

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

Stephanie Berryhill led the pledge of allegiance to the flag.

**3. Roll Call:**

All board members were present except the board student representatives who had summer plans.

**4. Minutes:**

Mr. Stanwood moved and Mr. Cassell seconded a motion to approve the minutes of the regular board meeting of June 16, 2014 as printed.

Motion carried.

**II — BOARD OF DIRECTORS COMMUNICATIONS**

**1. Good News of the District:**

Mrs. Merrill shared her excitement regarding the district's involvement with Code.org and the importance of teaching children code beginning at a young age. These students can be job-ready when they graduate from high school. That our district is already on board is very exciting.

Everyone is enjoying summer!

**2. Superintendent Report:**

Mr. Nelson concurred that it is exciting to be partnering with Code.org as one of the first districts of seven from the west-side to sign up. On a recent YouTube, Vice-President Biden speaks directly about Code.org and the importance of children learning code in elementary school. Our high school students will begin in the fall, then the middle schools later in the year. We will add elementary when Code.org is ready. This year, the Enumclaw Schools Foundation STEM

committee has chosen “Road to Code” as its theme. The partnerships with the STEM event are coming together in a strong community commitment to an initiative that is good for kids. The partnership between board, foundation, community and business is unique and intriguing at the state level. Mr. Parker and Mr. Smith are building on that and are considering state grant applications to further these programs.

Mr. Nelson has chosen the word “happy” for the coming school year and shared information regarding neuroscience, brain research regarding happiness, and how the brain responds to it. It has been proven that “happiness” benefits productivity and makes an impact on students in the classroom. A speaker has been booked for district day who will also share with the leadership team in early August. The board and leadership team are studying books on happiness. “Happiness” is spreading in the community as different organizations are choosing the same study. This could be a fun transformation community-wide! Mr. Cassell commented that “think happy thoughts” is a powerful praise. It takes a lot of self-training to think differently.

Mr. Nelson made an announcement to the public and the board that the appeal process for Yarrow Bay has been completed and the due diligence period now begins to approve school sites for the district. The district will be working with professionals to check the sites for suitability. Mr. Nelson foresees no problems with the 180 day timeline.

Nearly one hundred congratulatory 4.0 letters were sent out to students from Mr. Nelson for second semester.

An exceptional-to-outstanding rating was given our transportation department from the state reviews. Mr. Nelson expressed his appreciation to Mr. Madden and Mr. Cunningham for their hard work.

Regarding the due diligence process question, this is 180 business days. Information will be added to the website with important dates and deadlines. Mr. Nelson will email the document to the board.

### **3. WASLA Presentation:**

Mr. Nelson stated that he thought the board would enjoy seeing the Prezi presentation the Cabinet used at the WSLA conference. He distributed the handout they used at the conference. A story format was used to present to all of the districts in attendance. In their presentation, they modeled good learning instruction. Mr. Nelson shared the technology malfunction that occurred at the conference but the presentation continued! The presentation was a story of the process and the focus on the district’s targets on teaching and learning. At the end of the presentation, the Pharrell Williams’ “Happy” video was viewed and could be heard being sung as people left. Mrs. Merrill commented that she thought all of the evaluations must have been stellar and the team was a big hit! Mrs. Berryhill added that this year, our team was given a problem in practice and was able to dive right into the solution. Mr. Nelson explained the problem in practice was how to take all initiatives and improve student learning.

### **4. 2014-15 Budget Information:**

Mr. Madden shared a PowerPoint with the budget information. The board received a memo and a copy of the budget summary to review in their board packet. The board and public have a month to review the budget before approval at the August board meeting. This process has been advertised in the paper.

Mr. Madden shared information regarding the ending fund balance, FTEs, added instructional staff and state impacts. He also explained the five different funds: General, ASB, Capital Projects, Transportation and Debt Service. He shared in his final thoughts that there was an impact on the budget due to the end of the interlocal agreement with the Muckleshoot Tribe. Mr. Nelson asked Mr. Madden to explain how he builds capacity in the budget. Mr. Madden said that there are items built into the budget just in case they are needed so the capacity for fund use is there rather than having to submit a budget revision for approval during the year. The intent is not to spend all that is budgeted. Mr. Nelson stated that Mr. Madden and his staff have worked hard to prepare the budget and that this is a great opportunity for the Muckleshoots but a difficult timeline for our district. Mrs. Schroeder thanked Mr. Madden and his staff for their work.

**5. Facilities Update:**

Mr. Madden took the board and audience on a digital tour of the 200 and 300 wings at the high school which were built in 1960. The space includes 18 regular classrooms, 2 music rooms and five entrances. The key is how to use the space we have to create a great learning environment. Mr. Cassell commented that the new Auburn High School is big and tall. He suggested we take a tour of a new facility during Focus on Education week so people can see what a new facility has to offer students.

Mr. Nelson then shared information regarding facilities and a bond. Both Auburn and Tahoma passed bonds in the November election. Dr. Herren, Auburn School District Superintendent, recommended running a bond during a presidential election. There are eight choices for dates during 2016. Mr. Nelson hopes to build a vision and run a bond before the end of 2016. He will work with Mrs. Schroeder to prepare for a conversation at the September board work study as well as adding information to the website.

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:**

Mr. Madden presented the list of top ten expenditures in the district as follows: Muckleshoot Indian Tribe, Associated Petroleum, College Board, Hewlett Packard, Food Services of America, Puget Sound Energy, KCDA, Overlake Medical Center, City of Enumclaw; and NW ESD 189.

Mr. Madden shared a list of the local businesses with which the district did \$37,318 of business in the month of June. 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, Mr. Cassell moved and Mrs. McGann seconded to approve general fund vouchers in the amount of \$768,624.34; capital projects in the amount of \$54.25; associated student body fund in the amount of \$57,483.86; private purpose trust fund in the amount of \$8,300.00; and ratification of the general fund payroll warrant for June in the amount of \$3,042,985.22.

Motion carried.

## **2. Consent Agenda:**

- 1. Donation of \$25,667 from the Enumclaw Schools Foundation to innovation and enrichment grants**
- 2. Award bid for EHS Yearbook**
- 3. Personnel Report**

The consent agenda was presented by Mrs. Schroeder. She shared how grateful she is to the schools foundation for their generosity. The board concurred. Mr. Cassell commented that it is fun to see the foundation able to focus on different needs without the need for full-day kindergarten scholarships. More than half of the staff requests were funded, Mrs. Merrill shared. Community members form a committee to determine what should be awarded. This year had the most applications as well as the most money awarded. It is a difficult time of year for staff to meet the application deadline so a new application timeline is being reviewed. Mr. Stanwood moved and Mr. Cassell seconded to approve the consent agenda.

1. Donation of \$25,667 from the Enumclaw Schools Foundation to innovation and enrichment grants
2. Award bid for EHS Yearbook
3. Personnel Report

### **Certificated:**

#### **A. New Hire:**

1. Brenda Harris, teacher, Black Diamond, effective 9.2.2014
2. Charles Orser, teacher, Kibler/Sunrise, effective 9.2.2014
3. Lynn Lofstrom, teacher, Southwood/Westwood/Black Diamond, effective 9.2.2014
4. Shannon Paladini, library media specialist, Kibler/Black Diamond, effective 9.2.2014
5. Julie Wierenga, teacher, Southwood, effective 9.2.2014
6. Laura Lucas, teacher, Kibler, effective 9.2.2014
7. Cassandra Cook, teacher, EMS, effective 9.2.2014

#### **B. Leave of Absence Hires:**

1. Kody Dribnak, teacher, EMS, effective 9.2.2014
2. Erin Markquart, teacher, Southwood, effective 9.2.2014
3. Jami Carnino, teacher, Southwood, effective 9.2.2014
4. Allison Aaby, teacher, Sunrise, effective 9.2.2014

- C. Leave of Absence:
  1. Corelle Roberts, .4 teacher, EMS, effective 9.2.2014
  2. Amy Ihde, .6 teacher, TMMS, effective 9.2.2014
  3. Andrea Unger, .2 SLP, DO, effective 9.2.2014
  4. Brigitte Marr, occupational therapist, DO, effective 14-15 school year
- D. Rehire:
  1. Robert Kilmer, .4 instructional tech teacher, DO, effective 9.2.2014
- E. Transfer:
  1. Deosa Flores, teacher, from Southwood to Kibler, effective 9.2.2014
- F. Resignation:
  1. Julie McGrath, teacher, Kibler, effective 6.16.2014
  2. Mark Howard, teacher, EMS, effective 6.16.2014
  3. Joseph Rush, teacher, EHS, effective 6.24.2014
  4. Chad Marlow, technology coordinator, DO, effective 6.30.2014

**Classified:**

- A. Resignations:
  1. John Vick, driver, transportation, effective 6.19.14
  2. John Bloomer, technology, DO, effective 7.11.2014
  3. Beth Gunderson, paraeducator, Black Diamond, effective 7.14.2014
- B. New Hire:
  1. Sarra Guck, transportation specialist, transportation, effective 8.11.2014
- C. Temporary hours:
  1. Karen Barlowe, lead summer painter, DO, effective 6.24.2014
  2. Debbie Davis, summer painter, DO, effective 6.24.2014
  3. Linda Binns, summer painter, DO, effective 6.24.2014
  4. Scott Newman, summer painter, DO, effective 6.24.2014
  5. Nedra Sapanos, summer painter, DO, effective 6.24.2014
  6. Shane Adsero, summer painter, DO, effective 6.24.2014
  7. Phillip Greene, summer painter, DO, effective 6.24.2014
- D. Leave Replacement:
  1. Deana Ostgard, occupational therapy assistant, DO, effective 2014-15 school year

Motion carried.

**3. Proposed Text Adoptions:**

Mr. Parker, Director of Curriculum and Instruction, presented eight new texts for adoption. These will be on the August board meeting agenda for approval. He shared that all of these texts go to the District Instructional Committee for approval prior to coming to the board as is in accordance with district policy and state laws.

The following texts were presented:

- College German: Kontakte, 7th Ed. (2013)

- College Spanish: Gente: Nivel Basico, 3<sup>rd</sup> Ed. (2012)
- Materials Science: Elementary Materials Science (2013)
- AP Psychology: Psychology for AP, 2nd Ed.
- AP Environmental Science: Environmental Science for AP
- Computer Science: Exploring Computer Science Version 5.0 (Code.org curriculum)
- English 1-2, 3-4, 5-6, 7-8: SpringBoard Common Core English Language Arts (2014)
- ELA K-5th Writing: Lucy Calkins - Units of Study in Opinion, Information and Narrative Writing (2013)

These eight program adoptions were presented for board consideration and are available for board and public review in the board room until the August board meeting when approval will be requested.

**4. Resolution # 1007: Adoption of the City of Enumclaw/City of Black Diamond/King County Capital Facilities Plan:**

Mr. Madden presented the yearly CFP resolution. This process occurs every spring to develop a CFP and to collect impact fees. In 2015, homes may begin to be built in the Yarrow Bay development. In the city of Enumclaw, 116 homes are scheduled to be built in the Sun Top area. The county reviews our plan and we have impact fees in King County which the district collects. Each year, the district requests the same from the cities of Black Diamond and Enumclaw. Mr. Nelson added a historical perspective, stating there has been a building moratorium in Enumclaw and we now need to nudge both cities to adopt impact fees. The mitigation agreement with Yarrow Bay includes impact fees through 2016. The city of Black Diamond can support the district by raising the amount of impact fees. King County has a 50% discount. Impact fee amounts can be changed annually. Mr. Madden has written memos which will go to the county and each of the cities along with the CFP. Seeds are being planted now. Appendix C shows the impact fee schedule. Mr. Madden also presented a new page 5 with a correction and thanked Mrs. Schroeder for the catch.

Mrs. Merrill moved and Mrs. McGann seconded to approve Resolution # 1007: Adoption of the City of Enumclaw/City of Black Diamond/King County Capital Facilities Plan.

Motion carried. Mr. Nelson commented that this is going to become critical in the coming years and working with the developers.

**5. Resolution # 1008: Interfund Transfer:**

Mr. Madden explained that state timber sale funds are put in debt service accounts for districts. These funds cannot to be used to pay back bonds but can used for capital projects. 1.2 million of the debt services money is from timber sales and the district would like to use this for some capital projects and show the public our commitment to taking care of our buildings. Mr. Nelson added that each spring we look at the critical needs in the district to extend the life of our buildings. As we go to voters, we want to show the solid work we are doing to maintain the buildings. Mr. Madden has his list prepared of this year's projects. Surveillance cameras are on the list of projects and these will be installed at the middle/high schools. We want to be good stewards of public funds. Mr. Madden expressed his appreciation to the tech department for being forward thinking in their planning.

Mr. Cassell moved and Mrs. Merrill seconded to approve Resolution #1008: Interfund Transfer.

Motion carried.

**6. First Reading:**

Policy 1400: Meeting Conduct, Order of Business and Quorum

Policy 1420: Proposed Agenda and Consent Agenda

Policy 1805: Open Government Trainings

Policy 2102: Educational Opportunities for Military Children

Policy 2161: Special Education and Related Services for Eligible Students

Policy 2190: Highly Capable Programs

Policy 3120: Enrollment

Policy 3418: Response to Student Injury or Illness

Policy 5409: Unpaid Holidays for Reason of Faith or Conscience

Policy 6605: Student Safety Walking to School and Riding Buses

Policy 5402: Maternity Leave

Mr. Nelson presented these policies for first reading and information to the board. He explained the changes to each policy including the deletion of policy 5402 which has been incorporated into policy 5404. Mr. Nelson expressed his appreciation to Mr. Taylor and Mrs. Arbury for their work on the new requirements in the Highly Capable policy 2190 which is the major policy change. Mr. Nelson said he would be happy to answer any questions from the board regarding these policies in the next month and they will be on the August agenda as an action item.

**7. General Fund Report:**

Mr. Madden presented the general fund report. 75.07% of the 2013-14 budget has been expended with 80.66% 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: \$43,757,188.26. Expenditures to date: \$35,391,625.44. 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: \$287,522.00. Unreserved ending fund balance: \$5,492,620.82.

Capital Projects beginning fund balance was \$554,405.84 with an ending balance of \$404,072.53.

The Debt Service Fund beginning fund balance was \$3,276,278.81 with an ending balance of \$3,435,632.88.

ASB Fund beginning fund balance was \$342,371.14 with an ending balance of \$412,917.95.

Transportation Fund beginning fund balance was \$174,410.05 with an ending balance of \$175,126.33.

Mrs. Schroeder asked Mr. Nelson if an executive session was necessary. Mr. Nelson stated that no executive session was needed. He added that Mrs. Berryhill has done a great job hiring and we are down to hiring a tech coordinator, one middle school teacher and one elementary teacher. It is a good thing!

**V — EXECUTIVE SESSION**

No need for an executive session.

**VI — BOARD PROCESS DEBRIEF**

Mr. Cassell shared that he would be taking his daughter to San Diego in August and would miss the board meeting.

**VII — ADJOURNMENT**

This meeting adjourned at 8:01 p.m.

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President, Board of Directors

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Secretary, Board of Directors