

**MINUTES  
of the Regular Meeting of the Board of Directors  
of the ENUMCLAW SCHOOL DISTRICT #216  
6:30 p.m., District Office  
December 16, 2013**

**I — PRELIMINARY**

**1. Call to Order:**

The regular meeting of the Board of Directors was called to order by Corey Cassell, President of the Board of Directors, at 6:30 p.m. in the boardroom of the district office.

**2. Pledge of Allegiance:**

Dermot Shiels led the pledge of allegiance to the flag.

**3. Roll Call:**

All board members were present.

**4. Minutes:**

Mrs. Schroeder moved and Mr. VanHoof seconded a motion to approve the minutes of the regular board meeting of November 18, 2013 and the special board meeting of December 3, 2013 as printed.

Motion carried.

**II — BOARD OF DIRECTORS COMMUNICATIONS**

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

Mr. Nelson honored Mr. VanHoof for his eight years of service on the board. He talked about the things that occurred during his time as a director: losing full-day kindergarten, reinstating full-day kindergarten, implementing STEM – all good things for students. Mr. Nelson said he will remember Mr. VanHoof for his strong desire to always put kids first and as someone who follows his heart when making decisions. He added that he learned a lot from Mr. VanHoof and knows he will go on to do great things. Mr. Nelson said he knows Mr. VanHoof is being led in the direction he needs to go and thanked his family for their support. He told the VanHoof children, their Dad has done something very special leading and serving. He asked them to always remember their Dad's service and be proud. Mr. Nelson thanked Mr. VanHoof for all he's done and presented him with a plaque. Mr. Cassell said it had been an honor and privilege to serve with him. He mentioned that Mr. VanHoof served as board president for two terms and is a quiet, confident, strong leader. Mrs. Schroeder commented that it has been great getting to know Mr. VanHoof and said he is a quiet leader who always said if I can by a director, anybody can. She said he will be missed. Mrs. McGann said she knew Mr. VanHoof didn't like this attention. She added when she came on the board, Mr. VanHoof was president who offered guidance and

made her feel comfortable with his calm manner. She appreciates that and said she learned a lot from him as he is a great teacher. Mrs. Merrill said thank you in a huge way to Mr. VanHoof. She has so appreciated working with him with his inclusive ways. He has embraced staff, students and community, working hard to keep things connected. She said even in the hard conversations, she always felt respected by him. She has also learned so much from him and thanked him and his family. Mrs. Merrill added that at eight years, he is just starting to get seasoned. Reilly Desmul commented that Mr. VanHoof is a very comfortable presence who is easy to talk to. Katja Barnhart said she was very nervous when she started as student representative but everyone has been so welcoming. Mr. VanHoof is very comfortable to be around. Mr. VanHoof thanked the board and said it has been an honor and a privilege to serve Enumclaw and Black Diamond. He believes he received more than he gave and added it has been fun being a team mate. Speaking to those who might entertain being a board member, he said it is a great opportunity and encouraged people to give it a try. He is excited for Bryan to begin. He thanked his wife, Jaclyn, and their children for their sacrifices during his tenure. Mr. VanHoof said he takes a little bit of each board member with him as he leaves and said the district is in good hands. He remarked that Mr. Nelson and his staff do a great job and he would put them up against anyone in the state. Mr. VanHoof encouraged people to get involved and visit the schools to see what's going on. He then introduced his family members who were present.

**2. Welcome – Re-elected/Elected Board Members:**

Mr. Nelson introduced re-elected board director, April Schroeder, and newly elected director, Bryan Stanwood.

**3. Oaths of Office:**

Mrs. Schroeder, director of district 2, and Mr. Stanwood, director of district 5, took their oaths of office.

Mr. Stanwood introduced his wife Susan, and children Abby and Ryan.

**4. Reorganization of the Board:**

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

Motion carried.

Mr. Nelson thanked Mr. Cassell for his service as board president, stating that he has done a magnificent job as board president and as spokesperson for the board. Mr. Cassell was presented with a presidential gavel in honor of his service.

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

Motion carried.

Mrs. Schroeder opened the nominations for legislative representative. Mrs. McGann moved and Mr. Cassell seconded a motion for Mr. Stanwood for legislative representative.

Motion carried.

**5. Celebrate the EHS Volleyball Team – Best GPA in the State:**

Mr. Nelson invited the EHS volleyball team to come into the board room. He introduced Coach Jackie Carel and Athletic Director Phil Engebretsen. Mr. Nelson stated that the girls had the highest GPA in the state with a 3.91. Coach Carel talked about the girls' outstanding achievement and what a great group of individuals the girls are. She commented that the parents should be standing beside them as they are the nurturers. Mrs. Carel said the girls are high achievers on and off the court. She asked the girls to introduce themselves and share their most challenging class. After the introductions, Mrs. Carel said it takes someone special to be a student athlete and they make their parents and her proud every day. Mr. Nelson said that they have made us all incredibly proud on and off the court. He loves hearing their stories. Mrs. Merrill commented that it is very exciting to go around the state as a WSSDA board director and brag on our students. She congratulated them. Mr. Cassell congratulated them also and said he is very proud of their accomplishment.

**6. Brief Intermission**

A brief intermission was taken to serve cake to outgoing board member, Chris VanHoof, new board member, Bryan Stanwood and the EHS volleyball team. The meeting came back to order at 7:05 p.m.

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

Mrs. McGann shared that she and Mrs. Merrill attended the EHS production of "The Diary of Ann Frank" and said it was another amazing performance by the drama department. She also attended the Seahawks Day at Black Diamond Elementary. Mrs. McGann said it was an amazing day the students will never forget.

Mrs. Merrill shared that she attended the same events along with the EHS Christmas concert. She took her parents and said it was a wonderful performance with a lot of students involved.

Mr. Stanwood added that he attended the concert also and said it was amazing. Mr. Scott is a great teacher. He also attended the Christmas parade. Mrs. Merrill thanked those who walked in the parade despite the cold.

**8. Superintendent Report:**

Mr. Nelson was helping his wife with the cold nights program and was waiting for a text to join the parade. By the time he arrived, Santa was going by. Every night has been filled with choir, band, Magic Strings and other events in the district. He said it is a great time of year to celebrate our kids and their talents. Mr. Nelson said "The Diary of Ann Frank" was very emotional and thought Mr. Fiedler's part at the end was exquisite.

Mr. Nelson reported we are keeping the website current with events including the NFL Play 60 Grant. He acknowledged the work of Jill Forza who wrote the winning grant. There is a great article on the website. Mr. Nelson also wanted to highlight the board's decision to put two levies on the ballot, an M & O levy which is 20% of our budget, and an instructional technology levy. The board worked tirelessly to set the amount for this and arrived at .27/\$1,000 for the amount. When you click on the headline on the website, you will find FAQs regarding the levies and a

“Star” document that explains the two ballot measures. Both measures require a simple majority to pass. We join surrounding districts in putting the M & O and Technology levies on the ballot. He has asked leadership to share good solid information on the levies whenever they can.

In launching the first of the 2014 year activities, Mr. Nelson invited the public to attend the State of Ed Address on January 23<sup>rd</sup> at the EHS Commons. A free soup supper will be served to the communities of Black Diamond and Enumclaw at 6:00 p.m. in the high school Commons by the board. At approximately 6:30 p.m., the address will be presented with a theme of “An Evening with the Stars”. He hopes to enlist students to participate as guest stars and they will help introduce exciting events. Mr. Nelson hopes people will come for the supper and bring along a canned food item. These will be divided between Enumclaw and Black Diamond to replenish post-holiday shelves at the food banks. Mr. Nelson wants to be sure people save the date.

Between this meeting and the January meeting, the state legislature ramps up. He shared a couple of pieces to watch for including legislative proposals regarding TPEP and the secondary school requirement for 1080 hours. This could jeopardize PLC time. Mr. Nelson is watching this closely and trying to figure out to facilitate it. The State Board of Education is promoting this. He wanted people to be aware of these key issues and the impact on our district.

## **9. Robotics Demonstration:**

Mr. Cassell introduced the EHS Robotics team who came to demonstrate two robots. Mr. Cassell, who is involved with the Robotics club, shared they will be hosting a competition Friday evening at EHS beginning at 5:00 p.m. Mr. LovellFord introduced Mrs. Went who shared the mission of robotics and then asked the club members to introduce themselves and share their goals. After the introductions, Mrs. Went shared that these students get to work with their wonderful gifts and have great goals for the future. She also thanked the parents for their support. Paul Crews, club president, and Preston Went, club treasurer, demonstrated the robots. They shared the goal is to get students interested in STEM. The Enumclaw Robotics Club is the largest group in the state. The hope is that the league competition will catapult them into the state competition. After state, they could compete in San Francisco and St. Louis. It was a great presentation!

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**

Kristin Millard introduced herself as a member of the bargaining team and a technology staff person. Ms. Millard shared that it takes more than certificated staff to teach children, naming the classifications of classified staff who also work with our students. PSE staff feel they have done their part during the budget cuts and asked the district to consider a pay increase for all classified staff.

The following parents and students addressed the board with their concern over issues related to perceived cyber-bullying and censorship:

- Cathy Dalhquist, State Representative - Parent
- Kari Christensen - Parent
- Alicia Cassell - Student

- Ailene Armstrong - Parent
- Mauricio Portillo, Sr. - Parent
- Mauricio Portillo, Jr. - Student
- Gloria Portillo - Parent
- Joslin Pierotti - Student

#### IV — ADMINISTRATION/BUSINESS

##### 1. Payroll and Vouchers:

Mr. Madden presented the list of top ten expenditures in the district as follows: Muckleshoot Indian Tribe, Food Services of America, Puget Sound Energy, Associated Petroleum Products, City of Enumclaw, Perkins-Coie, APEX Learning, NW ESD 189, Fairfax Hospital, and Superintendent of Public Instruction.

Mr. Madden shared a list of the local businesses with which the district did \$24,081 of business in the month of November. 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 \$634,296.52; capital projects in the amount of \$10,048.45; associated student body fund in the amount of \$61,848.93; and ratification of the general fund payroll warrant for November in the amount of \$2,861,367.05.

Mrs. Merrill asked if increasing the bid level was helpful. Mr. Madden agreed that it had.

Motion carried.

##### 2. Consent Agenda:

1. **Donation of \$883.19 from Kibler PTA to Kibler Elementary for Rigby PM book sets for 2nd graders (\$343.21), (4) mp3 players with headphones for kindergartners (\$191.48), and Scholastic "Let's Find Out" weekly reader program (\$348.50).**
2. **Donation of 1989 BMW valued at \$4,200 from AFM Auto Sales to the EHS Streetmasters Club**
3. **Donation of \$3,000 of floral design materials from Louise Nickel to the EHS Floral Design Classes**
4. **Donation of \$4,984.43 from the Enumclaw Schools Foundation to Full-day Kindergarten Grants**
5. **Donation of \$1,000 from Eric and Jill Ranft to the EHS Robotics Program**
6. **Personnel Report**

The consent agenda was presented by Mrs. Schroeder. Mr. Cassell moved and Mr. Stanwood seconded to approve the consent agenda. Mr. Cassell thanked those who made generous donations, including the Ranfts for the Robotics Club.

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6. Personnel Report

**Certificated:**

- A. Resignation:
  1. Claire Nelson, district nurse, district office, effective 12.6.2013

**Classified:**

- A. Rehire:
  1. Nedra Sapanos, lead kitchen assistant, Black Diamond, effective 10.28.2013
- B. Resignation:
  1. Murray Gilbert, custodian, Kibler, effective 12.2.2013
  2. Rosemary Moller, paraeducator, Westwood, effective 11.25.2013
- C. New Hire:
  1. Kristine Karstens, paraeducator, Westwood, effective 11.18.2013
  2. Kathy Little, paraeducator, Westwood, effective 9.3.2013
  3. Alicia Dickerson, paraeducator, Sunrise, effective 11.12.2013
  4. Jayme Wade, office manager, Westwood, effective 1.2.2014
- D. Leave Replacement:
  1. Leanna Suhoversnik, paraeducator, Southwood, effective 11.21.2013
- E. Transfer:
  1. Stephen Thomas, custodian, from EMS to Sunrise/Kibler, effective 12.17.2013
- F. Additional Hours:
  1. Tiffany Triplett, kitchen assistant, Southwood, effective 11.1.2013
  2. Carolyn McMillin, kitchen assistant, Kibler, effective 11.18.2013
  3. John Morgado, custodian, Kibler, effective 1.2.2014
- G. Change of Assignment:
  1. Karen Barlowe, from kitchen assistant to head cook, EHS, effective 12.11.2013

Motion carried.

**3. Career and Technology Education Annual Update and Plan:**

Kevin Smith, EHS CTE Director, presented his annual report. The board table was decorated with lovely centerpieces and handmade glass ornaments created by CTE students at EHS. Mr.

Smith reminded the board they had approved the Carl Perkins plan over the summer. He shared a PowerPoint presentation so update the board with current information about the CTE Department. High points were: new courses being added; cross-crediting with CTE and core classes; Tech Prep; Running Start; Perkins Grant; Robotics; STEM classes and donations; and expanding CTE support at the middle schools and tribal school. Please see Mr. Smith's entire PowerPoint attached.

At the conclusion of the report, Mr. Cassell commented that what has transpired in CTE over the last few years is phenomenal. The partnerships in the community with local manufacturers are an amazing benefit. Mr. Smith added that he is able to move faster to expand as a result of these great partnerships. Mrs. Merrill reminded that STEM began with the Enumclaw Schools Foundation. The STEM event is coming up on January 30<sup>th</sup>. Mr. Nelson stated that we are becoming a world class system that has come to the attention of Superintendent Randy Dorn who is impressed by the work here. Mr. Smith has also been able to focus on CTE without also doing the athletic director work. Mr. Nelson said at a recent meeting, he was the only superintendent already on board with Code.org.

Mrs. Merrill moved and Mr. Cassell seconded to approve the CTE Plan as presented.

Motion carried.

**4. Resolution # 999: 2013-15 Energy Efficiency Grant:**

Mr. Madden shared that the state is offering an energy grant. The first step in the process is for us is to approve a resolution for an intent to apply.

Mr. Cassell moved and Mrs. Merrill seconded to approve Resolution # 999: 2013-15 Energy Efficiency Grant. Mr. Cassell commented that the district has seen gains as a result of the energy grants.

Motion carried.

**5. Resolution # 1000: Washington Learning Source:**

Mr. Nelson stated as a result of Mr. Marlow's research, he discovered a partnership with the ESD to renew and purchase software licenses. We can make use of the ESD's research and knowledge base when we need information.

Mr. Cassell moved and Mr. Stanwood seconded to approve Resolution # 1000: Washington Learning Source. Mrs. Merrill confirmed that there is no cost involved.

Motion carried.

**6. General Fund Report:**

Mr. Madden presented the general fund report for 2013-14. 21.76% of the 2013-14 budget has been expended with 27.25% 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: \$19,960,015.08. Expenditures to date: \$10,257,718.02. 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: \$6,854,355.06.

Capital Projects beginning fund balance was \$554,405.84 with an ending balance of \$806,729.60.

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 \$502,790.24.

Transportation Fund beginning fund balance was \$174,410.05 with an ending balance of \$174,642.17.

Mrs. Schroeder asked Mr. Nelson if an executive session was necessary. Mr. Nelson stated that he would need a 20-minute executive session for the purpose of discussing the price of a real estate which might increase in price. No action would be taken. Mrs. Schroeder announced the board would take a 5-minute break before moving to executive session at 8:15 p.m. and would reconvene at 8:35 p.m.

#### **V — EXECUTIVE SESSION**

The board returned to open session at 8:35 p.m. No action was taken.

#### **VI — BOARD PROCESS DEBRIEF**

The board debriefed the meeting and presented Mrs. Aaby with a perfect wall quote as a Christmas gift.

#### **VII — ADJOURNMENT**

This meeting adjourned at 8:39 p.m.

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President, Board of Directors

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Secretary, Board of Directors