

**MINUTES**  
**of the Regular Meeting of the Board of Directors**  
**of the ENUMCLAW SCHOOL DISTRICT #216**  
**6:30 p.m., District Office**  
**July 16, 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:**

Johna Thomson led the pledge of allegiance to the flag.

**C. Roll Call:**

All board members were present except Reilly Desmul who was excused.

**D. Minutes:**

Mrs. McGann moved and Mrs. Schroeder seconded a motion to approve the minutes of the regular board meeting of June 18, 2012 as printed.

Motion carried.

**II — BOARD OF DIRECTORS COMMUNICATIONS**

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

Mr. VanHoof commented that the board was using the new EduPortal paperless system along with their iPads for the meeting.

Conner Wells shared his wonderful experience at Boys State. He said many students from Enumclaw attended. Conner was elected to a mayor position. There were many guest speakers who talked about government. After established, the cities and different government agencies encountered real life situations that had to be addressed. Conner's city had five bridges in a state of collapse and had to determine whether to refurbish or replace and how to get the funds to do it. He said it was stressful but fun! The Boys State governor was impeached in the end which is the first time it has happened. And his city did get their bridges repaired.

Mr. Cassell shared that the Washington Aerospace Scholars program announced EHS student John Corely participated in the Summer Residency session at the Museum of Flight in Seattle. Mr. Cassell would like to honor John for his achievement.

Mrs. McGann attended Black Diamond Miners Day and was a willing participant in the local police dunk tank. Unfortunately, there were many people with good aims! She stated that the celebration was a very fun event.

**B. Superintendent Report:**

Mr. Nelson congratulated Conner on his success at Boys State and said he was a state representative when he attended.

Anne Chambers was introduced as the new Director of Student Support Services. This is her first day in the district and we are thrilled to have her.

There is a lot of work being done in the district this summer. The high school gym has been painted as well as paintwork being done at EMS. Electrical work is being completed at Westwood, Southwood and the high school. Promethean Boards are being installed district wide. New lines are being painted in the parking areas with the equipment that was purchased four years ago. Being able to do this work ourselves has resulted in great savings for the district.

Mr. Nelson shared that the City of Enumclaw is embarking on a Centennial Celebration and will be anchored by three events. These events are scheduled for January 27<sup>th</sup>, July 4<sup>th</sup> and at Thanksgiving time. The themes will celebrate the past, the present, and the future. The city would love to have all local organizations connected and involved. Mr. Nelson is serving on that planning committee.

Mr. Nelson is also sitting on the new fire commission advisory board. Either he or Mr. Madden will represent the district at the first meeting Tuesday evening.

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**

Johna Thomson introduced herself as the Enumclaw Schools Foundation President. She took office in June. The board received a handout which was an overview of upcoming ESF events in the next year. The STEM Expo is being held 10.11.12 at the high school. The goal of this event is to encourage students to pursue careers in manufacturing that are science, technology and math related. There are not enough skilled workers in these areas. The Foundation will be collaborating with the district and the community on this event. The “Jazzing Up Education” Mardi Gras Business and Community Luncheon will be held February 12, 2013 and the “All Children-All Day, Let’s Find a Way” event is scheduled for April 13, 2013 which is a Saturday evening. Both of these events will be held at the Expo Center. Mrs. Thomson told the board she appreciates their involvement and the partnership they enjoy with both the board and the district. She concluded that there is good planning happening and the foundation looks ahead to becoming better known in the community and raising more money to benefit kids. Mr. VanHoof thanked Johna for stepping up to be involved and for the work the foundation does.

**IV — ADMINISTRATION/BUSINESS**

**A. Payroll and Vouchers:**

Mr. Madden presented the list of top ten expenditures in the district as follows: Hewlett Packard; Muckleshoot Indian Tribe; Puget Sound ESD; Associated Petroleum; Puget Sound Energy; College Board; City of Enumclaw; Food Services of America; Speech Connections; and Overlake Medical Center.

Mr. Madden shared a list of the local businesses with which the district did \$25,154 of business in the month of June. 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 \$668,782.55; capital projects fund in the amount of \$194,518.93; associated student body fund in the amount of \$95,574.28; private purpose trust fund in the amount of \$2,150.00; and ratification of the general fund payroll warrant for June in the amount of \$2,835,472.03.

Motion carried.

**B. Consent Agenda:**

- 1. Donation of \$22,109.91 from the Enumclaw Schools Foundation for Spring 2012 Enrichment and Innovation Grants**
- 2. Donation of \$1,058.85 from Southwood PTA to Southwood to be used for a color copier**
- 3. Donation of \$899.40 from Black Diamond PTA to Black Diamond Elementary to be used for RAZ Kids Subscription**
- 4. Donation of \$5,740.00 from Black Diamond PTA to Black Diamond Elementary to be used for classroom sound systems**
- 5. Donation of \$58,720.00 from Enumclaw Schools Foundation for Full-Day Kindergarten Scholarships**
- 6. Donation of \$2,000 from the Buckley Log Show to Enumclaw High School for a scholarship**
- 7. Donation of \$5,000 from the Enumclaw Schools Foundation to EMS (\$3,334) and TMMS (\$1,666) for Project Lead the Way**
- 8. Personnel Report**

Mr. VanHoof thanked the Enumclaw Schools Foundation for their generous donations this month. The consent agenda was presented by Mr. VanHoof. Mr. Cassell moved and Mrs. McGann seconded to approve the consent agenda.

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8. Personnel Report

**Certificated:**

- A. New Hire:
  1. Anne Chambers, Director of Student Support Services, DO, effective 7.16.2012
  2. Samantha Alexander, music teacher, district, effective 8.29.2012
- B. New Hire LOA:
  1. Gale Doty, teacher, Southwood, effective 8.29.2012
  2. Cheryl Tobias, teacher, Southwood, effective 8.29.2012
- C. Rehire LOA Contract:
  1. Holly Beers-Bezon, teacher, Black Diamond & Westwood, effective 8.29.2012
  2. Jeanie Hellwich, .6 teacher, Southwood, effective 8.29.2012
  3. Nikki Lindberg, teacher, Black Diamond, effective 8.29.2012
  4. Molly McCoy, .5 teacher, Kibler, effective 8.29.2012
  5. Erin Markquart, .5 teacher, Southwood, effective 8.29.2012
- D. Rehire Continuing:
  1. Pam Shinsato, music teacher, district, effective 8.29.2012
  2. Jill Forza, teacher, Black Diamond, effective 8.29.2012
  3. Laura Hauswirth, teacher, Southwood, effective 8.29.2012
  4. Dawn Hoyer, teacher, TMMS, effective 8.29.2012
  5. Tiffany Iacobazzi, teacher, Kibler, effective 8.29.2012
- E. Additional Assignment:
  1. Carolyn Kinniburg, ESY teacher (6 days), EHS, effective 7.10.2012
  2. Andy Beers, ESY teacher (6 days), EHS, effective 7.10.2012
  3. Susan Stedham, ELL teacher (12 days), Kibler, effective 7.20.2012
- F. Resignation:
  1. Douglas Burnham, dean of students, EMS, effective 6.29.2012
  2. Don Bartel, teacher, EHS, effective 7.2.2012

**Classified:**

- A. New Hire:
  1. Teri Caldwell, counseling secretary, EHS, effective 8.15.2012
- B. Retirement:
  1. Patty Eckloff, accounts payable, DO, effective 9.30.2012
  2. Gayle Schmidt, driver, transportation, effective 6.21.2012
- C. Change of Assignment:
  1. Elizabeth Thomas, from secretary to registrar, EHS, effective 8.15.2012
  2. Kari Ainsworth, from kitchen assistant to head baker, EHS, effective 8.29.2012
- D. Additional Hours:

1. Jerry Clasby, surplus sale (7 days), JJ, effective 7.2.2012
2. Gail VanHoof, surplus sale (7 days), JJ, effective 7.2.2012
3. Debbie Davis, surplus sale (7 days), JJ, effective 7.2.2012
4. Katie Green, ESY (12 days), EHS, effective 7.10.2012
5. Amy Pellett, ESY (10 days), EHS, effective 7.10.2012
6. Deena Maras, ESY (2 days), EHS, effective 7.10.2012
7. Karen Barlowe, lead painter, DO, effective 7.2.2.2012
8. Virginia Harmon, HR secretary (from .8 to 1.0), DO, effective 7.1.2012

**Supplemental Contract:**

A. New Hire:

1. Kevin Moroz, assistant football coach, EHS, effective 8.15.2012
2. Joseph Hollenbeck, assistant football coach, EHS, effective 8.15.2012
3. Taylor Skore, assistant football coach, EHS, effective 8.15.2012
4. William Stuenkel, assistant boys tennis coach, EHS, effective 11.5.2012
5. Taylor Skore, summer conditioning, EHS, effective 6.25.2012

B. Rehire:

1. Dennis Hagan, assistant football coach, EHS, effective 8.15.2012

Motion carried.

**C. 2012-13 Budget:**

Mr. Nelson stated that the budget review was informational this month with the public hearing next month. The 2012-13 budget will be an action item on the August agenda. Mr. Madden was introduced to present the budget. Mr. Nelson expressed his appreciation to Mr. Madden and his staff for their hard work in preparing the budget.

Mr. Madden stated that the levy funds helped this year. The district is always fairly conservative in projecting enrollment and with revenues which has served us well though there is always a bit of worry. Next year's enrollment is decreasing and we hope it will come in higher than anticipated. The expenditures are built in higher as we have to have capacity. The 2012-13 budget is comparable to last year's. The fund balance projection is over \$2,000,000.

Mr. VanHoof asked Mr. Madden to please explain the expenditure line item for "other community services". Mr. Madden explained that a major piece of that is the stadium and the revenues required for the purchase of maintenance equipment and bleachers. That item is to build capacity regarding any expenditures tied to the stadium. Program 89 is for community services.

Mr. VanHoof also asked about the transportation fund and how are we on buses. Mr. Madden responded that we get some assistance on the depreciation schedule. \$400,000 will buy a couple of big buses. The cost of a bus is over \$100,000. The district subsidizes transportation.

The ad for the public hearing is going out to the Courier Herald and the summary of the budget is available to the public for review. Mr. VanHoof expressed his appreciation for the nice work on the budget.

**D. First Reading:**

**Policy 1400: Meeting Conduct, Order of Business and Quorum**

**Policy 1420: Proposed Agenda and Consent Agenda**  
**Policy 6801: Capital Assets/Theft Sensitive Assets**

Mr. Nelson presented three policies to the board for first reading. The changes on the policies are updates and these are not new policies. If there are any questions, the board can ask questions before the next meeting when they will be an action item.

**E. Second Reading:**  
**Policy 2410: High School Graduation Requirements**  
**Policy 6220: Purchasing: Bid Requirements**

Mr. Nelson presented two policies with the changes that were discussed last month. Mr. Parker went over the changes on policy 2410 at the previous meeting. This update included the small change from WSSDA in between meetings. The changes to 6220 are simple changes regarding the bid process. This was the second reading of the policies and Mr. Nelson recommended approval by the board.

Mrs. Merrill moved and Mrs. Schroeder seconded to approve the changes to policies 2410 and 6220 as presented.

Motion carried.

**F. General Fund Report:**

Mr. Madden presented the general fund report. 76.34 % of the 2011-12 budget has been expended with 83.86% 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: \$40,746,178.47. Expenditures to date: \$33,006,335.97. Debt service – energy loan: \$64,034.76; reserved grant carry-over: \$200,000.00; reserved inventory – commodities carried over: \$32,555.00; energy grant funds: \$200,000.00; reserve of 5% per board policy: \$2,161,819.00; and Capital Projects: \$29,810. Unreserved ending fund balance: \$5,051,623.74.

Capital Projects beginning fund balance was \$1,472,445.59 with an ending balance of \$1,105,399.85.

The Debt Service Fund beginning fund balance was \$3,299,806.53 with an ending balance of \$3,082,084.40.

ASB Fund beginning fund balance was \$301,180.43 with an ending balance of \$354,113.81.

Transportation Fund beginning fund balance was \$408,121.67 with an ending balance of \$213,313.95.

Mr. VanHoof asked Mr. Nelson if an executive session was necessary. Mr. Nelson stated that he would need a 20-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 3-minute break before moving to executive session at 7:10 p.m. and would reconvene at 7:30 p.m.

## **V — EXECUTIVE SESSION**

The board returned to open session at 7:32 p.m. No action was taken.

## **VI — BOARD PROCESS DEBRIEF**

The board debriefed the meeting.

Mrs. McGann requested board input on the community outreach event that is in the planning. She believes it will be great outreach to the community and an opportunity for an informational forum but doesn't have an exact vision yet. Different options were discussed for incorporating the outreaches with other scheduled events such as Focus on Education and the State of Ed Address. Mr. Cassell favored an evening event that more working people could attend. Mrs. Merrill thought one day and one evening event would be good. Mrs. McGann appreciated the input.

On the paperless system implemented this evening, Mr. Nelson stated that a cabinet member would assist with the agenda on the Promethean Board next meeting and show appropriate attachments.

## **VII — ADJOURNMENT**

This meeting adjourned at 7:40 pm.

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President, Board of Directors

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Secretary, Board of Directors