

**MINUTES
of the Regular Meeting of the Board of Directors
of the ENUMCLAW SCHOOL DISTRICT #216
6:30 p.m., District Office
October 20, 2014**

I — PRELIMINARY

1. Call to Order:

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

2. Pledge of Allegiance:

Bailey Sexton led the pledge of allegiance to the flag.

3. Roll Call:

All board members were present, except the two student representatives who were excused.

4. Minutes:

Mr. Stanwood moved and Mr. Cassell seconded a motion to approve the minutes of the regular board meeting of September 15, 2014 and the board work study of October 6, 2014 as printed.

Motion carried.

II — BOARD OF DIRECTORS COMMUNICATIONS

1. Good News of the District:

Mrs. Merrill shared that she attended the choral concert and it was exciting to see what students have accomplished in a few months. She also reported that she, Mr. Nelson, Johna Thomson, and Trip Hart attended a special Seattle Times program at Microsoft called *Livewire*. They presented the case for early learning. It was fascinating to see what University of Washington researchers are finding in their studies on infant brains and learning. She was in awe and is even more convinced we have to focus on early learning. Mr. Nelson added that everyone who attended the presentation received the same book he gave Mrs. Schroeder earlier.

Mr. Cassell asked how the robot performed at the play. Mrs. Berryhill said it was great.

Mrs. McGann attended the Black Diamond Fun Run in the pouring rain. She shared a heartwarming moment at the event when a student who was moving slowly around the track was joined by his teacher and classmates who cheered him on and walked with him until he finished. She was very proud of our kids. The event raised \$10,000. Mrs. McGann also shared that she

and other WSSDA members attended a meeting with Representative Reichert. They discussed the necessity of house and senate approval of NCLB so Washington State can get their funding reinstated.

Mrs. Schroeder reported that she, Mr. Nelson and Mr. Madden visited the school site at the Villages Development. It is a beautiful site. She also toured the worksites in the district with Mr. French and saw the new roof at Westwood. She also attended a Bunco fundraiser event for Enumclaw Special Olympics.

Mr. Cassell said HELAC is making a generous donation for Robotics. Parts and registrations are expensive so this is a wonderful grant. Robotics also received an OSPI grant for their program. Mr. Nelson commented that we are working on a presentation for HELAC to acknowledge their generosity.

2. Superintendent Report:

Mr. Nelson reported that the final appeals process has been completed for the Yarrow Bay developments. The district is now in the middle of the 180-day due diligence period. Consultants have been surveying the sites and doing their geo-tech work. When their review is complete, the findings will be presented to the board. Mrs. Schroeder asked what happens if we have concerns about the school sites in the middle of the process. At the end of the 180 days, the district has to determine whether the sites are suitable for building and there is a complete process for doing that. If they are not, there are next steps to pursue other sites or money for land. The builders want neighborhood schools in the development.

Mr. Nelson and the board hosted the WSSDA regional dinner meeting in the district on September 30th. This was one of the largest turnouts for a meeting. It was exciting as this was the first time Enumclaw was asked to host since we are so far away. Mr. Nelson expressed his appreciation to Mrs. Lang and the culinary arts students who did an outstanding job on the meal. He also received good follow-up information from Deputy Superintendent Mendoza regarding testing and 8th graders taking the EOC. They won't be taking the test.

Mrs. Schroeder and her crew taught the Ready for K class. It is a great class and they had a good turnout. We have some wonderful pics from the evening. The fund raising event at the Merrill home resulted in a grant to support the Birth to 5 initiative so we could offer this class to 3 and 4 year olds' families. Parents are learning the importance of having good interaction with kids. The child that has interaction develops much better language acquisition and brain development. There is solid data around that early learning piece. We are on the right track.

Homecoming was an outstanding community event. It was the first time the weather was enough to wear shirtsleeves!

3. Bond Update:

Mr. Nelson presented three documents to the board as a bond update. He commented that the district wants to be transparent in the bond process and information is available on the website for the public.

During the first five weeks of school, Mr. Nelson has been "Building Capacity and Understanding" by visiting staff meetings at every building as well as presenting to the PTSO group and the foundation. Results of the Study and Survey have been shared.

The second document is a list of presentations that will take us through the next 60 days. This process will involve getting feedback from the community and staff. Mr. Nelson held a parent meeting in Black Diamond which was attended by 16 people, half of whom were staff. He believes this was not a bad thing as the community is aware of the impending bond and is excited about it. Mr. Nelson shared plans with Black Diamond staff first and they have embraced a move to JJ Smith for the duration of the building process. The Black Diamond community is supporting the JJ concept and the bond. He wanted to get back to the people who will be impacted first. Now we are ready to begin broad communications. Two major community meetings are scheduled, one in Enumclaw on November 4th, 6:30 p.m. in the high school library and one in Black Diamond on November 6th, 6:30 p.m. in the Black Diamond Elementary gym. These meetings will be advertised.

The third document was a bond information document created by Brenda Sexton and Mr. Nelson. It explains the bond proposal and includes other pertinent information. The board has been engaged in conversations regarding the bond since April. The tax statement rate is \$1.60 and will remain virtually the same. The district qualifies for \$18.1 million in matching funds from the state. This is a huge selling point. The safety issue is also resonating. Both Black Diamond Elementary and the high school have multiple exterior access points. A lot of good work has transpired at work studies regarding the bond. The public is welcome to attend any of the meetings. Mr. Nelson met with high school administrators and Mrs. Garton to request their assistance with shared leadership to spread accurate information. He is also working with Mr. Beals and Mrs. Millard to keep the website current and updated. The bond survey will be posted online Tuesday morning. Mr. Nelson needs to share with community groups. Mr. Cassell said Mr. Nelson's report and work were well done. Mr. Nelson concluded his report sharing Mrs. Sexton has written a story with live links that will make it easy for patrons to find information on the website.

4. Facilities Update:

Mr. Madden stated that this is his fifth or sixth facilities update. These updates are on the district website to give the public the opportunity to view them. He prefaced his update by saying when you can no longer fix things, it is time to replace.

The update focused on Black Diamond Elementary. He gave historical information and showed schematics of the site. The building needs siding, roofing, windows, interior walls and floors replaced as well as heating, plumbing, and electrical. A multi-story, historic looking building would maintain the character of Black Diamond Elementary with the concept of classrooms around a central area. This plan would include natural lighting and infra-structure for technology. Ten architectural firms have responded to the request for qualifications. Those selected will present to a committee comprised of facilities, technology, Mr. Madden and other staff in the next couple of weeks. This will take us to next steps in the process.

5. Measures of Academic Success:

Mr. Nelson presented for Mr. Parker who was unable to be attend the meeting due to a family concern. He commented that he would present and the board could follow up with Mr. Parker if they have questions. Mr. Nelson chose to highlight the general elementary, middle and high school data. In the board packet, the board received a lot of numbers. This year, there was some shifting in the measures that tied to other student performance goals and how we are being monitored by the state, including sub groups which caused EMS to become a focus school.

At the elementary level we made the shift to mathematics and are in our second year with the revised curriculum. We are struggling with the numbers but hope to see the kids making the transition to Common Core. The area of writing was a major focus. The adoption of the Lucy Calkins writing program resulted in the hiring of the literacy support teachers. Staff would say it was a lot to absorb but they are seeing results already. In looking at the sub-categories, a small percentage of students are getting good scores. Cultural specialists have been hired for the Native American and Hispanic populations. He believes this will make a profound difference and is a necessary intervention. The GLAD program was also implemented because of this. We need to continue to determine how we can improve. The district has strong elementary principals who are working hard to raise scores. The majority of our ELL students are at elementary level. The focus at the federal and state level with LAP and Title Funds is on literacy K-3 grades. The principals will be addressing these areas in their school improvement plans.

The middle schools are above state averages in all areas. The Read 180 program is being used to identify students who need reading assistance. Staff is beginning to know whether students are at grade level or not. We have to do something purposefully to increase reading skills. Principals are diving in with assistance to individual students and will be sharing with the board at work study.

The high school is significantly above state averages in all areas. Mr. Nelson met with Jill Burnes on Friday. High school administrators already know which students are not on track to graduate and have a plan for each of them. The foundation that the elementary teachers provide is significant. The district outperforms at the secondary level. Staff knows we have work to do at the elementary level. This is a good tool to monitor how we are doing.

Mr. Stanwood commented that the numbers are fairly impressive and Thunder Mountain's in particular are dramatic. Mr. Nelson shared that the cabinet visits with the principals have evolved into discussions about student learning from how to implement a program. He suggested the board would enjoy going along on a cabinet visit. Mrs. Schroeder thanked Mr. Nelson for his report.

Mrs. Schroeder 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:

Due to a technical malfunction, Mr. Madden was unable to present the following list of top ten expenditures in the district: KCDA, Cummins NW, Muckleshoot Indian Tribe, APEX Learning, Puget Sound Energy, Food Service of America, Reynolds General Contractors, Walter E. Nelson Co., BLRB Architect, and Lindsey Electric.

The district did \$8,767.00 of local business in the month of September. The district is pleased to support local businesses and purchase their products.

Mrs. Schroeder 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. McGann moved and Mrs. Merrill seconded to approve general fund vouchers in the amount of \$749,212.94; capital projects in the amount of \$61,742.55; associated student body fund in the amount of \$57,325.31; and ratification of the general fund payroll warrant for September in the amount of \$2,853,016.91.

Motion carried.

2. Consent Agenda:

1. **Donation of \$2,000 from Sunrise PTA to Sunrise to be used for library, music, fieldtrips, and PE**
2. **Donation of \$1,500 Muckleshoot Grant to Black Diamond to be used for the arts**
3. **Donation of \$1,500 Muckleshoot Grant to Kibler to be used for fiction and non-fiction books**
4. **Donation of \$500 from McGann Electric to the Southwood ECEAP and Preschool programs to be used for a field trip to the Pumpkin Patch and preschool funds**
5. **Donation of \$910 from Kibler PTA to Kibler to be used for class chair pockets (\$300); chapter books for "just right" readers (\$200); reading and writing curriculum supplies (\$210); and organizational classroom equipment (\$200)**
6. **Donation of \$1,500 Muckleshoot grant to Southwood to be used for garden and books**
7. **Donation of \$1,500 Muckleshoot Grant to Westwood to be used to purchase audio-visual tools for reading**
8. **Donation of \$4,000 from the Enumclaw Schools Foundation to the 2014 Birth to 5 grant**
9. **Donation of \$4,600 from Kibler PTA to Kibler for classroom allocations**
10. **Donation of \$1,000 from Southwood PTA to Southwood to be used to purchase books**
11. **Donation of \$999 from TMMS PTSO to TMMS teacher grants: Edmodo Math App/Intervention (Rogel - \$99); Pre-Algebra Texts (Patterson - \$300); cameras (Bittner - \$300); Scope Magazine subscription (Rhodes - \$300)**
12. **Out-of-State travel request for EHS Yearbook students to attend the Yearbook Conference in Anaheim, CA October 2 - 5, 2014**
13. **Personnel Report**

The consent agenda was presented by Mrs. Schroeder. Mr. Cassell moved and Mr. Stanwood seconded to approve the consent agenda. Mr. Cassell commented on the generous donations this month. Mrs. Merrill clarified that the foundation donation is a partial payment. Mr. Nelson confirmed we are expecting about \$12,000.00 for Ready for K.

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13. Personnel Report

Certificated:

- A. Resignation:
 1. Cassandra Cook, teacher, EMS, effective 9.30.2014
- B. Leave of Absence Hire:
 1. Victoria (Bethany) Ellis, .5 LAP teacher, Sunrise, effective 9.2.2014

Classified:

- A. Resignations:
 1. Laurie West, paraeducator, Westwood, effective 9.2.2014
 2. Nancy Hall, paraeducator, Sunrise, effective 9.23.2014
 3. Sandy Zachar, ECEAP paraeducator, Southwood, effective 10.1.2014
 4. Denise Irish, paraeducator, EHS, effective 10.24.2014
- B. Change of Status:
 1. Andrea Lyons, kitchen lead, Westwood, effective 9.18.2014
 2. Dana Brooks, Athletic/Activities Secretary, EHS, effective 9.22.2014
- C. Additional Hours:
 1. Linda Phillips, paraeducator, Black Diamond, effective 9.30.2014
- D. New Hire:
 1. Marina Gogus, LPN, TMMS, effective 9.15.2014
 2. Bettina Wolthuis, paraeducator, TMMS, effective 9.24.2014
 3. Michaela Guest, LPN, EHS, effective 9.2.2014
 4. Inna Shulyak, LPN, EHS, effective 9.2.2014
 5. Joanne Huff, paraeducator, Black Diamond, effective 10.1.2014

6. Melissa Murphy, paraeducator, Sunrise, effective 10.6.2014
7. Stephanie Osborne Raymond, paraeducator, Sunrise, effective 10.8.2014
8. Barbara Bartle, paraeducator, Sunrise, effective 10.9.2014
9. Dina Saunders, paraeducator, Black Diamond, effective 9.29.2014
10. Melissa Moulden, paraeducator, Kibler, effective 9.2.2014
11. Cherie Raymond, kitchen assistant, Sunrise, effective 9.24.2014

Supplemental:

A. New Hire:

1. Kody Dribnak, assistant middle school baseball (JV), TMMS, effective 9.15.2014
2. Austin Anglesino, assistant coach middle school wrestling, TMMS, effective 10.22.2014

Motion carried.

3. First Reading:

Policy 3241: Classroom Management, Discipline and Corrective Actions:

Mr. Nelson presented one policy update for information. The WSSDA legal council is making a shift in what goes in the policies and procedures. The policies are more limited and the details are in the procedures. Board approval for this policy will be requested at the November meeting.

4. General Fund Report:

Mr. Madden presented the general fund report. 7.12% of the 2014-15 budget has been expended with 6.87% of revenues received.

The beginning of the year fund balance was \$7,560,564.03. Total resources available: \$10,509,319.35. Expenditures to date: \$3,371,683.03. Reserved grant carry-over: \$200,000.00; reserved inventory – commodities carried over: \$18,065.00; reserve of 5% per board policy: \$2,357,202.00; and Capital Projects: \$262,522.00. Unreserved ending fund balance: \$4,299,847.32.

Capital Projects beginning fund balance was \$361,657.30 with an ending balance of \$803,043.71.

The Debt Service Fund beginning fund balance was \$3,539,223.60 with an ending balance of \$2,934,514.34.

ASB Fund beginning fund balance was \$371,536.23 with an ending balance of \$549,628.44.

Transportation Fund beginning fund balance was \$557,902.13 with an ending balance of \$557,991.35.

Mrs. Schroeder asked Mr. Nelson if an executive session was necessary. Mr. Nelson stated that he would need a 45-minute executive session for the purpose discussing possible litigation with legal counsel. No action would be taken. Mrs. Schroeder announced the board would take a 7-minute break before moving to executive session at 7:30 p.m. and would reconvene at 8:15 p.m.

V — EXECUTIVE SESSION

The board returned to open session at 8:15 p.m. Executive session was extended for an addition 10 minutes and the public meeting would reconvene at 8:25 p.m. The meeting reconvened at 8:25 p.m. No action was taken.

VI — BOARD PROCESS DEBRIEF

Mr. Nelson shared that a template for note taking at the WSSDA conference is included in the board travel folders as was requested last year. This is to be a tool for sharing information after the conference.

Mrs. Merrill said if any of the board is interested in serving on the WSSDA or IAC boards, to let her know and she would be happy to nominate.

Mrs. Schroeder shared tomorrow evening is the early learning meeting at district office if anyone would like to attend.

VII — ADJOURNMENT

This meeting adjourned at 8:32 p.m.

President, Board of Directors

Secretary, Board of Directors