

**MINUTES**  
**of the Regular Meeting of the Board of Directors**  
**of the ENUMCLAW SCHOOL DISTRICT #216**  
**6:30 p.m., District Office**  
**June 20, 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:**

Keeley Schroeder led the pledge of allegiance to the flag.

**C. Roll Call:**

All board members were present except Mrs. Merrill who was excused.

**D. Minutes:**

Mr. Nickson moved and Mr. Cassell seconded a motion to approve the minutes of the regular board meeting of May 16, 2011, and the special board meetings of May 25, June 2, June 6, and June 14, 2011 as printed. Motion carried.

**II — BOARD OF DIRECTORS COMMUNICATIONS**

**A. Welcome – Appointed Board Member**

Mr. VanHoof welcomed the newest board member to the team and asked Mr. Nelson to begin the swearing in process. Mr. Nelson introduced April Schroeder.

**B. Oath of Office**

Mrs. Schroeder took the oath of office as Board Director of District # 2.

Mrs. Schroeder introduced her family who was in attendance: husband Scott, and children Trinston, Nicole and Keeley. Mr. VanHoof stated that Mrs. Schroeder would complete Mrs. Dahlquist's term through November. Mrs. Schroeder is running for the open position and will be on the November ballot. Mr. VanHoof told her to be sure to contact any board member with questions she may have.

Mr. VanHoof introduced Conner Wells who is the new junior student board representative. He stated that there were six candidates for the position originally and Conner was appointed to the position after a rigorous process. It was also Conner's 16<sup>th</sup> birthday! Mr. VanHoof said the board looks forward to having him here. Lauren Cary is beginning her second year as a student board representative and is the senior representative. Asked how things were going for them, the students replied the first day of vacation was good!

### **C. Board Communications**

Mr. VanHoof stated that it was a great graduation ceremony for the 300+ graduates. He thanked Mrs. Merrill again for doing his part for him and expressed his appreciation to those who planned the ceremony.

Mr. Nickson shared that he had stopped in at the track banquet. The track team received academic honors for the boys who maintained a 3.2 GPA and for the girls who had a 3.0 GPA. It was good to see. Mr. VanHoof added that the high school athletes had a successful spring season with two coaches of the year and several state placers in different sports. He congratulated the athletes. Mr. VanHoof also thanked Mr. Nelson and the staff for a strong and safe close to the school year.

Mrs. Schroeder announced that she is handing over the 6<sup>th</sup> Grade Camp fundraising to Lu Blair and Debbie VanWierengen. \$14,000 worth of cookie dough was sold for the fundraiser!

### **D. Superintendent Report**

Mr. Nelson said he had several small things to share. There was a lot to deal with during the final 3 weeks of school this year: budget, budget reductions, communications to get out, student interviews, and board interviews. He thanked the board for all the extra time they put in at extra meetings on top of year-end evening events.

Conner Wells was wished a happy 16<sup>th</sup> birthday and presented with a card from the board. Mr. Nelson said that the student board representative process was amazing for the five students who interviewed. One of Conner's fellow students commented how disappointed he was not to be appointed but he could read on Conner's face how much he wanted it and was glad for him. Mr. Nelson congratulated both Conner and April on their appointments.

There are four positions on the board up for election in November. Normally, there would be only three but with Mrs. Dahlquist's resignation, the cycle changed. Mrs. Merrill is running for district #1; Mrs. Schroeder for district #2; Mr. Cassell for district # 3; and Tina McGann and Dan Peterson are in the only contested race for district #4. Both the Patch and Courier Herald have covered the election process.

Mr. Nelson commented that our seniors handled all of their events beautifully. The Class of 2011 has represented our school district well. They did it all, senior ball, senior awards, graduation and their final assembly, with great style. Many of the students rode their bikes to school the last day. It was a nice closure to the school year and they set a good model for Lauren's class of 2012. Lauren commented that the bikes were parked by the tennis courts.

Sharing for Mr. Parker who was unable to attend the meeting, Mr. Nelson stated that the Native American Program led by Cathy Calvert, hosted a PowWow on April 29<sup>th</sup>. They were written up

in a nice article in *Indian Country*, a national magazine. It is an honor to have our program written about in a national periodical.

## **E. Rachel's Challenge Update**

Mr. Nelson shared some key pieces to update the board regarding Rachel's Challenge. As a background piece, the legislature passed a law stating that school districts had to revise their bullying policy before August 2011. The required change is to the focus on a systemic look at prevention. Mr. Nelson had attended a conference and heard Rachel Scott's father, Darrell, speak about Rachel's Challenge. Rachel was the first student killed at Columbine. In her journals, her parents found Rachel's thought about spreading kindness and compassion in the world. Her parents then started the foundation in honor of Rachel. After the conference, Mr. Nelson received an invitation from KING 5 TV inviting him to come to a Rachel's Challenge presentation which the station had chosen as their service project. Mr. Nelson invited Mrs. Merrill, counselors from the middle and high schools, students and leadership staff to hear the speech. All agreed that we needed to bring the program to Enumclaw. The plan was to start with the secondary schools as the elementaries have some programs in place. There is no systematic program for grades 6-12. At the secondary level, the program would be student led. We would schedule an assembly where every student would hear the message. The leadership students would work with a facilitator and then there would be follow-up by Rachel's Challenge staff. When the elementary principals saw the Rachel's Challenge program on KING 5 the second time, they wanted in too. Mr. Nelson asked the board to look at the information sheet in their packet and explained specifics on who would be involved and how the program would be implemented. How do we build capacity and get all staff to know and understand the message? It was decided to bring the speaker in to present at all staff day. A couple of weeks later, Rachel's Challenge will present to the adults at the elementary schools, followed by full-day presentations at the middle schools and high school with a culminating community event on September 22<sup>nd</sup>. When Mr. Nelson put the word out to the community, they wanted to be involved. On September 1<sup>st</sup>, the Regional Healthcare Summit will be held at Thunder Mt. Middle School. 75-100 people attend from the business community, students, mayors, school board, past board members and presidents of companies. Within this organization, sub-committees have been formed such as an information resource, a drug and alcohol committee (Mr. Stanton is a member of this committee), and a violence prevention task force. The violence prevention group is working with an organization called LINCK (Linking Civility, Compassion and Kindness).

The community planning group for Rachel's Challenge will meet again on June 30<sup>th</sup>. Mike invited the board members and student board representatives to join them if they can. The group wants to come up with a plan that gets the community involved similar to the literacy promotional when everyone counted their reading minutes. This plan would be around people capturing someone doing something kind, writing it down, and creating links for a chain culminating with a Rachel's rally in March. We are the key people to lead and have been securing grants to help with the expense. The staff day program will be covered by Title 2 funds. A lot of excitement has been generated so far. Mr. VanHoof commented that he is excited for this project and it is nice to see the district and community leaders collaborating. Mr. Nelson has connected with both mayors. Mr. VanHoof added that Rachel's Challenge has been implemented around the state as evidenced in E-clippings he receives. He believes it will be a benefit to many kids and wished Mr. Nelson luck with it. Mr. VanHoof said there are a lot of good people

involved and it will take a lot of people! Mr. Nickson remarked that he hopes having Rachel's Challenge resonate throughout the community will result in the concepts sinking in with a lot of kids. Mr. Nelson stated that it fits in perfectly with the board policy. He said he hasn't been involved before with anything that has caught on like this and is already resonating throughout the community. Mr. Nelson said the planning meetings are high energy and last an hour. Mr. VanHoof asked the student representatives if they had any thoughts. Lauren said it sounds like a very good program that would benefit any school. Mr. VanHoof remarked the bullying issue is a nationwide one, not just at the state level. He asked if Mr. Scott would be presenting at our event. Mr. Nelson responded that he didn't know but has requested the best speakers! Rachel's Challenge staff has been caught off guard by the growth of this in our community. Mr. Nelson foresees students coming in holding their "chains of kindness" from their buildings in March. A user friendly "tool kit" will be distributed as a marketing piece which will include a collection box, paper to write on, and phone contacts. There will be 3 or 4 more planning meetings this summer. Those involved can come on their lunch hours and students are encouraged to attend.

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, Food Services of America, Puget Sound Energy, City of Enumclaw, Muckleshoot Indian Tribe, Associated Petroleum Products, NW ESD 189, Overlake Hospital Medical Center, Speech Connections, and National Cheerleader Association.

Mr. Madden shared a list of the local businesses with which the district did \$31,060 of business in the month of May. 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. Schroeder seconded to approve general fund vouchers in the amount of \$636,230.87; capital projects fund in the amount of \$8,364.39; associated student body fund in the amount of \$44,427.07; and ratification of the general fund payroll warrant for May in the amount of \$2,746,398.93.

Motion carried.

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

1. Donation of \$3,300 to Sunrise Elementary from Sunrise PTA for grade level enhancements
2. Donation of \$1,000 to the EHS Crites Scholarship from Farwest Fabrication
3. Donation of \$2,500 to the Rachel's Challenge program from Enumclaw Regional Healthcare Foundation
4. Field Trip: EHS Leadership students & staff to National Jostens Conference in Anaheim, CA July 15 – 17, 2011
5. Personnel Report

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

Mr. Nelson explained that we were approached by Mike Annis at Jostens regarding the leadership conference. Mr. Annis talked to Mrs. Burnes about attending this year. Students attended the conference last year. Mr. Annis is impressed with EHS and contributed \$2,400 to the leadership students to help pay their registration. The conference will give staff strategies to focus on academics. Mr. Annis would like to see us increase the number of students who attend. Maybe in the future our school board student representatives could be added to the mix.

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5. Personnel Report

**Certificated:**

A. New Hire:

1. Nicole Cline, teacher, Westwood, effective 2011.12
2. Nikki Lindberg, teacher, Black Diamond, effective 2011.12
3. Laura Hauswirth, teacher, Southwood, effective 2011.12
4. Charles Orser, teacher, Black Diamond, effective 2011.12

B. Rehire:

1. Tiffany Iacobazzi, teacher, Sunrise, effective 2011.12
2. Travis Ives, teacher, Sunrise, effective 2011.12
3. Holly Beers-Bezon, .5 teacher, Westwood, effective 2011.12
4. Erin Markquart, .5 teacher, Southwood, effective 2011.12
5. Jill Forza, .5 teacher, Black Diamond, effective 2011.12
6. Miranda Simacek, teacher, Sunrise, effective 2011.12

C. Additional Contract:

1. Barbara Sadler, .4 teacher, Southwood, effective 2011.12

D. Leave of Absences:

1. Jennifer Planellas, teacher, EHS, effective 2011.12 (year 2)
2. Elisabeth Carlson, .5 teacher, Sunrise, effective 2011.12

3. Shelly Henshaw, .5 teacher, Sunrise, effective 2011.12
  4. Dawn Hoyer, teacher, TMMS, effective 2011.12 (Note: this is an LOA replacement hire, not a leave)
- E. Retirement:
1. Eileen Stevens, teacher, EHS, effective 6.17.2011
- F. Resignation:
1. Lori Patrick, teacher, EHS, effective 6.17.2011
  2. Faith Lindley, teacher, Southwood, 6.17.2011
- G. Additional Hours:
1. Carolyn Kinniburg, ESY teacher, EHS, effective 7.1.2011
  2. Jay Bryant, summer school, Black Diamond, effective 8.15.2011
  3. Jeff Kurtz, summer school, Black Diamond, effective 8.15.2011
  4. Kim Patrick, summer school, Kibler, effective 8.15.2011
  5. Julie McGrath, summer school, Kibler, effective 8.15.2011
  6. Diahn Boline, summer school, Southwood, effective 8.15.2011
  7. Judy Craighead, summer school, Southwood, effective 8.15.2011
  8. Merla Jean, summer school, Sunrise, effective 8.15.2011
  9. Elaine Farr, summer school, Sunrise, effective 8.15.2011
  10. Jennifer Longmire, summer school, Westwood, effective 8.15.2011
  11. Jane Besch, summer school, Westwood, effective 8.15.2011

**Classified:**

- A. Resignation:
1. Ronna Miller, assistant secretary, Southwood, effective 5.17.2011
- B. Additional Hours:
1. Kathryn Green, EHS, extended school year (12 days), effective 7.1.2011
  2. Debbie Davis, JJ, surplus sale (3 days), effective 6.21.11
  3. Jerry Clasby, JJ, surplus sale (3 days), effective 6.21.11
  4. Gail VanHoof, JJ, surplus sale (3 days), effective 6.21.11

Motion carried.

**C. Proposed Re-Boundary Plan:**

Mr. VanHoof said the re-boundary plan was on the agenda as an informational item. Mr. Nelson explained that we go through this process every 10 years when the census is taken. According to policy, we have director districts, not at-large positions and need to keep the director areas close in population. After the census, we receive the data and work with Sammamish Data Systems who looks at the population within the district areas and proposes new boundaries to keep the population equitable. There is a variance of 400 people in the current boundaries. Sammamish Data has proposed the changes based on the population changes and boundaries that make sense. The board was encouraged to engage in a conversation and then give Mr. Nelson instruction. Board policy says we must have a public hearing and then it goes to the board for a vote. The hearing must take place at least one week prior to the vote. Mr. Nelson suggested holding the public hearing at the July 25<sup>th</sup> meeting and having the boundary item on the August agenda for

approval. This has to be done prior to next year's election. Mr. Nickson stated that the Black Diamond developments will put the city at 20,000. He suggested dividing the city of Black Diamond along the Maple Valley Highway, creating two district areas that incorporated parts of Black Diamond with Enumclaw areas. Mr. Nickson stated that potentially Black Diamond will be as big as Enumclaw one day and if the boundaries are split, more than one person would cover Black Diamond as it would be a lot for one person and would provide two voices for that area. He feels there is a mental divide at the rivers and this would break it down. Mr. VanHoof responded that the board members all represent both Enumclaw and Black Diamond and reminded that when Mr. Weyer was board member for district 4, no one was from Black Diamond. He would like to see all the board involved in what's going on at Black Diamond as it affects the district. Mr. VanHoof added that we know there will be growth, but we don't know when. The economy has had an effect on what's happening there. Mr. Nickson said as Black Diamond has grown, the borders have moved further north. This would change the orientation. Mr. VanHoof said the proposals we have are based on census information. Mr. Cassell thought the change Mr. Nickson proposed could be tricky, determining what areas to split up. Mr. VanHoof said the purpose is to keep the population equitable and we don't want to spend a lot of time on changes until growth actually occurs. Mr. Nickson thought it could be lopsided until the next census. Mr. Nelson added that the boundaries have to be drawn around where directors reside, or they would be forced to resign. He sees what Mr. Nickson is saying, but we have candidates running for position 4 who live on opposite sides of the highway. Mr. VanHoof liked the proposed boundary changes presented and reiterated the board needs to be more involved in what's happening at Black Diamond. He added that he hasn't spent much time there since Mr. Nickson came on the board and if he feels like the lone voice for Black Diamond, the board needs to be more involved. Mr. Nickson asked that we have Sammamish Data see what it would look like. Mr. Nelson agreed to ask Sammamish Data if they could draw it up and see what the numbers are. Mr. VanHoof instructed Mr. Nelson to pursue that only if it's not a lot of work. If it is, we will wait until the next census. He said we will plan on having the public hearing in July. Mr. Nelson agreed to get the information to the board and schedule the public hearing for July 25<sup>th</sup>.

**D. Board Meeting Schedule 2011-12:**

Mr. Nelson presented the board meeting schedule for 2011-12. The board can get the meetings for the coming year on their personal calendars. Mr. VanHoof stated the schedule is posted on the website and shared with Mrs. Schroeder the board has its annual retreat on April 13<sup>th</sup>. During that time, the board reviews the year with Cabinet and establishes goals for the next year. He remarked that it is a great day with a lot of information from staff.

Mrs. Schroeder moved and Mr. Nickson seconded to approve the Board Meeting Schedule for 2011-12. Motion carried.

**E. Resolution # 965: Interlocal Agreement Puget Sound Joint Purchasing Cooperative:**

Mr. Nelson explained this is an annual resolution that allows the district to participate in cooperative purchasing for food services. Mr. VanHoof asked Mr. Madden to explain why we do this. Mr. Madden stated that this is related to child nutrition and allows districts who would otherwise have to go out to bid to piggy back on another district that has already gone through the process. It allows our district to get better pricing and is an annual resolution we enter in to with other districts. Mr. Nelson added that it saves time and money resources for our staff.

Mr. Cassell moved and Mrs. Schroeder seconded to approve Resolution #965: Interlocal Agreement Puget Sound Joint Purchasing Cooperative. Motion carried.

**F. 2012-13 Calendar:**

Mr. Nelson stated the board gave instruction regarding the beginning and end dates for the 2012-13 Calendar. Mrs. Lockyer included an explanation as well as the vote tallies with the calendar. The calendars voted on had pre and post Labor Day start dates with a June 12<sup>th</sup> end date. The snow days are added on the end of the school year. Mid-winter break was on both calendars. The calendar on the back of the memo is the one certificated staff chose. The winter break is less than 2 weeks and there is more time between mid-winter and spring breaks than in the past. Special attention was paid to the AP test dates and what would work best for teachers and students. Mr. VanHoof confirmed that students would not be coming back from break to take AP tests. He stated that the calendar is a negotiated item by the certificated staff and is negotiated two years out for parents to plan. After Mr. VanHoof asked for comments, Mr. Cassell stated that it seemed to be a close vote on the calendars. He was surprised the vote was for the pre-Labor Day beginning date and said he was curious why neither of the options included a shortened mid-winter break. Mrs. Lockyer said the pre-calendar survey indicated staff overwhelmingly wanted the mid-winter break. Mr. VanHoof said he appreciated the certificated staff sharing the vote results and entertained a motion. Mr. Nickson moved and Mrs. Schroeder seconded to approve the 2012-13 Calendar. Mr. Cassell commented that he was disappointed that a shorter mid-winter break was not considered. Mr. VanHoof responded that the board has researched and done surveys. The data is always right down the middle. He believed Seattle School District is getting rid of mid-winter break. Motion carried.

**G. General Fund Report:**

Mr. Madden presented the general fund report. 68.61% of the 2010-11 budget has been expended with 70.08% of revenues received. He shared the importance of having some funds in reserves for emergencies that arise in the district.

Mr. Madden shared graphs to show the revenue and expenditure comparisons. Mr. Nelson remarked that this is the month that shows whether our reductions for this year were accurate.

Mr. Nickson asked whether the state has finished taking money back. Mr. Madden said they did that pretty quickly. All of the K-4 money has been taken. The \$800,000 may still be going out but the majority has gone back. Mr. Nickson asked if that included the tech levy money. Mr. Madden responded that is a separate fund. Mr. VanHoof asked if projects for the energy grant will continue this summer. Mr. Madden said those projects are finished.

The beginning of the year fund balance was \$5,149,683.97. Total resources available: \$37,915,552.17. Expenditures to date: \$30,418,547.34. Transfer amount to debt service for energy payment: \$21,344.92; grant carry-over: \$200,000.00; debt service energy bond: \$42,800.00; inventory: \$30,000.00; and reserve of 5% per board policy: \$2,216,844.00. Unreserved ending fund balance: \$4,836,015.91.

Capital Projects beginning fund balance was \$795,724.49 with an ending balance of \$2,508,016.46.



The Debt Service Fund beginning fund balance was \$3,087,873.87 with an ending balance of \$3,730,896.92.

ASB Fund beginning fund balance was \$235,602.06 with an ending balance of \$377,506.04.

Transportation Fund beginning fund balance was \$628,516.46 with an ending balance of \$407,572.15.

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 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 7:45 p.m. and would reconvene at 8:00 p.m.

#### **V — EXECUTIVE SESSION**

The board came out of executive session at 8:03 p.m. and stated they would need an additional 7 minutes in executive session. The board returned to open session at 8:10 p.m. No action was taken.

#### **VI — BOARD PROCESS DEBRIEF**

The board debriefed the meeting.

#### **VII — ADJOURNMENT**

This meeting adjourned at 8:14 p.m.

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President, Board of Directors

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Secretary, Board of Directors