

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

Riley Scott led the pledge of allegiance to the flag.

**C. Roll Call:**

Board members Cassell, VanHoof, McGann and Schroeder were present. Members Merrill, Cary and Wells were excused.

**D. Minutes:**

Mr. Cassell and Mrs. Schroeder seconded a motion to approve the minutes of the regular board meeting of December 19, 2011 and the special board meeting of January 3, 2012 as printed. Motion carried.

**II — BOARD OF DIRECTORS COMMUNICATIONS**

**A. Board Communications:**

Mrs. Schroeder shared that she and Mr. Nelson will be attending the WSSDA/WASA Legislative Conference on January 29<sup>th</sup> and 30<sup>th</sup>. She has appointments with all of the legislators and senators from our district. Mrs. Schroeder is excited to attend and share information from our district.

Mr. VanHoof expressed his appreciation to Mr. Nelson, Mr. Madden and Mr. Cunningham for being up early to check the roads. He appreciated the good decision they made regarding closing school. Our district covers a lot of geography and he thanked them for their work.

Mr. Cassell shared exciting news regarding the Robotics team who took 2<sup>nd</sup> place at the state competition over the weekend. The winning team set a record for points. The number of points earned by the Enumclaw team would ordinarily have been enough to win the competition. King High School won the competition, as they have the last three years. Mr. Cassell was very proud of our second year team. Mr. Nelson enjoyed the Facebook updates during the competition as he was at a retreat with his confirmation students. He congratulated Mr. Cassell and the team for their achievement.

Mr. Cassell also attended and enjoyed the One Act plays.

Mrs. McGann and her family attended the Robotics competition and thoroughly enjoyed it. Her boys loved being there! She was so impressed with the students and their work. Mrs. McGann also attended the One Act plays and enjoyed them as well. She commented that we have amazingly talented students in our district.

**B. Superintendent Report:**

Mr. Nelson shared that snow conditions can be very interesting and ever-changing. He chose not to make a decision until morning. As much as possible, he likes to make a decision that doesn't then have to be changed, e.g. call for two-hours late then have to change to a no-school day. After the decision is made, calls go out to staff and students through School Messenger. The closure is also posted on the website. The Courier Herald and Patch post the information as well. It continued to snow today until about 10:30 a.m. and the right call was made. Mr. VanHoof agreed that it's difficult for families when we have to change the decision. Mr. Nelson said we will wait and see if the weather front comes through as predicted. The decision will be made before 9:00 tonight or tomorrow morning.

Mr. Nelson said the legislative conference will be a little different this year. In years past, there have been initiatives that we have asked the representatives and senators to support. This year, the Supreme Court made the decision that the state has a responsibility to fully fund public education. Also, Ross Hunter has a strong proposal to do some shifting with funding including local levies. He and Mr. Madden will be studying this proposal more before attending the conference and will prepare cliff notes for the board. Mr. Nelson predicts those are the two issues they will be discussing while there.

The State of Education Address is scheduled for January 26<sup>th</sup>, 7:00 p.m. in the high school auditorium. While Mrs. Lang is back east caring for her ill father, her "crew of 4" students led by Mariah Spicer will take over the preparation and serving of desserts. Mr. Nelson is confident they will do a wonderful job! Hoping to change the presentation up a bit, Mr. Nelson's theme this year is "Through the Eyes of Students" voice. His example was to share AP data and have an AP student share about his/her class. Key items regarding the four pillars will be shared. Plans are being finalized and Mr. Nelson had planned to meet with high school students today but there was no school.

The Enumclaw Schools Foundation "Mardi Gras" luncheon event will be held on February 16<sup>th</sup>. Reminders and invitations are going out to key people in the community. Mrs. Schroeder has been involved with the planning.

**C. School Board Recognition:**

January is board appreciation month and Mr. Nelson took the opportunity to thank the board for the work they do for us. There were treats for the board members as well as certificates of appreciation. He added that the time the board volunteers, spending time away from their families, is particularly appreciated. They are exemplary in their commitment to our kids and staff.

**D. Title IX Report:**

Mrs. Lockyer, Human Resources Director, was unable to get to the meeting as she had to drive to Portland before the weather front moved in. She had prepared the Title IX report as required every three years. The report is in regard to sports equity and the data has been tabulated. This is an auditable item. Mrs. Lockyer wanted the board to know the report had been completed. If the board has any questions, Mr. Nelson offered to put the report back on the agenda for February. Mr. VanHoof called for questions and explained that we are in compliance with Title IX and in fact have more opportunities for girls in our district. Mr. Nelson concluded that this is a compliance activity and shows that it was on the board agenda. The board approved the report as presented and did not need additional information.

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**

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; City of Enumclaw; Puget Sound ESD; NW ESD 189; Speech Connections; Overlake Hospital; Associated Petroleum; and Fairfax Hospital.

Mr. Madden feels very good about the decrease in the energy bill due to the work done in the district. Mr. VanHoof asked about the fluctuation in the Muckleshoot amounts from one year to the next, remarking that the amount is a pass through for which the district charges an administrative fee. Mr. Nelson responded that the difference is because of an adjustment to enrollment and apportionment. Enrollment has remained steady from last year.

Mr. Madden shared a list of the local businesses with which the district did \$25,592 of business in the month of December. 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, Mrs. Schroeder moved and Mr. Cassell seconded to approve general fund vouchers in the amount of \$399,278.50; capital projects fund in the amount of \$1,900.00; associated student body fund in the amount of \$54,546.57; and ratification of the general fund payroll warrant for December in the amount of \$2,642,126.97.

Motion carried.

#### **B. Consent Agenda:**

1. Donation of \$3,000 from the Muckleshoot Tribe to 6<sup>th</sup> Grade Camp

2. Donation from Bill Wheeler to the district for \$10,000 in services and materials: gravel, grading, and drainage
3. Personnel

Mr. Nelson commented that he was very appreciative of the work Mr. Wheeler did in our parking lots during Christmas break. Mr. Madden concurred.

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

1. Donation of \$3,000 from the Muckleshoot Tribe to 6<sup>th</sup> Grade Camp
2. Donation from Bill Wheeler to the district for \$10,000 in services and materials: gravel, grading, and drainage
3. Personnel

**Classified:**

A. Transfer:

1. Laurie Burt, custodian, from TMMS to Sunrise, effective 1.3.2012
2. Murray Gilbert, custodian, from EMS to Kibler, effective 10.1.2011
3. Maria Horvath, custodian, from Black Diamond to TMMS, effective 1.17.2012

B. Rehire:

1. Lori Newell, assistant secretary, Westwood, effective 1.3.2012

C. New Hire:

1. Mary Treasa Brock, secretary, district office, effective 1.9.2012

D. Additional Hours:

1. Lori Newell, paraeducator, Westwood, effective 1.3.2012

Motion carried.

**C. Second Reading:**

**Policy 1114: Board Member Resignation**

**Policy 4000: Public Information Program**

**Policy 5011: Sexual Harassment**

**Policy 6000: Program Planning, Budget Preparation**

**Policy 6800: Operation and Maintenance**

**Policy 6890: State Environmental Policy Act Compliance**

**Policy 6920: Construction Design**

Mr. Nelson presented seven policies to the board, stating that he had responded to questions and made the changes requested. Another revision to Policy 6950 was received from WSSDA so that policy is back on the agenda as an information item. Mr. Nelson requested the board adopt these changes.

Mr. Cassell moved and Mrs. McGann seconded to approve the changes to policies 1114, 4000, 5011, 6000, 6800, 6890, and 6920 as presented.

Motion carried.

- D. Policy Suspensions:**  
**Policy 1230: Secretary**  
**Policy 3121: Compulsory Attendance**  
**Policy 4050: Endorsement of Educational Materials**  
**Policy 4300: Political Relationships**  
**Policy 6119: Uncollected Non-Tax Revenue**  
**Policy 6240: Food and Beverage Consumption**

Mr. Nelson presented six policies for deletion. This is a new practice to the district as we have never deleted policies before. WSSDA's new legal person is, apparently, reviewing policies carefully and "cleaning house". This is resulting in a lot of updates. Informing the public of the process, Mr. Nelson stated that the board received these policies at the last work study for review. It is a one step policy to delete policies and Mr. Nelson recommended the board approve deletion of these policies. After calling for questions, Mr. Cassell asked about the removal of policy 1230. After clarification, it was decided it could be deleted.

Mrs. Schroeder moved and Mr. Cassell seconded to approve the suspension of policies 1230, 3121, 4050, 4300, 6119, and 6240 as presented.

Motion carried.

- E. First Reading:**  
**Policy 2410: Graduation Requirements**  
**Policy 3131: District Attendance Area Transfers**  
**Policy 6950: Contractor Assurances**

Mr. Nelson presented three policies for first reading. He noted the graduation requirement policy receives the most changes of any policy. The current updates are in regard to assessment information as well as some changes in high school courses to clarify the options students have to meet requirements. Mr. VanHoof asked if the class of 2006 information will have to be revised and deleted. Mr. Nelson agreed that it would. A short discussion followed.

A situation arose recently at the middle schools which resulted in a review of policy 3131. Mr. Nelson explained that most intra-district waivers are processed at the beginning of the year and students begin the year at a new school, most often at the middle school level. During the school year, students have requested to move from one school to the other. The current policy does not allow for the principals to have a conversation with the family to determine the best plan for the student. Language has been crafted that would allow the principals to do that. Mr. Nelson clarified that this is our language, not WSSDA language. Mr. VanHoof reminded the board that this is informational on the agenda and encouraged the board to ask questions now.

In regard to the change on policy 6950, Mr. Madden believed it was self-explanatory. Mr. VanHoof asked about the monetary amount in the policy. Mr. Madden stated that this policy is based on the scope of the work, not money but he will check on that information and let the board know if there is a monetary figure related to the policy.

- F. General Fund Report:**

Mr. Madden presented the general fund report. 29.74% of the 2011-12 budget has been expended with 34.17% 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: \$20,235,260.50. Expenditures to date: \$12,921,270.59. Reserved grant carry-over: \$200,000.00; reserved inventory – commodities carried over: \$32,555.00; reserve assigned: \$500,000.00; reserve of 5% per board policy: \$2,161,819.00; and Capital Projects: \$25,000. Unreserved ending fund balance: \$4,394,615.91.

Capital Projects beginning fund balance was \$1,472,445.59 with an ending balance of \$1,564,583.61.

The Debt Service Fund beginning fund balance was \$3,299,806.53 with an ending balance of \$1,522,652.91.

ASB Fund beginning fund balance was \$301,180.43 with an ending balance of \$418,135.77.

Transportation Fund beginning fund balance was \$408,121.67 with an ending balance of \$819,088.17.

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 7:13 p.m.

---

President, Board of Directors

---

Secretary, Board of Directors