

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

Katie Carlson led the pledge of allegiance to the flag.

**3. Roll Call:**

All board members were present except Mr. Stanwood who was excused.

**4. Minutes:**

Mrs. Merrill moved and Mr. Cassell seconded a motion to approve the minutes of the regular board meeting of March 17, 2014 and the special board meeting of April 11, 2014 as printed.

Motion carried.

**II — BOARD OF DIRECTORS COMMUNICATIONS**

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

Mrs. Merrill shared that she enjoyed attending WE Day this year and had bracelets for the board members that she would bring them in the near future. She also attended a meeting at Westwood Elementary when a planned fire drill began. She was very impressed with the quiet, orderly manner of the staff and students during the drill. Mrs. Merrill also said she volunteers at the Senior Center four days a week and thanked Mr. Madden and Mrs. Berryhill for representing the district at the Grand Opening of the new restrooms at the Senior Center.

Mr. Cassell reported that the board's annual board retreat was a good day. It was nice to spend focused time with Mr. Nelson and the cabinet to be updated on work in the district, plan for the future and set goals.

Mrs. McGann said she attended a few Black Diamond city council meetings as well as the annual community breakfast and Easter egg hunt. She said it is fun to observe children interacting with senior citizens. She agreed that WE Day was great this year and it was fun to

have our students involved. Mrs. McGann also reported she had attended the National School Board Conference in New Orleans. She said she learned a lot and the classes were great. She enjoyed seeing many Washington state board directors there and brought back bracelets for everyone. Mrs. McGann said she had much to share when she gathers and organizes her information. Her favorite part of the conference was hearing reports from different districts, some huge. After hearing the reports, it felt like our schools are leaps and bounds ahead of many schools across the nation. She said it was a great experience.

Mrs. Schroeder agreed the conference was great and an eye opener. She said many of the classes she attended were teaching things we are already doing in the district. Mrs. Schroeder and another pre-school teacher taught the Ready for K class in Mrs. Chambers' absence. The class is for parents of 4 and 5 year olds. They learn that 10 minutes of intentional play and 20 minutes of reading will make a positive difference for their children.

## **2. Superintendent Report:**

Mr. Nelson welcomed Chris Beals, Director of Instructional Technology, to district office. Mr. Beals' new office is in the West Wing and he is already involved in several projects. The board will hear from him in the coming months. Mr. Weston, interim principal at Sunrise, has a great sense of humor and has sent out nice communications with staff. The interviews for the Sunrise principal position will take place on Wednesday. 22 applications were screened with 6 candidates interviewing. The interview team has a nice representation from all areas. At the conclusion of the interviews, 2 finalists will be selected. These candidates will meet with staff and parents on Friday, April 25<sup>th</sup>. Mr. Nelson wants this to be a very open and transparent process. Following the Friday event, an offer will be made to one of the candidates. The board will have final approval.

Mr. Nelson has been working with Renè Popke, Director of the Enumclaw Regional Healthcare Foundation, regarding social media. Her organization is sponsoring a Social Media showing at the Chalet Theater on May 20<sup>th</sup> from 6:30 to 8:00 p.m. This event is being promoted in both the Enumclaw and White River School Districts. The goal is to help people understand social media, what it is, and how to set their children up for success. It will be a nice community event and it is hoped the showing will be well attended. It is also hoped this will generate next steps on helping families navigate this area. Mr. Nelson commented that we are doing great things in partnership with our community.

The board is hosting a breakfast with legislators from the 5<sup>th</sup> and 31<sup>st</sup> districts Thursday morning. Mrs. Dahlquist is the only legislator unable to attend as she will be at her son's graduation from boot camp. Food services is putting together the breakfast and students will lead tours of the building. This is a wonderful idea generated by the board.

Mr. Nelson asked Mr. Madden to introduce Pete French, Maintenance and Facilities Coordinator, to give a report. Mr. French explained that he is required to do an annual self-rating of each of the buildings for which we received state match funds to ensure we are meeting a certain level of maintenance. Every sixth year, we are required to complete a survey of all buildings. This year, the auto shop and Thunder Mountain Middle School were surveyed. Maintenance had been performed at both sites. We received scores of 96% which indicates we are taking good care of our buildings. Mr. Nelson added that it is an OSPI requirement that Pete make a report to the board.

**3. Celebrate the Girls Basketball State Academic Champs:**

Mr. Nelson asked the Girls Basketball Team to come forward. He thanked the busy girls for attending the meeting as many are leaders at the high school as well as being strong academicians. They were invited to attend in order to honor them for their academic performance. Mr. Nelson told the girls they blessed us with their state academic championship and he wanted them to be celebrated to the highest degree for their effort. The team had been scheduled to attend the March meeting but Coach Dribnik had a new baby! Mr. Nelson asked Mr. Engebretsen to explain the process for the girls' award. He shared that students must maintain a 2.0 GPA and pass 5 out of 6 classes in order to participate in sports. As athletic director, he can input team data and enter it in a state academic performance site if students have a 3.2 GPA or higher. This is the second academic award winning team this year. Out of all of the teams in the state, only one team had a higher GPA. The girls were celebrated at the high school with cake and in between the celebration and classes, these girls were studying. Mr. Engebretsen congratulated the team on their award. The girls then introduced themselves and shared their favorite classes. Coach Dribnik said she enjoyed hearing the girls share and that she is very grateful for the opportunity to work with these girls. It is her ninth season as a head varsity coach and she has never worked with a more hard working, goal oriented team. There were never any eligibility issues or concerns. She concluded that it was a huge blessing to walk into this situation with ten great people who are athletes. Mrs. Schroeder congratulated the team and said she enjoyed hearing their favorite classes were AP! Mrs. Merrill shared that this award is talked about at her state WIAA meetings. Certificates were distributed to the girls. The student board representatives served cookie treats.

**4. Certificated Staff Appreciation:**

Mr. Nelson invited EEA President-elect, Steve Taylor, to come forward and shared that we want to honor the amazing EEA members and Mr. Taylor for all they do for kids in our system. Mr. Taylor received candy to share with executive council and added that we look forward to celebrating certificated staff during their week. Mr. Nelson said he hopes staff feel celebrated all the time. Mr. Taylor remarked that staff does feel celebrated during the year and thanked Mr. Nelson and the board for the recognition. Current President, Mike Sando, was attending a city council meeting and was unable to attend.

**5. ACS/Relay for Life Presentation to the District:**

A couple of students had asked to be at the meeting to thank the district but were not present.

**6. Washington State Risk Management Pool Award:**

Stephanie Berryhill, Director of Human Relations, introduced Brenda Austin from the Risk Management Pool. Ms. Austin was at the meeting to present an award to Mr. Madden for getting 100% on the audit this year. The audit was on Rapid Responder, playground safety, shutting off utilities, and exercise and weight room equipment, among other items. This gives us the opportunity to train staff and present materials to the Risk Pool. Ms. Austin commented that it was a pleasure to award the district and Mr. Madden. Last year, the district saved over \$20,000 as a result of the award. Doing these surveys makes us more defensible. Mr. Madden accepted the award and said Ms. Austin is the go-to person when we have issues. She is a great resource. Next year, facilities will be surveyed. Mr. Nelson gave kudos to Mr. Madden and Mrs. Berryhill for their hard work.

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 two-minute time limit.

### **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: Puget Sound Energy; Muckleshoot Indian Tribe; Food Services of America; Associated Petroleum; City of Enumclaw; OSPI; NW ESD 189; Puyallup School District; KCDA; and Overlake Medical Center.

Mr. Madden shared a list of the local businesses with which the district did \$26,709 of business in the month of March. 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. Cassell seconded to approve general fund vouchers in the amount of \$680,228.96; capital projects in the amount of \$168,181.00; associated student body fund in the amount of \$44,448.45; and ratification of the general fund payroll warrant for March in the amount of \$2,908,949.59.

Mrs. Merrill expressed her appreciation for the use of local businesses by the district. Mrs. McGann added that it is great to see the list growing.

Motion carried.

#### **2. Consent Agenda:**

- 1. Out of state travel for the EHS EHS Spanish Club to tour cultural and historical sites in Spain, June 18-July 2, 2014**
- 2. Personnel Report**

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

1. Out of state travel for the EHS EHS Spanish Club to tour cultural and historical sites in Spain, June 18-July 2, 2014
2. Personnel Report

**Certificated:**

- A. Resignation:
  - 1. Nicole Cline, teacher, Westwood, effective 6.16.2014
  - 2. Kendra McCullough, school psychologist, Westwood, effective 6.16.2014
- B. New Hire:
  - 1. David Weston, principal, Sunrise, effective 4.14.2014

**Classified:**

- A. New Hire:
  - 1. Rachel Miller, preschool paraeducator, Southwood, effective 3.24.2014
  - 2. Andrea Lyons, kitchen assistant, Black Diamond, effective 4.21.2014
  - 3. Heather Holm, kitchen assistant, Southwood, effective 4.7.2014
  - 4. Karen Cass, driver, transportation, effective 3.24.2014
- B. Resignation:
  - 1. Leann Jones, driver, transportation, effective 3.26.2014
  - 2. Margaret Laush, paraeducator, EHS, effective 4.18.2014
- C. Additional Hours:
  - 1. Duang-Kamol Jack, kitchen assistant, Sunrise, effective 2.3.2014
  - 2. Becky Barboza, night custodian, EHS, effective 3.17.2014

Motion carried.

- 3. **Second Reading:**
  - Policy 2024: Online Learning**
  - Policy 2255: Alternative Learning Experience Courses**
  - Policy 2336: Required Observances ...**
  - Policy 4215: Use of Tobacco and Nicotine Products and Delivery Devices**
  - Policy 4260: Use of School Facilities**
  - Policy 6700: Nutrition and Physical Fitness**

Mr. Nelson presented six policies for board approval. These have been reviewed since the last meeting and having heard no concerns, Mr. Nelson requested board approval of the changes as presented. The Cabinet spent time reviewing policy 6700. The verbiage in this policy puts us in compliance with state and federal requirements.

Mr. Cassell moved and Mrs. Merrill seconded to approve policies 2024, 2255, 2336, 4215, 4260 and 6700 as presented.

Motion carried.

- 4. **Resolution # 1001: To authorize continued financial support of the Network for Excellence in Washington Schools (NEWS):**

Mr. Nelson stated this is the third time a resolution for NEWS has come to the board. The board is part of this network that supports the McCleary vs Washington state to continue its work in

securing funding for schools as is the paramount duty of the state. 150 districts in the state are part of this organization. Mrs. Schroeder and Mr. Nelson discussed the amount designated.

Mrs. Merrill moved and Mrs. Cassell seconded to approve Resolution # 1001: To authorize continued financial support of the Network for Excellence in Washington Schools (NEWS).

Motion carried.

## **5. General Fund Report:**

Mr. Madden presented the general fund report. 51.87% of the 2013-14 budget has been expended with 54.60% 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: \$32,148,253.89. Expenditures to date: \$24,454,548.56. 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: \$4,845,763.33.

Capital Projects beginning fund balance was \$554,405.84 with an ending balance of \$398,651.72.

The Debt Service Fund beginning fund balance was \$3,276,278.81 with an ending balance of \$1,806,083.28.

ASB Fund beginning fund balance was \$342,371.14 with an ending balance of \$454,005.87.

Transportation Fund beginning fund balance was \$174,410.05 with an ending balance of \$174,898.10.

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**

The board debriefed the meeting.

Mr. Nelson shared that the posting for the new student board representative will be in the high school bulletin tomorrow. Applications are due mid-May. The June workshop was restructured to accommodate the student interview process. Kat Barnhart will be on the interview team this year. This year's sophomores will be candidates for the junior position. Reilly Desmul commented that seniors have only 35 days left.

Mrs. Schroeder shared that the last early learning meeting of the year will be held Wednesday night, 6:30 p.m. at Kibler in Trish Blackburn’s classroom. Mr. Nelson will be sharing the ECE initiative.

Mrs. McGann reminded everyone the Powwow is Friday evening in the gym. She and her family enjoyed this cultural event last year.

## **VII — ADJOURNMENT**

This meeting adjourned at 7:20 p.m.

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President, Board of Directors

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Secretary, Board of Directors