

**MINUTES**  
**of the Regular Meeting of the Board of Directors**  
**of the ENUMCLAW SCHOOL DISTRICT #216**  
**6:30 p.m., District Office**  
**September 19, 2011**

**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 6:33 p.m. in the boardroom of the district office.

**B. Pledge of Allegiance:**

Marci Shepard led the pledge of allegiance to the flag.

**C. Roll Call:**

All board members were present.

**D. Minutes:**

Mr. Nickson moved and Mr. Cassell seconded a motion to approve the minutes of the regular board meeting of August 15, 2011 and the special board meeting of September 6, 2011 as printed. Motion carried.

**II — BOARD OF DIRECTORS COMMUNICATIONS**

**A. Board Communications:**

Mr. Nickson shared that he had attended the candidate forum at the Black Diamond PTA meeting for the candidates who are running for his director position. He also attended Enumclaw Middle School Open House where Mr. Rabb gave a nice introduction and shared about PLC. Black Diamond staff told him they are enjoying the digital camera he donated. Mr. Nickson was at the Black Diamond city council meeting and reported the next meeting is scheduled for September 21 at 6:30 pm. He is registered for the WSSDA Legislative Conference this Friday and Saturday. Mr. Nickson also attended the high school's first official PTSO meeting and invited interested parents to attend. Meetings are scheduled the third Tuesday of the month.

Mr. VanHoof thanked Mr. Nickson for attending all of these events. He also stated that Mrs. Merrill and Mrs. Schroeder would be attending the Legislative Conference this week. Mr. VanHoof felt this would give Mrs. Schroeder a good idea of what is happening in districts and legislatively. He added that it was a great opening of school and things went smoothly. He is glad to have kids back! Mr. VanHoof shared that the board was updated on the improved state assessment scores at the September board work study. He also attended the girl's first soccer game on the new field. Around 200 people were there with a good student turn out. He said it was fun to watch them play and hopes future matches will be well attended.

Mrs. Schroeder said she attended Enumclaw Middle School's Open House and would be attending Southwood's the next day.

Lauren Carey shared that coming to school as a senior is exciting as they are in charge of the hallways now! She also said the high school lost a lot of good athletes this past year and there is some concern regarding how well the teams will do this year. She remarked that Cole Snider inspired students with his first speech of the year and a good crowd turned out for the football game.

Conner Wells stated his brother started high school this year and likes the fast pace. Conner also liked Cole Snider's speech and thought he did a nice job. He remembers when Cole was running for elementary class president and it has been fun watching his progress. Asked about homework and classes, Lauren and Conner said they both had homework assignments the first day of school!

Lauren shared that high school homecoming is early this year. The dance will have a "Red Carpet" theme. Girls have been walking around with flowers and notes when they have been invited to the dance which is scheduled for October 8<sup>th</sup>.

## **B. Superintendent Report:**

Mr. Nelson shared more information about homecoming this year, saying things are changing a bit with a prince and princess elected at all grade levels, plus the king and queen. The hope is to encourage more student participation. Getting royalty out on to the football field may be a challenge. The Homecoming Parade is October 7<sup>th</sup>.

Action packed work study meetings are planned for this year as the meetings go "on the road"! Mr. Nelson said the studies will be an interactive 2-hour time. He said these meetings are the most important way in which staff can give feedback regarding student learning in the buildings. The first meeting will be at Enumclaw Middle School on October 4<sup>th</sup> at 6:30 pm. Principals will first take the audience on a short tour of the building to show areas they want the board to see. Tables will be set up for the board members in the library and there will be chairs for the audience. PTAs, families and students will be encouraged to attend the meetings. The principals are excited to have the board come to their buildings. The focus will be on measures of academic success.

Mr. Nelson stated we had a fine opening of school this year. Principals, staff and parents did a great job. Phone calls were generated by some of the transportation changes and most parents understood. Thoughtful decisions were made to try to least impact kids.

The district is moving forward knowing the state is predicting an additional reduction of 1.4 billion.

Mr. Nelson shared that he started a luncheon with PTA boards a year ago. He thanked Mr. Nickson for doing a nice job of helping build the secondary PTSOs. It is Mr. Nelson's dream to bring the PTAs together to have a system-wide plan for them. The first meeting this year will take place on October 26<sup>th</sup> at the district office. It will be a luncheon meeting. A spring meeting may be held in the evening to accommodate working parents.

November 13<sup>th</sup> – 19<sup>th</sup> has been set as "Focus on Education" week. The parent organization for this statewide effort is WASA (Washington Association of School Administrators), an organization that Mr. Nelson leads this year. The hope is that each district will participate in

some way. Mr. Nelson is planning a day to reach out to the community to come to the district where he will share a message. The group would then take a bus tour to several schools and return to the district office for lunch. While at the schools, the principals could give a short message and spotlight an area: full-day kindergarten, Springboard curriculum, etc. An open invitation will be extended with a capacity of 35-40 people. A press release will be sent out in the next couple of weeks. The date for the event is November 15<sup>th</sup> beginning at 8:30 am and ending at 12:30 pm.

Mr. Nelson used the website to share how he is gaining insights from students this year. Ordinarily he would have been making appearances in every building on the first day of school. This year, he spent most of the day with Cole Snider at the high school. He shared the story of that day, including the meaning of the belt buckles in the picture. This past week, he went to school with Rachel Daigle. She is a freshman at EHS and a great kid. Mr. Nelson shared the answers to questions he asked Rachel. Tomorrow he will be at Thunder Mt. Middle School with a student from Mr. Picinich's classroom. He noted that he always gets permission from the parents. Conner Wells asked about the criteria he used to choose the students. Mr. Nelson responded that it was random though he wanted to equally represent male and female students. The process has been reflective on his part and he hopes it will broaden people's understanding of what students go through and how we are working to achieve our mission of "All Students Achieving at High Levels".

### **C. Rachel's Challenge Presentation:**

Mr. Nelson asked Conner Wells to give an update on Rachel's Challenge. Conner stated that plans are coming along nicely. Publicity is out and Conner went downtown to a store where he saw the links and the poster displayed. He stated it is fun to see it beginning. Thursday is the high school assembly. One of the CORE/Choice offerings was related to Rachel's Challenge. He is telling people about it so they will attend the assembly. Conner is very excited. Mr. Nickson stated it will be fun to hear the buzz after the assembly.

Mr. Nelson said that most of the Rachel's Challenge events launch with students. In our district, the staff heard it first. This got the teacher and community excited first. Last week the elementaries heard the presentations and this week, the secondary schools.

After Mayor Olness attended the Rachel's Challenge presentation on September 1<sup>st</sup>, she and the Black Diamond councilmembers wanted to do a Rachel's Challenge community event in Black Diamond. Sponsorship came in to pay for the extra event. That event is scheduled for Tuesday evening and has the full support of the city and PTA. In many districts, a single school adopts Rachel's Challenge. It is more unusual to have it district-wide and has received quite a bit of publicity. We trained the adults first and it was a very smart thing to have the teachers preparing students. The press has become interested in what we are doing. The district website now has a Rachel's Challenge button to see the background, as well as communications and publicity regarding the events. The media link includes different articles that have been written and the KING 5 interview. It is good information for the public. If anyone encounters questions, they can steer people to the website. Mrs. Merrill stated that it is exciting to see it starting to spread. Mr. Nickson appreciated the links that make the site so useful and expressed his appreciation to IT for getting that done. Mr. VanHoof added that it's nice to be in the news for a positive reason. He thought the interview went well and says there is a buzz in the community. Mr. Nelson said KING 5 was here for 2 and ½ hours. Their interview with Mr. Bender was 30 minutes long. Mr. VanHoof asked if JB would be the Rachel's Challenge speaker. Mr. Nelson reported the presenter would be Nasha. The time for the TMMS presentation is 8:15 am Tuesday and will be similar to the Health Summit presentation. Mr. Nelson reminded everyone the community

events would be held in Black Diamond on Tuesday at 6:30 pm and at the EHS auditorium Thursday at 6:30 pm.

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**

Ms. Marci Shepard came to the meeting to share her “chains of kindness” with the board and Mr. Nelson, stating that she just wanted to say thank you because she had so much for which to be thankful. She believes the chain reaction of kindness begins at the top. Ms. Shepard went on to share individual stories about the way people have shown kindness, beginning with Director Cassell who contacted one of her children to encourage him. She shared a quote, “Good leaders are grown, not born.” Ms. Shepard then shared that she doesn’t know of superintendents who send handwritten notes to students and thanked Mr. Nelson for modeling that kind of leadership. She added that the students really feel they know Mr. Nelson. Her next chain link was for Principal Burnes for teaching way beyond content and fact and including kids in decision-making to influence their own school. She equips kids for success in life. Ms. Shepard’s final link was for a high school teacher who encouraged her son in his class, telling him the class would be a challenge but the teacher would be there for him before and after class. This is a gift. She said the chain reaction would continue with students supporting each other. Director VanHoof mentioned that kids are rooting for each other. Students feel a sense of pride being from Enumclaw School District. She thanked the leadership and commented that things are rippling impressively and it is impactful. Mrs. Merrill commented that she will do a chain link in Ms. Shepard’s honor for her kindness. Mr. VanHoof thanked Ms. Shepard for sharing.

### **IV — ADMINISTRATION/BUSINESS**

#### **A. Payroll and Vouchers:**

Mr. Madden presented the list of top ten expenditures in the district as follows: DW Close Company, Inc; University of Washington; McKinstry Company LLC; Johnson Exteriors; Puget Sound Energy; Tres West; Dell Marketing; Long Painting; City of Enumclaw; and NW ESD 189.

Mr. Madden shared a list of the local businesses with which the district did \$39,097 of business in the month of August. The district is pleased to support local businesses and purchase their products.

Mr. VanHoof 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. Cassell moved and Mrs. Merrill seconded to approve general fund vouchers in the amount of \$460,857.02; capital projects fund in the amount of \$258,333.33; associated student body fund in the amount of \$11,671.73; Private Purpose Trust Fund in the amount of \$5,936.99; and ratification of the general fund payroll warrant for August in the amount of \$2,723,289.54.

Motion carried.

**B. Consent Agenda:**

1. Donation of \$2,500 from Catholic Health Initiatives (Franciscan Healthcare) to Rachel's Challenge
2. Donation of \$500.00 from Taco Time (Bill & Sue Jensen) to EMS for students in need
3. Donation of \$57,500 from Enumclaw Schools Foundation for full-day kindergarten scholarships
4. Donation of \$4,770.10 from Enumclaw Schools Foundation for enrichment grants
5. Donation of matching gifts from Boeing for Corey Cassell (\$500) to be used for the Robotics Club and Jeffrey Klemann (\$400) for full-day kindergarten scholarships
6. Donation from Target for \$2,000 to Sunrise Elementary for dancing classrooms
7. Donation of \$1,000 from Prep Sportswear to be used for EHS Athletics
8. Appointment of Attendance Officers 2011-12
9. Field trip: 6<sup>th</sup> Grade Camp
10. Field trip: Advanced Yearbook Workshop for yearbook editors October 13 – 16, 2011 in San Diego, CA
11. Grants:

- Carl D. Perkins	\$21,364
- Special Ed IDEA-B & Preschool	\$906,464
- Highly Capable	\$39,765
- Learning Assistance Program	\$367,011
- Transitional Bilingual	\$153,891
- Title I	\$351,456
- Title II (Teacher/Principal Training)	\$133,478
- Title III (Limited English Proficiency)	\$32,007
Grant Total for 2011-12	<b>\$2,005,436</b>
12. Personnel Report

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

Mr. Nickson commented that he didn't recall approving 6<sup>th</sup> Grade Camps. Mr. Nelson responded that the board approves any overnight trips. Mrs. Merrill stated that the Jensen's donation was very generous and asked where it was being used. Mr. Nelson said that money went to the Sal Haus fund. He also clarified that the donation from Catholic Health Initiatives went to Rachel's Challenge along with the Enumclaw Schools Foundation and Enumclaw Regional Hospital Foundation donations.

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12. Personnel Report

**Certificated:**

- A. New Hire:
1. Sara Lanier, school psychologist, Westwood/Kibler, effective 9.1.2011
- B. Change of Assignment:
1. Robert Kilmer, .4 instructional technology teacher, district office, effective 9.1.2011
- C. Additional Assignment:
1. Mark Berryhill, .2 CTE teacher, EHS, effective 9.1.2011
  2. Jill Forza, .5 teacher, Black Diamond, effective 9.13.2011

**Classified:**

- A. Resignation:
1. Maeve Kelly, LPN para, Westwood, effective 9.1.2011
  2. Elise Juarez, paraeducator, Sunrise, effective 9.12.2011
- B. New Hire:
1. Katherine Duncan, healthroom professional, EMS, effective 9.6.2011
  2. Shandra Hembree, LPN para, Westwood, effective 9.6.2011
  3. Heather Storm, LPN para, Westwood, effective 9.6.2011
- C. Additional Assignment:
1. Kelley Lanphere, paraeducator, TMMS, effective 9.13.2011
- D. Transfer:
1. Terra Higginbotham, paraeducator, from Kibler to Southwood, effective 9.6.2011
  2. Shannon Gonzales, paraeducator, from Westwood to Kibler, effective 9.6.2011

Motion carried.

**C. General Fund Report:**

Mr. Madden presented the general fund report. 92.15% of the 2010-11 budget has been expended with 97.44% of revenues received. He said the final report for the 2010-11 budget would be next month. Adjustments were made throughout the year to end where we are in a stable position.

Mr. Madden shared graphs to show the revenue and expenditure comparisons for the past three years. In his report, Mr. Madden included information he received in a publication which states the sputtering economy in Washington will result in 1.4 billion less in tax revenues. This creates an interesting dilemma for districts that receive levy equalization funds. As the state budget goes, so go the budgets in education. The governor has asked state agencies to prepare for cutbacks of 5-10%. Mr. Madden said it is important for us to be in a good position should we lose additional revenue. We want to keep the things we value in the forefront.

The beginning of the year fund balance was \$5,149,683.97. Total resources available: \$46,571,562.03. Expenditures to date: \$40,857,979.87. Transfer amount to debt service for energy payment: \$42,689.84; grant carry-over: \$200,000.00; debt service energy bond: \$42,800.00; inventory: \$30,000.00; reserve assigned: \$100,000; and reserve of 5% per board policy: \$2,216,844.00. Unreserved ending fund balance: \$3,081,248.32.

Capital Projects beginning fund balance was \$795,724.49 with an ending balance of \$1,523,801.46.

The Debt Service Fund beginning fund balance was \$3,087,873.87 with an ending balance of \$3,299,806.53.

ASB Fund beginning fund balance was \$235,602.06 with an ending balance of \$317,489.68.

Transportation Fund beginning fund balance was \$628,516.46 with an ending balance of \$408,121.67.

Mr. VanHoof asked Mr. Nelson if an executive session was necessary. Mr. Nelson stated that he would need a 15-minute executive session for the purpose of discussing selection of a site or acquisition of real estate. No action would be taken. Mr. VanHoof announced the board would take a 9-minute break before moving to executive session at 7:45 p.m. and would reconvene at 8:00 p.m.

## **V — EXECUTIVE SESSION**

The board returned to open session at 8:05 p.m. No action was taken.

## **VI — BOARD PROCESS DEBRIEF**

The board debriefed the meeting.

## **VII — ADJOURNMENT**

This meeting adjourned at 8:06 p.m.

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President, Board of Directors

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Secretary, Board of Directors