

**MINUTES  
of the Regular Meeting of the Board of Directors  
of the ENUMCLAW SCHOOL DISTRICT #216  
6:00 p.m., District Office  
December 15, 2014**

**I — PRELIMINARY**

**1. Call to Order:**

The executive session of the Board of Directors was called to order by April Schroeder, President of the Board of Directors, at 6:00 p.m. in the boardroom of the district office.

All board members were present.

Mr. Nelson stated that the board would be going into a 15-minute executive session to have a discussion with legal counsel regarding litigation or potential litigation, as public discussion might result in an adverse legal or financial consequence. No action would be taken.

The board came out of executive session at 6:15 p.m. with no action taken.

Mrs. Schroeder, President of the Board of Directors, called the regularly scheduled board meeting to order at 6:30 p.m. in the boardroom.

**2. Pledge of Allegiance:**

Gia Landis led the pledge of allegiance to the flag.

**3. Roll Call:**

All board members were present.

**4. Minutes:**

Mr. Cassell moved and Mr. Stanwood seconded a motion to approve the minutes of the regular board meeting of November 17, 2014 and the board work study of December 1, 2014 as printed.

Motion carried.

**II — BOARD OF DIRECTORS COMMUNICATIONS**

**1. Recognition and Appreciation – Board President:**

Mr. Nelson thanked Mrs. Schroeder for her service as board president, stating that she has done a great job. He appreciated her leadership with the board as well as with the early childhood education initiative. Mr. Nelson shared that Mrs. Schroeder spent the last year enrolled in the

Executive Leadership Class in Early Learning. She has transferred everything she has learned to the district and has done a beautiful job.

Mrs. Schroeder was presented with a presidential gavel in honor of her service. She expressed her appreciation to the board, Mr. Nelson and Mrs. Aaby for their support.

## **2. Reorganization of the Board:**

Mrs. Schroeder explained per board policy, the board would reorganize and called for nominations for board president. Mrs. Merrill moved and Mr. Cassell seconded a nomination for Mrs. McGann for board president.

Motion carried.

Mrs. McGann assumed the president's seat and opened the nominations for vice-president. Mrs. Schroeder moved and Mr. Cassell seconded a nomination for Mr. Stanwood for board vice-president.

Motion carried.

Mr. Nelson shared that Mr. Stanwood had volunteered to serve as legislative representative for a second year.

Mr. Nelson asked Mrs. McGann and Mrs. Schroeder to introduce their family members who were in attendance. He then thanked the families for sharing their family member with us. It takes a lot of time and energy to serve on the board. He is appreciative and grateful for the support of loved ones. Mr. Nelson thanked the families for attending.

## **3. Good News of the District:**

Mrs. Merrill shared that the WSSDA Conference in Spokane was great. She particularly enjoyed the speaker on the last day whose speech was "How Big Is Your Brave". The attendees were encouraged to know what their gifts are and not be afraid to use them; be willing to take a risk. She appreciated having all of the board, including our student representatives, in attendance. Mrs. Merrill stated that some classes were enlightening and some frighteningly so when talking about safety and high-risk students. She expressed her appreciation for the great staff we have watching out for that.

Mrs. Schroeder agreed that the conference was one of the better ones she had attended.

Katja Barnhart shared that it is an exciting time for seniors as they receive their acceptance letters for college and scholarships are being awarded. It is fun being a part of that excitement. Gia Landis reported that everything is coming together for the assembly this Friday.

Mrs. McGann agreed that the conference was great. She also attended the Dancing Classrooms at Black Diamond and enjoyed seeing her boys dance. The students did a great job.

## **4. Superintendent Report:**

Mr. Nelson said he had three things to share. We are beginning to advertise our State of Ed Address. The board will serve their soup supper at 6:00 p.m. on January 22<sup>nd</sup> in the Commons.

The community is invited as well as families and staff in the district. The State of Ed Address will begin at 6:30 p.m. High school tours will be conducted. Many people don't ever see the original areas of the high school that have never been remodeled as the Main Office and Commons area have. The theme this year is "The Future Starts Today – Not Tomorrow". It will be a great evening, coming together to celebrate public education.

Mr. Beals led the book study called Digital Leadership. It was a great launch to staff and has been fascinating to think of the ways to communicate or connect through technology. Mr. Nelson will brief the board as the study progresses.

Mr. Nelson reported that we are in the closing weeks of planning for the STEM Expo. Mr. Parker, Mr. Beals and Mr. Nelson met to finalize plans. The luncheon will be February 12<sup>th</sup> from 11:30 – 1:15. 140-160 people are expected to attend. The keynote speaker is coming from Code.org. He reminded the board that we are one of the districts that signed up to partner with Code.org. The luncheon will lead into the expo event which is from 4:00 – 7:30 at the Expo Center. It is hoped more people will attend this year. Advertising is being pushed out to get the date on calendars. Mr. Cassell is serving on the committee helping to organize the vendors. It will be an incredible event and Mr. Nelson requested the board's assistance in advertising. It is only 8 weeks away!

## 5. **Bond Survey Update:**

Mr. Nelson used the district website to highlight the bond information that is there. The bond survey results are embedded in the FAQs. The rating scale was from "strongly agree to strongly disagree" with a 5 point "liker" scale. 206 people responded to the survey which is a strong response. The survey was advertised at meetings and in the Connection and the district is pleased with the results. These are the survey results:

I support the Enumclaw School District Board of Directors' vision to address facility needs at EHS and Black Diamond Elementary:

Strongly Agree/Agree = 79.8%

I would support a bond placed on the ballot with the Board of Directors' vision:

Strongly Agree/Agree: 81.9%

I would actively engage my family and friends in supporting the bond:

Strongly Agree/Agree: 75.4%

The board received the survey results including the comments in their board packets. Mr. Nelson stated that the next step is for the board to give him direction on moving forward with a board resolution regarding the bond. This could be on either of the January board meetings. Mr. Madden has been working with Jim McNeill on the resolution language. The board agreed that they would like the bond resolution on the January 5<sup>th</sup> agenda as an action item.

Mr. Nelson also wanted to share publicly that all of the information regarding the bond is on the district website. The board has been in conversations since April and this historical information is on the website. Mr. Madden will be adding additional photographs of the buildings and where the buildings are deteriorating. Our maintenance people are doing the best they can to keep our buildings intact. When Mr. Nelson is talking to service groups and visiting with people in the community, he wants everyone to know that this has been an open, honest and transparent process.

Mr. Rumbaugh, NAC architect, spent the day in the district talking with the design committees at Enumclaw High School and at Black Diamond Elementary.

Mrs. McGann thanked Mr. Nelson for facilitating the survey and commented that it is great to have public input and hear from our patrons.

## 6. Feasibility Study Update:

Mr. Nelson stated that Mr. Rumbaugh had given a full report [on the feasibility review](#) to the Board at the December work study meeting at Black Diamond Elementary. Mr. Rumbaugh shared [at that time](#) that he would have some updates and was invited back to complete his report on 4 or 5 items as he hadn't received final reports yet.

Mr. Rumbaugh shared [additional information](#)~~final feasibility reports~~ on 5 of the school sites:

Elementary School Site B: there was an unresolved issue regarding slope. Conclusion: there would be a 50 foot set back from the slope as a safety precaution. It is a buildable site.

[Alternative](#) Elementary School Site C: this site is in the Lawson Hills area and [offered as had](#) an alternative site ~~identified~~. There was some concern on a mine hazard in the area with conflicting information from the documents received. [It appears that there is a low mine hazard area under a corner of the site.](#) After [review of existing documents](#)~~an additional hazard review~~ by the engineering team, the [determination is that the District likely could meet the City of Black Diamond's Code requirements for siting or the mine hazard area could potentially be declassified](#)~~mine goes under one corner of the site and this would meet the City of Black Diamond requirements as a low hazard site~~. This is a feasible site.

Elementary School Site D: the off-site slope adjacent to Green River was reviewed and the team is comfortable with the [setback, especially given the existence](#) ~~area~~ of bedrock. There is not a high risk of erosion. The engineering team recommends a 500 foot set-back which will not impact development.

Middle School Site A: there is a similar scenario that might require a set-back of 500 feet. It happens that this is in a wetland area so doesn't impact development. The site is feasible.

Middle School Site B: also a similar story with a slope on the west-side of the site. The [engineer](#)~~excavators~~ checked the conditions and concluded it is prudent to have a set-back from slope. Because of the size of the site, this would not restrict development.

Mr. Nelson reminded the board that this was presented as an information item to update the board [and that the final feasibility report was provided with the Board materials](#).

## 7. State Assessment Update:

Mr. Beals said he appreciated presenting an assessment update to the board. Although the assessment staff is looking toward spring for the assessments, much work is occurring in preparation for those assessments. He shared that there are a number of changes that will impact our students. Mr. Beals gave a big picture of what the state assessments will look like this spring. As a frame, Mr. Beals said it feels new in many ways but not in others. Last spring, the

district field-tested the Smarter Balanced Assessment. Mr. Beals shared a table that showed the specific changes to the assessment process by grade level. Key changes were:

- 3<sup>rd</sup> grade: Online Smarter Balanced Assessment (SBAC)  
English/Language Arts – 3 test sessions (Administered in early April)  
Mathematics – 2 test sessions
- 4<sup>th</sup> grade: Online Smarter Balanced Assessment (SBAC)  
English/Language Arts – 3 test sessions  
Mathematics – 2 test sessions
- 5<sup>th</sup> grade: Online Smarter Balanced Assessment (SBAC)  
English/Language Arts – 3 test sessions  
Mathematics – 2 test sessions
- 5<sup>th</sup> grade: Online Measurement of Student Progress (MSP)  
Science – 1 test sessions
- 6<sup>th</sup> grade: Online Smarter Balanced Assessment (SBAC)  
English/Language Arts – 3 test sessions  
Mathematics – 2 test sessions
- 7<sup>th</sup> grade: Online Smarter Balanced Assessment (SBAC)  
English/Language Arts – 3 test sessions  
Mathematics – 2 test sessions
- 8<sup>th</sup> grade: Online Smarter Balanced Assessment (SBAC)  
English/Language Arts – 3 test sessions  
Mathematics – 2 test sessions
- 8<sup>th</sup> grade: Online Measurement of Student Progress (MSP)  
Science – 1 test sessions
- 10<sup>th</sup> grade: Paper/Pencil Smarter Balanced Assessment (SBAC)  
English/Language Arts – 2 test sessions
- 10<sup>th</sup> grade: End of Course Biology Exam (EOC)  
1 test session
- 11<sup>th</sup> grade: Online Smarter Balanced Assessment (SBAC)  
English/Language Arts – 3 test sessions  
Mathematics – 2 test sessions

Mr. Beals also shared a chart that showed how each cohort will be tested. The entire PowerPoint is linked to the board agenda on the website. He said that we are among the first in the nation who have community colleges and universities recognizing student Smarter Balanced Assessment results as a part of the application process. This is a huge incentive for students to do well.

Mr. Beals shared what the district is doing to help student transition:

- Various curriculum adoptions aligned to new standards

- Grade level / Department district professional development
- Building PLC work to plan instruction & monitor progress
- Smarter Balanced Assessment workshop (partnership with Puget Sound ESD)
- Online practice tests for students
- District Assessment Facilitator Team
- SBAC Digital Library: Online teaching resources & interim assessments
- Long-range planning by Technology Team to support online assessments

Mr. Beals attended an assessment conference last week and was interested in what we might expect in terms of results as we didn't get results this year from the field test. The prediction for the SBAC is that students don't perform as well on these and the standards are higher. Historical data shows when students transition to a new assessment, they haven't performed well. Mr. Beals said he is grateful that we have the technology to support the new assessment as some districts do not.

Mrs. Merrill commented that it is good to know there will be an infusion of technology to meet assessment needs and then to be used in the classrooms. Mr. Cassell asked why the 10<sup>th</sup> graders would have pencil/paper tests. Mr. Beals responded that the on-line test has become available but these students have not had on-line testing plus it would be a logistical challenge to make that work. We want to set our 10<sup>th</sup> graders up for success as the stakes are high for them. Mr. Cassell added that it is frustrating that it takes so long to see the results. Mr. Beals stated that the state is optimistic they can get the results out in three weeks. Mr. Nelson said it is perfect timing to solidify this plan based on information the board heard at the WSSDA Conference.

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. Mrs. McGann went on to explain the process for public comments in detail.

### **III — HEARING OF PERSONS DESIRING TO ADDRESS THE BOARD AS A WHOLE**

Cindy Proctor introduced herself and shared her concerns regarding the enhancement agreement. Ms. Proctor requested the board delay their decision to accept the enhancement agreement.

Mrs. McGann thanked Ms. Proctor for her comments.

### **IV — ADMINISTRATION/BUSINESS**

#### **1. Payroll and Vouchers:**

Mr. Madden presented the list of top ten expenditures in the district as follows: Food Services of America, Puget Sound Energy, Hermanson, Overlake Hospital, Associated Petroleum, Contract Hardware, City of Enumclaw, K & L Gates, Lindsey Electric, and Superintendent of Public Instruction.

Mr. Madden shared a list of the local businesses with which the district did \$34,754.45 of business in the month of November. 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. Merrill moved and Mr. Cassell seconded to approve general fund vouchers in the amount of \$538,483.71; capital projects in the amount of \$50,705.77; associated student body fund in the amount of \$23,079.37; and ratification of the general fund payroll warrant for November in the amount of \$3,000,385.06.

Motion carried.

## **2. Consent Agenda:**

- 1. Donation of an Acucut Grandemark die cutting machine by Jannie McGibbon valued at \$600.00 to Black DiamondElementary**
- 2. Matching Gifts of \$1,487.50 for Boeing employees Corey Cassell (\$1,000 to the Robotics Club) and Jeffrey Klemann (\$487.50 for miscellaneous building grant)**
- 3. Donation of \$1,430.41 from Southwood PTA to Southwood to be used for National Geographic Magazines (\$1,200) and take home folders (\$230.41)**
- 4. Donation of \$2,500 from Sunrise PTA to Sunrise to be used for fieldtrips**
- 5. Donation of \$1,400 from TMMS PTSO to TMMS for grants: Finding Kind (Callison - \$500); Music Appreciation (Polson - \$300); Living Civil War History presentation (Leggett - \$300); Safety glasses for science (Don Clark - \$150); and Flight Simulator software (Rogel - \$150)**
- 6. Donation of \$871.61 from Black Diamond PTA to Black Diamond Elementary to be used for building mini-grants**
- 7. Donation of \$635.00 from 10 individuals and 1 business to the TMMS Robotics Club**
- 8. Out-of-state travel for EHS Culinary Arts and Spanish Clubs to travel to Italy, July 22-30, 2015**
- 9. Personnel Report**

The consent agenda was presented by Mrs. McGann. Mr. Cassell moved and Mrs. Schroeder seconded to approve the consent agenda. Appreciation was expressed to those who made contributions.

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9. Personnel Report

**Certificated:**

A. Additional Assignment:

1. Joan Coffee, .1 special ed teacher (.8 total), Sunrise, effective 10.31.2014

B. New Hire:

1. Jordana Van Hollebeke, .4 special ed teacher, EHS, effective 12.1.2014

**Classified:**

A. Resignations:

1. Cathy Berkey, ECEAP Lead Teacher, Southwood, effective 11.30.2014
2. Joshua Olver, auditorium tech, EHS, effective 11.30.2014
3. Sandra Wells, career center specialist, EHS, effective 12.12.2014

B. Change of Position:

1. John Kirkendall, night lead custodian, TMMS (from EHS), effective 11.24.2014
2. Jennifer Pilato, ECEAP paraprofessional, Southwood (from preschool), effective 11.24.2014

C. New Hire:

1. Teresa Gillette, technology, district office, effective 11.25.2014
2. Danica Olson, ECEAP paraprofessional, Southwood, effective 9.30.2014
3. Renee VanHoof, paraprofessional, EHS, effective 12.2.2014

D. Transfer:

1. Sharon Ritchie, paraprofessional, Westwood (from Southwood/Sunrise), effective 9.18.2014
2. Marie Reynolds, custodian, EHS (from Southwood/Sunrise), effective 12.3.2014

E. Rehire:

1. Margaret Lausch, paraprofessional, EHS, effective 12.1.2014

F. Additional Hours:

1. Shannon Pitman, paraeducator, Westwood, effective 12.1.2014

Motion carried.

**3. 2015-16 Calendar:**

The board received the calendar in their board packet. Director of Human Relations, Stephanie Berryhill, pointed out the changes in the calendar for the coming year. Labor Day is late so school will begin prior to Labor Day next year. She shared the process for developing the calendar. She, the EEA president and others sit with an empty calendar and work with the board preferences to create the calendar. Test dates are a big driver. Because Veteran's Day is in the middle of the week next year, the teacher day will be on November 6<sup>th</sup>. Mrs. Berryhill requested board approval of the 2015-16 calendar if they had no questions.

Mrs. Schroeder moved and Mr. Stanwood seconded a motion to approve the 2015-16 Calendar as presented.

Motion carried.

**4. Enhancement Agreement:**

Mr. Nelson showed historical data regarding the Yarrow Bay Master Plan Development on the district website and gave an overview of the comprehensive school mitigation agreement. He wanted to be sure it is understood that the comprehensive agreement has not changed. That agreement is intact. Everything from that extensive process remains in place. The agreement before the board is for enhancements to the original agreement.

Mr. Nelson shared that the board discussed in detail the enhancement agreement at the December work study. This agreement is between Yarrow Bay and the Enumclaw School District. He reinforced that these items are on top of the mitigation agreement which remains unchanged. ~~We needed to add some enhancements to be in compliance with laws in King County.~~ From the very beginning of negotiations, the board laid out three major values: long term infrastructure, sustainability, and security for our school system; neighborhood school sites; and flexibility for future decisions. Mr. Nelson shared that these values were used in the enhancement agreement also.

Mr. Nelson used a PowerPoint to highlight the conceptual agreement providing additional land, over and above the land committed in the School Mitigation Agreement:

- ▶ Land is identified within the City of Black Diamond for school facilities at the First Middle School Site and Elementary School D. This is consistent with the King County regulations that provide for playfields to be built on the rural portions of those sites, and also consistent with how the School Mitigation Agreement identified Elementary School D.
- ▶ Additional land is provided at the First Middle School for the District, at its option, to choose to build a larger middle school. The board and superintendent may determine they want schools with a population of 700-900 students. This would give them the option of doing that.
- ▶ Additional land is provided at Elementary D to provide the District with an additional choice of where it could build larger elementary schools if the District chooses to do so. This site is next to middle school site A and the board of the future more flexibility in the placement of the elementary schools.
- ▶ And an alternative site is provided in Lawson Hills. The District will have its choice, prior to the time Elementary C is required to be conveyed under the School Mitigation Agreement, of choosing this site over the identified Lawson Hills Site. This alternative site would give the district a choice to build on the original site or this alternative site. ~~There were some grading issues regarding the first site.~~

These are the four major strands on the enhancement agreement. Ms. Stiffarm, district attorney, added that, as the board heard at the December work study, these are all additional commitments that Yarrow Bay has made over and above the school mitigation agreement. If the district exercises an option that changes a site to one of these options, the school mitigation agreement would need to be amended at that time. Also, because the ~~option of report on~~ the alternative Lawson Hills site was ~~only recently identified~~received later, Ms. Stiffarm only recently reviewed the title report and has reviewed the title for the site. ~~and She~~ has not yet received a response from Yarrow Bay. There are a couple of things that should be addressed and she requested the board add that contingency to their approval of the

enhancement agreement. One other point she wished to highlight was regarding Exhibit C [to the enhancement agreement](#) which is the option agreement for the alternative first middle school site. [On that document](#), the acreage was listed at 9 acres [but this only includes](#). ~~This is only~~ the in-city acreage. [The final document should list the entire site, which](#) is actually 20+ acres.

Mr. Nelson entertained questions from the board. Mrs. McGann acknowledged that she had asked this question at the board workshop in early December and requested confirmation again that this was not a change to the original comprehensive school mitigation agreement but an enhancement to that. It does not need to be approved by the City of Black Diamond. Ms. Stiffarm confirmed that these are not contradictions to the original comprehensive school mitigation agreement. In the future, if the district requires changes to the mitigation agreement, then the agreement would be amended.

Mrs. Merrill moved to approve the School Mitigation Enhancement Agreement as amended to correct the acreage description in Exhibit C regarding the Alternative First Middle School site, and contingent upon the District's satisfaction of title issues based upon advice of legal counsel, and to authorize the Superintendent to execute and implement the agreement and all related documents in substantially the form as presented in our board packet. Mr. Cassell seconded the motion.

Motion carried.

#### **5. Resolution # 1013: Cancellation of Warrants:**

Mr. Madden shared the cancellation of these checks is an annual process. Contact has been made with the individuals who have not cashed checks. The business office is required to have a resolution to cancel these warrants.

Mr. Cassell moved and Mrs. Merrill seconded to approve Resolution # 1013: Cancellation of Warrants.

Motion carried.

#### **6. General Fund Report:**

Mr. Madden presented the general fund report. 22.18% of the 2014-15 budget has been expended with 28% 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: \$19,554,896.77. Expenditures to date: \$10,508,446.19. 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: \$6,187,265.58.

Capital Projects beginning fund balance was \$361,657.30 with an ending balance of \$411,341.36.

The Debt Service Fund beginning fund balance was \$3,539,223.60 with an ending balance of \$4,735,298.34.

ASB Fund beginning fund balance was \$371,536.23 with an ending balance of \$577,627.80.

Transportation Fund beginning fund balance was \$557,902.13 with an ending balance of \$558,466.58.

Mrs. McGann 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**

Mrs. McGann was congratulated for presiding well over her first meeting.

The board presented a beautiful Christmas gift to Mrs. Aaby.

#### **VII — ADJOURNMENT**

This meeting adjourned at 8:00 p.m.

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President, Board of Directors

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Secretary, Board of Directors