt Service Fund beginning fund balance was \$3,539,223.60 with an ending balance of \$7,120,840.33.

ASB Fund beginning fund balance was \$371,536.23 with an ending balance of \$443,999.98.

Transportation Fund beginning fund balance was \$557,902.13 with an ending balance of \$321,304.93.

Mrs. McGann asked Mr. Nelson if an executive session was necessary. Mr. Nelson stated that he would need a 30-minute executive session for the purpose of having a discussion with legal counsel regarding possible litigation. No action would be taken. Mrs. McGann announced the board would take a 10-minute break before moving to executive session at 7:20 p.m. and would reconvene at 7:50 p.m.

V — EXECUTIVE SESSION

Executive session began at 7:30 p.m. The board came out of executive session at 8:01 p.m. and went back in for an additional 10 minutes. The board returned to open session at 8:13 p.m. No action was taken.

VI — BOARD PROCESS DEBRIEF

The board debriefed the meeting.

VII — ADJOURNMENT

This meeting adjourned at 8:15 p.m.

President, Board of Directors

Secretary, Board of Directors