

MINUTES
of the Regular Meeting of the Board of Directors
of the ENUMCLAW SCHOOL DISTRICT #216
6:30 p.m., District Office
May 20, 2013

I — PRELIMINARY

A. 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.

B. Pledge of Allegiance:

Gabe Sales led the pledge of allegiance to the flag.

C. Roll Call:

All board members were present.

D. Minutes:

Mrs. Schroeder moved and Mr. VanHoof seconded a motion to approve the minutes of the regular board meeting of April 15, 2013 and the special board meetings of May 7, 2013 as printed.

Motion carried.

II — BOARD OF DIRECTORS COMMUNICATIONS

A. Good News of the District:

Mr. VanHoof congratulated the seniors stating this was the last business meeting before graduation. He added that the board is excited for them and asked them to be wise in their decisions at the end of the school year. Mr. VanHoof congratulated them on a great job.

Mrs. Schroeder shared that she attended the WASA Community Recognition Luncheon with Mr. Nelson. Enumclaw Rotary was honored for their support of Full-Day Kindergarten. She said it was very fun watching the videos submitted by districts honoring those who make a difference. She enjoyed our district's video of Mr. Nelson, Mrs. Merrill and Mr. Hart singing "The Itsy Bitsy Spider" song with the kindergartners as a way to share the importance of Full-Day Kindergarten!

Mrs. Merrill said several of the board attended the regional meeting which is always a great opportunity to interact with other board directors from the district #2 area. It was a good meeting and nice to see what people are doing.

Mrs. McGann stated that she and Mr. Nelson met with Senator Patty Murray's staff member, Yuriel Ubarra. It is the first time a senator or representative has sent a staff member to come to us and hear our story and concerns. They shared information and invited Senator Murray to come to the district for a visit. Mrs. McGann said it was good to get his insights and to be able to share with him. Mr. Cassell thanked Mrs. McGann for representing the board at that meeting.

Conner Wells reported that drama closed out the season with the play "Fools" and it was a good show. Mr. Nelson brought his guests who purchased his auction item at the Full-Day Kindergarten fundraiser. The EHS Cabaret dinner show was taking place Wednesday evening. He added that Senior Awards and prom are coming up and seniors are almost out!

Reilly Desmul said it was great to see all who participated in the district art show. There was student work displayed by all grade levels and it was a fun community event. Spring sports are finishing up the season with many teams going to state. It is a busy time and great things are happening.

Mr. Cassell shared that he had the opportunity to present at the Green River Community College Forum this week. He has served on the strategic planning committee at GRCC and said Enumclaw is well integrated in the 5-year plan. Mr. Cassell said it was a great experience and a good discussion. He also shared that he and Mr. LovellFord will be judging at the STEM Robotics competition in Olympia. Mr. Cassell also echoed Mr. VanHoof's sentiments to the seniors, adding that it is nice to have them at the meeting one last time. He asked them to enjoy their last weeks of school and be safe.

B. Superintendent Report:

Mr. Nelson reported that he hosted the last PTA Luncheon of the year with only one school unrepresented. It was a good and productive meeting. The format will change for next year, with a longer meeting time and discussion around how to build capacity with our PTOs at each school. They will work to answer the question: how do PTOs fit into the bigger picture of schools. The PTOs will also share with each other what they are doing to improve their organizations. Mr. Nelson will partner with Mary Alicea for the September agenda. They will facilitate a conversation to share ideas and see how the group wants to expand.

We are in the middle of "Week of WOW!" The art show is still up in the Commons. District informational flyers have been disbursed at "Fools" and other events. He added that his guests for the dinner and play from the Full Day Kindergarten auction received play tickets, reserved seating, and signed posters followed by dinner at their home.

Mr. Nelson shared that he had Enumclaw Centennial pins for sale at \$5.00 each and only 84 left to sell!

For a sports update, Mr. Nelson said track (boys and girls), water polo, soccer, golf, tennis, equestrian, and softball teams have all moved on to state competitions.

At the Full-Day Kindergarten fundraiser, "Everything Enumclaw" and "Everything Black Diamond" baskets were auctioned off in a friendly bidding war. Mr. Nelson invited the winners of those baskets to attend a brunch here at district office on Tuesday.

Five candidates have submitted applications for the junior board representative position. Reilly Desmul and the board will interview the candidates prior to the June 3rd work study meeting.

Mr. Nelson shared sad news that Sharon Calvert had passed away after a long battle with cancer. She will be deeply missed. As Cathy Calvert put it, “Sharon bled maroon and gold”, having been an Enumclaw High School graduate who stayed in the community and did so much for our district and the tribal community creating a wonderful partnership. Mr. Nelson said we would honor her forever for the legacy she leaves. Mr. Parker worked with Ms. Calvert closely as curriculum director. Mr. Cassell commented that she was a memorable person. Mr. Parker shared that the funeral is planned for Tuesday, June 4th, 11:00 a.m. at the Kibler Avenue Church of Christ, 2627 Kibler Avenue.

Board of Director candidates for Districts 2 and 5 will run unopposed. April Schroder is the candidate for district 2 and Bryan Stanwood for district 5. We will outreach to Bryan to have him prepared to take office in December.

Mr. Nelson invited senior student board representative, Conner Wells, to the front of the board room and shared that it was a privilege to write a letter of recommendation for him when he applied to Linfield College. He shared the opening paragraph of the letter: “I can tell you all about the first time I met Conner Wells. It was at his interview for the position of student representative on our Board of Directors. First of all, Conner looked “sharp” in his white shirt and tie and immediately upon entering the room flashed his great smile and shook the hands of each board member. I was so impressed with how articulately Conner answered each question directed to him during the interview process. He calmly and confidently formulated his answers in a way that touched the hearts and minds of each board member. Conner was their unanimous selection. He is currently completing his second year on the board.”

This was Conner’s last board meeting. It is an important value to the board and superintendent to have student voices on the board. They listen, honor and respect our students. Mr. Nelson stated that he is grateful for Conner and the strong student representative he’s been. He and the board presented Conner with an *Award of Excellence* medal and asked that he wear it at graduation. Mr. Nelson said he appreciates who Conner is as a person and what he has contributed. Mrs. Merrill thanked Conner for immediately jumping in and assisting in leading Rachel’s Challenge. He was very positive and took leadership responsibility. Mr. VanHoof commented that Conner has left quite a mark on this district. He especially remembers the WSSDA Presentation our district did at the conference. Most of the feedback from the presentation complimented Conner. He said the first WSSDA conference Conner attended was in Bellevue and Mr. VanHoof had a good time getting to know the students. Mr. VanHoof said it was a privilege to spend time with Conner and get to know him personally. He added that Conner is a great kid with a bright future and he will be anxious to follow him; Conner is a world changer. Mr. Cassell also said it has been great getting to know Conner and to have student representatives on the board. He stated that Conner has set the bar for student voice and we have grown accustomed to that. Mr. Cassell said he will enjoy keeping in touch and watching Conner’s future unfold. Mrs. Schroeder shared that it had been a privilege getting to know Conner. He is a positive leader who is always happy and smiling. It has been a great experience. Mrs. McGann agreed with all that was said, and added that she met Conner at the WSSDA conference before she was officially on the board. She enjoyed talking to Conner and is impressed with his growth and the voice he has provided. Mrs. McGann said she knows Conner will be amazing in life and very successful. Reilly Desmul thanked Conner for being a great leader to her and for the guidance he provided. She said that Conner was not only an inspiration academically with his 4.0 GPA, but for being passionate about what he loves and what he speaks. She said he would be missed. Reilly added that she is excited to see who the new representative to the board will be and said she wanted to fill Conner’s shoes and be a great leader too. She told Conner she is anxious to watch his future. Conner introduced his parents,

Curt and Sandra Wells, who surprised him with their presence. He stated that it has been very rewarding to be on the board and believes it has helped to set him up for what he's going to do in his future: public speaking, government, education and working together. Conner said he was grateful to each and every one.

C. Connecting our Mission and Vision with Measures of Academic Success:

Mr. Nelson shared with the board that he wanted to have a discussion that connected our Mission and Vision with the Measures of Academic Success. He read the mission statement: "The mission of the Enumclaw School District is to provide an education that supports all students in achieving at high levels!" He explained his vision of four strong pillars: Head (Academic Excellence), Heart (People), Hands (System Development), and Habits (Culture). Two years ago, we made a shift to an approach from the business world. What is it we really want to look at? The Measures of Academic Success are on the district report card. The superintendent evaluation pilot looks similar to the MAS and we are taking baby steps into that. WSSDA and WASA are leading the evaluation pilot, defining board/superintendent relationships and what it would look like on an evaluation. Ultimately, the evaluation will include what we will monitor.

Each year we publish the MAS which include both district and state measures. We want all students to graduate. Important steps along the way are learning math, reading and science. We are into our second year of collecting data so there are no trends yet. Next year, we will have the third point of data and can build a system around these measures. Mr. Nelson compared our core work to a three legged stool: Professional Learning Communities; Five Dimensions of Teaching and Learning (this framework has become our new teacher evaluation system and sets up criteria to see what good instruction looks like); and Core Standards and State Learning Standards (46 states have now adopted these. Staff has to be prepared for the new assessment system in 2014. Mr. Parker is conducting a training for math teachers to ready them for next year. The new assessment system will be on-line. Mr. Parker, Mrs. Berryhill and the tech department have been testing on-line this year in preparation for 2014-15. They are also observing students keyboarding skills and making sure the technical pieces are in place. It is a massive undertaking and things have gone flawlessly this year).

The district believes it is a good thing to move to Common Core as it standardizes assessments. Instead of certain large states dominating curriculum there is a level playing field. We are making some adjustments in math even though we just adopted a curriculum a couple of years ago. In communicating with staff as superintendent, Mr. Nelson will ask them to remember these three things that lead back to our mission. Embedded in these three are key initiatives. When reading "Great by Choice", one of the questions asked is "Is it luck?" Every company or organization has luck but what they do with it in next steps is what determines good or great. A good example is what happened with STEM. This started in the district and then expanded to include businesses and corporations and the mayor. In his 28 years in education, this is the tightest alignment in a system Mr. Nelson has seen with a synthesized approach. It ties to the business world and can evolve over time.

Mr. Nelson called for questions from the board. Mrs. McGann asked how Common Core affects Measures of Academic Success and will we start over with data now that we have two different tests. Mr. Parker responded that with the implementation of Common Core, there is a significant difference to what we're currently teaching. In 2015, there will be new assessments for these learning standards. We will have to build some commonalities into the base. Mr. Nelson added that we can still compare with the state averages and use that as an anchor point. Mrs. McGann said the new test is a more difficult and different kind of testing. If a school's scores drop, some might panic. Mr. Parker stated that Mr. Nelson's point was well taken. There would be a

fluctuation in raw scores but we can still see scores in relation to the state average. All districts will be doing that. This will be the third test in seven years. Mr. Cassell reiterated that the state average is the anchor.

D. TPEP Presentation:

Mr. Nelson asked Mrs. Berryhill to do a TPEP presentation to give a point of reference for the new evaluation system. Director of Human Relations, Stephanie Berryhill shared that she got the PowerPoint from OSPI and invited Cabinet to participate in the presentation. TPEP, developed by OSPI and a steering committee, was put into law in June 2012 and all districts have to adopt by next year. The board will have a TPEP policy to adopt prior to September. Mrs. Berryhill has been working on some of the TPEP pieces in bargaining. All teachers will begin the process with a comprehensive evaluation. All teachers and administrators will be evaluated no later than 2015-16. The changes in teacher and principal evaluation criteria were reviewed. The 5D framework was adopted at the last board meeting as a result of the partnership Mr. Nelson created with University of Washington CEL so we are ahead of most districts as we've already chosen a framework. CEL has taken the eight criteria and matched them to the frameworks and student growth rubrics.

A certificated classroom teacher was defined and it will be a district decision to determine what that is for us. This is being discussed in bargaining. OSPI has outlined the implementation schedule which is also a topic in bargaining. We will be implementing the new evaluation with 25% of our staff. If a teacher has a provisional certificate, they will have the comprehensive evaluation. Other items discussed were the Summative Rating Process and the RAW Score Model. There are two types of evaluations: Comprehensive and Focused. A teacher is required to have a comprehensive evaluation every four years. Each teacher is assessed on all eight evaluation criteria. Mrs. Berryhill commented that we will hear about the importance of the standards and framework. We will be learning together and see the complexity of it. The Focused Evaluation will be for a teacher with three or more years of experience who has rolled through the comprehensive evaluation cycle and will focus on one area for growth, using the Focused Evaluation Summative Scoring Process.

Mrs. Berryhill also explained the following:

- The new law that establishes new definitions around student growth measures. If we are setting goals in PLC, we can use those common assessments.
- Defining Student Achievement and Student Growth
- Rubric Language (defines unsatisfactory through distinguished)
- Student Growth Rubric and Rating (Mr. Cassell asked what we have in place to measure growth. Mrs. Berryhill stated that teacher and principal will establish student growth measures to evaluate whether a teacher can move students in their learning. Generalized measures don't fit the bill. The principal will choose individual measures to evaluate whether the teacher can move students in their learning. The district is setting up boundaries in negotiations on exactly how those measures will be selected along with the teacher and principal role. Student growth measures need to be consistent with our vision/mission.)
- Summative Rating and Impact on Student Learning Matrix (Mrs. Berryhill explained that a proficient teacher could have low student growth and still rate as proficient. Mr. Nelson commented that many board members in the room thought a low student growth score would lower the teacher's rating.)
- Student Growth Inquiry Consequences (interventions)
- Student Growth Data Examples (we have Data Director and math assessments in place)
- Use of Student Growth Data Using State-Based Tools (we are not using state based tools)

- Bargaining frameworks: RCWs, WACs, OSPI Guidance (We have a committee working through this. Mrs. Berryhill said she didn't want to bargain a lot of concrete language work until we've been through a cycle. She has asked for volunteers.)
- Examples of Evidence
- Calibration is Important (CEL has done a good job of calibrating. Principals will look for the same things and evaluate accordingly. It is important to have consistency across the district. Mr. Nelson commented that we are calibrated better than we've ever been. Evaluators know what to look for and what do we wonder. Our calibration is much more sophisticated which is one of the benefits of the CEL training we've had.)
- Next Steps (Mrs. Berryhill said that we've done the next steps and are right on target if not ahead for what we should be doing for TPEP. She will be bringing the TPEP framework to the board along with the calendar for approval and the adoption of the TPEP policy. These have to be done by September 1st, 2013.)

Mr. VanHoof thanked Mrs. Berryhill for the presentation and information. He then asked how many students in the audience were interested in pursuing degrees in education. Mr. VanHoof encouraged them not to be dissuaded by the information they had just heard. This is the future of teaching and administration and it's not going away. He encouraged them to pursue education. Mr. Cassell also thanked Mrs. Berryhill and said he was grateful for all of the work that's been done ahead of time and having the frameworks in place. Mr. Nelson added that he loves the way the 5D framework has been so beautifully laid out by UW CEL. He commented that we were very fortunate this could be folded in and can't imagine trying to do it all.

Mr. Cassell 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. He explained we want to properly record and recognize those who present during the meeting. Mr. Cassell reminded the audience there is a three-minute time limit.

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

EHS student, Missy Sanders, shared that many students in the room are 4.0 students and are members of National Honor Society which they paid \$10 to join. She had recently learned that she must pay \$7.25 for her Honors Cord to wear at graduation. Missy said she has a problem paying the additional money for the cord as she worked very hard to earn her grades. Mr. Madden responded that he likes what she says, but laws dictate how we spend public funds and the rules are complicated. Mrs. Merrill commented that this would be a great thing for the Schools Foundation to cover.

Mr. VanHoof requested a 7-minute recess to sign out the students attending the meeting so they could get home to do homework and prepare for Culminating Projects.

During the recess, Mr. Nelson introduced Owen Gabrielson of the Farr Law Group who was attending the meeting.

The meeting was back in session at 8:00 p.m.

IV — ADMINISTRATION/BUSINESS

A. Payroll and Vouchers:

Mr. Madden presented the list of top ten expenditures in the district as follows: Firstline Communications; Green River Community College; Overlake Hospital Medical Center;

Muckleshoot Indian Tribe; Puget Sound Energy; Food Services of America; City of Enumclaw; Warranty Plus Service Center; Associated Petroleum; and Hewlett Packard.

Mrs. Merrill asked about the cost of the new phone system and whether this expenditure covered the major costs. Mr. Madden responded that it did and added it would be a big summer project to replace the current 14-year old phone system.

Mr. Madden shared a list of the local businesses with which the district did \$24,761 of business in the month of April. The district is pleased to support local businesses and purchase their products.

Mr. Cassell 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. VanHoof moved and Mrs. McGann seconded to approve general fund vouchers in the amount of \$756,394.19; capital projects in the amount of \$279,671.54; and associated student body fund in the amount of \$66,991.01; and ratification of the general fund payroll warrant for April in the amount of \$2,768,233.24.

Motion carried.

B. Consent Agenda:

- 1. Donation of \$1,300.00 to the Magic Strings Program from the Enumclaw Rotary Foundation**
- 2. Donation of \$500.00 to the EHS Drama Program from the Enumclaw Schools Foundation**
- 3. Donation of \$4,000.00 to the Southwood Magic Strings Program from the Deseret Trust Company**
- 4. Donation of \$3,000.00 from Black Diamond PTA to Black Diamond Elementary for classroom speakers and technology**
- 5. Donation of \$2,250.00 employee match funds from Boeing Company (Cynthia Munnell, Debra Myers and Toni Davies) to the EHS Equestrian Club**
- 6. Donation of a 2000 Chevy Astro Van valued at \$3,300.00 from King County Metro to the EHS Transition Program**
- 7. Donation of \$2,890.00 from the German American Partnership Program to EHS GAPP**
- 8. Donation of \$1,693.45 from Kibler PTA to Kibler Elementary for copies of guided reading books for kindergartners; refurbished iPad for resource room; Lego Mindstorm Robotic set and curriculum; electric inflator; and non-fiction texts for first grade**
- 9. Award Bid for Dairy Products**
- 10. Award Bid for EHS Yearbook**
- 11. Field trip: EHS Orchestra to Disney World, Orlando, FL - April 14, 2014**
- 12. Personnel Report**

The consent agenda was presented by Mr. Cassell. Mrs. McGann moved and Mr. VanHoof seconded to approve the consent agenda. Mrs. McGann thanked those who made the generous donations.

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12. Personnel Report

Certificated:

- A. New Hire:
 1. Philip Engebretsen, assistant principal, EHS, effective 7.1.2013
 2. Carly Love, SLP, district office (1 year practicum), effective 9.3.2013
 3. Rebecca Bogart, SLP, district office, effective 9.3.2013
 4. David Stokke, teacher, EHS, effective 9.3.2013
 5. Renee Woods, teacher, EMS, effective 9.3.2013
 6. Julie Baldock, teacher EHS, effective 9.3.2013

- B. Leave of Absence Hire:
 1. Mindi Dribnak, teacher, EMS, effective 9.3.2013
 2. Brian Shepard, teacher, EMS, effective 9.3.2013

- C. Transfer:
 1. Tiffany Iacobazzi, teacher, from Kibler to Sunrise, effective 9.3.2013
 2. Barbara Sadler, teacher, from Southwood to Kibler, effective 9.3.2013
 3. Laura Hauswirth, teacher, from Southwood to Kibler, effective 9.3.2013
 4. Desiree Gibb, teacher, transfer from IA Program to classroom teacher Sunrise, effective 9.3.2013
 5. Lea Tiger, teacher, from Westwood to Sunrise, effective 9.3.2013

- D. Resignation:
 1. Travis Ives, teacher, Sunrise, effective 6.12.2013
 2. Amy Morrison, teacher, EHS, effective 6.12.2013
 3. Samantha Alexander, teacher, Black Diamond & Kibler, effective 6.12.2013

Classified:

- A. New Hire:
 1. John McClean, custodian, Westwood, effective 4.11.2013

B. Resignation:

1. Susan Fiala, paraeducator, Westwood, effective 6.12.2013

Motion carried.

C. **Second Reading:**

Policy 3122: Excused and Unexcused Absences

Mr. Nelson explained this is the third time the board has seen this policy. It was taken off the agenda for review, revised, and now he is comfortable presenting it to the board for approval.

Mrs. Merrill moved and Mrs. Schroeder seconded to accept the change to Policy 3122 as presented.

Motion carried.

D. **World History and AP World History Text Adoption:**

Mr. Parker shared since he presented these texts to the board at the meeting last month the books have been on display for public review. He requested the board formally approve the high school World History (World History and Geography – Modern Times) and AP World History (The Earth and Its Peoples – A Global History) textbooks.

Mrs. Schroeder moved and Mrs. Merrill seconded to approve the World History and AP World History Text Adoption.

Motion carried.

E. **Resolution #987: WIAA Membership:**

Mr. Nelson reminded the board that this is an annual resolution the board signs in order for our middle and high schools participate in WIAA sanctioned programs.

Mrs. Merrill moved and Mr. VanHoof seconded to approve Resolution #987: WIAA Membership.

Motion carried.

F. **Resolution #988: Sale of Surplus Property:**

Mr. Madden explained this is also an annual process. Buildings in the district send in items to be surplus and the district office generates the surplus list. The sale this year will be in late June on a Friday and Saturday to see if we can generate more interest.

Mrs. McGann moved and Mrs. Schroeder seconded to approve Resolution #988: Surplus Property. Mr. Cassell asked about the process to advertise the sale and how to make purchases. Mr. Madden explained we are required to run an ad in the paper to publicize the date and place of the sale. We have regular customers who attend. Transportation coordinator, Everett Cunningham manages the sale at JJ. People can pay with a check or cash and can come in to peruse the items for sale. Items are priced at market value.

Motion carried.

G. Resolution #989: Approval of Capital Outlay:

Mr. Nelson explained any purchase over \$50,000 comes to the board for approval. The computers in the CTE program are upgraded on a 3-year cycle. The computers that are replaced will go to other classrooms at the high school. Mr. Cassell was asked about the length of the cycle and Mr. Nelson confirmed that with information from Mr. Smith, CTE Director.

Mr. VanHoof moved and Mrs. Merrill seconded to approve Resolution #989: Approval of Capital Outlay. Mrs. Merrill wondered whether it would be possible to increase the purchase amount that needed to come to the board for approval to \$75,000. Mr. Nelson said we would check with WSSDA for guidance on that.

Motion carried.

H. General Fund Report:

Mr. Madden presented the general fund report. 61.36% of the 2012-13 budget has been expended with 70.93% of revenues received. Mr. Madden shared graphs depicting the revenue and expenditure history.

The beginning of the year fund balance was \$7,000,994.70. Total resources available: \$36,886,057.98. Expenditures to date: \$27,016,977.45. Reserved grant carry-over: \$200,000.00; reserved inventory – commodities carried over: \$18,065.00; reserve of 5% per board policy: \$2,201,621.00; and Capital Projects: \$154,836.75. Unreserved ending fund balance: \$7,294,557.78.

Capital Projects beginning fund balance was \$341,819.99 with an ending balance of \$599,339.59.

The Debt Service Fund beginning fund balance was \$3,138,966.95 with an ending balance of \$3,022,736.73.

ASB Fund beginning fund balance was \$306,561.85 with an ending balance of \$414,696.13.

Transportation Fund beginning fund balance was \$199,100.05 with an ending balance of \$23,324.18.

Mr. Cassell asked Mr. Nelson if an executive session was necessary. Mr. Nelson stated that he would need a 15-minute executive session to discuss litigation or potential litigation with legal counsel. No action would be taken. Mr. Cassell announced the board would take a 5-minute break before moving to executive session at 8:20 p.m. and would reconvene at 8:35 p.m.

V — EXECUTIVE SESSION

The board returned to open session at 8:36 p.m. No action was taken.

VI — BOARD PROCESS DEBRIEF

The board debriefed the meeting. During the process, the board set up a meeting date of June 5th, 2013, 5:30 p.m. in the district board room for goal setting. Each member is to bring a list of top three goals to discuss.

VII — ADJOURNMENT

This meeting adjourned at 8:42 p.m.

President, Board of Directors

Secretary, Board of Directors