

MINUTES
of the Regular Meeting of the Board of Directors
of the ENUMCLAW SCHOOL DISTRICT #216
6:30 p.m., District Office
August 15, 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 6:32 p.m. in the boardroom of the district office.

B. Pledge of Allegiance:

Kevin Smith led the pledge of allegiance to the flag.

C. Roll Call:

All board members were present except Mrs. Schroeder, and Mr. Cassell who were excused, and Lauren Cary.

D. Minutes:

Mr. Nickson moved and Mrs. Merrill seconded a motion to approve the minutes of the regular board meeting of July 25, 2011 and the special board meeting of August 1, 2011 as printed. Motion carried.

Mr. VanHoof called for an amendment to the agenda to recess at 6:50 p.m. to attend an important city council meeting and resume at 8:30 p.m. Mr. Nickson moved to amend the agenda and Mrs. Merrill seconded. Motion carried. Signs explaining the recess were posted on all entrances to the district office.

II — BOARD OF DIRECTORS COMMUNICATIONS

A. Board Communications

Mr. Nickson said it was great seeing everyone at the city council meeting earlier in the month. Mr. VanHoof concurred and then shared that people attended the meeting to express concerns regarding district fees to play on the new field which is also the reason the board is attending the council meeting tonight. He appreciated the council giving the district time to talk. The agreement with the city is not yet in place.

Conner Wells shared that packets were compiled at the last Rachel's Challenge meeting. He and Mr. Nelson also presented Rachel's Challenge information at the Leadership Advance. Leadership was given folders with information as well as curriculum. Plans were laid out for the building presentations. Mr. VanHoof thanked Conner for attending the meetings.

B. Superintendent Report

Mr. Nelson honored Conner for coming to the Leadership Meeting as a high school junior and sharing with the leadership. He said Conner did an impressive job.

The Leadership two-day advance was held here at district office. The agenda items covered were measures of academic success, Rachel's Challenge, and the continued partnership with the University of Washington.

September 1st is the all-staff day with the Rachel's Challenge presentation and the first day of school is September 6th.

C. Public Budget Hearing 2011-12:

Mr. Madden opened by saying this is the public hearing portion of the budget process. He began an explanation of the first of the five funds:

General Fund

- Discussed the enrollment history (dropped nearly 1200 students since 1998)
- Budget review by source
- Revenue comparisons from previous budget year (1.3 million reduction in revenues)
- Notable revenue changes (only increase is the levy)
- Expenditure by object comparisons (very tight budget)
- Expenditures by program and by object
- Summary: revenue: \$41,271,472 and expenditures: \$43,236,395. On paper, \$2 million of the fund balance reserve will be used to balance this year's budget. Major budget reductions will be required for the 2012-13 fiscal year to meet budget obligations. Mr. Nelson commented that it is a conservative budget. Districts can get in trouble around enrollment projections when the projections are too high. Mr. Madden responded that we could pad the numbers which would increase the revenue number but if the enrollment doesn't come in, we're in trouble. We have been conservative in projections. Kindergarten enrollment is right at projections three weeks before school which is a good sign. Mr. Nelson added that we are not allowed to go too low on projections. Mr. Nickson commented that 54% of the district revenues come from enrollment.

Mr. VanHoof called for public comment on the proposed budget three times as required and then closed the public hearing. No one present commented on the budget.

Mr. VanHoof recessed the meeting at 6:51 p.m. to attend the city council meeting and announced the board would return to open session at 8:30 p.m.

Mr. VanHoof reconvened the meeting at 8:30 p.m. and thanked people for being flexible with the long recess.

Mr. Madden continued his presentation of the 2011-12 budget:

ASB Fund

- Projected beginning fund balance of \$253,275 and an ending fund balance of \$282,493.

Debt Service Fund

- Every school district has this fund. Taxes are collected by the county and put in this fund (outstanding bonds). Total revenues of \$4,330,420 and an ending fund balance of \$2,948,797.

Outstanding Debt

- Total \$21,837,191.

Capital Projects Fund

- Total resources \$3,523,044; expenditures \$3,495,504; and ending fund balance \$27,540.

Transportation Fund

- Total revenues \$736,850; expenditures \$650,000; ending fund balance \$86,850.
- The cost of a bus is approximately \$130,000. Five buses are being purchased as it is important to get them back on the depreciation schedule for funding purposes. Mr. Nickson asked where the funding for fuel and expenses comes from. Mr. Madden said it comes from the general fund.

Mr. Madden concluded his presentation and asked for any questions. Mr. Nickson complimented Mr. Madden on his excellent presentation and encouraged him to publicize it on the website.

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: Washington Schools Risk Management Pool, White River School District, Green River Community College, Micro Computer Systems, Chariot Group, Muckleshoot Indian Tribe, Dell Marketing, Puget Sound Energy, NW Textbook Depository, and Tres West.

Mr. VanHoof hoped the Smart Boards would be visible at the Open Houses for parents to see.

Mr. Madden shared a list of the local businesses with which the district did \$10,495 of business in the month of July. 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. Merrill moved and Mr. Nickson seconded to approve general fund vouchers in the amount of \$1,185,976.35; capital projects fund in the amount of \$88,031.10; associated student body fund in the amount of \$16,086.95; Private Purpose Trust Fund in the amount of \$5,811.43; and ratification of the general fund payroll warrant for July in the amount of \$2,760,602.25.

Motion carried.

B. Consent Agenda:

1. Donation of \$2,000 from the Buckley Log Show for an EHS scholarship
2. Highly Capable Grant: \$39,765
3. Waiver of Senior Citizen Fees
4. Approval of Part-time, Temporary and Substitute Salary Schedule
5. Personnel Report

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

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Certificated:

- A. Leave of Absences:
1. Kathy Zampieri, .1 FTE leave, teacher, Kibler, effective 2011.12

Classified:

- A. Resignation:
1. Cecilia Gaynor, paraeducator, TMMS, effective 8.31.2011
 2. Gloria Weed, paraeducator, EMS, effective 9.5.2011
- B. New Hire:
1. Rick Tyler, licensed maintenance tech, district office, effective 8.1.2011

Motion carried.

C. Career & Technology Education 5-Year Plan:

Kevin Smith, CTE Director, was present earlier in the evening to make the CTE presentation and had another meeting at the time the meeting reconvened. Mr. Nelson stated this is an annual report that comes to the board for approval. The board received a copy of his PowerPoint presentation. Mr. Smith would be happy to come to the next board meeting if the board wanted him to return to answer any questions. Mr. VanHoof said it looks a lot like last year's report. The CTE classes are well attended and the high school has great offerings. Mr. Nelson commended Mr. Smith for doing a wonderful job retaining great staff in his programs.

Mr. Merrill moved and Mr. Nickson seconded to approve the CTE Plan as presented. Motion carried.

D. Resolution #968: 2011-12 Budget:

Mr. Nelson said the board is taking action on a difficult process that has been on-going for many months. The process included the revenue forecasts, an open process on the website, each school was visited for Q & A's, reductions were openly discussed and Mr. Madden did a beautiful presentation tonight. We have been openly transparent in the process. Mr. Nelson commended staff (HR, business, student support services and CIA departments) for the incredible amount of time they have expended on the budget process. He had only positive things to say about the leadership and the open process. Staff has been involved and this decision marks an end point of a multi-month process. He asked the board for approval of the 2011-12 budget.

Mr. Nickson moved and Mrs. Merrill seconded to approve the Resolution #968: 2011-12 Budget as presented. Mr. VanHoof thanked Mr. Madden for his work this year on a budget that has been a moving target. He added that we are in a nice place compared to other districts. Mrs. Merrill thought it would be interesting to know how many hours have been spent on the budget by the people behind the scenes. It is a huge drain on people resources. Mr. Nelson commented that there has been a real shift in the process the last three to four years as we will begin to work on budgets for the following year soon. Mr. Madden added that the budget has created a lot more stress and was most frustrating because of the changes mid-year. Motion carried.

E. Second Reading:

Policy 2030: Service Animals in Schools

Policy 2162: Education of Students with Disabilities Under Section 504

Policy 2170: Career and Technical Education

Policy 6882: Sale of Real Property

Mr. Nelson presented three policies with simple changes and one new policy for board action. He asked for board approval of these policies.

Mrs. Merrill moved and Mr. Nickson seconded to approve Policies 2030, 2162, 2170 and 6882 as presented. Motion carried.

F. Boundary Changes:

Mr. Nelson explained that the board received a large packet of information regarding the boundary changes to review. The boundary changes can be based only on current census information. We will now work with Sammamish Data to get good maps and descriptions. In 2020, the year of the next census, the districts may look quite different.

Mrs. Merrill moved and Mr. Nickson seconded to approve the Boundary Changes as presented. After a brief discussion, the motion carried.

G. General Fund Report:

Mr. Madden presented the general fund report. 85.01% of the 2010-11 budget has been expended with 89.39% of revenues received.

Mr. Madden shared graphs to show the revenue and expenditure comparisons for the past three years.

The beginning of the year fund balance was \$5,149,683.97. Total resources available: \$43,147,378.51. Expenditures to date: \$37,688,336.00. Transfer amount to debt service for energy payment: \$42,689.84; grant carry-over: \$200,000.00; debt service energy bond: \$42,800.00; inventory: \$30,000.00; reserve assigned: \$100,000; and reserve of 5% per board policy: \$2,216,844.00. Unreserved ending fund balance: \$2,826,708.67.

Capital Projects beginning fund balance was \$795,724.49 with an ending balance of \$1,556,535.60.

The Debt Service Fund beginning fund balance was \$3,087,873.87 with an ending balance of \$3,269,264.26.

ASB Fund beginning fund balance was \$235,602.06 with an ending balance of \$326,355.40.

Transportation Fund beginning fund balance was \$628,516.46 with an ending balance of \$407,932.38.

Mr. VanHoof asked Mr. Nelson if an executive session was necessary. Mr. Nelson said no executive session was necessary.

V — EXECUTIVE SESSION

No executive session was needed.

VI — BOARD PROCESS DEBRIEF

The board debriefed the meeting.

Mr. VanHoof appreciated everyone's willingness to take a recess to attend the council meeting. Mr. Nickson was interested in knowing what kind of maps we will be getting from Sammamish Data and offered his help with that project.

VII — ADJOURNMENT

This meeting adjourned at 9:04 p.m.

President, Board of Directors

Secretary, Board of Directors