



MINUTES
of the Regular Meeting of the Board of Directors
of the ENUMCLAW SCHOOL DISTRICT #216
6:30 p.m., District Office
August 20, 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 student representative Foster Barnhart, who was excused.

D. Minutes:

Mrs. Merrill moved and Mrs. Watterson seconded a motion to approve the minutes of the regular board meeting of July 16, 2018.

Motion carried.

II — BOARD OF DIRECTORS COMMUNICATIONS

A. Good News of the District

Mrs. Watterson began by expressing her excitement for the school year to start in just a few short weeks! The leadership students at Enumclaw Middle School were at school all of last week preparing for the upcoming school year. Mrs. Merrill added that she has seen pressure washing and landscape work happening for outside building preparation!

Mrs. McGann stated that fall athletic registrations occurred this month and went very smoothly. There were a lot of fall athletes turning out!

Mr. Stanwood assisted with the senior class garage sale this weekend. The sale earned a nice profit to be put toward the prom!

Emma Murphy added that today was the first day of golf tryouts, but the smoke from the wildfires caused a cancellation. There were eight new freshman and 18 total students present in hopes of filling 12 to 14 spots!

B. Superintendent Report:

Mr. Nelson explained to the board that he would be trying something new for his report, using Google Slides to display images relating to each of his topics.

Susan Arbury

Mr. Nelson began by displaying a photo of Susan Arbury, who passed away on July 17th of this year. Mrs. Arbury was a 22-year administrator in the Enumclaw School District and will be missed greatly. A few weeks ago, a gathering was held at Thunder Mountain Middle School in her honor and nearly 300 chairs were filled. During the gathering, Mr. Nelson shared an old speech of Mrs. Arbury's, which she read during a 5th grade graduation ceremony during her time as principal at Southwood Elementary School. Because Mrs. Arbury was notorious for handing out articles at almost every meeting she attended, Mr. Nelson had the speech reformatted to look like an article. He thanked Mrs. Watterson for providing a copy of the speech, as it was given during her daughter's 5th grade graduation.

The annual leadership retreat occurred just two weeks ago and was the first time the leadership team had assembled without Mrs. Arbury present. To begin, the team chose to walk to Southwood Elementary where together they dug holes and planted two new dogwood trees, with the support of the Southwood custodians.

Birth to Five Center Signage

Moving forward with Birth to Five Center, new signage has been posted by the office entrance. The district's Public Information Officer, Rossi Ensign, worked hard at coordinating both the new signage on the building, and an updated reader board near the street, which is shared with Byron Kibler Elementary School.

Emergency Tabletop Exercise and Future SRO

Mr. Nelson also shared that last Tuesday, in the Enumclaw Middle School library, the district hosted an emergency tabletop exercise with the leadership team, core responders from Enumclaw and Black Diamond, St. Elizabeth Hospital, Mutual of Enumclaw, and King County Emergency Systems. This exercise focused on active shooter training and how to be best prepared and how to work together as a cohesive unit to keep students and staff safe. With each incident in the country, more and more is learned in how to better our processes and procedures. Mr. Nelson added that he and Mr. Hatzenbeler also met with Chief Huebler and Commander Floyd about obtaining a Security Resource Officer (SRO) for Enumclaw High School. The original pitch was made six months ago, and Mr. Nelson and Mr. Hatzenbeler ensured moneys to be allocated in the district budget to support an SRO. The SRO will be an employee of the Enumclaw Police Department and most districts are able to split the cost 50/50 with the city. Chief Huebler and Commander Floyd agreed to the proposal and will now move forward on their end. There is no specific date for when this will occur, but it is expected to be this school year. The next step is to research the agreements between other districts and cities with SROs. The drafted agreement would then go through legal counsel and ultimately be brought before the board for approval.

Return of Office Managers

Mr. Nelson shared a photo of Enumclaw Middle School's office manager Vickie Glick, which was posted on the district's Facebook page and "liked" 121 times! The photo was captioned with information regarding how to register new students at each of the schools in the district. Offices reopened last Monday, and by Tuesday Sunrise Elementary School had 12 new registered students! Mr. Nelson explained he believes this to be the first glimmer of what the new construction will cause for enrollment.

New Teacher Breakfast

The New Teacher Breakfast is scheduled to occur next Monday and is put on by the Enumclaw Chamber of Commerce. The district appreciates that the Chamber is able to bookend a teacher's career by welcoming the teachers with a breakfast their first year, and then sponsoring the retirement tea their final year. The Chamber has been sponsoring these events for over three decades now! All community members are invited to attend the breakfast next Monday to take part in welcoming new teachers to our district and community.

Pedro Noguera

Mr. Nelson share that next Tuesday is District Day and the guest speaker for all staff will be Pedro Noguera. Dr. Noguera has previously spoken to school board members at the annual WSSDA conference! Because he will be here to speak to all staff, the district has also planned a community

breakfast on Tuesday at 7:30 a.m. in the Enumclaw Middle School library. All community members are welcome, but Mr. Nelson does ask for an RSVP so that the district can plan for seating. Dr. Noguera will be speaking about things that the board is already working toward for the Enumclaw School District. Mr. Nelson reminded the board of the shifting of the strategic plan with the ultimate goal of having all students engaged and excited about learning every day! Dr. Noguera believes in creating learning environments where all students have the opportunity to succeed and be engaged, whether for college preparation, or internship and apprenticeship preparation. He will be providing insights on how to provide experiences to students that promote irresistible, engaging and authentic learning. The community has been invited to the breakfast in hopes of sparking interest in our business leaders to partner with the district in developing a system of internships and apprenticeships for students here in Enumclaw and Black Diamond.

C. **Construction Update**

Ms. LeRoy updated the board on current construction projects. Progress photos of the high school building construction were shared showcasing the women's locker room, new flooring in the entry, and new furniture deliveries! Mrs. LeRoy also shared Black Diamond Elementary close-out is well under way.

Enumclaw High School

Budget: \$41,864,000 Contingency \$ 2,200,000

Deliveries:

- Roof and Ship Ladders
- Remainder of Linear Wood Ceiling Panels
- Homosote Panels and Veneer Panels
- Remaining Doors w/Hardware for All Areas
- Aug Gym Wall Pads
- 1000 Building Ductwork
- Window Treatments - Roller Shades and Metal Blinds
- Doors with Hardware for Areas 2, 3 and 4
- SS railings and ships ladders
- Pavers

Area 1 (work began June 25)

- Wall Finishes are complete; Acoustical Wall Panel installation has begun and is ongoing.
- Flooring Installation at Stage/Ramp/Steps is complete.
- Pre-Punch has begun and is ongoing.
- Replacement and Installation of Exterior Hardie Siding, Exterior Painting at East and South Face is complete.
- Window Treatments Installed in Areas 2, 3, and 4! Exterior Window Caulking in all areas is ongoing.

Area 2

- Interior Doors and Hardware, Exterior Storefront Doors – Swing, Glaze and Door Lite Glazing is complete.
- Installation of toilet partitions and accessories is complete.
- Handrails delivered, installation is ongoing.
- Acoustical Linear Wood installation at Levels 1 and 2 is complete.

Area 3

- Acoustical Ceiling Tile/Wall Panels/Linear Wood Installation at Level 2 is complete.
- Painting of South Wall & Soffit in Existing Commons is complete.
- NAC Architectural and Electrical Punch complete, Pre-Punch and Complete Punch have begun and are ongoing.

Area 4-A

- Interior Doors and Hardware, Exterior Storefront Doors, Swing, and Glazing is complete.
- Final Clean of Rooms is complete.
- Pre-Punch is ongoing.

Area 4-B

- Toilet partitions and Accessory installation is ongoing.
- Finish Carpentry/MDF and Wood Trim installation is ongoing.

Current Building Perimeter and Commons Plaza

- Rock swales have been placed.
- Concrete hardscape at Courtyard is complete.
- Landscaping is ongoing – irrigation is complete.
- Dirt to be delivered and plants by the end of the month.

Current Setup/Demo

- Phase 1 MDF/IDF: District technology to continue their work.
- Fire Alarm Device Installation in all areas is complete; Programming to occur week of August 20th.
- Roofing work continues; Siding installation, Exterior Painting at Wrestling Room and Women’s Locker room is complete.
- Flooring installation and curing in Women’s Locker room is complete; Lockers and Bathrooms complete.

Open for September 2018

Commons

Construction Wall removed, new flooring and chairs delivery complete.

Owner Consultants and City Coordination

Utilities coordination for final survey with City is ongoing.

Furniture and Move In:

Mid-August	Science tables delivered
September 21– October 5th	Furniture Delivery for classroom and soft seating
October 9-11	Library Move
October 12 – 14	Classroom Move
October 15th	Open for Students

Next Phases October 15th:

Portables:	To be completed by end of 2018 school year
400 and Library:	Demolition

October 8th at 6:30 p.m. a dedication event has been planned to begin in the EHS gym. A ribbon cutting will be done, self-guided tours will occur and cookies and water will be shared.

October 15th is the official move-in to the new building!

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., Green River Community College, Heritage Bank & Forma Construction, Zones Inc., Puget Sound

Energy, Children's Therapy Center, NAC/Architecture, Alliance Construction Management, City of Enumclaw, and BMO Mastercard.

Mr. Hatzenbeler shared a list of the local businesses with which the district did \$77,401.91 of business in the month of July. 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. McGann moved and Mrs. Watterson seconded to approve general fund vouchers in the amount of \$743,717.38; capital projects fund in the amount of \$2,426,790.38; and associated student body fund in the amount of \$33,199.67;

Motion carried.

2. **Consent Agenda:**
 1. **Waiver of Senior Citizen Fees**
 2. **Attendance Officers 2018-19**
 3. **Part-time, temporary and substitute personnel salary schedule 2018-19**
 4. **Personnel Report**

Certificated:

- A. New Hire:
 1. Sophia Pham, teacher, TMMS, Effective 9.4.2018
 2. Marianna Manzano Moudy, certificated SLP, DO, Effective 9.4.2018
 3. Birdget Howell, psychologist, DO, Effective 9.4.2018
 4. Kimberly Hahn, teacher, EMS, Effective 9.4.2018
 5. Basia Kasprzyk, teacher, EMS, Effective 9.4.2018
 6. Amanda Baldacci, teacher, Westwood, Effective 9.4.2018
 7. Sheryll Klein, Interim Birth to Five Center Coordinator, JJ Smith, Effective 9.4.2018
- B. Change of Assignment:
 1. Jennifer Longmire, TOSA/technology, EHS/DO, Effective 6.30.2018
- C. Leave Request:
 1. Amy Ihde, teacher, EMS/EHS, Effective 2018-19 school year
- D. Resignation:
 1. Jordan Barnett, teacher, Sunrise, Effective 7.31.2018
- E. Rehire:
 1. Kristin McSwan, teacher, Sunrise, Effective 2018-2019 school year

Classified:

- A. New Hire:
 1. Tina Ritz, secretary, EHS, Effective 8.20.2018
 2. Julia Ells, paraeducator, EMS, Effective 9.4.2018
 3. Gary Kinniburgh, night custodian, EHS, effective 6.25.2018
 4. Amy Lalone, accounts payable, DO, effective 8.14.2018
- B. Resignation:
 1. Kimberly Hahn, paraeducator, EHS, Effective 7.10.2018
 2. Rachel McMullen, accounts payable specialist, DO, Effective 8.31.2018
 3. Jerri Sharick, kitchen assistant, TMMS, Effective 8.2.2018
 4. Sally Bruhn, paraeducator, Kibler, Effective 8.4.2018

- C. Cancel Leave Request:
1. Elmira Sines, paraeducator EMS, Effective 9.4.2018
- D. Change of Assignment:
1. Mary Treasa Brock, office manager, Facilities and Birth to Five Center, Effective 8.13.2018
 2. Corey Egbert, systems specialist, DO, Effective 8.2.2018
 3. Kristin Young, paraeducator, TMMS, Effective 9.4.2018
 4. Lance StLaurent, mechanic, Transportation, Effective 8.1.2018
 5. Caren Wiltse, kitchen assistant, TMMS, Effective 9.4.2018
 6. Margaret Laush, paraeducator, EHS, Effective 9.4.2018
- E. Additional Assignment:
1. Karen Barlowe, custodial, JJ Smith, Effective 9.4.2018
- F. Coaching Assignment:
1. Patricia Monroe, head girls cross country, TMMS, Effective 3.25.2019
- G. Leave Replacement:
1. Lindsay Dundas, 0.5 attendance secretary, TMMS, Effective 8.20.2018
- H. Retirement:
1. Christopher Dawe, bus driver, transportation, Effective 06.30.2018

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

Motion carried.

3. Second Reading:

Mr. Nelson presented the board with six policy revisions for second reading and action.

Policy Number	Policy Title	Overview of Changes
2170	Career and Technical Education	<ul style="list-style-type: none"> • Revised to reflect the “work-integrated learning initiative” in ESSHB 1600
2255	Alternative Learning Experiences Courses	<ul style="list-style-type: none"> • Edited to incorporate the new definitions for student learning plans and alternative learning experience courses in SB 6134. • ESD does not currently have any ALE courses; however, we may in the future.
2410	High School Graduation Requirements	<ul style="list-style-type: none"> • Changes to reflect provisions from SHB 2686 and SSBH 1896.
2413	Equivalence Credit for Career and Technical Education Courses	<ul style="list-style-type: none"> • Removes the requirement for the student to be concurrently enrolled in or have successfully completed algebra II for AP computer science to be counted as a career and technical equivalent to high school mathematics.
6000	Program Planning, Budget	<ul style="list-style-type: none"> • Changes to reflect the requirement

	Preparation, Adoption, and Implementation	in House Bill (HB) 2242 that districts develop or update four-year budgets as part of their annual budget development process
6100	Revenues From Local, State, and Federal Sources	<ul style="list-style-type: none"> Revised to include language required by the Department of Education for districts affected by Indian Impact funds.

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

Motion carried.

4. First Reading

Mr. Nelson presented the board with one policy revision for first reading and information.

Policy Number	Policy Title	Overview of Changes
6700	Nutrition, Health, and Physical Fitness	<ul style="list-style-type: none"> Edited to reflect Engrossed Substitute House Bill (ESHB) 2610 and Second Engrossed Substitute House Bill (2ESHB) 1508 both relating to student nutrition services

5. Resolution 1077: 2018-19 Budget Adoption

Mr. Hatzenbeler presented the 2018-19 final budget adoption. Due to new requirements set forth by OSPI, this year’s budget includes a four-year budget projection. Mr. Hatzenbeler shared a copy of the four-year budget projection documents with each of the board members, as well as a copy of the F195. The documents presented tonight are similar to those discussed and presented during the July 16th board meeting. Mr. Hatzenbeler presented a condensed version of the general fund, the capital facilities fund, associated student body fund, debt service fund, and the transportation fund. He shared projected beginning balances, anticipated revenues and expenditures, budgeted surplus/deficits, and projected ending balances for each of the five funds. Mr. Hatzenbeler shared an overall outlook for the general fund report, which included a healthy ending fund balance, increased state apportionment, flat to declining federal revenues, decreased levy funding, building levy sub-fund, salary negotiations, and no state increase in the state staffing formula. Enrollment projections were also shared based on growth in our communities, and Mr. Hatzenbeler stated the district expects an enrollment of 4,016 students for the 2018-19 school year.

The board thanked Mr. Hatzenbeler and the business office for their great work.

Mrs. Merrill moved and Mr. Gamblin seconded to approve Resolution 1077: 2018-19 Budget Adoption.

Motion carried.

6. General Fund Report:

Mr. Hatzenbeler presented the general fund report for the last month of the fiscal year. 89.28% of the 2017-18 budget has been expended with 92.13% of revenues received.

The beginning of the year fund balance was \$5,498,050.79. Total resources available: \$53,387,189.45. Expenditures to date: \$48,198,455.44. Revenues to date: \$47,889,138.66; 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: \$1,596,899.94.

Capital Projects beginning fund balance was \$24,267,656.54 with an ending balance of \$7,467,879.85.

The Debt Service Fund beginning fund balance was \$1,687,140.93 with an ending balance of \$1,550,155.60.

ASB Fund beginning fund balance was \$511,835.86 with an ending balance of \$548,045.12.

Transportation Fund beginning fund balance was \$865,816.07 with an ending balance of \$222,989.97.

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. There will be an executive session during the board work study meeting in September.

VI — BOARD PROCESS DEBRIEF

The board debriefed the meeting.

VII — ADJOURNMENT

This meeting adjourned at 7:35 p.m.

President, Board of Directors

Secretary, Board of Directors