

MINUTES
of the Regular Meeting of the Board of Directors
of the ENUMCLAW SCHOOL DISTRICT #216
6:30 p.m., District Office
January 21, 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:

Terry Parker led the pledge of allegiance to the flag.

3. Roll Call:

All board members were present except for Katja Barnhart who was excused.

4. Minutes:

Mr. Cassell moved and Mr. Stanwood seconded a motion to approve the minutes of the regular board meeting of December 16, 2013 and the special board meeting of January 6, 2014 as printed.

Motion carried.

II — BOARD OF DIRECTORS COMMUNICATIONS

1. Good News of the District:

Mrs. McGann attended the early childhood education meeting with Mr. Nelson, Mrs. Schroeder, and Mrs. Merrill. The meeting was facilitated by Mrs. Chambers. She said there was a great turnout of area ECE providers and commended Mrs. Chambers and Mrs. Schroeder for doing a great job. Mrs. McGann attended her first high school wrestling match and said it was a neat experience. Her youngest son loved it too. Mrs. McGann attended the Black Diamond Elementary PTA meeting and shared information with them regarding legislation from last year. She also reminded them of the State of Ed Address this week.

Mr. Cassell stated that two EHS Robotics teams will compete at the state level this Sunday at Issaquah. He hopes the kids will do well and move on to competition in San Francisco. Mr. Cassell reminded the audience that the STEM Expo is January 30th from 4-8 p.m. in the high school Commons. He would like to see more high school students attend this year.

Mrs. Merrill concurred that the early learning meeting was great. She said it is good to make connections with other agencies that provide services for birth to five year old children. Mrs.

Merrill commented that it is incredibly busy in the district with foundation activities, the STEM luncheon and Expo, State of Ed Address, and the levy committee. Many people are involved doing important work.

Reilly Desmul said students are very busy at the high school preparing for finals week and the end of the semester. There is a lot of talk about the Seahawks! Students are excited for Tolo. National Honor Society will be meeting and making cards for teachers for teacher appreciation.

2. Superintendent Report:

Mr. Nelson said the semester end is definitely here. He thanked the Government students for choosing our meeting to attend. There are a lot of events happening. We have been strategic in planning these dates. The State of Ed Event is this Thursday. Many students are involved which means more people will attend. Kindergartners will perform, the band will play, and there will be Robotics and Typing Agent demonstrations as well as Project Lead the Way. High school Leadership has been involved with planning and decorations. The “stars” will walk the red carpet. Mr. Nelson’s co-host is Ryan Seacrest who is flying in from American Idol. Three district “stars” will be presented. Mr. Parker will share about one of those. The board will do a great job of serving soup. A lot of food has been gathered for the food banks through middle school food drives. Center pieces will be “star” food items.

The STEM Expo and luncheon are on January 30th. The luncheon, brainchild of Mr. Parker, began as a joint luncheon with Rotary. The venue was changed from the high school library to the field house this year because it has grown so much. The City very graciously donated the use of the venue. There are currently 150 reservations with more expected. WASA, OSPI, and WSSDA will have representatives at the luncheon as well as executive directors from organizations. The keynote speaker is Jeffrey Charbonneau, National Teacher of the Year, who is from Washington. The luncheon will have many community members, business leaders, and Rotarians attending. Mr. Nelson included an open invitation in the *Connection*. The luncheon starts at 11:30 am. After the luncheon, exhibitors will set up at the Commons. This is the second annual STEM Expo which was originally the vision of Cathy Matthews. It is a great story and would make a good magazine article in a board journal if someone wanted to write how a community member can take a vision and make it happen. It is a powerful story. We expect another large group in the Commons and gym from 4 – 8:00 p.m. This year, guests will be counted. Mr. Cassell said the sponsors are always interested in numbers of people who attend.

The Legislative Conference is this weekend. Mrs. McGann, Mrs. Merrill and Mr. Nelson will be attending. Mrs. McGann scheduled meetings with all of our legislators. Mr. Nelson will be filling two roles as WASA President and conference attendee. This year, a framed picture of all of the kindergartners in the district will be presented to the legislators and we will share how the district funded full-day kindergarten.

The Robotics Team is going to state as well as the Cheer Team.

February 10th is the next early childhood meeting. Facilitators are trying to keep the meetings to an hour to keep people motivated. Mrs. Schroeder shared that she and Mrs. Arbury were both accepted into the P-3 Executive Leadership Program at University of Washington. Mrs. Schroeder will also participate in the WSSDA Leadership program. Mr. Nelson added that the UW program is a brand new program and will pay huge dividends to our district. Mr. Nelson said he appreciates the leadership of our board in the areas about which they are passionate.

The Levy election will have occurred before the next business meeting. Ballots are due on election day, February 11th. We will be mailing an information card on Friday to all residents which we hope will arrive simultaneously with the ballots. There is good momentum and great things are going on. We are looking forward to positive results on February 11th.

3. School Board Recognition:

Mr. Nelson stated that January is School Board Recognition month. He shared Governor Inslee's proclamation with the board. There were savory and sweet treats for each board member. Mr. Nelson thanked the board for all they do. He said it is very interesting navigating the different systems and leading the district. Things like the 1080 hours of seat time for secondary students will be an interesting one to follow as we think of local versus state control. Mr. Nelson said he appreciates the board's volunteerism and the team they are becoming. As they explore leadership roles and their own passions, the team comes together around critical issues. He added they are a superintendent's dream to work with and are committed to doing great things. Mr. Nelson distributed certificates of appreciation to the board. Mrs. Schroeder thanked him for the kind words and for the treats.

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. Mrs. Schroeder reminded the audience there is a three-minute time limit.

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

Susan Kaufman-Una introduced herself as the parent of two students in the Enumclaw School District. She thanked the board for all the work they do and appreciates that they watch out for the district. She shared good news about the high school Jazz Band's recent recognition and then made a request. Mrs. Kaufman-Una asked the board to assist in having a second year of Advanced Placement Calculus offered at the high school. She believes this would be consistent with the board's emphasis on math and STEM. She said she has support of students and staff at the high school and thinks it would better prepare students for college. Mrs. Kaufman-Una added that this is an opportunity for academic excellent and hopes the board will discuss this.

IV — ADMINISTRATION/BUSINESS

1. Payroll and Vouchers:

Mr. Madden presented the list of top ten expenditures in the district as follows: Tintri, Hewlett Packard, Muckleshoot Indian Tribe, Puget Sound Energy, Ivoxy, Perkins-Coie, City of Enumclaw, Food Service of America, Overlake Hospital, and Fairfax Hospital.

Mr. Madden shared a list of the local businesses with which the district did \$21,036 of business in the month of December. 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. Merrill moved and Mrs. McGann seconded to approve general fund vouchers in the amount of \$505,933.52; capital projects in the amount of \$242,105.07; associated student body fund in the amount of \$39,208.27; and ratification of the general fund payroll warrant for December in the amount of \$2,835,196.48.

Motion carried.

2. Consent Agenda:

- 1. Donation 1. Donation of \$1,200.00 from Southwood PTA to Southwood to be used for National Geographic Subscription**
- 2. Out of state travel for the Cheer Team to attend the USA Cheer Nationals at Disneyland - March 28 & 29, 2014**
- 3. Donation of \$1,909.10 from TMMS PTSO to TMMS Teacher Grants (9)**
- 4. Personnel Report**

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

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4. Personnel Report

Certificated:

- A. Retirement:
 1. Marilyn Deahl, library media, TMMS/EMS, effective 6.16.2014
- B. Leave of Absence:
 1. Nicole Cline, teacher, Westwood, effective 2.24.2014 (remainder of the year)
- C. Long-term Hire:
 1. Elisabeth Harkness, teacher, Sunrise, effective 1.2.2014
- D. New Hire:
 1. Sonja Bookter, district nurse, district office, effective 2.3.2014
- E. Additional Hours:
 1. Bethany Ellis, .1 LAP teacher, Sunrise, effective 1.21.2014 (temporary)
 2. Shelly Henshaw, .1 LAP teacher, Sunrise, effective 12.17.2013 (temporary)

Classified:

- A. Change of Assignment:
 1. Peter French, to maintenance/facilities coordinator from maintenance tech, district office, effective 12.5.2013
 2. Debbie Hanson, to kitchen manager/from kitchen assistant, TMMS, effective 1.2.2014

- B. Resignation:
 1. Mary Anne Tucker, paraeducator, Westwood/Black Diamond, effective 1.16.2014
 2. Rick Nichols, driver, transportation, effective 12.31.2013
 3. Becky Barboza, driver, transportation, effective 1.2.2014

- C. New Hire:
 1. Joanie Phelps, driver, transportation, effective 12.5.2013
 2. Laurie West, paraeducator, Westwood, effective 12.3.2013
 3. Joan Coffee, paraeducator, Sunrise, effective 1.2.2014

- D. Transfer:
 1. Annette Vranizan, to HR Secretary/Sub Coordinator from Westwood office manager, district office, effective 11.18.2013

- E. Additional Hours:
 1. Caren Wiltse, kitchen assistant, EHS, effective 1.8.2014
 2. Tiffany Triplett, kitchen assistant, Sunrise, effective 1.2.2014
 3. Nedra Sapanos, kitchen assistant, Black Diamond, effective 12.1.2013
 4. Sheri Bundy, driver, transportation, effective 1.14.2014

Motion carried.

- 3. **First Reading:**
Policy 1630: Evaluation of the Superintendent
Policy 3207: Prohibition of Discrimination, Harassment, Intimidation & Bullying
Policy 3211: Transgender Students
Policy 3246: Use of Reasonable Force
Policy 3247: Isolation & Restraint of Students with IEPs and Section 504 Plans
Policy 3420: Anaphylaxis Prevention
Policy 3421: Child Abuse, Neglect & Exploitation Prevention

Mr. Nelson presented seven policies for information. He reviewed each of the policies, and spent more time discussing the changes to Policy 3207: Prohibition of Discrimination, Harassment, Intimidation and Bullying. Under the board's direction, the policy was reviewed and the revisions were proposed by the district's attorney. At the end of Mr. Nelson's review of the changes, the board agreed that these changes add clarity to the policy and hit the mark. He also shared the programs in place at the high school, beginning with Rachel's Challenge, that have been implemented in a desire to address bullying issues. There was a short discussion regarding the Twitter incident. Mr. Nelson stated that policies 3211 and 3247 are new policies. 3247 language was extracted from policy 3246. The other two policies, 3420 and 3421 are updates.

These policies will be on the February agenda as an action item unless the board requests further review before voting. The changes are coming in quickly as laws change so we can't get behind.

- 4. **General Fund Report:**

Mr. Madden presented the general fund report for 2013-14. 28.83% of the 2013-14 budget has been expended with 33.66% of revenues received. Mr. Madden shared graphs depicting the revenue and expenditure history.

The beginning of the year fund balance was \$7,815,593.32. Total resources available: \$22,815,242.09. Expenditures to date: \$13,589,566.61. Reserved grant carry-over: \$200,000.00;

reserved inventory – commodities carried over: \$28,218.00; reserve of 5% per board policy: \$2,357,202.00; and Capital Projects: \$262,522.00. Unreserved ending fund balance: \$6,377,733.48.

Capital Projects beginning fund balance was \$554,405.84 with an ending balance of \$573,442.56.

The Debt Service Fund beginning fund balance was \$3,276,278.81 with an ending balance of \$5,123,867.39.

ASB Fund beginning fund balance was \$342,371.14 with an ending balance of \$503,393.79.

Transportation Fund beginning fund balance was \$174,410.05 with an ending balance of \$174,702.47.

Mrs. Schroeder asked Mr. Nelson if an executive session was necessary. Mr. Nelson stated that he would need a 10-minute executive session for the purpose of discussing the qualifications of a public employee. No action would be taken. Mrs. Schroeder announced the board would take a 10-minute break before moving to executive session at 7:35 p.m. and would reconvene at 7:45 p.m.

V — EXECUTIVE SESSION

The board returned to open session at 7:53 p.m. No action was taken.

VI — BOARD PROCESS DEBRIEF

The board debriefed the meeting and discussed the superintendent evaluation process.

VII — ADJOURNMENT

This meeting adjourned at 8:07 p.m.

President, Board of Directors

Secretary, Board of Directors