

**MINUTES
of the Regular Meeting of the Board of Directors
of the ENUMCLAW SCHOOL DISTRICT #216
6:30 p.m., District Office
April 24, 2018**

I — PRELIMINARY

A. Call to Order:

The regular meeting of the Board of Directors was called to order by Bryan Stanwood, President of the Board of Directors, at 6:30 p.m. in the boardroom of the district office.

B. Pledge of Allegiance:

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

C. Roll Call:

All board members were present except Tina McGann who was excused. Student board representative, Foster Barnhart, was also excused.

D. Minutes:

Mrs. Merrill moved and Mr. Gamblin seconded a motion to approve the minutes of the regular board meeting of March 19, 2018 as presented.

Motion carried.

II — BOARD OF DIRECTORS COMMUNICATIONS

A. Good News of the District:

Mrs. Watterson shared that the FFA students did very well at the Spring Fair at the Washington State Fairgrounds in Puyallup last weekend. It is always entertaining, she added. Mr. Gamblin agreed and stated that his children enjoyed seeing the animals.

Mrs. Merrill informed the board the board that Enumclaw High School students have formed an Interact Club to work in service throughout the community. Students in the club will join the efforts of the Enumclaw Rotary Club to volunteer their time and support school and community. This is a wonderful opportunity for students to enhance their resumes prior to college or the workforce.

Mrs. Merrill and Mr. Gamblin both mentioned the success of the Enumclaw School's Foundation luncheon last month. Mrs. Merrill expressed her appreciation for all that attended in support of the Foundation's efforts, and Mr. Gamblin was impressed by Dr. Merrill's talent for playing the accordion!

Mrs. Merrill and Peyton Brueher both attended and enjoyed the EHS Drama production of *Spamalot*. Mrs. Merrill thanked Darrell Miller for another excellent program showcasing our students.

Mr. Stanwood mentioned that he and Mrs. McGann were able to sit-in on the audit exit meeting a few weeks ago. Mr. Stanwood was pleased by the positive and glowing accolades toward the business office. He thanked Mr. Hatzenbeler and his team for a job well done!

Mrs. Watterson commended the physical therapist working with the Enumclaw School District sports teams and students. Her daughter suffered a concussion during a soccer match and Mrs. Watterson was pleased with the amazing attentiveness and service of the physical therapist.

B. Superintendent Update:

Mr. Nelson began by informing the board that he had delivered treats and a card on behalf of the Enumclaw School District, to the Tahoma School District office, wishing them well for a great election day. The community worked incredibly hard due to the previous levy failure a few months ago. There were plenty of great community meetings and messaging.

Mr. Nelson, like Mr. Stanwood, congratulated Mr. Hatzenbeler and his team in the business office for an amazing audit.

All schools are currently in the middle of testing at many levels throughout the months of April and May.

Enumclaw High School received an arts grant for a piece of art to showcase in the area of new construction. Mrs. Ensign, the district's public information officer, is leading the efforts with a few members of the community and staff, to select a local artist to create the perfect piece. The open call for artists will be closing on Monday. The district is hoping to find a Native American piece and possibly an artist connected to the Muckleshoot Indian Tribe. The grant is for \$45,000 and the district hopes the piece chosen will provide a bit of history of the land and the indigenous people that first settled.

This week is full of many events. Because of previous weather, there are many rainouts that have been rescheduled to this week. Mr. Nelson mentioned how fun it has been to watch the baseball and fast pitch teams in the sunshine the last few days. He is looking forward to watching water polo after tonight's meeting, as it is his goal to hit every sport at least one time throughout the season!

Mr. Nelson alerted the board to an email from JB Blair at Enumclaw Middle School. Mr. Blair will be performing exit interviews with current 8th grade students transitioning to the high school in the fall. All board members are invited to participate!

Certificated Appreciation Week

Certificated Appreciation Week will be occurring mid-May, and Mr. Nelson informed the board that homemade cinnamon rolls will be sent to each of the schools to honor those staff members. Mr. Nelson presented Tara Myers, president of Enumclaw Education Association, with a card and treats from the board, as an appreciation for all of the hard work our certificated staff members do for the district. Mr. Nelson thanked Mrs. Myers for her brilliant work with the EEA, commending her for her amazing leadership, knack for listening, questioning, clarifying and her exquisite ability to deescalate the most emotional of moments. Mrs. Myers will not be acting as president next year. Diane Hammons is set to assume the role and will surely continue the amazing job!

C. Construction Update

Ms. LeRoy updated the board on current construction projects. Progress photos of the high school building construction were shared, including bathrooms, classrooms, the library and the courtyard.

Enumclaw High School

Budget: \$41,864,000 Contingency \$ 2,100,000

Deliveries:

- Integrated Doors with Hardware, Door Frames and Overhead Coiling Doors for Area 2, 3 and 4

- Light Fixtures
- Area 3 Casework
- Area 2 and Area 4 Stairs/Guardrails
- Phase 1B Boiler and Structural Steel Rack
- Area 3 MDF Wall Panels and Toe Kick Plenum Frames
- Phase 1B Duct Work and AHU 901
- WhiteBoards and TackBoards for Areas 2, 3 & 4 and Phase 1B

Setup/Demo

- Electrical Panel Work complete; IDF Racks are powered up!
- Energization of Area 2 and Area 3 Lights/Plugs/Etc. is complete.
- Ceiling/Wall/GLB Header/Framing/Furring, etc. at Auxiliary Gym and Women’s Locker Room is complete.
- Selective Roof Demolition, Framing/Infill, Siding Demolition at Wrestling Room and Women’s Locker room is ongoing.
- HVAC, Electrical, Fire Sprinkler and Wall Plumbing Rough-In at Auxiliary Gym/Hallway, 920A & B and Women’s Locker Room is ongoing.
- Underslab MEP, Slab Prep and Footings for Slab-On Grade in Wrestling Room is complete

Area 2

- Metal Siding and Expansion/Seismic, Overhead Coiling Grille installation is ongoing.
- Storefront and Exterior Doors/Entrance installation is ongoing.
- Casework/Cabinets/Countertops and Electrical Trim installation at Level 2 is ongoing.

Area 3

- Acoustical Ceiling Grid Installation at Level 1 is complete, Level 2 is ongoing.
- Casework/Cabinets & Countertop installation at Levels 1 and 2 is complete.
- Installation of Light Fixtures, HVAC Diffusers and Electrical Trim at Levels 1 and 2 is ongoing.
- Library Casework/Shelving installation is complete.

Area 4-A

- Roofing/Low Roof detail work and Siding System Installation is ongoing.
- HVAC Rough-In at Level 2 is ongoing and Mech Buildout-Duct/Piping/Elec is ongoing.
- Acoustical Ceiling Grid at Level 1 and 2 Common Areas is ongoing.
- Overhead Coiling Grille installation is complete.

Area 4-B

- Wall/Header Framing and Roofing/Low Roof is ongoing.
- Electrical and HVAC Rough-In of Level 2 is ongoing.
- GWB Hang/Tape at Levels 1 and 2 has is ongoing; Painting at Level 1 is ongoing.

Building Perimeter and Commons Plaza

- Phase 1A Site Boundary Survey occurred on April 13th.
Excavation, Grading for Hardscape, Footings and Electrical Rough-In for Seat Walls and Planter Walls at Courtyard is ongoing

Owner Consultants and City Coordination

Survey to locate existing utilities Ongoing
Readerboard Ongoing

Furniture:

Ongoing Draft colors for soft seating selected

Tours:

Tours still to complete PTSO

Move In and Phased Opening:

First day of School	Commons / Cafeteria and Phase 1B Girls Locker Room and Aux Gym open!
Technology set up	Ongoing
September 7 – October 5 th	Furniture Delivery
October 9-11	Library move
October 12 – 14	Classroom move
October 15 th	Classroom and portions of courtyard open!

Next Phases:

Building 400:	Demolition
Existing Library:	Demolition
Portables :	Salvage and Placement

III — HEARING OF PERSONS DESIRING TO ADDRESS THE BOARD AS A WHOLE

No one present wished to address the board.

IV — ADMINISTRATION/BUSINESS

1. Payroll and Vouchers:

Mr. Hatzenbeler presented the list of top ten expenditures in the district as follows: Forma Construction Co., Bryson Sales & Service of WA, Synchronous Technologies, Heritage Bank & Forma Construction, Puget Sound Energy, Northwest Playground Equipment, City of Enumclaw, Food Services of America, Advanced Classroom Tech Inc., and Childrens Therapy Center.

Mr. Hatzenbeler shared a list of the local businesses with which the district did \$83,483.46 of business in the month of March. The district is pleased to support local businesses and purchase their products.

Mr. Hatzenbeler 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. Gamblin moved and Mrs. Watterson seconded to approve general fund vouchers in the amount of \$756,354.04; capital projects fund in the amount of \$2,401,562.99; associated student body fund in the amount of \$39,343.72; Transportation vehicle fund in the amount of \$385,637.53; Private purpose trust fund in the amount of \$2,000; and ratification of the general fund payroll warrant for November in the amount of \$3,690,757.44.

Motion carried.

2. Consent Agenda:

- 1. Donation \$1,000 from BDE PTA for library books and \$200 for a 1st grade field trip**
- 2. Donation of 10 Kindle Fires valued at \$500 from Marilyn Pedersen with State Farm Insurance for BDE 3rd grade classrooms**
- 3. Grant of \$5,000 from King County to Byron Kibler Elementary**
- 4. Out-of-state travel request for EHS Choir to attend a Choir Tour at Disneyland, 2/15/19 - 2/23/19**
- 5. Out-of state travel request for EHS FCCLA to attend FCCLA Conference in Atlanta, GA 6/28/18 - 7/3/18**
- 6. Personnel Report**

Certificated:

- A. New Hire:
 1. Erica Bonthuis, teacher, TMMS, effective 8.27.2018
 2. Madison Hughes, elementary teacher, effective 8.27.2018
 3. Tiffany Steph, elementary teacher, effective 8.27.2018

- B. Resignation:
 1. Susan Sandfer, teacher, EHS, effective 6.21.2018
 2. Jill Forza, teacher, BDE, effective 6.21.2018
 3. Doug Best, teacher, EHS, effective 6.21.2018

- C. Leave Request:
 1. Elisabeth Harkness, teacher, Westwood, decrease to .5 FTE job share with Shannon Poulin, effective 9.4.2018
 2. LeeAnn Curtright, teacher, Westwood, effective for the 2018-2019 school year

- D. Change of Assignment:
 1. Lynn Lofstrom, from TOSA to teacher at Westwood, effective 8.28.2018
 2. Lea Tiger, 0.5 Dean, Kibler, effective 8.27.2018
 3. Dan Rogel, from math teacher to art teacher, TMMS, effective 8.28.2018

- E. Rehire LOA:
 1. Shannon Poulin, .5 FTE teacher job share with Elisabeth Harkness, Westwood, effective 9.4.2018
 2. Erin Marquart, teacher, Southwood, effective 8.28.2018
 3. Jamie Carnino, teacher, Southwood, effective 8.28.2018

- F. Rehire:
 1. Rachel Miller, teacher, Southwood, effective 8.28.2018
 2. Megan Pedersen, teacher, Kibler, effective 8.28.2018
 3. Sharon Hughes, Speech Language Pathologist, DO, effective 8.27.2018

Classified:

- A. New Hire:
 1. Lynnette Johnson, bus driver, transportation, effective 3.15.2018
 2. Elizabeth Lucas, paraeducator, Southwood, effective 3.26.2018

- B. Change of Assignment:
 1. Karen Barlowe, from head cook at EHS to kitchen manager at Kibler, effective 4.2.2018
 2. Tammi Anderson, from attendance secretary at EHS to executive secretary of HR, effective 3.26.2018

- C. Coaching Authorization:
 1. Terenn Houk, assistant football coach, TMMS, effective 3.21.2018
 2. Dylan Podolak, assistant football coach, TMMS, effective 3.21.2018
 3. David Stokke, assistant football coach, EHS, effective 8.15.2018

- D. Resignation:
 1. Eric Robb, bus driver, transportation, effective 8.31.2018

- E. Leave Request:
 1. Cassandra Frederick, paraeducator, TMMS, effective 4.30.2018, returning September 2018

- F. Additional Hours:
 1. Kristin Young, paraeducator, Kibler and TMMS, effective 3.15.2018

- G. Retirement:
1. James Erickson, head custodian, Kibler, effective 5.31.2018

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

Motion carried.

3. Resolution 1069: Building Commissioning Report

Ms. LeRoy presented the first of two official resolutions that will complete the close out of the Black Diamond Elementary construction project. The district hired a local company to monitor the mechanical commissioning process for the new building. This process verifies that all appropriate steps were taken from the beginning design through the finishing stages. Ms. LeRoy stated that everything has gone very smoothly, and the resolution is actually being presented early in comparison to most other projects. Typically the process is finished a full year after the end of construction. She then assured the board that even with passing the resolution, the warranty period will still be in place.

Mr. Gamblin moved and Mrs. Watterson seconded to approve Resolution 1069: Building Commissioning Report.

Motion carried.

4. Resolution 1070: 2017-18 Budget: General Fund Amended

Mr. Hatzenbeler presented the board with a resolution to amend the previously approved resolution for the 2017-18 budget. The budget was originally approved in August of 2017, but new information has since surfaced which caused a change in the amount of the general fund. In order to make the F-195 match the approved budget resolution, an amendment to the original document is needed.

Mrs. Merrill moved and Mr. Gamblin seconded to approve Resolution 1070: 2017-18 Budget: General Fund Amended.

Motion carried.

5. Approval of Early Dismissal

Mr. Nelson requested approval from the board, to continue with the district's early dismissal plan. This will be the 10th year for the Enumclaw School District to be using one day a week for early student release and Professional Learning Community (PLC) time for educators and administrators. PLC time has had a direct impact on teaching and learning and the creation of intervention and enrichment programs. It has been used incredibly well to support the district's mission of "*All Students Achieving at High Levels.*" We hope to continue to show you the value in this time.

Mr. Gamblin moved and Mrs. Watterson seconded to approve the Approval of Early Dismissal for the 2018/2019 school year.

Motion carried.

**6. Second Reading:
Policy 2108: Learning Assistance Program
Policy 4130: Title I Parent and Family Engagement
Policy 5050: Contracts**

Mr. Nelson presented two policies for second reading and action.

Mrs. Merrill moved and Mr. Gamblin seconded to approve the second reading policies.

Motion carried.

7. General Fund Report:

Mr. Hatzenbeler presented the general fund report for the last month of the fiscal year. 55.81% of the 2017-18 budget has been expended with 56.91% of revenues received.

The beginning of the year fund balance was \$5,498,050.79. Total resources available: \$35,078,422.64. Expenditures to date: \$30,125,731.25. Revenues to date: \$29,580,371.85; Reserved grant carry-over: \$200,000.00; restricted for carry over: \$3,684.07; Nonspendable FB-Inventory/Prepaid Items: \$138,150.00; Assigned to Capital Projects: \$550,000.00; and commitment to economic stabilization: \$2,700,000.00. Unreserved ending fund balance: \$1,360,857.32.

Capital Projects beginning fund balance was \$24,267,656.54 with an ending balance of \$13,806,175.65.

The Debt Service Fund beginning fund balance was \$1,687,140.93 with an ending balance of \$882,348.05.

ASB Fund beginning fund balance was \$511,835.86 with an ending balance of \$656,837.63.

Transportation Fund beginning fund balance was \$865,816.07 with an ending balance of \$485,507.92.

Mr. Stanwood asked Mr. Nelson if an executive session was necessary. Mr. Nelson stated that no executive session was necessary.

V — EXECUTIVE SESSION

No executive session was needed.

VI — BOARD PROCESS DEBRIEF

The board debriefed the meeting.

VII — ADJOURNMENT

This meeting adjourned at 7:20 p.m.

President, Board of Directors

Secretary, Board of Directors