

**MINUTES
of the Regular Meeting of the Board of Directors
of the ENUMCLAW SCHOOL DISTRICT #216
6:30 p.m., District Office
January 22, 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:

Allison Ewell led the pledge of allegiance to the flag.

C. Roll Call:

All board members were present.

D. Minutes:

Mr. VanHoof moved and Mrs. Schroeder seconded a motion to approve the minutes of the regular board meeting of December 17, 2012 and the special board meetings of January 7 and 8, 2013 as printed.

Motion carried.

II — BOARD OF DIRECTORS COMMUNICATIONS

A. Good News of the District:

Mrs. Schroeder reported that the City of Enumclaw's Centennial Dinner which is scheduled for Sunday, January 27th, is completely sold out. It is a good problem to have!

Mrs. McGann attended the Parent Group luncheon and shared that it was a great event with all but one parent group represented. She enjoys getting together and networking with other groups. The parent groups offer great support to our district. They enjoy the opportunity to ask questions. Mrs. McGann and her mom attended the Robotics competition and said it was a lot of fun. She is very happy to have the club at the high school and hopes there will be a group at the middle school also.

Mrs. Merrill attended the One Act plays and stated they were excellent performances that were student written and directed. She thought they were fantastic and fun to watch. Mrs. Merrill also attended the band fundraiser for Sandy Hook and said the assembly was amazing. She had purchased bracelets in support of the student fund raiser and shared them with anyone who

wanted one. Mrs. Merrill was very proud of our students and wanted to give them credit for their work.

Conner Wells shared that he performed in the One Act plays which are a little different from other performances. Parts are received just before winter break, memorized over the break, and performed a week later. It is a collaboration of a lot of different people and is a lot of work but very fun. Rehearsals for “Legally Blonde” which will be performed in March have begun.

Reilly Desmul commented that the Sandy Hook assembly was very touching and well done. She has been selected to participate in the Washington Aerospace Scholarship Program and it is keeping her very busy. Reilly said she is learning so much and thanked Mr. Nelson for his letter. She said the program is very involved and she is one of five students selected from EHS to participate this year.

Mr. VanHoof announced that his board director term is up this year and he will not be running again. Election sign up is in May if anyone is interested in pursuing the position. Mr. VanHoof said he is completing his eighth year on the board and has decided to focus his energies on leadership positions in his church. He wanted to make the announcement now so others can get involved. Mr. VanHoof holds the Director 5 position. The boundaries for this area are on the district website. Mrs. Merrill commented that Mr. VanHoof is a huge asset to the board and she appreciates working with him.

Mr. Cassell reported that the Robotics team had fun competing in the state championships. They made a strong effort and competition was tough. A middle school club will be starting next year with Edward Hechter coaching. Mr. Cassell congratulated Reilly and the other students who were selected to participate in WASP. It is a rigorous program and he encouraged Reilly to “get in touch with her inner engineer!” He said it will be fun to watch her progress.

B. Superintendent Report:

Mr. Nelson shared that the Centennial Dinner is the kickoff event for Enumclaw’s centennial celebration. He was happy to hear the event is sold out! Mr. Parker is a part of this Sunday’s celebration and has interviewed historians for the event. There will be a historical focus on different areas of Enumclaw. The historical aspect of schools is scheduled for the end of August. In November, there will be an ecumenical service at the fairgrounds to celebrate the important part churches have played in history. There will be desserts served and a program. Tina McGann is helping with planning this event. We are glad to support the City of Enumclaw and to be a part of the celebration and planning.

The State of Education Address is Thursday at 6:00 pm. The board is ready to serve soup, salad, cheese bread sticks and dessert trays. Mr. Nelson said he hopes the event will be a lot of fun. There will be interactive placemats with puzzles requiring information about the district on one side. On the other side is the district’s mission/vision statement and information about the Mardi Gras event. Everyone will receive a sealed program and the Top 10 events for 2012 will be revealed. Mr. Scott is working with Mr. Nelson and Mr. Madden to install an improved sound system in the Commons. This will be a nice improvement for events held in that facility. The address will be presented in a fun, relaxed manner.

The Cheer Squad will participate at state competition at Hec Ed Pavilion Saturday morning at 8:30 am.

As a follow up to Sandy Hook, Mr. Nelson shared that it is being framed as a three-prong approach in the system and explained how the district is moving forward. The first prong is that all schools are having comprehensive lock-down drills and sending in debriefs. Along with debriefs, administrators are reporting any needs for materials or supplies. Administrators are also assuring that current district policies are being adhered to. Mr. Nelson and Mr. Madden will be meeting with law enforcement and building administrators to do safety check walk-throughs. This has been completed at Black Diamond. Mrs. McGann also sat in on the meeting with Chief Jamey. The connection has been made with Officer Voss to walk through the six Enumclaw city schools. Lock down is different in each of the buildings because of the lay out of the campuses. Officer Voss will offer his opinion on safety procedures and we will begin to make changes across the system. A King County deputy connected with Keri Marquand to do a walk-through at Westwood. Depending upon where an officer might be patrolling, the response time could be slower for an officer to get to Westwood. Mr. Nelson confirmed with Chief Jamey Kimblinger and Chief Zoll that they would respond to an emergency situation at Westwood but King County would be the primary officers. The lockdown drill is in place throughout the system, including district office. We want to stay current with the changes in safety trends. Architects are now looking differently at how buildings are structured for safety. We want our schools to be as safe as possible.

Mr. Nelson shared the second prong which he included in his Friday Update to the board, the Community Health Summit being planned by hospital foundation director Rene Popke, will move to a safety and mental illness theme. The Summit will address things such as what to do in a mall or theater in an emergency, how to prepare kids and how to be proactive as a community.

The third prong is Kindness and Compassion and wanting the kids to own it. Our students did take the challenge when presented with Rachel's Challenge. Mr. Engebretsen and his students at EHS showed their ownership when they facilitated the Sandy Hook assembly and band fund-raising event. As a result of these events, Mr. Nelson wrote his column in the Connection based on the next steps that will be taken in our system.

Mr. Nelson shared that the picture of the eagle landing on the playground at Sunrise went viral on Facebook with almost 3500 people viewing the picture. He added that he hopes we will go viral when we get good test scores too! Mr. VanHoof commented that it was a very large eagle. Mrs. Merrill asked when the spring health summit would be held. No date has been set yet.

C. School Board Recognition:

Mr. Nelson announced that this is School Board Appreciation Month and we have the best board in the state! He appreciates the care and heart that our board puts into their work along with their desire to make the system better and better. Mr. Nelson appreciates the annual addresses the board does for our community and how they make it a fabulous evening. He told the board that they expend a lot of energy participating in and attending community events. It lets the communities know that we are a high quality district. The board also brought student representatives on to the board which only a half dozen other districts have done. He reiterated that they are a top notch board and we will work on getting them recognized as board of the year. He presented certificates of appreciation to the board members and a book to the student representatives. They were also given treats prepared by Mr. Nelson and Mrs. Aaby. Mr. Nelson thanked the board again for all they do.

At 7:01, Mr. Cassell called for a 10-minute recess, adding agenda item section II, item 3.1 to celebrate Mr. Nelson's milestone birthday. Mr. Nelson and the audience were served a lovely "50" cake.

The meeting was back in session at 7:12 pm and Mr. Nelson thanked the board for the birthday surprise.

D. Climate Survey:

Mr. Nelson reminded the board that this is the 4th Climate Survey in the district. Mrs. Berryhill, Director of Human Relations and Support Systems, put together a summary and shared that some of the questions were changed this year to reflect the implementation of technology. She shared the common threads and trends from the survey. Mrs. Berryhill created a list of what we do well and next steps for improvement. The survey results have been printed and are available to anyone who would like to peruse it. There is heightened awareness about safety and bullying. Some responded that they feel safe and comfortable in our schools and others said we need to address bullying and harassment. We are on the right track with the kindness and compassion initiative in the district. Communication is another area we will continue to improve though it has increased dramatically with the use of Facebook, Swift, and the website. There is a desire for greater academic challenge. We continue to have comments from staff, students and the community regarding meeting the needs of all students, both those who are excelling and need more challenge and those who are struggling. The district will continue to work with principals on PLC and 5D and they will take information back to staff.

Mr. Cassell asked how we communicated that the survey was available. Mrs. Berryhill responded that it was on the website with a link; principals and staff rotated students through to take the survey and had computers available for parents to take the survey on conference days. Information was sent home with students and it was in newsletters. Mr. Cassell thought teachers might have been surprised at how many parents are tracking student grades. It is great to identify things like that and he hoped staff would get to look at the survey results in the buildings.

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: Muckleshoot Indian Tribe, Puget Sound Energy, Food Services of America; Overlake Hospital; Associated Petroleum; City of Enumclaw; Taylor Publishing; NW ESD 189; Speech Connections; and Fairfax Hospital. Mr. VanHoof asked about the spike in the Overlake expenditure. Mr. Madden thought the bill might be for two months.

Mr. Madden shared a list of the local businesses with which the district did \$32,260.00 of business in the month of December. 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. McGann moved and Mrs. Merrill seconded to approve general fund vouchers in the amount of \$487,626.97; capital projects in the amount of \$543.00; associated student body fund in the amount of \$65,393.61; and ratification of the general fund payroll warrant for December in the amount of \$2,703,054.79.

Motion carried.

B. Consent Agenda:

1. **Donation of \$1,955.00 from New Life Foursquare Church (DePoppe Marathon) to the Special Education Program to be used for seven teacher grants and a swim grant**
2. **Donation of \$3,000.00 from Black Diamond PTA to Black Diamond Elementary for sound system technology**
3. **Donation of \$45,000 from the Muckleshoot Tribe to be used for the Native American Program**
4. **Donation of \$1,680.00 from the New Life Foursquare Church to be used by the Special Education Program for swimming lessons (payments over six months)**
5. **Donation of \$600.00 from TMMS PTSO to TMMS for two classroom grants at \$300 each**
6. **Personnel Report**

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

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5. Donation of \$600.00 from TMMS PTSO to TMMS for two classroom grants at \$300 each
6. Personnel Report

Certificated:

A. Resignation:

1. Christine Couch, district nurse, district office, effective 12.31.2012
2. Caspar vanHaalen, assistant principal, EHS, effective 6.28.2013

B. New Hire:

1. Claire Nelson, district nurse, district office, effective 1.2.2013

C. Long-term Sub:

1. Brian Shepard, teacher, EMS, effective 11.26.2012
2. Pam Christensen, teacher, EMS, effective 1.14.2013

- D. Retirement:
 - 1. Denise Kellogg, counselor, EHS/SW, effective 6.12.2013
- E. Rehire:
 - 1. Susan Stedham, teacher (temporary K project), Kibler, effective 1.14.2013 (revised start date)

Classified:

- A. New Hire:
 - 1. Tiffany Triplett, kitchen assistant, Sunrise, effective 12.3.2012
 - 2. Duangkamol Jack, kitchen assistant, Southwood, effective 12.11.2012
- B. Transfer:
 - 1. KC Fernandez, kitchen assistant, from Southwood to EHS, effective 12.1.2012
 - 2. Tracy Petersen, kitchen assistant, from Black Diamond to EHS, effective 12.17.2012
- C. Change of Position:
 - 1. Randy Kuehn, courier, district office, effective 12.17.2012
- D. Termination:
 - 1. Marina Koch, health room professional, TMMS, effective 1.14.2013

Motion carried.

C. Resolution # 982: Cancellation of Outstanding Warrants:

Mr. Madden explained Resolution #982: Cancellation of Outstanding Warrants is an annual process for the business office. People have been notified that the checks are being canceled. The business office is required by law to do this process annually.

Mrs. Merrill moved and Mr. VanHoof seconded to approve Resolution #982: Cancellation of Outstanding Warrants.

Motion carried.

**D. First Reading:
Policy 2000: Student Learning Goals
Policy 3210: Nondiscrimination
Policy 6605: Student Safety Walking to School and Riding Buses**

Mr. Nelson presented three policies for information and explained the minor changes to each. Mr. Cassell asked the board to look the policies over for any changes. The policies will be on the agenda as an action item at the next meeting.

E. General Fund Report:

Mr. Madden presented the general fund report. 29.95% of the 2012-13 budget has been expended with 33.88% 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: \$21,273,802.33. Expenditures to date: \$13,187,355.58. 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: \$87,703.00. Unreserved ending fund balance: \$5,579,057.75.

Mr. Cassell shared that he had talked to Mary Jane Glaser at Tahoma School District. She mentioned they had started a composting and recycling program which has saved the district \$300,000 over the years. Mr. Madden replied that both Black Diamond and Westwood are recycling. He would like to implement the program in the other schools. It has reduced the size of the garbage containers needed at those two schools and saves money as well as being the right thing to do for the environment.

Capital Projects beginning fund balance was \$341,819.99 with an ending balance of \$835,346.66.

The Debt Service Fund beginning fund balance was \$3,138,966.95 with an ending balance of \$1,358,287.22.

ASB Fund beginning fund balance was \$306,561.85 with an ending balance of \$476,636.71.

Transportation Fund beginning fund balance was \$199,100.05 with an ending balance of \$206,495.95.

Mr. Cassell asked Mr. Nelson if an executive session was necessary. Mr. Nelson stated that he would need a 10-minute executive session for the purpose of discussing litigation with legal counsel. No action would be taken. Mr. Cassell announced the board would take a 6-minute break before moving to executive session at 7:40 p.m. and would reconvene at 7:50 p.m.

V — EXECUTIVE SESSION

The board returned to open session at 7:57 p.m. No action was taken.

VI — BOARD PROCESS DEBRIEF

The board debriefed the meeting.

VII — ADJOURNMENT

This meeting adjourned at 8:00 pm.

President, Board of Directors

Secretary, Board of Directors