

MINUTES
of the Regular Meeting of the Board of Directors
of the ENUMCLAW SCHOOL DISTRICT #216
6:30 p.m., District Office
December 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 6:30 p.m. in the boardroom of the district office.

B. Pledge of Allegiance:

Mr. Dean Bergquist 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 November 21, 2011 and the special board meeting of December 5, 2011 as printed. Motion carried.

II — BOARD OF DIRECTORS COMMUNICATIONS

A. EHS Men's Choir Performance

Mr. Nelson introduced Paul Scott, choir teacher at Enumclaw High School. Mr. Scott introduced his choir and explained how the men's choir began when student Sadie Wentz developed the idea to begin a men's choir for her senior project. The 16 young men performed Christmas songs for the board and audience. Mr. Scott shared that his final goal is to add the group as his 5th choir as they currently meet twice a week on their own time. Mr. Nelson shared that he has booked the men's choir to perform at a WASA event in May.

B. Recognition and Appreciation – Board president and Departing Board Member

Mr. Nelson recognized board member Tim Nickson for his two years of service on the board. He shared that Mr. Nickson was well known in the district before he came on the board, particularly as a parent with ideas to improve our system. Mr. Nelson said he makes suggestions in a way that is relentless but also supportive and nurturing. His legacy to our system is that there are now PTSOs in all of our buildings, as well as SWIFT sites. Mr. Nickson has been very proactive in promoting a strong sense of importance regarding communication and crafting clear, articulate sound bites. Mr. Nelson concluded that he has learned a great deal from Mr. Nickson and thanked him for serving on the board. Mr. Nickson was presented with a plaque commemorating

his service. Mr. Cassell shared that he met Mr. Nickson in 2007 at Thunder Mt. where they discussed PTSO. Many ideas were presented during that discussion. Mr. Cassell agreed that his legacy to the district is having PTSOs active in each of the buildings. He expressed his appreciation of Mr. Nickson, saying they have had interesting discussions regarding STEM, and that he is definitely a system thinker. Mrs. Merrill stated that she has appreciated all of Mr. Nickson's work from the beginning when he was willing to attend WSSDA classes as a new board member. Mr. VanHoof remarked that Mr. Nickson has attended a lot of events in the district and has done a great job representing Black Diamond. He remembered that Mr. Nickson took his oath of office and made the first motion on the agenda! He was ready to begin work and will be missed. Mrs. Schroeder added that, although she hasn't known Mr. Nickson long, he was instrumental in getting the EMS PTSO going. She remarked that she knows he will stay involved and we will still see him. Lauren Cary stated that she has enjoyed getting to know Mr. Nickson and sees him as a passionate person from whom she has learned a lot. She enjoyed hearing about his travel experiences at the first board conference she attended.

Mr. Nickson said he has appreciated the opportunity to participate, adding that it is a great enterprise to be involved with and there is so much you can do in a board position. He then shared with each board and cabinet member the legacy they leave in the district: Mrs. Merrill's is the school's foundation; Mr. Cassell's the robotics club; Mr. VanHoof's the football field; and Mrs. Schroeder's is a passion for parent involvement. For Mr. Madden, keeping a balanced budget; for Mr. Stanton, the continued growth for student achievement including special needs students; for Mr. Parker, Mr. Nickson said he is his biggest fan for students getting the basics, having a structure in place, and keeping a great momentum going. For Conner Wells, it is Rachel's Challenge. He thanked Mr. Nelson for letting him share ideas and for working with him. He said he would work to keep the PTSOs rolling. Mr. Nickson believes the district is in good hands.

Mr. Nelson thanked Mr. VanHoof for doing a great job as board president. He told Mr. VanHoof he should write a book on being a humble leader, adding that he has a knack for leadership that he needs to share with others. For his service as board president the past year, Mr. VanHoof was presented with the presidential gavel. Mr. VanHoof remarked it is important to surround yourself with good people.

A brief ten-minute intermission was called and cake served to celebrate the outgoing and incoming board members. The meeting reconvened at 7:00 pm.

C. Welcome – Re-Elected/Elected Board Members

Mr. Nelson explained that according to board policy, at the first business meeting following certification of the election (three candidates were certified in early November and one last week) the board members take their oaths of office. Tina McGann's race was the second closest race in the state. She was elected by 11 votes over Dan Peterson in a cordial but highly contested race. Both Mrs. McGann and Mr. Peterson attended the WSSDA conference as we didn't know who the new board member would be yet.

D. Oaths of Office

The re-elected and elected board members Corey Cassell, Tina McGann, Nancy Merrill and April Schroeder took their oaths of office. Mr. Nelson thanked the board members for their continued service. Mrs. Merrill was honored at the WSSDA Conference for her 20 years of service. The board members introduced family members who were in attendance and they were thanked for their presence. Mr. VanHoof congratulated all four board members.

E. Reorganization of the Board

Mr. VanHoof explained the three positions that are open on the board: president, vice-president, and legislative representative.

Nominations for president were opened and Mr. Cassell nominated Chris VanHoof for a second term as board president. Mrs. McGann seconded the nomination. Mr. Cassell shared that in the past the position has been rotated each year. He and Mr. VanHoof had a discussion at the WSSDA conference and, with two new board members, and his personal situation, he asked Mr. VanHoof to remain in the position a second year. It will give continuity for the new board members. Mr. VanHoof explained that it's not completely out of the norm as Mrs. Dahlquist also served a second term. He stated that he is comfortable taking the position. Mr. Cassell expressed his appreciation for Mr. VanHoof carrying the extra load. The motion carried and Mr. VanHoof commented he would serve the best he could.

Nominations opened for vice-president. Mrs. Merrill nominated Mr. Cassell and Mrs. Schroeder seconded the nomination. Motion carried. Mr. Cassell was congratulated.

Nominations opened for legislative representative. Mrs. Merrill nominated Mrs. Schroeder to attend the legislative conferences with her and do the reporting. Mr. Cassell seconded the nomination. Mr. VanHoof said it would be good for Mrs. Schroeder to attend the legislative conference. Mrs. Schroeder had attended a legislative conference with Mrs. Merrill earlier in the fall. Mrs. Merrill serves as legislative representative on the WSSDA board. Motion carried.

F. Board Communications:

Mrs. Merrill remarked that the choir did a fabulous job and that the Christmas choir concert was lovely. She commented that Mr. Scott needs to do the Christmas concert the Sunday following the weekday concerts. Mrs. Merrill thanked the choir and Mr. Cassell added that it is impressive what they have accomplished with one hour a week practice.

Mr. Cassell reported the Robotics Club completed the qualifier competition with one team qualifying for state. He added that the other teams learned a lot and it was a great experience for them to socialize with other teams. It has been fun to watch the personal growth in the team members. Mr. VanHoof stated this is a great accomplishment in year two of the program and congratulated them. Mrs. Merrill acknowledged the amount of time involved.

Mr. VanHoof attended the EEA/PSE holiday celebration last week. The culinary arts students prepared and served amazing food. Longevity awards were distributed. He expressed his appreciation to the unions for hosting the event.

Mrs. Schroeder attended the Enumclaw Regional Hospital Foundation Holiday Fantasy event and said the EHS choir performed there.

Mrs. McGann attended the Black Diamond Christmas program which was a holiday television show with commercials. She was particularly impressed with the courage of a third grader who sang a solo and did an amazing job.

Conner Wells said it has been difficult getting to Rachel's Challenge meetings on dates when he has to be at school. He has been impressed with the number of students involved with creating links for the Rachel's chain. Conner said students are counting down for break.

Lauren Cary shared that this is spirit week at the high school. Students could send candy to their friends and the photography class offered buddy pictures.

G. Superintendent Report:

Mr. Nelson shared the next site for the board work study is at the Enumclaw High School library on Tuesday, January 3rd at 6:30 pm. He said they are ready for us and excited to share about the new AP class offered to freshmen.

Reporting on the state legislature, Mr. Nelson stated they concluded the session with no decisions made. Mr. Madden is trying to figure out what they will do; whether LEA will be reduced or not; whether school days will be reduced or not. He told the board, their role would be important. Superintendents from King and Pierce County have sent a letter to legislators. They have asked if cuts are made, that they be made equally, not harming one district over another.

Mr. Nelson said one of his favorite events is honoring the newest National Board recipients. He introduced Kibler teacher, Julie McGrath and Mike Firnkoess from Thunder Mt. Middle School. Mr. Nelson congratulated them for enduring the long and rigorous process, reflecting on their own practices. Enumclaw now has 36 National Board certified staff which is 14%. At this time, the legislature has kept the stipend. Julie and Mike will receive their first stipend in July. He stated that he is very proud of them for completing the process and on behalf of the board, presented a certificate and rose to each along with his congratulations.

Mrs. Merrill asked how the process had impacted what the teachers do in the classroom and thanked them for persevering. Mrs. McGrath answered that she asked herself how her teaching affects student learning, how she knows, and is it meeting the standards. Mr. Firnkoess said that teaching keeps you so busy that this was a chance to slow down and look at what he does on a daily basis. He has eliminated some things that weren't effective. Mrs. McGrath commented that the support she received from the staff who had completed the National Board process was a plus. She re-wrote her paper many times and felt the amazing collaboration she received from many teachers was critical to her success. Mr. Firnkoess agreed that the support he received from staff during the process was great. Mr. Cassell commented that the board has heard how difficult the process is and was impressed that Mrs. McGrath made multiple attempts. She replied that she tells her students to keep going! Mr. Firnkoess also expressed his appreciation to the district for their support and commitment. Mrs. McGrath introduced her husband Andy, son Ryan and daughter Michelle. Mr. Firnkoess introduced his son Carson.

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

Black Diamond resident Kristine Hanson introduced herself, saying it was a pleasure to see Mrs. McGann on the board. She had three concerns she wished to share with the board: lunch issues at Black Diamond Elementary; a student discipline concern at Enumclaw High School; and replacement of the diving blocks at the pool.

IV — ADMINISTRATION/BUSINESS

A. Payroll and Vouchers:

Mr. Madden presented the list of top ten expenditures in the district as follows: Muckleshoot Indian Tribe, Associated Petroleum; Puget Sound Energy; Food Services of America; City of Enumclaw; Speech Connections; Overlake Hospital; ESD 189; KCDA; and Buckley Enumclaw Glass.

Mr. VanHoof asked about the glass bill. It is for replacement and efficiency not damaged windows. Mrs. Merrill remarked on the Muckleshoot amount that was less than last year. Mr. Madden explained that our budget is based on enrollment. At the beginning of the year, it is an estimate and is adjusted along the way.

Mr. Madden shared a list of the local businesses with which the district did \$45,404 of business in the month of November. 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 \$501,464.26; capital projects fund in the amount of \$42,837.53; associated student body fund in the amount of \$100,356.61; and ratification of the general fund payroll warrant for November in the amount of \$2,991,787.77.

Mrs. Merrill appreciates seeing Amazon on the list as it brings money back to the foundation.

Motion carried.

B. Consent Agenda:

1. Donation of \$2,222.32 (being paid at \$277.54/month for 8 months) from the Enumclaw Foursquare Church for special education grants at Westwood
2. Donation of \$1,000.00 from Korliss Delange to purchase a floor scrubber for Sunrise Elementary
3. Donation of \$500 from the State of Washington to Black Diamond Elementary for safety patrol hats
4. Donation of \$840.17 from Lifetouch Studios to Black Diamond Elementary to be used for building enhancements
5. Personnel

The consent agenda was presented by Mr. VanHoof. Mr. Cassell moved and Mrs. McGann seconded to approve the consent agenda. Mr. VanHoof thanked the generous donors. Mr. Nelson shared that Korliss is a retiring custodian who gifted Sunrise with the scrubber.

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5. Personnel

Certificated:

- A. New Hire:
 - 1. Molly McCoy, teacher (temporary), Kibler, effective 1.18 – 6.1.2012
- B. Retirement:
 - 1. Kathleen Lockyer, HR Director, district office, effective 7.31.2012
 - 2. Fran Watt, teacher, Westwood, effective 6.15.2012

Classified:

- A. Resignation:
 - 1. Marina Espinosa, paraeducator, Southwood, effective 12.21.2011
- B. Rehire:
 - 1. Dave Reynolds, custodian (3.25/day), Pete's Pool, effective 11.21.2011
- C. Leave Request:
 - 1. Ramona Mills, driver, transportation, effective 1.4.2012

Motion carried.

C. First 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

Policy 6950: Contractor Assurances, Surety Bonds and Insurance

Mr. Nelson presented eight policies for information. He explained that most of these are simple changes. WSSDA is doing a lot of housekeeping with the policies. He also said he would be including policies in the January work study packet that have been recommended for deletion. Mr. Nelson would like them reviewed prior to including them on the board meeting agenda. He then reviewed the policies.

- Policy 1114: combines 1114 and 1115
- Policy 4000: combines 4000 and 4010
- Policy 5011: changes the policy number from 6590 and has some minor language changes.
- Policy 6000: combines 6000 and 6010. Mrs. Merrill asked why item F was stricken. Mr. Madden said he would follow up with information on why it has been recommended that we strike that language.
- Policy 6800: combines 6510 and 6800
- Policy 6890: cleans up and simplifies language. Mrs. Aaby will correct some of the language in this policy.
- Policy 6920: new language added to reflect compliance with the Americans with Disabilities Act.
- Policy 6950: combines 6950 and 6957.

Mr. VanHoof said he would meet with Mr. Nelson to review the policies recommended for deletion and we will try to get the reason for the deletions.

D. General Fund Report:

Mr. Madden presented the general fund report. 22.63% of the 2011-12 budget has been expended with 27.13% 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: \$17,332,193.84. Expenditures to date: \$9,785,017.12. Reserved grant carry-over: \$200,000.00; reserved debt service for energy bond: \$128,400.00; reserved inventory – commodities carried over: \$30,000.00; reserve assigned: \$500,000.00; and reserve of 5% per board policy: \$2,161,819.00. Unreserved ending fund balance: \$4,526,957.72.

Capital Projects beginning fund balance was \$1,472,445.59 with an ending balance of \$2,407,546.22.

The Debt Service Fund beginning fund balance was \$3,299,806.53 with an ending balance of \$4,772,893.02.

ASB Fund beginning fund balance was \$301,180.43 with an ending balance of \$426,419.07.

Transportation Fund beginning fund balance was \$408,121.67 with an ending balance of \$814,566.19.

Mr. VanHoof encouraged Tina to get with Mr. Madden to have him explain the funds.

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. Mrs. Merrill said it was a great meeting and thanked Mr. Nelson. The board is excited to hear the great things EHS is doing.

VII — ADJOURNMENT

This meeting adjourned at 8:02 p.m.

President, Board of Directors

Secretary, Board of Directors