

**MINUTES**  
**of the Regular Meeting of the Board of Directors**  
**of the ENUMCLAW SCHOOL DISTRICT #216**  
**6:30 p.m., District Office**  
**August 18, 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 6:31 p.m. in the boardroom of the district office.

**2. Pledge of Allegiance:**

Chris Beals led the pledge of allegiance to the flag.

**3. Roll Call:**

All board members were present except Mr. Cassell who was excused. Mr. Stanwood joined the meeting via telephone as approved by policy 1400.

**4. Minutes:**

Mrs. McGann moved and Mrs. Merrill seconded a motion to approve the minutes of the regular board meeting of July 21, 2014 as printed.

Motion carried.

**II — BOARD OF DIRECTORS COMMUNICATIONS**

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

Mrs. Merrill shared, in conjunction with the schools foundation, the Enumclaw School District is embarking on an endeavor to reach students from birth to five in order to prepare children for kindergarten. A fundraiser will be held next Thursday evening at the Merrill's home. Tickets are \$100. It will be a casual evening and the hope is to raise \$20,000 to cover expenses for staff, students, and training. There is also a parent teaching component. The goal is to shrink the achievement gap.

**2. Superintendent Report:**

Mr. Nelson stated that the Leadership Team Advance (always advancing, never retreating!) was held a week ago. Leadership is studying the *Happiness Advantage*. Scott Crabtree addressed the group on the science of happiness and how to implement strategies in our lives to increase happiness. The books being studied were written by a Harvard Professor, Shawn Achor. The

morning was spent learning how to increase student learning. Mr. Nelson pointed out the paintings on the back wall that were created by the Leadership Team. They represented gems of learning from the books. Mr. Nelson invited the community to attend District Day on August 28<sup>th</sup> at 8:45 am to hear Mr. Crabtree present. Several organizations have jumped on board and will be sending representatives. This will be a great start to the school year and is a continuation of the Rachel's Challenge initiative.

The New Teacher Breakfast is August 25 at 7:30 a.m. at the VFW. Tickets are \$15.00. It is an opportunity for the community and district to welcome new staff. It also gives the community an opportunity to connect staff to local businesses.

September 2<sup>nd</sup> is the first day of school! We are into the final 14 days of summer. Kat and Gia will begin their senior and junior years.

### **3. DARE Program Presentation:**

Black Diamond Police Chief, Jamey Kiblinger and Sergeant Brian Lynch presented. The invitation to present stemmed from a conversation with Mrs. McGann. Chief Kiblinger shared that the program has been around since 1983. Although the program has a strong anti-drug and alcohol message, the most important part of what they do is building relationships with students. They are a comfortable presence at Black Diamond Elementary and the students are happy to have the police in their building. Though some might think the program does not work, Sergeant Lynch disagrees. For many of the 250 students who have gone through the program, he was the only male role model they had. He believes implementing the DARE program across the district would be a benefit. Student Griffin Johnson gave a compelling testimony regarding a situation he found himself in and was able to fall back on his DARE training to stand strong and say no to drugs and alcohol. Mr. Beals commented that he remembers how the police became a part of the culture of the school with their presence. These were the unannounced consequences and connections that occurred. Mrs. McGann shared that the police are involved positively in the community. Gia Landis shared how positive the DARE program was for her and her siblings. Mr. Nelson remarked that it is how the program is being facilitated at Black Diamond that makes the difference. He thanked Chief Kiblinger and Sergeant Lynch from the bottom of his heart for the impact they are making on our students.

### **4. Improving Student Learning Process 2014-15:**

Mr. Nelson introduced Mr. Beals and Mr. Parker to share the dynamics that are being used to improve student learning. Building leaders will be doing these things in the coming months.

Three targets were shared:

1. Understand our focus for this year's SIP process
2. Learn about the "tools" we use to understand our student achievement data
3. Know when you can expect more information and updates

Details were shared regarding each of these targets. The SIPs will be presented at the November board meeting and the board will be receiving updates from each school at work studies this year. Mrs. McGann said the potential is very exciting and Mrs. Merrill added that this is a huge improvement over the SIP process from ten years ago. Mr. Nelson commented that the board will be hearing a lot about the state components from WSSDA and at regional meetings. The question to districts is how to take all the pieces, integrate them and develop a system-wide improvement process. The district is working to make the SIPs viable documents.

**5. Public Hearing: 2014-15 Budget:**

Mr. Madden presented the 2014-15 budget to the board and reviewed the budget presentation from last month.

Mrs. Schroeder called for public comments three times as required by board policy. No one wished to address the board.

**6. Facilities Update:**

Mr. Madden focused on Enumclaw High School in his update. He showed a map of the high school and pointed out that there are 70 unrestricted access points, including classroom exterior doors. As a result of the large number of exterior access points, Enumclaw High School is a difficult campus to secure. Mr. Madden then showed the new Auburn High School site map. The school is three stories high with 24 classrooms on each floor. There is one main entrance to the school. At a certain time, the building is locked off and the only entrance to the building is through one of two offices. He shared the concept of a safe building with limited access. Mr. Nelson added that the new Auburn school can lock down certain portions of the building. This is very different from our California style campus. He thanked Mr. Madden for the interesting sound bites and added that it is common for new secondary schools to go to three stories. As we move forward and view the results of the Study and Survey, access points will be an important discussion topic.

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: Green River Community College; Muckleshoot Indian Tribe; Food Services of America; Puget Sound Energy; Riverside Publishing; Scholastic, Inc.; City of Enumclaw; Overlake Medical Center; NW ESD 189; and Fairfax Hospital.

Mr. Madden shared a list of the local businesses with which the district did \$8,767 of business in the month of July. 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 Mr. Stanwood seconded to approve general fund vouchers in the amount of \$623,233.30; capital projects in the amount of

\$43,731.74; associated student body fund in the amount of \$25,274.75; private purpose trust fund in the amount of \$2,700.00; and ratification of the general fund payroll warrant for July in the amount of \$3,165,103.24.

Motion carried.

## **2. Consent Agenda:**

- 1. Donation of \$500.00 from Allen Una to the EHS Band program**
- 2. Purchase of Video Cameras**
- 3. Personnel Report**

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

1. Donation of \$500.00 from Allen Una to the EHS Band program
2. Purchase of Video Cameras
3. Personnel Report

### **Certificated:**

- A. Leave of Absence Hires:
  1. Dianne Meints, teacher, EMS, effective 9.2.2014
- B. Leave of Absence:
  1. Elisabeth Carlson, .5 teacher, Sunrise, effective 9.2.2014
  2. Sara Hartjoy-Greene, .5 teacher, Sunrise, effective 9.2.2014
  3. Shelly Henshaw, .5 teacher, Sunrise, effective 9.2.2014
  4. Lea Tiger, .15 Title teacher, Sunrise, effective 9.2.2014
- C. Transfer:
  1. William Stuenkel, teacher, from EMS to EHS, effective 9.2.2014
- D. Resignation:
  1. Matthew Jay Bryant, teacher, Black Diamond, effective 7.30.2014
  2. Kendra McCullough, psychologist, Black Diamond/EHS, effective 6.16.2014
  3. Andy Means, teacher, EMS, effective 6.16.2014

### **Classified:**

- A. Resignations:
  1. Dennis McNeill, driver, transportation, effective 6.16.2014
  2. John Bloomer, technology, DO, effective 8.8.2014 (revised end date)
  3. Kelly Scott, paraeducator, Southwood, effective 8.5.2014
  4. Meredith Willis, paraeducator, EMS, effective 8.6.2014
- B. Retirement:
  1. Edward Harmon, driver, transportation, effective 6.16.2014
  2. Connie Wilson, custodian, TMMS, effective 12.31.2014

### **Supplemental:**

- A. New Hire:
1. Jesse Nitz, head boys swim coach, EHS, effective 11.17.2014

Motion carried.

**3. Career and Technology Education Plan and Review:**

Enumclaw High School CTE Director, Kevin Smith, presented the CTE Plan and Review. Mr. Smith shared a PowerPoint with an overview of how the program supports all students; recent new courses including Robotics; the success of the Skills for Success class; cross crediting; and college credits. He also shared that the program has been awarded grants which have enhanced the program. Mr. Smith shared a report that shows the program met or exceeded in all areas.

Mr. Nelson commented that the excitement and enthusiasm in Mr. Smith are evident and asked Mr. Smith to share the new adventure upon which he is embarking. Mr. Smith stated that he took over the CTE program in 2006 and Mr. Kristof was his mentor for a year. It was a wonderful experience. Mr. Smith shared that he has applied for a CTE Director Internship through OSPI. It is a one-year program. Mrs. Merrill thanked him for being willing to do that.

Mrs. Merrill moved and Mrs. McGann seconded a motion to approve the 2014-15 CTE Plan.

Motion carried.

**4. Text Adoptions:**

Mr. Parker, Director of Curriculum and Instruction, stated that he is requesting board approval of the text adoptions he presented last month as follows:

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 have been available for board and public review in the board room the past month.

Mrs. McGann moved and Mrs. Merrill seconded to approve the text adoptions as presented.

Motion carried.

**5. First Reading:**

Policy 6580: Use of Video Cameras

Policy 6608: Video Cameras on School Buses

Mr. Nelson presented one policy to implement and one to delete. Mr. Madden and Mr. Beals have been working on a plan to install video cameras at the secondary schools. The district needs a good, solid policy in place. This policy was vetted by the Risk Pool and includes the use of cameras on school buses making policy 6608 redundant. This is for first reading and information only.

**6. Second 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 the policies for adoption that were shared last month. He heard no concerns from the board or public and requested approval of the policy changes.

Mrs. Merrill moved and Mrs. McGann seconded to approve the policies as presented.

Motion carried.

**7. Resolution # 1009: Policy 5409:**

Policy 5409 was just passed by the board. State law requires that the board pass a resolution stating the policy has been implemented.

Mrs. Merrill moved and Mr. Stanwood seconded to approve Resolution # 1009: Policy 5409.

Motion carried.

**8. Resolution # 1010: 2014-15 Budget:**

Mrs. McGann moved and Mrs. Merrill seconded to approve Resolution # 1010: 2014-15 Budget. Mr. Nelson expressed his appreciation to the business department and Mr. Madden for their hard work.

Motion carried.

**9. Resolution # 1011: Authorizing Superintendent to Enter into Contract for Architectural Services:**

Mr. Nelson shared that the district will enter into contract with the NAC architecture firm to review the proposed school sites related to the master planned developments in the City of Black Diamond. He requested board approval of this resolution.

Mrs. McGann moved and Mrs. Merrill seconded to approve Resolution # 1011: Authorizing Superintendent to Enter into Contract for Architectural Services.

Motion carried.

**10. Resolution # 1012: Requesting Review by the Health Care Authority to Participate in Washington State Insurance Plans:**

Mr. Nelson stated that the district is always looking for new and better ways to help employees. Mr. Madden shared that through our broker, healthcare plans are selected. Decisions are made after being reviewed by the benefits committee. The committee looks for the best programs at the best premiums. One of the options is PEBB. In order to participate, a resolution is required. Each year, more time is being spent time analyzing the options. Many have invested time to find the best plan.

Mrs. Merrill moved and Mr. Stanwood seconded to approve Resolution # 1012: Requesting Review by the Health Care Authority to Participate in Washington State Insurance Plans.

Motion carried.

**11. General Fund Report:**

Mr. Madden presented the general fund report. 83.31% of the 2013-14 budget has been expended with 87.98% 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: \$47,022,222.46. Expenditures to date: \$39,275,209.13. 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: \$4,874,071.33.

Capital Projects beginning fund balance was \$554,405.84 with an ending balance of \$363,569.78.

The Debt Service Fund beginning fund balance was \$3,276,278.81 with an ending balance of \$3,461,789.62.

ASB Fund beginning fund balance was \$342,371.14 with an ending balance of \$403,673.82.

Transportation Fund beginning fund balance was \$171,410.05 with an ending balance of \$172,192.42.

Mrs. Schroeder 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**

Mr. Nelson welcomed Mrs. Chambers back.

Mrs. Schroeder shared that she had been asked to present on Early Childhood Education at the WSSDA Conference. Mr. Nelson added that Scott Crabtree, speaker at district day, would be one of the keynote speakers at WSSDA.

Mrs. Merrill commented that she thought the telephone worked fine with Mr. Stanwood. Mr. Stanwood stated the sound was not always perfect. Mr. Nelson added that we could have emailed the presentations he wasn't able to view during the meeting.

## **VII — ADJOURNMENT**

This meeting adjourned at 8:08 p.m.

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President, Board of Directors

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Secretary, Board of Directors