

**MINUTES  
of the Regular Meeting of the Board of Directors  
of the ENUMCLAW SCHOOL DISTRICT #216  
6:30 p.m., District Office  
March 21, 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:**

Russell Horton led the pledge of allegiance to the flag.

**C. Roll Call:**

All board members were present, except student representative Lauren Cary who was excused.

**D. Minutes:**

Mr. Cassell moved and Mrs. Merrill seconded a motion to approve the minutes of the board meeting of February 28, 2011, and the special board meetings of March 7, 2011, as printed. Motion carried.

**II — BOARD OF DIRECTORS COMMUNICATIONS**

**A. Board Communications**

Mrs. Merrill shared that she serves on the Enumclaw Schools Foundation board as well as the school board. A week ago, the foundation had a community fundraiser and had an excellent turn out of individuals and community businesses. The funds raised will be used to award teacher grants and to assist with the funding of district wide programs to enhance the education of children in the district. She said it is exciting that people have faith in the board to do great things. On behalf of the ESF Board, she thanked the community for their generosity. They will be accepting contributions in the coming months.

Mr. VanHoof shared that this board was selected by WSSDA to test the on-line board assessment tool. The assessment is based on Washington School Board Standards. WSSDA would like it completed by the end of March. Mr. VanHoof said it isn't very time consuming and will be good feedback. It is a tool all boards will have by the end of the year. Mr. Nelson distributed the questions that they will be asked. Mr. VanHoof asked the board to please complete and submit the assessment.

Mrs. Hancock noted the out-of-state field trip request for the EHS band that is planning a trip to Florida. She congratulated them on earning the money for the trip. She also congratulated the EHS choir program that has been given the opportunity to sing at Carnegie Hall.

Will Holland announced that he has received his acceptance to the University of Washington where he will attend next year. He was congratulated!

## **B. Congratulations to the Wrestling Team**

Mr. Nelson stated that it is a pleasure to honor the 3A State Champion Wrestlers this evening. They were celebrated earlier with a parade down Cole Street and a ceremony attended by the community including the mayors of Enumclaw and Black Diamond. He stated how proud we are of these athletes led by incredible coaches who stress the importance of strong character and integrity. They work hard in the wrestling room and in their studies. The team has brought home the state championship three out of four years. Mr. Nelson also recognized Athletic Director Kevin Smith who makes sure every detail is planned and attended to in the athletics department. He invited Mr. Reichert and the team to come up front. After receiving congratulations from the board, Mr. Reichert addressed the board and the audience. He stated that after traveling around the nation and talking to other coaches, Enumclaw is one of the best districts from the top down. The expectations are high and it is a gift to be here and have the support they receive. Mr. Reichert shared that he grew up in the Tahoma District where athletics were huge for him, coming from a large family without much money. It was his avenue in life to become successful. He stated that not all students may be strong in every subject, but they have their own strengths and if it is wrestling, they want to be the best at it. Mr. Reichert stated that the team represents the district with class, dignity, and humility and they like to win! He stated that there is not much difference between the best and the rest. Just as students have to push hard in academic programs, the wrestlers push a bit more than the rest to be winners. He said other districts can't believe they are celebrated with a parade! The wrestlers then introduced themselves. Mr. Reichert concluded that it is not what you start but what you finish and the entire team is valuable to the wrestling "family". He asks his wrestlers how they will remember him and how he will remember them. What they have can't be taken away.

Mr. VanHoof thanked Mr. Reichert for the way he and the team represent the community on and off the mat. He loves what he hears about the team at the WIAA meetings, adding that it is a privilege to watch the team compete. Mr. Cassell commended the wrestlers on the work they put in and stated that everyone has to do their part when the standards are this high. He encouraged the team to remember for the rest of their lives that the hard work they did paid off. Mrs. Merrill also offered her congratulations and shared that her son was a wrestler who learned lessons that have carried him in life. It is a great program. Mr. Nelson stated that we wanted to treat the team to ice cream and cookies now that they don't have to make weight! He added that the wrestlers are living the "All Students Achieving at High Levels" district mission. We want everyone to feel they are a part of this district. He also thanked Assistant Coach Hansen for his work. A beautifully designed certificate was given to each of the wrestlers to commemorate their championship award. Mr. Nelson thanked the coaches and the team for coming and allowing us to honor them.

## **C. Superintendent Report**

Mr. Nelson began his report with an update on the state budget forecast. The 4.6 billion budget deficit is now projected to go as high as 6 billion. A document had been sent to the board by Mr. Nelson earlier that gives the budget story in our district. He and Mr. Madden are visiting each

school in the district to share the current budget situation as they know it and sharing this story. No one knows what the next legislative steps will be. One side of the budget story document shows the reductions that have impacted the infrastructure across the district over the last four years. It is an important time for voices to be heard and our story shared. One of the two highlights regarding the budget reductions is the increase in K-4 class sizes. We have in the past received enhanced money to lower class size. This reduction would represent the loss of five elementary classroom teachers. The second area is the elimination of the LEA (local effort allocation) funds. More than 100 districts receive this money which creates some equalization for districts that are “property poor”. We are one of those districts. This state has taken 28% of those funds or \$250,000. With the budget deficit, there is concern this will go back on the table. The loss of these funds would mean another \$600,000 reduction to our budget. In response to a question regarding total budget reductions, Mr. Madden said it would be about a 5% cut. Mr. Nelson remarked that we have had 3.5 million in cuts over the last three years. Mr. Madden commented that things are dire as there is not a lot left in the budget to trim. Mr. Nelson said it is very difficult to determine where we can cut at this stage. Mr. Madden added that people are worried about their jobs. It is important for others to know our story. Staff has appreciated knowing next steps. Mr. VanHoof thanked Mr. Nelson and Mr. Madden for staying on top of information that changes weekly. It is a difficult time. Mr. Nelson added that he has communicated through his Sunday Evening News about money being taken retro-actively mid-year. The district savings account is going down and we have to adjust. All 295 districts in the state are going through this. Mr. VanHoof said there is talk of extending the legislative session which pushes us closer to when we have to have the budget for next year. Mr. Nickson stated that the message received from legislators when he and Mr. Nelson visited last month is that they need more volume regarding education and people sharing what is important to them. He also commented on the equity issue with property poor districts. These funds are a way for all districts to have equitable money to run their districts. These are personal pieces to protect. In order to keep kids interested in school, we need programs such as athletics. Mr. Nickson encouraged people to contact their legislators to tell them what’s important!

Mr. Nelson shared a PowerPoint that was presented to both the Economic Development Committee and the Enumclaw City Council. Mr. Madden and Ms. Stiffarm were present at the council meeting. The presentation was in regard to the City establishing impact fees for future building in the area and included the following:

- Goals for the Evening (Understanding the role of impact fees to the Enumclaw School District)
- Impact Fees (What they are and who pays them)
- Process (How impact fees are determined)
- Growth in Our District
- Enrollment Projections (Imminent growth in the district with elementary enrollment at capacity)
- Impact Fee (Important to have an ordinance in place)
- JJ Smith (Modernization in order to use or a new building)
- Tri-Party Agreement (Combination of mitigation fees and development rights - \$12,000 per home; 120 acres of land for schools)
- Board of Directors Recommend Fee (History of calculation and discount – went from a 50% to 20% discount bringing a rigorous standard; recognition of citizens in our district; recognition that it is a small percentage of the cost of land and building)
- Process (Board of directors make a recommendation; city and county governments make final decisions on amount)
- Request (Approve school impact fee ordinance in the city of Enumclaw)

Mrs. Hancock asked if there is an impact fee on building apartments. Mr. Madden responded that there is a formula for apartment buildings and the formulas are based on the history of growth in surrounding areas to come up with the student rate. Mr. Nelson stated that he shared this presentation publicly to keep the board apprised of the process. Mr. Nickson commented that the city and county governments are the only ones who have authority to set the impact fees. Talking to the city can be important with a request to move forward. He added that it is a good thing to be on track with the process. Mr. Madden stated that in the absence of established impact fees, the district would have to negotiate directly with the developers. Mrs. Hancock responded that that would get an uneven result. Mr. Nelson concluded his report, saying he thought it important to share the information. Mr. VanHoof thanked Mr. Nelson and Mr. Madden and said he knows it has been a long process for 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: Muckleshoot Indian Tribe; Puget Sound Energy; City of Enumclaw; Food Service of America; Enumclaw Travel and Cruise; Associated Petroleum Products; NW ESD 189; Speech Connection; Overlake Hospital; and White River School District. Mrs. Hancock asked if the payment to White River is for the Collins Program. It is.

Mr. Madden shared a list of the local businesses with which the district did \$70,993 of business this month. 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. Nickson moved and Mr. Cassell seconded to approve general fund vouchers in the amount of \$581,890.36; capital projects fund in the amount of \$2,963.48; associated student body fund in the amount of \$73,524.82; combined funds in the amount of \$1,192.37; and ratification of the general fund payroll warrant for February in the amount of \$2,761,830.57. Nancy: appreciates the extra work putting the information together.

Motion carried.

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

1. Donation of \$1,500 from the Muckleshoot Tribe to Southwood for computers to support the Gizmos science program
2. Agreement with Skynet Broadband
3. Field Trip: EHS Band to Orlando, FL to attend Magic Music Days April 2 through

April 6, 2012

4. Personnel Report

The consent agenda was presented by Mr. VanHoof. Mrs. Hancock moved and Mr. Nickson seconded to approve the following items on the consent agenda. Mr. Cassell asked about the Muckleshoot Grant. Mr. Nelson explained that the Muckleshoot Tribe is very generous with our schools, awarding \$1,500 grants to each of the buildings. Mr. Nickson asked how the band raises funds. Mr. Nelson explained that Mrs. Burnes is working with a high achieving staff who is doing amazing things. They are on a rotational schedule for trips so the fundraising is spread through the community. The band trip is planned for 2012. The board is approving the trip, not supplying the funds. We are hiring great people with a lot of energy to do these jobs.

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4. Personnel Report

**Certificated:**

- A. Retirement:
1. Laura Ferguson, teacher, EMS, effective 6.17.2011

**Classified:**

- A. Resignation:
1. Cynthia Egan, ECEAP paraeducator, Black Diamond, effective 3.25.2011

Motion carried.

**C. Second Reading:**

Policy 3207: Prohibition of Discrimination, Harassment, Intimidation, and Bullying

Mr. Nelson stated that this is an important policy with key updates and is backed by a good set of procedures. Mrs. Lockyer has worked with the White River School District to include us in a training regarding this policy that will be taught by an attorney. The legislature passed laws last year and districts are required to have this policy in place by August 2011. We want our administration trained and information in next year's handbooks. Mr. Nelson added that he is working with high school leadership to implement Rachel's Challenge which is a proactive way to spread kindness and compassion. This program will roll out in August in support of this policy. It is important that we respond when we hear anything involving harassment, bullying or intimidation. Mr. Nelson recommended board approval of this policy.

Mrs. Merrill moved to accept Policy 3207: Prohibition of Discrimination, Harassment, Intimidation, and Bullying. Mr. Nickson seconded and the motion carried.

**D. First Reading:**

Policy 1210: Annual Organizational Meeting

Policy 3210: Nondiscrimination

Policy 3410: Student Health

Policy 5010: Nondiscrimination and Affirmative Action

Policy 6220: Purchasing: Bid Requirements  
Policy 6895: Pesticide Notification, Posting, and Record Keeping

Mr. Nelson stated WSSDA has been very busy and we have worked hard to get these policy updates to the board.

Policy 1210: new language was added and redundant language removed. Mr. VanHoof responded that it is a very minor change.

Policies 3210 & 5010: Mrs. Lockyer said policy 3210 is a new policy per state law and there is new language added to the 5010 policy. She stated that we already do most of these things but will update language in our paperwork and on the webpage and make sure our principals have the current language. The 3210 policy is for students and the 5010 is for staff.

Policy 3410: Scoliosis treatment, an unfunded mandate, has been removed from the policy.

Policy 6220: Mr. Madden stated that specific dollar amounts have been removed from the policy. Mr. Nickson asked about advertising bids on the website as well as in the newspaper. Mr. Madden said the policy is specific about where we advertise. He utilizes the small works roster for many small projects. Mr. Nickson asked how contractors are added to the roster. Mr. Madden said we advertise and add new contractors annually. Mrs. Hancock was interested in knowing when we last advertised as contractors use the newspaper to find jobs as part of their business practice. Mr. Madden said we advertise in the Daily Journal of Commerce. Mrs. Hancock had questions regarding the sole source for insurance and Mr. Madden said he would get information on that.

Policy 6895: Sending home a letter with students at the beginning of the school year was also an unfunded mandate. We will no longer have to do this. Signs will be posted when pesticides are applied and people can request notification.

#### **E. Early Release 2011-12**

Early Release for 2011-12 was before the board for approval. The staff values this time and definite progress has been made. We want to see state assessment results shift.

Mrs. Merrill moved and Mr. Nickson seconded to approve Early Release 2011-12. Mr. Vanhoof called for discussion. Mr. Cassell said that he has seen Fridays being used as assembly day which shortens the class time. He would like this situation avoided as parents have commented on it. Mr. Cassell also stated that it has made a big difference to staff and he wants to maintain a positive image regarding PLC time. Mr. Nelson responded that most of the assemblies are occurring during CORE/Choice time except the pep assemblies. Will Holland shared that the assembly on Friday was called "Invisible Children" about children in Africa who are stolen and forced to fight in wars. The presenter was from Ghana and she shared a very impactful videotape. Some of the students took it very seriously. Will said there have only been a couple of assemblies on Friday, though he said he would rather have the assemblies on Fridays when classes are shorter anyway than have shorter classes on both Monday and Friday. Mr. Nelson added that pep assemblies are tradition and staff tries not to create additional disruptions to student schedules. Mr. Cassell said it is a delicate balance and wanted staff to be conscious of it. Mr. Nelson added that he heard great things about the assembly. Mr. Nickson asked what kids took away from the assembly. Will said students hadn't heard about children being forced to fight and the students felt humility and gratefulness for what they have and where they live. It was also an opportunity to help their cause. Many students bought t-shirts to help the people in

Africa. A goal of the high school leadership team is to find something people aren't aware of. Mrs. Hancock shared that some schools use an alternate class schedule which may be another way to cope. Will added that it was a tough week because of HSPE also. Mr. Nelson stated that they are required to have Veteran's Day and Martin Luther King, Jr. assemblies. Mrs. Merrill appreciated both Mr. Cassell and Mr. Holland's comments. She also said we should ask staff what the best time is for early dismissal next year. Mrs. Hancock said the time is pretty valuable as it costs \$250,000 to operate the district for a school day. Two hours out of the day is a big investment. She has heard three school presentations regarding the efficacy of the PLC time. Results at the high school are promising though she is interested in seeing how well students perform on tests. Mrs. Hancock supports it and hopes to see results. Mr. Nelson responded that he doesn't disagree, we want to see results. Mr. VanHoof stated that the 75-minute early release time on Fridays allows staff to review test scores and focus on students. When schools present at work studies and give updates on the work they are doing, the time is making an impact. We started with an hour and moved to 75 minutes. If we need to review the time and day of the week annually, we have an opportunity to do that. Though the work studies aren't televised for the community, we know kids are getting a better education because of PLC time. Mr. Nickson added that we moved to Friday because of parental input but it is tough for staff as they are tired at the end of the week. As for results, we have yet to see those as the program is just in its infancy. Mr. VanHoof called for the vote and the motion carried. Mr. Nelson thanked the board and said the time is important to staff.

#### **F. General Fund Report:**

Mr. Madden presented the general fund report. 45.91% of the 2010-11 budget has been expended with 47.70% of revenues received.

Mr. Madden shared graphs to show the revenue and expenditure comparisons. Drops in both expenditures and revenues were shown. He also showed a graph of showing the decrease in the unreserved amount in the budget. He expects that amount to go up when taxes are received in April. Mrs. Hancock asked if the state took back all of the funds at once. Mr. Madden said they are still taking it back and will be doing that over the next five months.

The beginning of the year fund balance was \$5,149,683.97. Total resources available: \$25,426,498.83. Expenditures to date: \$20,354,014.61. Transfer amount to debt service for energy: \$42,800.00; grant carry-over: \$200,000.00; inventory: \$30,000.00; unreserved designated: \$294,000.00; reserve of 5% per board policy: \$2,216,844.00; and unreserved contingency: \$350,000.00. Unreserved ending fund balance: \$1,917,495.30. We are beginning to see the impact of the reduced revenues.

Capital Projects beginning fund balance was \$795,724.49 with an ending balance of \$1,176,000.10.

The Debt Service Fund beginning fund balance was \$3,087,873.87 with an ending balance of \$2,123,738.17.

ASB Fund beginning fund balance was \$235,602.06 with an ending balance of \$420,576.08.

Transportation Fund beginning fund balance was \$628,516.46 with an ending balance of \$399,086.62.

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 real estate

acquisition. No action would be taken. Mr. VanHoof announced the board would take a 7-minute break before moving to executive session at 8:05 p.m. and would reconvene at 8:20 p.m.

#### **V — EXECUTIVE SESSION**

The board returned to open session at 8:23 p.m. No action was taken.

#### **VI — BOARD PROCESS DEBRIEF**

The board debriefed the meeting.

#### **VII — ADJOURNMENT**

This meeting adjourned at 8:31 p.m.

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President, Board of Directors

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Secretary, Board of Directors