

**MINUTES**  
**of the Regular Meeting of the Board of Directors**  
**of the ENUMCLAW SCHOOL DISTRICT #216**  
**6:30 p.m., District Office**  
**September 17, 2012**

**I — PRELIMINARY**

**A. Call to Order:**

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

**B. Pledge of Allegiance:**

Chad Magendanz led the pledge of allegiance to the flag.

**C. Roll Call:**

All board members were present.

**D. Minutes:**

Mrs. Schroeder moved and Mr. Cassell seconded a motion to approve the minutes of the regular board meeting of August 20, 2012 and the special board meeting of September 4, 2012 as printed.

Motion carried.

**II — BOARD OF DIRECTORS COMMUNICATIONS**

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

Mr. VanHoof shared that he had attended the Enumclaw Middle School Open House for his 6<sup>th</sup> grade daughter and would attend Sunrise's Open House next week. Mr. Cassell attended the high school Open House and stated the administration was a little disappointed with the turn out though the electronic communications are so good that parents aren't feeling the need to attend Open House. Mr. Cassell said it was nice to connect with his child's teachers and appreciates the face to face time. He appreciated the teachers who are taking full advantage of their new technology. One of the new teachers did a paperless presentation using the Promethean Board. Mrs. Schroeder also attended the Enumclaw Middle School Open House and enjoys going into all of the classes as it can be difficult to get a lot of information from the students. Mr. VanHoof added the teachers did a nice job explaining their grading system as this is the first time he and his child are dealing with six teachers instead of one. Mrs. McGann will be attending the Black Diamond Open House on the 27<sup>th</sup>. She worked in the building on picture day and said it was good to see the kids. The Black Diamond PTA purchased speakers for all of the classrooms and the teachers are loving that tool. It helps students to hear and is also beneficial for shy children who love the system. Mr. Cassell added that Mr. Kilmer has a speaker system in his classroom

which allows a student to lead a lesson on the computer. Mr. VanHoof remarked that the use of technology in our buildings is all the board hoped it would be and will only improve over time.

Mr. Cassell reported that Robotics has begun meeting and this year the robot will be required to manipulate donuts. Extra points will be awarded for lifting another robot. It will be fun to see what the kids create. Students attended the Museum of Flight this week. Mr. Cassell reminded that the STEM Expo is scheduled for 10.11.12 from 4-7 pm at EHS. A lot of vendors will be represented along with local businesses involved with science and engineering. It is the first annual event and the committee is already thinking of improvements for next year. Mr. Cassell commended Cathy Fallen for her leadership of the event. She has a lot of business contacts. The event will be advertised on the reader boards.

Reilly Desmul stated that the use of the Promethean Boards in the classroom has been great from a student perspective. Reilly reported that Spirit Week is next week and it has been fun to watch the activity associated with Homecoming. She has been concerned about the cost for students associated with purchasing formals for dances. Reilly would like to see a used formal store at school where students can sell or donate their dresses. The dresses could then be sold or rented. Ramsey Graham commented that Judy Zumwalt has already started a program that gives away formals and a day of beauty. She thought it would be great for Reilly to connect with her.

Conner Wells shared that fall play rehearsals are under way. He will be performing in the first play of the year. Mr. Miller and his students will present six plays this year which is more than normal. Conner said this is a great cast and will be a good play.

Reilly Desmul said she was grateful for the change in the PSAT date. The test will be given during the school day and she can now run in sub-districts for cross country. Other athletes are happy too. Mr. Cassell commented that he is happy it is during the school day as it eliminates so many conflicts for students.

Mr. VanHoof introduced Chad Magendanz who is a candidate for state representative of the newly formed district 5 legislative district. He thanked Mr. Magendanz for coming to visit with the board.

## **B. Superintendent Report:**

Mr. Nelson commented regarding the formal project that Chief Zoll's wife is also involved in providing formals free of charge to students. Mr. Madden added that the clothing is stored at JJ Smith. He suggested Reilly be the contact person to share this information at the high school and connect with adults who are leading this program.

Mr. Nelson discussed the document in front of each board member that will help to keep us grounded in our core work. The document, which includes the district's mission and vision statements, will be on the table at each of our meetings. Principals are asked to share how they are implementing the core work in their buildings. Cabinet is checking in with PLC teams to see how they are progressing toward student success. The instructional framework we are using is the 5 Dimensions which ties to PLCs. Terry Parker attended a workshop with other curriculum directors and finds there are some standards shifts. Mr. Parker has set up a math program with assessments and we may need to shift what is being assessed to meet the common core.

Some of the key things in our system currently are Open Houses with three completed and the last five in the next two weeks.

Finding Kind, and anti-bullying film, is being presented at the middle schools tomorrow and for the community at the Chalet Theater at 7 pm. The Enumclaw Schools Foundation, Enumclaw Regional Hospital Foundation and Franciscan Foundation have provided resources for this. We began our anti-bullying initiative with Rachel's Challenge when the board adopted the new anti-bullying policy in the district. Now we are beginning next steps to follow up on that initiative. Our concern was in becoming known as a "Rachel's Challenge" district and not moving on from there though we still have Friends of Rachel Clubs and the Kindness and Compassion programs.

Mr. Nelson expressed his continued gratitude and thankfulness to the community for the technology levy and the changes in our classrooms. During STEM, a classroom will be open at the high school with a staff person demonstrating the new technology.

The Homecoming game is on September 28<sup>th</sup> which is early in the year. The dance is on the 29<sup>th</sup>. There is a lot of excitement at the high school.

Mr. Iacobazzi announced to students that it is their last week of the first round of Core-Choice. Staff has already gone through one cycle of helping kids to improve their grades.

The tech roll-out has been exciting and its use is at a high rate because of the manner in which Mr. Parker executed that process along with trainings. It was well planned and facilitated.

In regard to athletics, Mr. Nelson said he is thrilled to have the lease on the football field. He said it is such an honor to have this facility and thanked the community for their work and resources in making it happen. Soccer and football games have packed the stadium. Mr. Smith reported that they made as much from one event as from an entire season recently. It will be a beautiful night to watch football Friday at our beautiful facility!

Mr. VanHoof 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.

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

Ramsey Graham introduced herself and shared there is a Special Olympics 5 K fundraiser this Saturday. Adaptive bicycles will be provided for special needs children to participate. Ms. Graham was very excited that her daughter who has Down Syndrome will get to ride for the first time. She invited everyone to participate as proceeds will go to the Enumclaw Special Ed program. Ms. Graham shared that special needs students are enjoying using the Promethean Boards in the classrooms also.

As a parent representative on the special education council, Ms. Graham shared that Anne Chambers would be their special speaker next month. Senate Act 1469 was passed and Governor Gregoire designated October as Disability History Awareness month in Washington. Ms. Graham encouraged everyone to get out in the district and visit special education programs and participate in the 5 K Run. Mr. Nelson added that he has flyers for this event in the PTA folders to be distributed at tomorrow's luncheon.

Chad Magendanz shared that he started his work in the schools as a PTA legislative representative, then ran for the board, became board president, and served on the WSSDA Legislative Committee, prior to making his run for the state representative position in the 5<sup>th</sup> district. He appreciated the time he had with the board to discuss their top legislative priorities and recognizes there are unique issues for Black

Diamond and Enumclaw. Mr. Magendanz stated that his door would always be open. Mr. VanHoof thanked him for coming this evening.

#### IV — ADMINISTRATION/BUSINESS

##### A. Payroll and Vouchers:

Mr. Madden presented the list of top ten expenditures in the district as follows: KCDA; Muckleshoot Indian Tribe; Advanced Classroom Technology; Kolkay Electric; Hewlett Packard; Toshiba Financial; Overlake Hospital Medical Center; Puget Sound Energy; Lindsay Electric; and Riverside Publishing.

Mr. Madden shared a list of the local businesses with which the district did \$19,365 of business in the month of August. The district is pleased to support local businesses and purchase their products.

Mr. VanHoof explained the new paperless board packets process the board is using. The board still gets their “packets” on Thursday but they are electronic. The board then has the opportunity to review vouchers and ask questions of Mr. Nelson and Mr. Madden prior to the meetings.

After reviewing all vouchers, Mrs. Merrill moved and Mrs. Schroeder seconded to approve general fund vouchers in the amount of \$586,560.61; capital projects fund in the amount of \$492,887.01; associated student body fund in the amount of \$37,068.74; private purpose trust fund in the amount of \$5,932.58; and ratification of the general fund payroll warrant for August in the amount of \$2,732,478.67.

Mr. Cassell commented that he saw an item for WOIS on the voucher list and wondered what it was so he contacted Mr. Madden who informed him that it is software called Washington Occupational Information System that is used at the high school for student inventories, connects to colleges and universities and helps students with post-high school planning. The teachers use this software also.

Motion carried.

##### B. Consent Agenda:

1. **Donation of \$727.95 to Kibler Elementary from SchoolStore.com**
2. **Donation of \$5,000 from Louise Poppleton to the Phillip Poppleton Scholarship at EHS**
3. **Appointment of Attendance Officers 2012-13**
4. **Waiver of Senior Citizen Fees and Family Pass, Revised**
5. **Field trip: Advanced Yearbook Training from October 18-21, 2012 in Anaheim CA**
6. **Field trip: EHS Choir Tour to California February 15-24, 2013**
7. **Grants:**

- Carl D. Perkins Grant	\$20,154
- Federal Funds for Special Ed Preschool	\$28,758
- Federal Funds for Special Ed IDEA-B	\$870,377
- Highly Capable Students Program	\$39,586
- Learning Assistance Program	\$367,009
- State Transitional Bilingual Program	\$142,941
- Title I Program	\$346,822
- Title II - Teacher/Principal Training & Recruiting	\$132,798
- Title III - Limited English Proficiency	\$29,634

**Grant total for 2012-13:**

**\$1,978,079**

**8. Personnel Report**

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

1. Donation of \$727.95 to Kibler Elementary from SchoolStore.com
2. Donation of \$5,000 from Louise Poppleton to the Phillip Poppleton Scholarship at EHS
3. Appointment of Attendance Officers 2012-13
4. Waiver of Senior Citizen Fees and Family Pass, Revised
5. Field trip: Advanced Yearbook Training from October 18-21, 2012 in Anaheim CA
6. Field trip: EHS Choir Tour to California February 15-24, 2013
7. Grants:

- Carl D. Perkins Grant	\$20,154
- Federal Funds for Special Ed Preschool	\$28,758
- Federal Funds for Special Ed IDEA-B	\$870,377
- Highly Capable Students Program	\$39,586
- Learning Assistance Program	\$367,009
- State Transitional Bilingual Program	\$142,941
- Title I Program	\$346,822
- Title II - Teacher/Principal Training & Recruiting	\$132,798
- Title III - Limited English Proficiency	\$29,634
<b>Grant total for 2012-13:</b>	<b>\$1,978,079</b>

**8. Personnel Report**

**Certificated:**

- A. Change of Status:
  1. Karl Karkainen, teacher, EMS, from LOA to continuing contract, effective 8.29.2012
  2. Amy Morrison, teacher, EHS, added .2 FTE, effective 8.29.2012
- B. Leave of Absence:
  1. Elizabeth Weyer, teacher, EHS, .2 FTE LOA, effective 2012-13 school year

**Classified:**

- A. New Hire:
  1. Dana Brooks, secretary, EHS, effective 9.11.2012
  2. John Morgado, custodian, Kibler, effective 7.1.2012
  3. Chris Becker, special education paraeducator, EHS, effective 9.17.2012
  4. Kristine Olson, health room professional, EMS, effective 8.29.2012
- B. Long-Term Substitutes:
  1. David Buckmaster, mechanic, transportation, effective 8.20.2012
  2. Doug Hendrickson, custodian, EHS, effective 9.7.2012
- C. Change of Assignment:
  1. Jeanette Williams, from TMMS to library paraeducator at Kibler, effective 8.28.2012
  2. Kimberly Miller, from driver to transportation specialist at transportation effective 8.29.2012

3. Elizabeth Harkness, paraeducator, Westwood, from 6 hr to 4 hr position, effective 8.28.2012
4. Debbie Love, paraeducator, from TMMS to EHS, effective 8.28.2012
5. Karina Cooper, paraeducator, from TMMS to EHS, effective 8.28.2012
6. Diana Coutts, paraeducator, from Kibler to Black Diamond, effective 8.28.2012
7. Carol Holtz, paraeducator, from EMS to Black Diamond, effective 8.28.2012
8. Susan Smulski, paraeducator, from Southwood to TMMS, effective 8.28.2012

D. Resignation:

1. Julie Scherr, paraeducator, Black Diamond, effective 8.8.2012
2. Ramona Mills, driver, transportation, effective 8.20.2012
3. Jerry Clasby, driver, transportation, effective 8.28.2012
4. Marcy Kelly, driver, transportation, effective 8.21.2012
5. Donita Voss, driver, transportation, effective 8.21.2012
6. Stacy Thomspson, driver, transportation, effective 8.31.2012

E. Additional Hours:

1. Ligaya Carrillo, paraeducator, Kibler, effective 8.29.2012

F. Retirement:

1. Denise E. VanHoof, paraeducator, Westwood, effective 11.1.2012

**Supplemental:**

A. New Hire:

1. Karl Karkainen, assistant baseball coach, EMS, effective 8.30.2012
2. Casey Anderson, assistant fast pitch coach, EMS, effective 8.30.2012
3. Courtney Bowie, assistant boys track coach, EMS, effective 8.30.2012

B. Rehire:

1. Steve Henry, assistant soccer coach, EHS, effective 9.4.2012

Mr. Nelson explained the change in the revised Senior Citizen Waiver and Family Pass memo that was required because of WIAA changes. He also shared that the grants on the list come to us on a yearly basis. Six of the grants are federal and three are state. All are considered entitlement grants and there is always a great deal required of the district for these grants.

Motion carried.

**C. First Reading:**

Policy 3413: Student Immunization and Life Threatening Health Conditions

Policy 3416: Medication at School

Policy 3419: Self-Administration of Asthma and Anaphylaxis Medications

Policy 3420: Anaphylaxis Prevention

Mr. Nelson presented four policies to the board for first reading and information. All four of these policies deal with student health and have gone to district nurse, Chris Couch, to make sure we are in compliance. Mr. Nelson reviewed the changes to each policy.

Mrs. Merrill asked that we change the “non-prescribed” verbiage to “over the counter” to be consistent in policy 3416. Chris Couch will be contacted to confirm that would be acceptable.

Mr. VanHoof reminded the board the policies are informational for first reading. The board has all month to get ahold of Mr. Nelson or Mrs. Aaby if they have concerns about any of the changes.

**D. General Fund Report:**

Regarding enrollment, Mr. Madden shared that daily checks are done with each building to confirm enrollment at the beginning of the year. Numbers came in over projections and enrollment numbers have begun to grow again rather than decline. This is a good sign.

Mr. Madden will have a final report in October for the 2011-12 fiscal year. He presented the general fund report. 93.43% of the 2011-12 budget has been expended with 100.15% of revenues received. Mr. Madden shared graphs to depict the revenue and expenditure history.

The beginning of the year fund balance was \$6,134,440.32. Total resources available: \$47,466,936.44. Expenditures to date: \$40,397,556.92. Debt service – energy loan: \$64,034.76; reserved grant carry-over: \$200,000.00; reserved inventory – commodities carried over: \$32,555.00; reserve of 5% per board policy: \$2,161,819.00; and Capital Projects: \$38,178. Unreserved ending fund balance: \$4,572,793.76.

Capital Projects beginning fund balance was \$1,472,445.59 with an ending balance of \$329,016.75.

The Debt Service Fund beginning fund balance was \$3,299,806.53 with an ending balance of \$3,137,084.78.

ASB Fund beginning fund balance was \$301,180.43 with an ending balance of \$319,915.40.

Transportation Fund beginning fund balance was \$408,121.67 with an ending balance of \$198,622.13.

Mr. VanHoof 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.

**VII — ADJOURNMENT**

This meeting adjourned at 7:26 pm.