

MINUTES
of the Regular Meeting of the Board of Directors
of the ENUMCLAW SCHOOL DISTRICT #216
6:30 p.m., District Office
July 15, 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:

Stephanie Berryhill led the pledge of allegiance to the flag.

C. Roll Call:

All board members were present, except student representative Reilly Desmul who was at cross country camp.

D. Minutes:

Mrs. Schroeder moved and Mr. VanHoof seconded a motion to approve the minutes of the regular board meeting of June 17, 2013 as printed.

Motion carried.

II — BOARD OF DIRECTORS COMMUNICATIONS

A. Good News of the District:

Mrs. McGann shared that she attended Black Diamond Days and enjoyed seeing the coal miner's garden and the dedication of the bronze statue. Past mayors and community members attended and it was a very special event. A granite wall commemorates the lost lives of miners across the state. Bricks have been personally purchased to create the walk area and there are granite benches for seating. It is located in front of the Historical Society and the statue is lit at night.

Mrs. Merrill commented that she is sure Mr. Nelson will share about the return to full-day kindergarten for all children in the district but it is such great news, she wanted to share too.

Mr. VanHoof said he is enjoying summer and Mrs. Schroeder added she is taking four weeks off of everything.

Katja Barnhart just returned from the GAPP trip. She learned and saw a lot in the month they were in Bavaria. Katja said it was a great experience and her German language skills improved!

B. Superintendent Report:

Mr. Nelson stated that he would frame full-day kindergarten differently. When we have offered our Climate Surveys every other year, 90%+ of our patrons are very satisfied with our district when we hear from them. Occasionally we are asked by realtors what the big things are that make Enumclaw a great place to live and that make our school district stand out to potential residents. The STEM program for middle to high school students, AP class offerings, the reading program with its strong test scores, the variety of arts we offer, and the strongest of all – full-day kindergarten for all students. It is the diamond that makes Enumclaw significantly different from other communities. It is a very emotional time for us at the district as there were five years when we couldn't offer the program. It has been a moral dilemma and we are so appreciative of the community stepping up to keep full-day kindergarten alive. To have been here when it was implemented in 2003 and then be able to bring it back again because it's the right thing for kids and a good thing for our system is a wonderful accomplishment. The trainer who worked with us originally will return to train our new kindergarten teachers. All twelve kindergarten teachers will attend which includes the original teachers who will be able to mentor the new. It's been a whirlwind and Mr. Nelson worried about sharing the news with his cabinet and the principals as everyone was very tired from the year. Four contracts were negotiated along with a lot of hiring and the budget situation kept everyone busy. People were needing some rest. This decision brought new energy to the principals and cabinet. It is the right decision! Mrs. Chynoweth has been collecting the kindergarten tuition fees and has had to call when parents are in arrears on payments. After the press release went out, there was much celebrating on her part. When she was able to tell the parents that we were offering full-day kindergarten with no fees, there was much excitement as they have been paying \$1,000 of the tuition before school begins. Full-day kindergarten is a shining star and Mr. Nelson is excited to share this with realtors in our area. He has asked Darla, the kindergarten trainer, to share with the board at the meeting in August. Mrs. Merrill asked if the realtors could attend the kindergarten training to observe. Mr. Nelson thought that was a good idea.

As a result of being president of the Washington Association of School Administrators (WASA), Mr. Nelson was invited to visit the Naval Air Station in San Diego. He was on the base Friday and then he and other VIPs were flown out to the USS Ronald Reagan carrier. There was not much sleep as there were "night ops" going on that they observed from the tower. Mr. Nelson likened this to our bus tour when we bring community awareness to our system. He didn't have much insight into the military and their offerings to our students before. Looking through the lens for our students, he sees the opportunities for STEM related careers as well as others. When we do our bus tour this November, Mr. Nelson would like to focus on full-day kindergarten and next year, focus on STEM, going more deeply into one area that we consider to be jewels in our system. It is fun being an ambassador for the Enumclaw School district. At his WASA inaugural event, Mr. Nelson will talk more about his Navy adventure.

The budget was finalized by the state on June 30th which sent us scrambling as the budget has to be to the ESD by July 17th. Summer schedules have been adjusted by Stephanie, Tim and Mike as there was no choice but to have the budget ready to go. The public budget hearing will be at the August 5th work study with approval of the budget at the August board meeting.

The two books Mr. Nelson introduced at the board retreat will be used at the leadership advance. While doing evaluations, principals received copies of "Good to Great" and "7". He wanted to transform the boardroom into a learning center for the leadership advance. "Extraordinary" will be the word of the year. Highlights from the books are on the walls. The advance is scheduled before the August board meeting and it is expected to be a great, successful time.

C. Levy Information:

Mr. Nelson wanted to share with the board where we are in the levy process. We will be running an M & O Levy and also would like to run a Technology Levy in February. If building should begin in Black Diamond, we may not want to put ourselves too many years out on levies. The four-year window is fine for now. The replacement levy is a given as it is nearly 20% of our operating budget and we would like to pair that with a replacement technology levy which is what Issaquah and Lake Washington School Districts are doing. This one can stretch to a six year window. We don't want to have to come back to voters for another levy. Funds will be in place until 2020. Technology that will need to be updated includes laptops and the Promethean Boards which are on a 6-year cycle, and other items such as clickers and sound systems for the classrooms. PTAs have stepped up to invest in those items for the classrooms. The board will look at those proposals in greater detail at board workshops. It is hoped we can do a new roof or two with this levy. We're in a critical time period. The bond debt concludes in 2016 and is at \$1.58 now. This bond was used to build TMMS and for work at the high school and Westwood. The needs at the high school and Kibler will required a bond. We will share with our public the use of the bond. When Mrs. Dahlquist was on the board, there was a strategy for a bond but the growth in Black Diamond didn't happen on schedule. As we pass the M & O and Technology Levies, we need to discuss how not to fall off the ledge regarding a 20-year bond. Mr. Nelson's greatest concern is the high school. There are new high schools in all of the surrounding districts: Kent, Auburn, Sumner, and White River. Our public sees the Commons and office areas that have been renovated and they are beautiful. It will be important to play this out carefully as a bond will need to be passed for a new high school in Black Diamond and Enumclaw will still have a high school built in 1961. Sumner renovated their high school before building the new one in Bonney Lake. The decisions made in 1997 have served the community well with the renovations at the high school, but we need to look at an updated building and a safer campus that isn't so spread out. Mr. Nelson asked for approval from the board to begin work on levies for February – a 4-year M & O and a 6-year instructional technology levy or if there is a different path the board would like to pursue. Mr. Cassell asked what year we ran the tech levy. It was 2009 and the amount was higher because of the downturn in the economy. Mrs. Merrill asked for clarification around a comment that PTAs would get funds back from purchased technology. The PTAs won't get it back, but the buildings will get funds for other technology if they already have items being purchased. This happened before when buildings had already purchased document cameras. They received credit to purchase other technology. The original "smart classroom" didn't include clickers and sound systems. Now they are a critical part of the sustainable classroom. Mrs. McGann asked about the possibility of getting laptops into student hands. Mr. Nelson said we are looking into that. Districts doing that have laptops on a lease program for their students. It is not a sustainable plan in most districts. We would want to be able to sustain those and determine whether we are instructionally capable of making that shift regarding curriculum and staff. We have the Pro Boards and have never heard from families that they aren't being used. They are not being used to capacity, however, and there will be an extensive training on district day in Safari Montage. We will look into how they are doing the laptops in the Kent School District. Mr. Cassell said he would like to see the technology plan options. Mr. Nelson responded that once the board gives the nod on the levies, the planning will begin. The resolution would come to the board in October. We may send out a joint press release with White River when the time comes to advertise the M & O. Mr. Cassell asked if we are considering a bond in 2017 at the end of the existing bond and what might we consider for that. Mr. Cassell asked if the McClery decision might impact the M & O situation. Will the state take that over for us? Mr. Nelson said elected officials are thinking they might take over that funding. Mr. Madden added that if that happens, they will begin to reduce the

levied land and the ability for the district to receive levies will decrease. Mrs. Merrill commented that she invited Jake Voss to come to the senior center to discuss a new sound system. He shared that there is a panic button in the new sound systems to notify if an intruder enters a classroom. Mr. Nelson agreed that there is amazing instructional purpose as well as safety built into the new sound systems. Instructional cameras can also be used for both lessons and security. Where we are heading in terms of instruction, teachers will be able to take lessons to PLC and get feedback. When asked if they are OK with the 4 year and 6 year levies, the board responded positively.

D. 2013-14 Budget Information:

As Mr. Nelson indicated, the legislature approved the budget. Mr. Madden and his staff have been working non-stop to get a budget together. He shared some preliminary information and the time line for approving the budget.

Basic Ed increases include:

- Salary restoration
- Materials, supplies operations
- Support staff (guidance counselor)
- ALE
- Special Ed
- Transportation
- CTE Programs

Extended Basic Ed Revenue Increases include:

- LAP
- Transitional Bilingual Program
- Highly Capable

We do not have amounts yet for these programs.

Expenditure Increases include:

- Special ed staff
- Counselor at high school
- Reinstating the career center specialist
- Music PE specialists
- Elementary library media specialist
- State teacher salary schedule
- Human Resources Specialist
- ALE program coordinator (replaces the White River program that discontinued)
- Full-day Kindergarten

For the budget approval timeline, the preliminary information is being shared this evening with the budget due to the ESD on Wednesday. The public hearing will take place at the August 5th board work study with budget approval at the August 19th board meeting.

Mr. Madden said this was a quick summary and asked for questions. Mr. Nelson said this is the big picture of where the revenue came in and what we're adding back. Add backs have been facilitated in very thoughtful ways. Mrs. Merrill said someone asked about retaining the ESF proceeds of FDK money just in case we lose funding again. She said the answer was no as she

believes we can sustain it. Mr. Nelson said there are no guarantees with funding as he would never have projected the budget cuts we endured over the last years. He believes we will get some state funding for full-day kindergarten. Our free and reduced rates are up to 40% in some of our schools. We're getting to the point that we'll get some state funding. Hopefully by the following biennium, particularly with the McCleary decision, we'll see some funding. Mr. Madden added that there is a tentative agreement with the EEA contract. The vote to ratify will take place in August when staff returns.

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

No one present wished to address the board.

IV — ADMINISTRATION/BUSINESS

A. Payroll and Vouchers:

Mr. Madden presented the list of top ten expenditures in the district as follows: Green River Community College; Hewlett Packard; Muckleshoot Indian Tribe; Associated Petroleum; Puget Sound Energy; Food Services of America; College Board; Overlake Hospital; City of Enumclaw; and Skills, Inc.

Mr. Madden shared a list of the local businesses with which the district did \$33,410.00 of business in the month of June. 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, Mrs. Merrill moved and Mrs. McGann seconded to approve general fund vouchers in the amount of \$932,966.79; capital projects in the amount of \$13,708.78; and associated student body fund in the amount of \$80,646.19; and ratification of the general fund payroll warrant for June in the amount of \$2,853,464.44.

Motion carried.

B. Consent Agenda:

- 1. Donation of grants in the amount of \$23,840.24 to schools and programs across the district from the Enumclaw Schools Foundation**
- 2. Donation of jerseys to the EHS girls varsity fastpitch team in the amount of \$1,007.59 from Pat and Jill Forza**
- 3. Donation of \$3,500.00 from Westwood PTA to Westwood for classroom enhancements**
- 4. Donation of \$2,000.00 from the Buckley Log Show to EHS for a scholarship**
- 5. Donation of \$1,361.05 from Sunrise PTA to Sunrise for field trips**

6. **Field trip: EHS Cross Country to the Nike Pre National Meet at Portland, OR - September 28, 2013**
7. **Field trip: EHS Cross Country to the Three Course Challenge Race at Seaside, OR - September 20-21, 2013**
8. **Personnel Report**

The consent agenda was presented by Mr. Cassell. Mrs. Schroeder moved and Mr. VanHoof seconded to approve the consent agenda. Mrs. Merrill commented on the way the foundation has been able to fund the programs. These funds came from the Mardi Gras event, Amazon, and United Way donations.

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8. Personnel Report

Certificated:

A. New Hire:

1. Alisha Snell, counselor, EHS, effective 9.3.2013
2. Alice Lampkin, teacher, EMS, effective 9.3.2013
3. Kaitlin Norton, teacher, EHS, effective 9.3.2013
4. Kathy Lobdell, teacher, EMS, effective 9.3.2013
5. Desta Olds, teacher, Black Diamond/Westwood, effective 9.3.2013
6. Rachel Johnson, teacher, Kibler, effective 9.3.2013
7. Cora Valentine, teacher, EHS, effective 9.3.2013
8. Amanda Land, teacher, Sunrise, effective 9.3.2013

B. Leave of Absence Hire:

1. Cheryl Thomson, .5 teacher, Southwood, effective 9.3.2013
2. Gunner Argo, .6 teacher, EHS, effective 9.3.2013
3. Spencer Adam, teacher, EHS, effective 9.3.2013
4. Morgan Franz, teacher, Westwood, effective 9.3.2013

C. Additional Hours:

1. Jeff Kurtz, summer school, Black Diamond, effective 8.12.2013
2. Debbie Evans, summer school, Black Diamond, effective 8.12.2013
3. Debbie Beech, summer school, Southwood, effective 8.12.2013
4. Pam Shinsato, summer school, Southwood, effective 8.12.2013
5. Cami Went, summer school, Westwood, effective 8.12.2013
6. LeeAnn Curtright, summer school, Westwood, effective 8.12.2013
7. Judy Manus, summer school, Sunrise, effective 8.12.2013
8. Marsha Henderson, summer school, Sunrise, effective 8.12.2013
9. Kim Patrick, summer school, Kibler, effective 8.12.2013

10. Amy French, summer school, Kibler, effective 8.12.2013

D. Change of Assignment:

1. Molly Chang, from Spanish to ALE, EHS, effective 9.3.2013

E. Rescinded Offer:

1. Brianne Gregory, .5 counselor, Southwood, effective 6.26.2013

F. Leave of Absence:

1. Amber Mayfield, teacher, EMS, effective 9.3.2013

G. Resignation:

1. Sara Lanier, psychologist, district, effective 7.1.2013

H. Retirement:

1. Merla Jean, teacher, Sunrise, effective 7.5.2013

Classified:

A. New Hire:

1. Stacy Guyant, ELL paraeducator, summer school, district, effective 7.30.2013

B. Change of Assignment:

1. Sandra Wells, from para at Westwood to Career Center Specialist at EHS, effective 9.3.2013

C. Transfer:

1. Debra Cleland, LPN para, from EHS to TMMS, effective 9.3.2013

Supplemental:

A. New Hire:

1. Willis Bathum, assistant football coach, EHS, effective 8.13.2013

B. Rehire:

1. Kyle Tait, assistant baseball coach, EMS, effective 9.3.2013

2. Eric Fiedler, head baseball coach, EMS, effective 9.3.2013

3. Linda Hubber, head fastpitch coach, EMS, effective 9.3.2013

4. Jenelle Murrell, head coed track coach, EMS, effective 9.3.2013

5. Mike Sando, assistant coed track coach, EMS, effective 9.3.2013

6. Doug VanHulse, assistant coed track coach, EMS, effective 9.3.2013

Motion carried.

C. Second Reading:

Policy 3515: Student Incentives

Policy 5240: Evaluation of Staff

Mr. Nelson presented two policies, 3515 and 5240, to the board for action. These were discussed at the last board meeting and he asked for board approval.

Mr. VanHoof moved and Mrs. McGann seconded to approve Policies 3515 and 5240 as presented.

Motion carried.

- D. First Reading:**
Policy 1400: Meeting Conduct, Order of Business and Quorum
Policy 2151: Interscholastic Activities
Policy 2414: Community Service
Policy 3210: Nondiscrimination
Policy 3231: Student Records
Policy 3432: Emergencies
Policy 4200: Safe and Orderly Learning Environment
Policy 4260: Use of School Facilities
Policy 4310: Relations with Law Enforcement, Child Protective Agencies
Policy 5201: Drug-Free Schools, Community and Workplace
Policy 5202: Federal Motor Carrier Safety Administration Mandated Drug and Alcohol Testing Program
Policy 5280: Termination of Employment
Policy 6220: Bid Requirements

Mr. Nelson presented 13 policies for first reading and information.

Policy 1400: this policy is board related and states that board members can attend meetings electronically and shouldn't be emailing or texting one another during meetings.

Policy 2151, 4200, 4310, 5201 and 5202: all of these changes in policy connect to the new marijuana law.

Policy 2414: legislation was passed on May 11 and requires that school districts have a new policy adopted by September 1st. Mr. Nelson has spent time chatting with Jill to get the procedure in place for this. A legislator from Renton got this passed and it is an incentive program for community service that will be a requirement for graduation. We don't have an element of community service. In some districts, the culminating project is a checklist which is much easier than our process. We will move forward with our procedure. Mr. Cassell asked if our culminating project includes a service element. Mr. Nelson responded that it does, but not to the extent that this policy requires. He has never seen anything go into law in May that had to be adopted by September.

Policy 3210: this change is in regard to non-discrimination in accessing facilities.

Policy 3231: expands the guardian in the student record policy, and we already follow the state general retention rules.

Policy 3432: this policy is a result of Sandy Hook. Three lock-downs are now required in the buildings per year. We are also required to do a drill using the data from Rapid Responder. We update the Rapid Responder information each year.

Policy 4260: correction of language

Policy 5280: updates the policy to align with TPEP language

Policy 6220: reflects new thresholds for bidding requirements

These will be on the agenda for board approval in August. There were no comments or corrections on the first reads.

E. Resolution #991: Interagency Agreements for Students with Disabilities:

Mr. Nelson presented this resolution for Anne Chambers who is on vacation. It is an annual resolution for services in the Student Support Services Department. The vendors and services have been updated for this year.

Mrs. McGann moved and Mrs. Schroeder seconded to approve Resolution #991: Interagency Agreements for Students with Disabilities.

Motion carried.

F. Resolution #992: Adoption of the City of Enumclaw / City of Black Diamond / King County Capital Facilities Plan:

Mr. Madden did a quick review of the facilities plan. He brings this to the board for approval of a 6-year plan annually. The plan allows us to collect impact fees from King County. We do not have a fee ordinance in Black Diamond or Enumclaw. They have been requested on the plan. To clarify the process, Mr. Madden stated that we publish an ad in the Courier Herald requesting comments on the plan. The comments are geared toward the environmental checklist and our plan is non-significant on the environment. When the plan was originally submitted, the full-day kindergarten decision had not been made. Mr. Madden had a revision for that portion of the plan. This doesn't impact the plan itself but corrects the narrative. Mrs. McGann asked about the impact fees for King County. Mr. Nelson and Mr. Madden responded that it is a 50% discount and amounts to \$6,217 for a single family dwelling. Upon approval of the plan, Mr. Madden sends it to the county and it becomes part of their long-term planning. It is anticipated that Yarrow Bay will begin to build in 2015.

Mr. VanHoof moved and Mrs. Merrill seconded to approve Resolution #992 Adoption of the City of Enumclaw / City of Black Diamond / King County Capital Facilities Plan.

Motion carried.

G. Resolution #993: Recommending Approval of Enumclaw School District's Petition for Transfer of Territory:

Mr. Nelson went back through the history of the land transfer process between Enumclaw School District and Tahoma School District using the link on the website called Yarrow Bay where there is a summary of everything that has transpired regarding the development. This dates back to November 2009 when public meetings were held to discuss the Tri-Party Agreement. Fourteen months later, the Tri-Party Agreement, which includes 7 different school sites, was officially approved by the board on December 20th, 2010.

On the Lawson Hills development master plan, there is a triangle piece of land that resides in the Tahoma School District. It has been the intent of this board that this land and its assessed value should support our schools in the Yarrow Bay development. The Tahoma School District Board of Directors has denied the transfer of territory. The board approved the plan to move to a hearing with the PSESD. Mr. Nelson and Mr. Cassell tried again to meet with Tahoma and had a conversation. A letter was received from Tahoma stating they were not interested in having the land come to us and requesting the transfer request go to the PSESD hearing board for a

decision. Tonight, a resolution opposite of the Tahoma resolution was before the board which states the land should be transferred to Enumclaw as it is attached to the master plan and would support the schools in that master plan. After tonight, it will go to the ESD for the hearing. There will be a lot of questions and answers with district attorneys present at the hearing. The transfer of land is more common than one might think but most do not go to the ESD board. White River and Sumner just had an exchange of land. Usually there is an exchange of homes for homes or land for money. Mr. Nelson requested board approval of this resolution. He also stated that the district is trying to be transparent in the process, and the resolution will be posted on the website tomorrow. Mrs. McGann asked if the ESD board allows for public comment or just attorneys. Mr. Nelson believes there is public comment. The ESD has had to fill their hearing board. Mr. Cassell asked if Mr. Nelson had any sense of how long it might take. Mr. Nelson did not. It is an important piece for our community.

Mrs. McGann moved and Mrs. Schroeder seconded to approve Resolution #993: Recommending Approval of Enumclaw School District's Petition for Transfer of Territory.

Motion carried.

H. General Fund Report:

Mr. Madden presented the general fund report. 77.45% of the 2012-13 budget has been expended with 83.33% 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: \$42,109,834.46. Expenditures to date: \$34,103,689.02. Reserved grant carry-over: \$200,000.00; reserved inventory – commodities carried over: \$18,065.00; transfer to Transportation Vehicle Fund: \$249,999.96; reserve of 5% per board policy: \$2,201,016.21; and Capital Projects: \$212,522.00. Unreserved ending fund balance: \$5,124,542.27.

Capital Projects beginning fund balance was \$341,819.99 with an ending balance of \$597,669.21.

The Debt Service Fund beginning fund balance was \$3,138,966.95 with an ending balance of \$3,198,006.55.

ASB Fund beginning fund balance was \$306,561.85 with an ending balance of \$371,454.27.

Transportation Fund beginning fund balance was \$199,100.05 with an ending balance of \$25,021.74.

Mr. Cassell 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. Cassell said he forgot to share an item earlier. He attended the superintendent evaluation workshop and wanted to share what he learned. The next workshop is virtual and during the day. At first glance, it looks positive and will assist the goals workshop process to go easier. The evaluation is focused around policy governance but doesn't have to be. He will bring materials to share with the board.

Mrs. Merrill asked about the street work being done in front of the high school. Mr. VanHoof thought it might be sidewalks.

Mrs. Schroeder stated that she wouldn't be attending the August 5th meeting as she will be celebrating her 15th wedding anniversary.

Mr. Nelson commented that this is usually a short meeting for the board but things shifted this month.

VII — ADJOURNMENT

This meeting adjourned at 8:10 p.m.

President, Board of Directors

Secretary, Board of Directors