

**MINUTES**  
**of the Regular Meeting of the Board of Directors**  
**of the ENUMCLAW SCHOOL DISTRICT #216**  
**6:30 p.m., District Office**  
**July 19, 2010**

**I — PRELIMINARY**

**A. Call to Order:**

The regular meeting of the Board of Directors was called to order by Nancy Merrill, President of the Board of Directors, at 6:31 p.m. in the boardroom of the district office.

**B. Pledge of Allegiance:**

Mr. Stanton led the pledge of allegiance to the flag.

**C. Roll Call:**

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

**D. Minutes:**

Mr. VanHoof moved and Mr. Cassell seconded a motion to approve the minutes of the regular board meeting of June 21, 2010 as printed. Motion carried.

**II — BOARD OF DIRECTORS/COMMUNICATIONS**

**A. Board Communications:**

Mr. Nickson shared that he had attended the Black Diamond Railroad Avenue Park dedication. Reagan Dunn was in attendance and it was a great event!

Mr. Cassell wanted to publicly thank Mr. Stocker for his service to our district and stated that he would be missed. He also welcomed back Mr. Madden and said it was good to have him back!

Mr. VanHoof was grateful to report a donation of \$10,000 was received from the Muckleshoot Tribe for the stadium fund.

Mrs. Merrill also welcomed Mr. Madden back to the Director of Business and Operations position!

Will Holland and Lauren Cary had no reports but shared they are looking forward to next school year.

**B. Superintendent Report:**

Mr. Nelson stated that Mr. Stocker had accepted a position as Executive Director of Student Programs in the Bellevue School District. Mr. Nelson was excited to move him from a principal position to the director position at district office to broaden his experience. Mr. Stocker has a new position in instruction which is his passion. He believes Mr. Stocker will be a fine superintendent one day. Mr. Nelson contacted Mr. Lockyer at White River School District and he graciously released Mr. Madden from his contract there to return to Enumclaw. He stated that we are grateful to have Mr. Madden back. It was perfect timing as we are in the middle of budget and he has the experience!

Mr. Nelson said that the district received \$200,000 and \$100,000 energy grants to complete some critical projects. These were competitive grants for which Mr. Stocker and Mr. French applied and were awarded. Mr. Nelson explained that these are not like entitlement grants such as the Highly Capable Grant. Staff spends time writing that report and the district is entitled to the \$39,000. He gave kudos to Mr. Stocker and Mr. French for writing and receiving the energy grants.

Reporting on the Yarrow Bay Development in Black Diamond, Mr. Nelson shared that the public portion of the hearings is over and the process is now at council level. Many people presented their views from the community and Yarrow Bay shared their plans. Now we will hear how the council feels. That process begins this week and we have a vested interest in making sure schools are represented. Mr. Nelson spoke during the public portion of the hearings.

Mr. Nelson sent over 100 letters out to students who achieved a 4.0 GPA spring semester!

Mrs. Merrill remarked that it is fantastic to receive the energy grants. She would be interested in seeing how much money these grants will save the public. Mr. Nelson stated that it will be a \$42,000 savings in electricity. Using smaller bulbs will result in considerable savings.

Mrs. Merrill 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. She 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: KCDA, City of Enumclaw, Overlake Hospital, Food Services of America, Speech Connections, NW Education Service District #189, Infosource, Associated Petroleum Products, Simplex Grinnell, and Superintendent of Public Instruction.

After reviewing all vouchers, Mr. Cassell moved and Mr. VanHoof seconded to approve payroll and general fund vouchers in the amount of \$547,821.92; and associated student body fund in the

amount of \$74,343.60; and ratification of the general fund payroll warrant issue for June in the amount of \$2,920,903.75.

Motion carried.

**B. Consent Agenda:**

1. Field trip: Wind Ensemble Tour to San Francisco, CA to participate in a festival May 12 – 15, 2011
2. Donation of \$2,000 from Black Diamond PTA to Black Diamond Elementary for the purchase of Alpha Smarts
3. Award Bid for EHS Yearbook
4. Award Bid for Dairy Products
5. Highly Capable Grant: \$39,174
6. Personnel Report

The consent agenda was presented by Mrs. Merrill.

Mr. Nickson moved and Mr. VanHoof seconded a motion to approve the following items on the consent agenda with the addition of the supplemental personnel item (Certificated New Hires – number 9). Mr. Cassell asked if the band field trip to San Francisco is something for which the students fundraise. Mr. Nelson responded that they do fundraise and the band has a very active parent booster club. Mrs. Merrill also noted that Christa Stevenson is a former Enumclaw High School grad. She was pleased to welcome her back as a staff member.

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**Certificated:**

**A. New Hire:**

1. Kathleen Smith, teacher, Westwood, effective 8.30.2010
2. Chad Davidson, dean of students, TMMS, effective 8.30.2010
3. Amy Morrison, .8 teacher, EHS, effective 8.30.2010
4. Kimberly Stone, .2 teacher (LOA), Sunrise, effective 8.30.2010
5. Cathryn Porter, .5 librarian, Kibler, effective 8.30.2010
6. Erica Wollenberg, teacher, Southwood, effective 8.30.2010
7. Holly Beers-Bezon, .5 teacher (LOA), Westwood, effective 8.30.2010
8. Melissa Cushman, teacher, TMMS, effective 8.30.2010
9. Christa Stevenson, SLP, DO, effective 8.30.2010

**B. Rehire:**

1. Desiree Gibb, .2 teacher (LOA), Sunrise, effective 8.30.2010
2. Tim Madden, .9 Director of Business & Operations, District Office, effective 7.9.2010

C. Resignation:

1. Brian Patrick, Dean of Students, EMS, effective 6.28.2010
2. Randy Stocker, Director of Business and Operations, District Office, effective 7.13.2010
3. Aimee Powley, .5 teacher (LOA), Westwood, effective 8.30.2010

D. Additional Hours:

1. Jeff Kurtz, bilingual summer school (15 sessions), District Office, effective 7.10.2010
2. Steve Henry, ESY summer school (3 days/week), Enumclaw Middle School, effective 7.7 through 7.30.10
3. Mathew Jay Bryant, summer school teacher (42 hrs), Black Diamond, effective 8.9.2010
4. Jeff Kurtz, summer school teacher (42 hrs), Black Diamond, effective 8.9.2010
5. Tara Myers, summer school teacher (42 hrs), Westwood, effective 8.9.2010
6. Camie Went, summer school teacher (42 hrs), Westwood, effective 8.9.2010
7. Debra Willard, summer school teacher (42 hrs), Kibler, effective 8.9.2010
8. Julie McGrath, summer school teacher (42 hrs), Kibler, effective 8.9.2010
9. Cindy Strom, summer school teacher (42 hrs), Southwood, effective 8.9.2010
10. Judy Craighead, summer school teacher (42 hrs), Southwood, effective 8.9.2010
11. Merla Jean, summer school teacher (42 hrs), Sunrise, effective 8.9.2010
12. Elaine Farr, summer school teacher (42 hrs), Black Diamond, effective 8.9.2010

**Classified:**

A. Resignation:

1. Angela Wyrwitzke, paraeducator, Kibler, effective 6.18.2010
2. Ruth Vesey, health room professional, Westwood, effective 6.18.2010

B. Additional Hours:

1. Kathleen Green, paraeducator (ESY), EHS, effective 7.7 through 7.30.2010
2. Julie Olsen, paraeducator (summer bus route), District Office, effective 7.6.2010

C. Change of Status:

1. James Erickson, head custodian, from TMMS to Kibler, effective 6.28.2010
2. Cheryl Culton, accounts receivable/business support, from TMMS to DO, effective 7.13.2010
3. Brenda Klemann, student support services executive secretary, from 10 month to 12 month at DO, effective 8.2.2010

D. New Hire:

1. Jack Pennington, campus security, EHS, effective 8.19.2010

**Ratify Contracts:**

A. Principals' Contract

B. Personnel Contracts

Motion carried.

- C. Second Reading:**  
**Policy 2024: Online Learning**  
**Policy 3241: Classroom Management, Corrective Actions or Punishment**  
**Policy 6220: Purchasing: Bid Requirements**  
**Policy 6570: Property and Data Management**

Mr. Nelson stated that these policies were discussed at length at the last board meeting and were ready for action.

Mr. VanHoof moved and Mr. Nickson seconded a motion to approve Policies 2024, 3241, 6220, and 6570. Motion carried.

- D. Resolution #952: Interlocal Agreement Puget Sound Joint Purchasing Cooperative:**

Mr. Nelson explained that this resolution is back on the agenda to correct a duplicated resolution number.

Mr. Nickson moved and Mr. Cassell seconded a motion to approve the corrected Resolution 952: Interlocal Agreement Puget Sound Joint Purchasing Cooperative. Motion carried.

- E. Resolution #953: Interdistrict Cooperative Agreement for Students with Disabilities:**

Mr. Nelson stated that this is an annual resolution that we enter into with various districts and agencies to assist students with disabilities.

Mr. VanHoof moved and Mr. Nickson seconded a motion to approve the Resolution 953: Interdistrict Cooperative Agreement for Student with Disabilities. Mrs. Merrill stated there are 25 to 35 organizations or agencies that we work with to provide appropriate services to our special needs students. It is an important agreement. Motion carried.

- F. Resolution #954: Adoption of the City of Enumclaw / City of Black Diamond / King County Capital Facilities Plan:**

Mr. Nelson stated that the Capital Facilities Plan is adopted each year. It is important to be proactive and think of what might occur. There is the major development in Black Diamond as well as some smaller building plans in Enumclaw. The district needs to have its plan in place. This plan is similar to last year's.

Mr. Madden said a comprehensive plan was made 4 or 5 years ago and the same components are required. The differences in the plan are enrollment projections and student generation rates in developments. The generation rates are averaged by the county and neighboring districts. Mr. Nelson added that this plan gives direction from our board to city decision makers. Impact fees would cover the cost of adding extra housing such as portables if 100 homes were to be built that resulted in overcrowding at a school. Impact fees do not cover land or buildings. This gets confused with the process we undertake with major developments and what we did proactively in regard to adding 6,000 homes to our district. We looked at the long-term infrastructure to cover schools. The district requires land for school sites which would be very difficult to find later. Mr. Nelson received a note from the City of Black Diamond questioning the amount of impact fees requested. The district wants the impact fees in place. We are working with both cities of Enumclaw and Black Diamond to have impact fees in place. So far, we haven't pushed as the small developments haven't come in. Mr. Nelson hopes to have agreements with both cities by next July. Attorney Denise Stiffarm and Mr. Nelson will be going to the committee meetings to

establish the impact fees. The general public needs to understand this is a critical document. This district has a standard for keeping schools small and was able to get four elementary, two middle, and one high school at the Yarrow Bay Development.

Mr. Madden said this document has been reviewed and approved by the county. The county approved 50% impact fees. The district is telling the community they are protecting their money. An architect priced out an elementary school and found the cost has gone down to \$28.4 million from \$29.2. Mr. Nickson reiterated that the standard this district has chosen is to have smaller schools for better quality. The Capital Facilities Plan allows us to meet that standard and shows our commitment to this community. Mr. Nickson also shared that he had recused himself from Yarrow Bay deliberations and has full confidence in the board's decision making. He is glad to see the recommended higher impact fees. He concluded by commending the board for the decisions they have made.

Mr. Nickson moved and Mr. Cassell seconded a motion to approve Resolution 954: Adoption of the City of Enumclaw / City of Black Diamond / King County Capital Facilities Plan. Mrs. Merrill stated that she appreciates the tremendous amount of work Mr. Nelson and Ms. Stiffarm have done on behalf of the district. She said a tremendous amount of credit goes to Madden, Stocker, Nelson and Stiffarm for not missing any steps. Motion carried.

#### **G. 2010-11 Fee Schedule:**

Mr. Nelson said the updated 2010-11 Fee Schedule is before the board annually for approval. He highlighted a change for this year which is the Enhanced ASB card at the middle school which would allow middle school students to attend EHS events. He stated that EHS is creating strong spirit with "We Are Enumclaw!" He hopes students will take advantage of this opportunity. It would be great if the high school might do something like create a special section for middle school students. Mr. Nelson also noted ASB fees went up a couple of dollars. EHS students may struggle with athletic fees. Included in the packet was a list of comparable fees in other districts from Mr. Thiel. Though a bit outdated, it provided some good information. Our fees fall in the middle. Instead of a single athletic fee, students will pay per sport in order to balance the athletic budget. Some districts have much higher fees even in local districts. The yearbook has gone up a bit.

Mr. Nickson moved and Mr. VanHoof seconded a motion to approve the 2010-11 Fee Schedule as presented. Mr. Casell stated that he was surprised to see the variation of the fees from district to district - from 0 to \$100. Mr. VanHoof added that there is a lot of discussion around fees at the WIAA meetings. Mr. Madden said that a lot of students at the middle school received athletic scholarships at White River. Mr. Nickson appreciates being in the middle with fee rates. He likes the idea of getting the middle schools involved. Mr. Nelson concluded that fee changes have been thoughtfully considered. Motion carried.

#### **H. 2010-11 Budget:**

Mr. Madden stated that he had hoped to have a budget for the board tonight. Business office staff has been working many hours to prepare the budget using a new financial system. It has been a challenging process. The good news is the district has a history of being conservative to ensure stability and fiscal responsibility. We will end in a better position than last year. This year, there will be a budget deficit nearly equal to last year's. Mr. Nelson has made significant budget cuts. Mr. Madden assured the board they would have a budget in their hands well ahead of the August meeting when it will be on the agenda for approval. Mr. Nelson added that board members can meet individually to discuss any questions they may have. Staffing has been aligned with

enrollment reductions which was the equivalent of \$3-400,000. Mrs. Lockyer was key in working with the buildings to do that. We have also lost the I728 money which was an additional \$5-600,000. Staff is aware of the reductions that have been necessary to move forward. The budget data was late getting to the district from the state. Mr. Madden stated that the budget will continue to be a challenge as revenues are reduced and costs go up. The board will hear from Mr. Madden by Friday regarding the budget.

## **I. General Fund**

Mr. Madden presented the general fund report. 77.82% of the 2009-10 budget has been expended with 85.74% of revenues in. Mr. VanHoof commented that he is amazed how close we always are with budget predictions. Mr. Madden shared a graph with the budget comparisons. Mr. Nelson stated that the textbook adoptions have already been paid. Mr. Madden stated that revenues are received throughout the year and the state doesn't give us 13 equal portions. When property taxes are paid, the state money goes down. Next month's budget report will give a good look at how we will end the year financially. Mrs. Merrill stated that it was good to have Mr. Madden back.

The beginning of the year fund balance was \$3,715,729.03. Total resources available: \$39,492,651.25. Expenditures to date: \$33,858,853.72. Transfer amount to debt service for energy: \$42,689.83; grant carry-over: \$244,469.70; energy: \$42,689.82; inventory: \$32,120.87; unreserved designated: \$525,000.00; and unreserved contingency: \$350,000.00. Unreserved ending fund balance: \$4,396,827.31. Reserve of 5% per board policy: \$2,086,433.20.

Capital Projects beginning fund balance was \$2,004,777.91 with an ending balance of \$891,729.82.

The Debt Service Fund beginning fund balance was \$2,889,218.95 with an ending balance of \$3,037,441.86.

ASB Fund beginning fund balance was \$271,726.09 with an ending balance of \$316,233.15.

Transportation Fund beginning fund balance was \$541,585.41 with an ending balance of \$627,545.17.

Mrs. Merrill asked Mr. Nelson if an executive session was necessary.

## **V — EXECUTIVE SESSION**

Mr. Nelson said there was no need for an executive session.

## **VI — BOARD PROCESS DEBRIEF**

The board debriefed the meeting.

Mr. Cassell warned the students that most board meetings won't end this early!

Mr. Nickson expressed his appreciation to Cabinet for having the teacher and principal contract agreements approved. He added that it is a sign of the great leadership in our district.

**VII — ADJOURNMENT**

This meeting adjourned at 7:24 p.m.

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President, Board of Directors

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Secretary, Board of Directors