

**MINUTES
of the Regular Meeting of the Board of Directors
of the ENUMCLAW SCHOOL DISTRICT #216
6:00 p.m., District Office
February 23, 2015**

I — PRELIMINARY

1. Call to Order:

The regular meeting of the Board of Directors was called to order by Bryan Stanwood, Vice-President of the Board of Directors, at 6:30 p.m. in the boardroom of the district office.

2. Pledge of Allegiance:

Mr. Taylor led the pledge of allegiance to the flag.

3. Roll Call:

All board members were present except Mrs. McGann who was excused.

4. Minutes:

Mr. Cassell moved and Mrs. Merrill seconded a motion to approve the minutes of the regular board meeting of January 20, 2015 and the board work study of February 2, 2015 as printed.

Motion carried.

II — BOARD OF DIRECTORS COMMUNICATIONS

1. Good News of the District:

Katja Barnhart shared that the senior dinner auction was scheduled for Thursday evening and tickets were still available. Both student representatives enjoyed their mid-winter break.

Mr. Cassell stated the STEM Expo was a resounding success. He thanked Mr. Nelson, Mr. Parker and others who participated in the planning. It was a fabulous success with a large crowd attending. The new venue worked well and the luncheon was great as well.

Mrs. Merrill shared that the State of Education Address was a great event as well.

Mr. Stanwood commented that he was impressed by the number of people who attended the STEM Expo.

The Legislative Conference is next weekend.

Mrs. Schroeder is participating in the WSSDA Leadership training and attended the kick-off event over the weekend. The group visited OSPI and visited with Randy Dorn. She said it will be a lot of work with a culminating project. The class concludes in November at the WSSDA Conference. The board suggested the STEM Event would make a great project!

2. Superintendent Report:

Mr. Nelson stated that the STEM events went well across the system. Around 150 people attended the luncheon with community and business leaders. Mona Akmal from Code.org was the speaker. She talked about diversity in the STEM fields. Her talk was followed by staff members Jeff Jacobson and Camie Went whose students discussed and presented code projects. At the STEM Expo which had a theme of “Road to Code”, it was fun to watch the cars lined up to get in. It was a perfect evening and we are building a system that meets the needs of all students. Mr. Cassell shared that he believes we owe it to WSSDA to share this success with them. Mr. Nelson said the Assistant Executive Director of WASA attended and was very impressed. The Expo will be featured in their next publication.

This past weekend was an exciting time in Tacoma. The Girls Gymnastic Team placed second at State competition, missing by two points! Mr. Nelson explained how the wrestling scoring works over two seasons and that our Boys Wrestling Team ended up winning the state championship by working their way through the brackets. It was thrilling to watch! Mr. Nelson and Mr. Engebretsen were there Saturday to see the kids win. There were a lot of wrestling alums and families there to cheer for them. The team won by 1.5 points. The team championship will be celebrated next Monday with a parade down Cole Street at 4:30 p.m. and then they will be at board work study at 6:00 p.m. to be honored by the board. Mr. Nelson said the swim team did great also.

The district is gearing up for Smarter Balance and is continuing to work with the new reading law that impacts third graders. If students score below basic, we move into a conference with the families. The plan has been developed by Mr. Beals and Mr. Parker. It is a three-phase program that will be highlighted at the next board meeting. The district is embracing this so that it makes a positive difference. We want to match the program to our community and do the right thing for our families. The hope is to have a strong plan in place by March 24th.

Mr. Nelson reminded the board there will be no work study in April. The board retreat is scheduled for April 10th. The format will be similar to last year's. The board and cabinet will work and study together as a group around instructional technology; how it will impact the district vision and mission. This will be a cultural shift that we want to do in a thoughtful way. Departments will also report to the board. We will also be bringing in the person who will launch next year's school year in August. He has worked with companies all over the world and will discuss how devices change teachers. The speaker, Jeff Utecht, will also present at the leadership retreat. Next year will be Phase 1 of the technology plan. Mr. Nelson hopes to have a few things for the board to read prior to the retreat. Leadership is currently doing a book study on “Digital Learning”.

3. Classified Staff Appreciation:

Mr. Nelson stated that Joan Morgado, Treasa Brock, Kristin Millard, Sheldon Alderman, and Dermot Shiels were in attendance representing the classified staff. Our classified staff supports our students and teachers as secretaries, cooks, custodians, technical support, grounds crew, drivers and other transportation staff, para educators, other professional/technical staff such as health room professionals, ECEAP, auditorium tech, and maintenance. They will be honored during Classified Staff Appreciation Week. Mr. Nelson expressed his appreciation for the amazing work our classified staff does in the district and presented them with candy and a card from the board. Ms. Morgado introduced her board and stated that classified staff are the first to meet and the last to see our students every day. Mr. Nelson thanked them for being at the meeting and stated that March 9-13 is Classified Staff Appreciation Week when we will provide cinnamon rolls for the staff.

4. Bond Update:

Mr. Madden shared that the pre-design committees are down to their last meetings. At the conclusion of the meetings, conceptual designs will be presented for each of the buildings. It is an exciting process. Mr. Madden stated that we are thrilled with the architects and their work. This is setting the stage for a successful bond election.

Mr. Nelson reported the Leadership Team would be meeting tomorrow. We want to have good, accurate information out and will be discussing different ways to do that. Kristin Millard, Mr. Beals and Mr. Nelson have worked hard to keep the website updated. It is only six weeks until the ballots drop. The leadership team will take away an information kit when they leave district office. Mr. Nelson created information boards that can sit on tripods to share bond information. In the final six weeks, leadership will discuss how they can get solid information out to the parents, staff and community. We need to attain the 60% majority for the measure to pass.

5. Risk Assessment Survey Presentation:

Mr. Madden introduced Brenda Austin from Washington Schools Risk Management Pool. Ninety districts use the pool for insurance purposes and they do an annual risk assessment survey. Ms. Austin shared they choose a different topic for the survey each year. This year was facility risk management with very specific questions. Mr. Madden along with Pete French got 100% for the district which results in a discount on the insurance rates. Last year, the discount was \$20,000. Mr. Madden received the award and stated that the Risk Pool does a great job. He thanked Ms. Austin. Mr. Nelson expressed his appreciation to the staff who were involved in the process and thanked Mr. Madden for his leadership. Mr. Cassell noted that a lot of districts have strong surveillance systems and wondered if that would also offset the cost of insurance. Ms. Austin said it wouldn't affect premiums, however, next year they will be looking at security, prevention and planning. Mr. Madden commented that the video cameras have been very useful in being able to identify issues. There are cameras at EHS, EMS and TMMS. Phase 2 will add a camera here plus additional cameras at each of the sites and the elementary schools. Mr. Nelson added that this has been a cultural shift in regard to discipline and has made for interesting conversations when you can show what happened. Mr. Cassell commented that Kent School District said it has really helped with discipline. Ms. Berryhill added that the video footage is very clear. Mr. Madden said the videos are stored on the server for 10 days.

Mr. Stanwood 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. He 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: NAC Architecture; Puget Sound Energy; Food Service of America; City of Enumclaw; Advanced Classroom Technology; GCSIT Solutions; Overlake Hospital Medical Center; McKinstry; Puyallup School District; and Associated Petroleum.

Mr. Madden shared a list of the local businesses with which the district did \$33,392.57 of business in the month of January. The district is pleased to support local businesses and purchase their products.

Mr. Stanwood 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 \$246,850.88; capital projects in the amount of \$87,325.25; associated student body fund in the amount of \$31,488.53; transportation-vehicle fund in the amount \$238,610.78; and ratification of the general fund payroll warrant for January in the amount of \$2,935,946.78.

Motion carried.

2. Consent Agenda:

- 1. Donation of \$600.00 from HELAC to the EHS Robotics Club**
- 2. Donation of \$1,032.11 from Black Diamond PTA to Black Diamond Elementary to be used for a 5th grade field trip, teacher mini-grant and science materials**
- 3. Donation of \$656.00 from TMMS PTA to TMMS for building grants (Horton for Firefighter Presentation - \$300.00; Gaynor NCTM Membership - \$151.00; and Hoyer for Teaching Physics with Toys - \$205.00)**
- 4. Boeing Gift Match of \$500.00 for Corey Cassell to the EHS Robotics Club**
- 5. Out-of-state travel for the EHS Cheer Team to attend High School Cheer Champs competition at Disneyland, March 19-23, 2015**
- 6. Personnel Report**

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

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6. Personnel Report

Certificated:

- A. Retirement:
 1. JoAnn Amberg, teacher, Sunrise, effective 6.19.2015
 2. Kathy Zampieri, teacher, Kibler, effective 6.19.2015
 3. Rose Becker, teacher, Kibler, effective 6.19.2015
- B. Long-Term Sub:
 1. James Wright, counselor, EMS, effective 2.4.2015

Classified:

- A. Resignations:
 1. Anita Fong, paraprofessional, Sunrise, effective 1.30.2015
 2. Mavis Martinson, secretary, EHS, effective 3.27.15
- B. New Hire:
 1. Donald Plumb, night custodian, Kibler/Sunrise, effective 1.20.2015
- C. Additional Hours:
 1. Heather Holm, driver, transportation, effective 2.5.2015
- D. Retirement:
 1. Bonnie Walkup, fiscal officer, district office, effective 6.30.2015

Supplemental:

- A. Rehire:
 1. Brianna Jones, assistant soccer coach, TMMS, effective 1.15.2015
 2. Cayla Dahl, assistant soccer coach, EMS, effective 1.28.2015
 3. Kody Dribnak, assistant football coach, EMS, effective 3.19.2015
 4. Austin Huston, assistant girls fastpitch coach, effective 3.2.2015
 5. Gunner Argo, assistant track coach, effective 3.2.2015
- B. New Hire:
 1. Andrew Berger, assistant boys basketball coach, EMS, effective 2.2.2015

Motion carried.

3. Second Reading:

Policy 2107: Comprehensive Early Literacy Policy
Policy 2150: Co-Curricular Program
Policy 2151: Interscholastic Activities
Policy 3115: Homeless Students
Policy 3207: Prohibition of Discrimination, Harassment, Intimidation & Bullying
Policy 3210: Nondiscrimination
Policy 3231: Student Records

Mr. Nelson presented seven policies for second reading. These were reviewed extensively at the last meeting. Mr. Nelson received feedback from WSSDA regarding the interscholastic activities and was told the board could delegate the approval process to Mr. Nelson and Mr. Engebretsen. Mr. Nelson asked for board approval for the seven policies, stating that all of the policies were in response to new legislation and included updated language.

Mr. Cassell moved and Mrs. Schroeder seconded to approve Policies 2107, 2150, 2151, 3115, 3207, 3210, 3231 as presented.

Motion carried.

4. First Reading:
Policy 2140: Guidance and Counseling
Policy 2145: Suicide Prevention
Policy 3416: Medication at School
Policy 3417: Catheterization

Mr. Nelson presented four policies for first reading. He explained that the policies are vetted out to appropriate staff for approval before they come to the board. There are many policies coming through.

Policy 2140: this is a complete overhaul of this policy with recommended language from WSSDA plus cross references.

Policy 2145: these changes represent significant changes to the policy as teen suicide is getting attention across the nation. We received a significant mental health grant. Shelley Pricco was hired by the Rainier Foothills Foundation and has been working with Mr. Parker. She has encouraged the district to have staff view a video each year regarding suicide prevention and student referral. This policy flows nicely with the work we are doing.

Policy 3416: specific language regarding the use of nasal sprays and training for those who dispense.

Policy 3417: less major change that is tied to training of personnel.

Mr. Nelson asked the board to notify us if they see something in these policies that should be looked at again.

5. General Fund Report:

Mr. Madden presented the general fund report. 36.5% of the 2014-15 budget has been expended with 41.61% of revenues received. Mr. Madden shared graphs depicting the revenue and expenditure history. Mr. Nelson asked Mr. Madden to explain the spikes on the charts. The

spikes reflect the funding that comes in at different times of the year. Mr. Madden stated that he will be looking at some of the reserve accounts for longer range planning. Mrs. Merrill asked about the new building project in the community. Mr. Madden said the project will be for family sized homes and doesn't know who the market will be for those purchases, local or outside buyers.

The beginning of the year fund balance was \$7,544,746.34. Total resources available: \$25,394,083.36. Expenditures to date: \$17,289,029.89. 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: \$5,245,868.47.

Capital Projects beginning fund balance was \$361,657.30 with an ending balance of \$175,335.60.

The Debt Service Fund beginning fund balance was \$3,539,223.60 with an ending balance of \$889,607.26.

ASB Fund beginning fund balance was \$371,536.23 with an ending balance of \$506,062.12.

Transportation Fund beginning fund balance was \$557,902.13 with an ending balance of \$320,308.68.

Mr. Stanwood asked Mr. Nelson if an executive session was necessary. Mr. Nelson stated that no executive session was needed.

V — EXECUTIVE SESSION

No need for an executive session.

VI — BOARD PROCESS DEBRIEF

The board congratulated Mr. Stanwood for doing a great job at his first meeting.

VII — ADJOURNMENT

This meeting adjourned at 7:29 p.m.

President, Board of Directors

Secretary, Board of Directors