

MINUTES
of the Regular Meeting of the Board of Directors
of the ENUMCLAW SCHOOL DISTRICT #216
6:30 p.m., District Office
February 27, 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:

Conner Wells 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 January 17, 2012 and the special board meeting of February 6, 2012 as printed. Motion carried.

II — BOARD OF DIRECTORS COMMUNICATIONS

A. Board Communications:

Mrs. Schroeder attended the Enumclaw Schools Foundation Mardi Gras event and said it went really well. Conner Wells spoke about Rachel's Challenge and did a great job. There was a good turn-out.

Mr. VanHoof congratulated the winter sports teams and the state champions. He said he appreciated the success of the teams and the way they represented our community. Students are now starting spring sports.

Mrs. McGann attended "Pack the Gym Night" for the Special Olympics basketball game and stated that it was emotional to watch the kids work so hard and she felt very proud of all who participated. The EHS band and cheer students were there as well. The district and community came together for a great night. The teams from Enumclaw were going on to compete at state.

Mrs. Merrill said the senate budget would be out the next day and it appears they will meet the March 8th deadline. WSSDA has been particularly interested in the health care consolidation piece and the science requirements for the class of 2015-16. She is hopeful regarding the budget. Mrs. Merrill also reminded everyone of Rachel's Rally on March 6th. Activity is picking up

around town and the chains are growing. She commented that this has been a great program the district embarked upon with the community.

Conner Wells shared information regarding students who received art awards and scholastic art awards. Two of the students will go on to national competition. Puget Sound ESD will be hosting a reception to honor the students, including Conner.

Lauren Cary commented that it was a challenge coming back to school after vacation!

B. Superintendent Report:

Mr. Nelson displayed the district website to share some of the district's current news. The site is updated almost daily by our webmaster, Kristin Millard. Several superintendents in our area have sought information on communication and our website has been mentioned as a good example. One of the news items was in regard to Steve Murphy who was recognized by Sam Reed and Cathy Dahlquist as the recipient of the Washington State Civic Educator of the Year Award. Mr. Nelson introduced Mr. Murphy as the AP Human Geography teacher that the board met previously. Mrs. Dahlquist and Jeffrey wrote the nomination letter for Mr. Murphy. Mr. Nelson said that the award is on the Website with a link to Patch and he thought it was important to bring this to the board for recognition. Mr. Murphy was presented with a commemorative picture, a certificate and was warmly congratulated. Mr. VanHoof commented that he talked to Mrs. Dahlquist recently and she shared that Mr. Murphy had been to Olympia to receive his award. Mr. Nelson stated that Mr. Murphy is also the assistant baseball coach and the team had their first turnout today.

The high school won three state championships for winter sports so we will have a parade on Monday, March 5th at 4:00 pm on Cole Street. Mr. Nelson commented that the district hadn't won a state championship in 19 years when he became superintendent. Since the parades were implemented, we have had many state championship teams! The girls' wrestling team won a state academic championship and the girls' gymnastics and boys' wrestling teams earned state championships. This is the 4th state championship for the boys' wrestlers in 5 years! After the parade, the teams will be bussed to Westwood for a pizza dinner before the work study which will begin at 6:00 pm. They will be recognized by the board at that meeting.

Rachel's Rally is scheduled for Tuesday, March 6th at 6:30 pm at Pete's Pool. Students are taking charge of the main part of the celebration. There will be a welcome followed by the parade of chains which will be carried by representatives from every school. The mayors from both Enumclaw and Black Diamond will be sharing information regarding the businesses who participated as well as information about the length of the chain. A representative from Rachel's Challenge will speak and it will be a nice event. Unless there is a huge windstorm, the Rally will be at the stadium. The PTAs are providing water and cookies which will be served at the field house after the Rally.

Mr. Nelson shared some other headlines including the art students and their awards. Conner and the other students will be honored on March 18th from 2-4 pm at the ESD in Renton. Also, kindergarten registration is coming up. The district works hard to keep the website updated.

Mr. Nelson stated that the preliminary enrollment looks like it may not decline as much as in the previous ten years. Also, the state budget being approved doesn't appear to affect many of our programs. If the senate budget is similar to the house budget, it is good news for us. It's looking like we will have a better spring after March 8th. Much of this was due to the McCleary case and

the ruling regarding the state's paramount duty to fund public education. The board is part of the organization that funded that litigation.

Mr. Nelson distributed a letter to the board regarding a request to waive two of the snow closure days in the district. The governor as well as both mayors declared a state of emergency on Wednesday of that week. Two or three years ago, in a similar situation, the schools were allowed to waive days. According to the ESD, no decision has been made at OSPI though we have heard from other districts that they submitted requests to waive days. According to the RCW, the letter needs to be brought to the board before the request is officially made. Our request is for January 19th and 20th as those were clear emergency days with no power and impassable roads. In the past when we've done this, staff time needed to be made up. Professional development time will be used for the implementation of technology to make up for work time. School will end either on June 19th if the waiver is approved or June 21st if it is not. Mr. VanHoof added that all but two districts in Western Washington were closed that week so hopefully we will hear something soon.

C. Arborist Report:

Mr. Nelson stated that the great ice storm of January 19th and 20th, 2012 brought a very different kind of weather than we've ever seen. Mr. Madden said the week is a blur though there are some things that remain in his memory, such as driving by Southwood and hearing what sounded like gunshots as branches snapped. Because of that, the safety of the trees became a concern. Liz Mirtallo worked 19 straight days to get our grounds cleaned up. The storm did damage to trees at both Southwood and Kibler. Arborists were employed to analyze the trees. The district was fortunate to have had only \$5,000 damage to facilities from a lost compressor but there was significant damage to the grounds. In the memo to the board, Mr. Madden stated that two of the arborists recommended removal of the damaged trees as they had decay. The third arborist recommended pruning and observing. We will follow through on the recommendation from the two and remove the trees, except for the four at the Southwood soccer field. Those trees are not a danger to buildings or students but are susceptible to disease and insects. Mr. VanHoof stated that he had never noticed how close the trees were to Southwood buildings. He agreed those should be removed and the remaining trees monitored. Mr. Madden added that it is sad to see the Kibler trees go. The roots had to be cut when they were causing damage to the sidewalks and this probably damaged the trees. Mr. Cassell stated the Kibler trees were in poor condition. Mr. Madden said Liz Mirtallo does a great job and removing the trees will save labor with leaf clean-up. Mr. Nelson added that no one wants the trees removed but watching them during the storm was unsettling. The major pick up areas were marked with yellow tape to keep people safe. We have responded with due diligence and received three opinions. We may want to plant new trees in between the trees left at Southwood. Mr. VanHoof asked when they would be removed. Mr. Madden said the work would happen during spring break and he has received some preliminary bids. Mr. VanHoof thanked him for his time and effort.

D. Classified Staff Appreciation Proclamation:

Mr. Nelson introduced Kristin Millard as the PSE President and asked her to come forward while he shared that March 12-16 is Classified Staff Appreciation Week. He expressed his appreciation of the grounds, food service, office employees, bus drivers, professional technical, nurses, custodians, maintenance, and paraeducators who support our system. He went on to say these are the first people our kids meet in the district every day and he appreciates the connection they have with kids. Mr. Nelson wanted to publicly acknowledge the classified staff and thanked Mrs. Millard for her leadership and collaboration as we strive to be the best district in the state

and nation. She was presented with flowers and the proclamation. Mrs. Millard thanked Mr. Nelson and the board on behalf of the classified staff. Mr. Nelson said we will have cinnamon rolls for the classified staff and flowers for the food service staff who bake them!

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: Green River Community College; Muckleshoot Indian Tribe; Puget Sound Energy; City of Enumclaw; NW Textbook Depository; Associated Petroleum; Food Services of America; McKinstry; Trebron Company; and Toshiba Financial.

Mr. VanHoof asked how the internet filtering software was selected. Mr. Madden said he would get that information. Mrs. Lockyer oversees the technology department and wasn't present.

Mr. Madden shared a list of the local businesses with which the district did \$36,123 of business in the month of January. 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 \$829,679.67; capital projects fund in the amount of \$6,192.15; associated student body fund in the amount of \$49,483.99; and ratification of the general fund payroll warrant for January in the amount of \$2,654,041.93.

Motion carried.

B. Consent Agenda:

- 1. Donation of \$720 from Enumclaw Regional Healthcare Foundation to Chris Couch, District Nurse, to be used for CPR Training Equipment**
- 2. Donation of \$1,700 from Kibler PTA to Kibler to be used for a swim program, Nystrom desk atlas, and National Geographic Science Reader**
- 3. Donation of \$500 from Boeing (matching gift for Corey Cassell's volunteer time) to the EHS Robotics Club**
- 4. Donation from E.L.M. Industries in services to the district valued at \$5,000: processed 500 cubic yards of landscape debris**
- 5. Donation of \$60,250 from the Muckleshoot Tribe to the district for Indian Education (\$50,000) and a PowWow Grant (\$10,250)**

6. **Donation of \$2,387 from Stephen and LoriMay Hill to the EMS Choir to purchase choir gowns**
7. **Donation of \$5,000 from the Alicea Family to Sunrise to be used to create an outdoor learning environment**
8. **Field trip: EHS Sports Medicine students to Portland, OR for the WCTSMA Competition and visit University of Portland April 26-29, 2012**
9. **Personnel**

The consent agenda was presented by Mr. VanHoof who thanked all the generous donors. Mrs. Schroeder moved and Mrs. McGann seconded to approve the consent agenda. Mrs. Merrill commented and Mr. Cassell agreed that it is too bad we no longer have the televised meetings to acknowledge donors publicly.

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9. Personnel

Certificated:

- A. Leave of Absence:
 1. Kelly Cole, teacher, Southwood, effective 2012-13 school year
- B. Retirement:
 1. Patricia Anderson, teacher, Kibler, effective June 2012
 2. Cynthia Killip, teacher, Kibler, effective June 2012
 3. Brian Freiburger, teacher, EMS, effective June 2012
- C. Additional Assignment:
 1. Holly Beers-Bezon, teacher, Westwood, effective 1.30.2012

Classified:

- A. Change of Assignment:
 1. Patricia Monstat-Rios, ECEAP, Southwood, effective 1.30.2012
- B. Rehire:
 1. Donna McCormack, paraeducator, Westwood, effective 1.17.2012
 2. Tracy Petersen, kitchen assistant, Black Diamond, effective 1.17.2012

- C. New Hire:
 - 1. Susan Stanwood, paraeducator, Sunrise, effective 10.24.2012
 - 2. Bonnie Valdez, custodian, Black Diamond, effective 2.7.2012
- D. Resignation:
 - 1. Patricia Monstat-Rios, ECEAP Bilingual, Southwood, effective 1.26.2012

Motion carried.

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

Mr. Nelson presented three policies for second reading and reviewed the changes.

Mrs. Schroeder moved and Mr. Cassell seconded to approve the changes to policies 2410, 3131 and 6950 as presented.

Motion carried.

- D. **First Reading:**
 - Policy 1240: Committees**
 - Policy 1310: Policy Adoption, Manuals and Administrative Procedures**
 - Policy 1610: Conflicts of Interest**
 - Policy 2106: Program Compliance**
 - Policy 4260: Use of School Facilities**
 - Policy 2411: Certificate of Educational Competency**
 - Policy 5403: Emergency and Discretionary Leave**
 - Policy 5404: Family, Maternity and Military Caregiver Leave**

Mr. VanHoof stated these policies were for first reading and information. Mr. Nelson commented that there is a new attorney at WSSDA which may explain why we are getting so many changes. He presented eight policies for first reading. Most of the changes are related to changes in the law. He explained to the new board members that we don't have to do this process in two months if more time is required to review the policies.

Mr. Nelson discussed the changes on each policy presented for first reading. One correction was noted on policy 4260.

Mr. VanHoof asked the board to review the policies and they will be on the agenda for second reading next month. Mr. Nelson stated that most of these are pretty straight forward changes.

- E. **Resolution #972: Cancellation of Outstanding Warrants**

Mr. Madden presented Resolution #972: Cancellation of Outstanding Warrants which 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. Schroeder asked if there is a fee for the cancellations. Mr. Madden said he would find that out.

Mrs. Merrill moved and Mr. Cassell seconded to approve Resolution #972: Cancellation of Outstanding Warrants.

Motion carried.

F. Resolution #973: Enabling Resolution

Mr. Madden explained that we own the post office building in Black Diamond. We have a lease with the postal service. Mr. Madden contacted the Denver office to say we would like to continue the lease but not for five years in case we need the building or property. In order to continue the lease on an annual basis, the board had to approve the Enabling Resolution that gives Mr. Madden the authority to sign the lease. Mr. Cassell had heard that the post office was thinking of relocating. Mr. Madden concurred that there had been discussion to move as they had heard we may not want to continue leasing. The community did not want to move the post office.

Mrs. McGann moved and Mrs. Schroeder seconded to approve Resolution #973: Enabling Resolution.

Motion carried.

G. General Fund Report:

Mr. Madden stated that he likes working with people and looking at numbers. He presented the general fund report. 37.67% of the 2011-12 budget has been expended with 41.66% of revenues received. Mr. Madden shared graphs to depict the revenue and expenditure history. Mr. Nelson commented that the graphs are very important in following the trends in revenues and expenditures. When watching the trends over the last five years, we can see whether the district is on course with the budget cuts.

The beginning of the year fund balance was \$6,134,440.32. Total resources available: \$23,326,659.12. Expenditures to date: \$16,288,237.71. 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: \$4,055,012.65. Budget is very stable and right on line.

Capital Projects beginning fund balance was \$1,472,445.59 with an ending balance of \$1,570,717.29.

The Debt Service Fund beginning fund balance was \$3,299,806.53 with an ending balance of \$1,532,730.01.

ASB Fund beginning fund balance was \$301,180.43 with an ending balance of \$403,138.82.

Transportation Fund beginning fund balance was \$408,121.67 with an ending balance of \$819,456.88.

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.

Mr. VanHoof reminded everyone the March work study begins at 6:00 pm at Westwood.

He also stated the Rachel's Challenge Rally will be a great event and he would go on line to read about it as he will not be able to attend. Mr. Nelson talked to Josh from the Rachel's Challenge organization. Josh puts Enumclaw in the top three places who have taken the Rachel's Challenge!

VII — ADJOURNMENT

This meeting adjourned at 7:37 p.m.

President, Board of Directors

Secretary, Board of Directors