

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

**D. Minutes:**

Mrs. McGann moved and Mrs. Watterson seconded a motion to approve the minutes of the regular board meeting of April 24, 2018, the board retreat of May 4, 2018 and the board work study of May 8, 2018 as presented.

Motion carried.

**II — BOARD OF DIRECTORS COMMUNICATIONS**

**A. Superintendent Report:**

Mr. Nelson began by informing the public that the Enumclaw School District has now launched the 2018-2019 word of the year: “*Wonder.*” This word was launched following the board retreat on May 4<sup>th</sup>. Wonder will be used as both a noun (all of our students are a wonder) and a verb (the district wants to encourage all students to continuously wonder to fuel their learning).

Moving on, Mr. Nelson explained to the board that he had the opportunity to celebrate the life of a previous district employee, Dick Andrews, who worked in the business office during a critical time in our district, after being the Superintendent of White River School District for many years. Mr. Nelson wanted to acknowledge Mr. Andrews for his contributions and work for the Enumclaw School District.

After the tragedy in Texas last week, Mr. Nelson felt it appropriate to update the board on the current state of emergency preparedness for the Enumclaw School District. The district continues to work closely with core responders in both Black Diamond and Enumclaw during monthly meetings. As recent as last week, the groups met for a meeting to discuss the “run, hide, fight” response for an active shooter scenario on campus, as well as review the Rapid Responder system and ensure that all parties are updated and on the same page. The district will be the pilot district for all of King County in implementing new procedures for emergency response. Mr. Nelson stated that emergency preparedness is an area that will

need constant growth and improvement. The district will continue to move forward and make sure that we have plans that are topnotch and cutting edge.

Mr. Nelson then had four exciting awards to share with the board!

***Outstanding Young Educator Award: Darrell Miller:***

Mr. Miller was nominated for a state-wide Outstanding Young Educator Award. Although he was not selected as the award's recipient this year, the group who reviewed the nominations was so incredibly appreciative of Mr. Miller and the impact he has made for students and community, they wanted to honor him with a certificate. Mr. Nelson shared a few sentences from each of the recommendation letters submitted on Mr. Miller's behalf. The letters outlined his selfless, fearless, all-inclusive, interactive, engaging and community building qualities that draw so many to the theater program. Mr. Nelson wanted to honor Mr. Miller for leaving lasting impressions on so many students, staff and community members.

***FFA State Champions:***

The Enumclaw High School FFA group traveled east of the mountains to Pullman, Washington to participate in the state championships! This group of students made the Enumclaw School District, City of Enumclaw and City of Black Diamond look incredibly well this year with their outstanding performances! Mr. Nelson asked the students to describe to the board what their projects were. The students described projects to broaden student learning of the significance of agriculture and environmental literacy, promoting green schools, the processing of beef from pasture to plate, etc. Mr. Nelson and the board of directors presented each of the students with congratulatory certificates for their achievements. The following students were awarded: Kendra Bertrand, Lane Williams, Wyatt Lawson, Shelby Dover, Ruby Anderson and Kenzie Hauge. The board thanked the students and educators for representing the district so well.

***Superintendent's Award Kendrick Herbst:***

Mr. Nelson began by stating that he does not hand out a Superintendent's Award annually. He has only distributed this award on one other occasion, to four students in the class of 2012 who helped tremendously with Rachel's Challenge. The class of 2018, however, will be known for the construction challenge. Mr. Nelson stated the senior class of 2018 could have spent the year feeling like a victim having the bulk of the EHS construction project occur during their time as seniors. Instead, the students embraced the challenges of construction and chose to be known as the most spirited senior class. This mindset was headed by senior class member, and ASB president, Kendrick Herbst. Kenny rallied his classmates into attending water polo matches, football games, and other activities in large clusters of prideful groups. Mr. Nelson added that the senior class of 2018 has sacrificed a lot so that the next 50 years of students could enjoy the benefits of the new campus. Kenny made it his mission to promote spirit and positivity before any mentor or staff member even thought to ask. He made it happen. For that, Mr. Nelson awarded the second ever Superintendent Award. Kenny received a certificate and a medal to wear during graduation.

***Peyton Brueher Senior Student Board Rep:***

Mr. Nelson's final recognition for the evening was to honor Senior Student Board Representative, Peyton Brueher. This will be Peyton's last meeting on the board. Mr. Nelson thanked Peyton for her commitment to the board while juggling school, work and athletics. Peyton is an amazing individual and one of the most articulate young women I have ever met, Mr. Nelson added. She is not shy and uses her incredible wisdom to help make a difference in this district. Peyton was awarded with a card, flowers and a medal to wear during graduation. The board took turns thanking Peyton for her perspective and kindness, adding that she has been a lot of fun to work with. Junior Board Representative, Foster Barnhart, thanked Peyton for her leadership and mentoring, stating he looks forward to passing along the same wisdom to next year's junior representative.

**B. Good News of the District**

Foster, Peyton, Mrs. Watterson and Mrs. Merrill all mentioned activities that have students making it to playoffs and state tournaments recently! There are 10 track and field students attending the state meet, there are a few golfers moving onto the state competition as well, and the boy's lacrosse players are in the playoffs, to name a few.

Mr. Gamblin attended the Enumclaw School's Foundation food truck war on May 4<sup>th</sup>. He stated that the Star Wars theme was great and the turnout was amazing! ESF President, Shannon Campbell, stated that the attendance doubled from last year's event.

Mr. Stanwood had a blast at the Harlem Wizards game, also sponsored by the Enumclaw Schools Foundation. There was awesome attendance and it was a lot of fun to see the staff members involved. Mrs. McGann added that she is so proud of the partnership between ESF and the district and is extremely thankful for our hardworking staff to be a part of an event at the end of their busy work weeks.

Mr. Stanwood also mentioned the board retreat which occurred on May 4<sup>th</sup>. He addressed Mr. Nelson, stating that the culture that he and the cabinet are continuing to build is phenomenal and a joy to watch develop. Mrs. McGann agreed that the day of the retreat was great and she left feeling energized and excited for what is to come.

### **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 \$ 2,000,000

#### **Deliveries:**

- Area 4A & 4B Metal Ventilation Bases
- Handrails and Guardrails for Area 2, 3, and 4
- Casework, Area 4 – Level 1
- MDF Wall Panels for Area 4
- MDF Wainscot for Phase 1B areas
- Phase 1B MDF Wainscot
- Light Pole Standards
- Doors w/Hardware for Area 4

#### **Area 2**

- Metal Siding and Expansion/Seismic installation is ongoing, Overhead Coiling Grille installation is complete.
- Storefront and Exterior Doors/Entrance installation is complete; interior Doors and Hardware is ongoing.
- Casework/Cabinets/Countertops and Electrical Trim installation at Level 2 is complete.
- Floor Covering installation (RFT & Carpet) is complete.
- Whiteboards, Tackboards and CGs installation is ongoing.
- HVAC Mechanical Start-Up has begun; Balancing to begin week of June 4<sup>th</sup>.

#### **Area 3**

- Acoustical Ceiling Tile/Linear Wood Installation at 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.

#### **Area 4-A**

- Roofing/Low Roof detail work and Siding System Installation is ongoing.
- HVAC Rough-In at Level 2 is complete; Mech Buildout-Duct/Piping/Elec is ongoing.
- Relite Glazing is complete; Installation of Doors & Hardware is ongoing.
- Elevator installation is ongoing.
- Casework/Cabinets & Countertop installation at Level 2 is ongoing.

**Area 4-B**

- Plumbing fixture installation is complete; Ceramic tiling at Level 1 and 2 restrooms is ongoing.
- Electrical and HVAC Rough-In of Level 2 is complete.
- GWB Hang/Tape is complete, Painting at Levels 1 and 2 is ongoing.

**Current Building Perimeter and Commons Plaza**

- Acid Neutralization Tank was installed, Irrigation Sleeving is ongoing.
- Footings and Electrical Rough-In for Seat and Planter Walls at Courtyard is complete; Excavation, Grading for Hardscape is ongoing.
- F/P/S Concrete Hardscape at Courtyard has begun.

**Current Setup/Demo**

- Phase 1 MDF/IDF: Owners have begun their work.
- Steel Staircases installed at Areas 2 and 4; Guardrail/Handrail Installation is ongoing. Pour/Finish Concrete at Treads/Landing will occur on May 24<sup>th</sup>.
- Roofing work continues; Framing, Siding installation at Wrestling Room and Women’s Locker room is ongoing.
- HVAC, Electrical, Fire Sprinkler and Wall Plumbing Rough-In at Women’s Locker Room is complete.

**Open for September 2018**

Commons

Construction Wall will be removed: gain the space back!  
New Flooring and New Chairs

**Owner Consultants and City Coordination**

City Walk through May 30<sup>th</sup>

Fencing coordination for Mid-October

Diagrams will be coming in June or July for what to expect in October

**Furniture:**

Ongoing

Ordering is in process: Approx. 60% through ordering

**Move In:**

September 21– October 5<sup>th</sup>

Furniture Delivery

October 9-11

Library

October 12 – 14

Classroom

October 15<sup>th</sup>

OPEN FOR TEACHING!

**Next Phases October 15th:**

Portables :

Salvage and Placement

400 and Library:

Demolition

Miss LeRoy then presented the board with the Utilities Easement for the City of Black Diamond and Black Diamond Elementary School.

**D. Digital Citizens Update**

Mr. Nelson introduced Deputy Superintendent, Chris Beals, to present an update on digital citizenship to the board. Mr. Nelson explained that this is a topic very important to the district to engage our parents and community in building responsible digital citizens. The same presentation was shown to members of PTSO groups from all eight schools during a luncheon at the district office last week.

Mr. Beals stated it is good timing to bring an update on digital citizenship to the board, as the district is ending its first full school year as a one-to-one district for grades 5-12. He explained that while previous generations may have had a choice how to introduce technology into their own lives, the current generation of students may not have that same decision, as the environment in which they have grown and learned to communicate is full of technology. To show how prevalent technology is in today’s world, Mr.

Beals showed a snapshot of a live set of internet statistics. It gave a number to how many internet users there are in the world, how many emails were sent that day, and how many tweets were written. These numbers show how technology plays a significant role in our daily lives. While some adults can still think back to what it was like to not have internet, our current students cannot. In 2016, the average household in America had seven connected devices and that number is expected to grow to at least 10 in the year 2020. While communication tools range from face-to-face conversations, telephones, email, text messages and Facebook, etc. the citizenship and behaviors of communication should remain the same. Mr. Beals explained that the district has developed a parent partnership series to help parents navigate the difficult topic of digital citizenship. The district used many avenues of communication to advertise the event including the local paper, email, and the district's Facebook page. The evenings were designed as an opportunity to walk through the tools being used by our students and share helpful tips on how to monitor the use of the devices at home.

In our schools, our staff is committed to teaching students how to grow into responsible adults using new devices. "THINK" is an acronym used to remind students to be thoughtful when posting online. "THINK" breaks down to: is the post true? Is it helpful? Is it inspiring? Is it necessary? Is it kind? The district also models a gradual release of responsibility with technology, meaning that elementary, middle and high school level students all have different levels of privilege. There are also safeguards in place such as safe search, which blocks explicit images, videos and websites from Google search results. Browsing history cannot be deleted and guest browsing and incognito mode are disabled. Google photos are disabled for elementary students. Video and voice chat are unavailable and Google Hangouts are only available to those in the district's domain. Currently, the district is using a program called Securly, which helps to filter searches. When a harmful search is input, an alert email is sent to the administrator of that building so appropriate contact can be made with that specific student.

Mr. Beals ended his presentation by stating that digital citizenship will be a continuous growing and learning process. Partnership with the community and families is critical and we envision more and more opportunities to connect.

### **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, Heritage Bank & Forma Construction, Puget Sound Energy, City of Enumclaw, BNCC, Inc., NAC Architecture, Food Services of America, BMO MasterCard, and A&A Transportation.

Mr. Hatzenbeler shared a list of the local businesses with which the district did \$61,392.53 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, Mrs. Merrill moved and Mr. Gamblin seconded to approve general fund vouchers in the amount of \$333,610.14; capital projects fund in the amount of \$2,255,136.44; associated student body fund in the amount of \$21,426.05; and Transportation vehicle fund in the amount of \$274,725.42;

Motion carried.

2. **Consent Agenda:**
1. **Out-of-State field trip request for the Culinary Arts Club/Spanish Club to travel to London, England and Paris, France July 2 - July 13, 2018.**
  2. **Donation of \$975.00 from the Boeing Matching Gift Program for Enumclaw School District**
  3. **Donation of \$600.00 from TMMS PTSO for wrestling mats for Thunder Mountain Middle School**
  4. **Donation of \$915.64 from Kibler PTA for art supplies and one soprano metallophone**
  5. **Donation of \$3,200.00 from Black Diamond PTA to cover staff stipends for time spent on the BDE yearbook**
  6. **Donation of \$45,000 from Westwood PTO for updates to the Westwood Elementary playground**
  7. **Personnel Report**

**Certificated:**

- A. New Hire:
1. Ashlee Ivy, .5 Dean/.5 special education teacher, Kibler, effective 9.4.2018
  2. Jami Tait, Title/LAP teacher, Kibler, effective 9.4.2018
  3. Kristah Coonradt, teacher, BDE, effective 9.4.2018
  4. Maurine Terry, teacher, EMS, effective 9.4.2018
  5. Kami Johnson, counselor, EHS, effective 9.4.2018
- B. Resignation:
1. Tara Kaelin, teacher, EMS, effective 6.30.2018
  2. Lyndsey Daniels, teacher, EHS, effective 6.30.2018
- C. Leave of Absence:
1. Rebecca Parrish, SLP, BDE, requesting .4 leave, effective 9.4.2018
  2. Deborah Walker, SLP, JJ, requesting .4 leave, effective 9.4.2018
  3. Danielle Petrovich, teacher, EMS, effective 9.4.2018
- D. Leave Request:
1. Elisabeth Willis, teacher, WW, effective 9.4.18 - 12.19.2018 half days for student teaching
- E. Rehire:
1. Haley Christiansen, Title/LAP teacher, Sunrise, effective 9.4.2018
  2. Sharon Hughes, SLP, DO, effective 9.4.2018
- F. Correction for April 2018 Personnel Report:
1. Lea Tiger, change of assignment 0.5 Dean, SR, effective 8.27.2018  
Previously incorrectly listed as 0.5 Dean at Kibler
  2. Doug Best previously listed incorrectly as a resignation on the April 2018 report

**Classified:**

- A. Resignation:
1. Sara Daniels, paraeducator, WW, effective 6.30.2018
- B. Change of Assignment:
1. Elizzabeth Thomas, EHS attendance secretary, effective 5.1.2018
  2. Tiffany Triplett, head cook, EHS, effective 5.7.2018
  3. Renee Vandervoort, library paraeducator, TMMS, effective 9.4.2018
- C. Extra Hours:
1. Sharon Hanson, nutrition services Summer Feeding Program, DO, effective 6.24.2018
  2. Sandra VanHoof, nutrition services Summer Feeding Program, DO, effective 6.24.2018

3. Bethany Ellis, Summer Surplus Clerk, transportation, effective 6.26.2018
4. Cherie Raymond, Summer Surplus Clerk, transportation, effective 6.26.2018
5. Kimberly Sales, Summer Surplus Clerk, transportation, effective 6.26.2018
6. Nancy Stangland, Summer Surplus Clerk, transportation, effective 6.26.2018
7. Sharon Hanson , Summer Surplus Clerk, transportation, effective 6.26.2018

D. Leave Request:

1. Elmira Sines, paraeducator, EMS, effective 9.1.2018 – 1.1.2019

E. Additional Assignment:

1. Karen Barlowe, temp custodial hours, JJ Smith, effective 4.2.2018

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

Motion carried.

**3. Resolution 1071: WIAA Membership**

Mr. Nelson explained that this resolution is an annual resolution provided by the WIAA, and it allows for the district's partnership with WIAA for all activities.

Mr. Gamblin moved and Mrs. Watterson seconded to approve Resolution 1071: WIAA Membership.

Motion carried.

In discussion, Mrs. McGann suggested that Phil Engebretsen, the district's athletic director, provide a presentation detailing the district's activities and partnership with WIAA.

**4. Resolution 1072: Sale of Surplus Property**

Mr. Nelson explained to the board that this is an annual resolution. Per policy, the board of directors must review and approve surplus lists prior to the sale of surplus items each year. The sale will occur after the end of the school year on June 29<sup>th</sup> and 30<sup>th</sup> at the transportation department.

Mrs. Merrill moved and Mrs. Watterson seconded to approve Resolution 1072: Sale of Surplus Property

Motion carried.

**5. Resolution 1073: City of Enumclaw School Impact Fee Ordinance and Senior Housing Exemption**

Mr. Nelson explained that the City of Enumclaw recently passed an impact fee ordinance. Working with the district's attorney, Denise Stiffarm, and the attorney for the City of Enumclaw, the district has come up with Resolution 1073. Black Diamond does not currently have an impact fee ordinance, but the district has written letters in hopes of this occurring in the future. While updating the Capital Facilities Plan for the 2018-19 school year, Mr. Nelson believes another request will be made.

Mrs. McGann moved and Mrs. Merrill seconded to approve Resolution 1073: City of Enumclaw School Impact Fee Ordinance and Senior Housing Exemption.

Motion carried.

**6. General Fund Report:**

Mr. Hatzenbeler presented the general fund report for the last month of the fiscal year. 64.21% of the 2017-18 budget has been expended with 71.75% of revenues received.

The beginning of the year fund balance was \$5,498,050.79. Total resources available: \$42,802,071.60. Expenditures to date: \$34,661,601.64. Revenues to date: \$37,304,020.81; Restricted for other items: \$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. Unassigned fund balance: \$4,548,635.89.

Capital Projects beginning fund balance was \$24,267,656.54 with an ending balance of \$11,742,992.79.

The Debt Service Fund beginning fund balance was \$1,687,140.93 with an ending balance of \$2,531,302.91.

ASB Fund beginning fund balance was \$511,835.86 with an ending balance of \$650,017.80.

Transportation Fund beginning fund balance was \$865,816.07 with an ending balance of \$211,798.43.

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 7:58 p.m.

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President, Board of Directors

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Secretary, Board of Directors