

**MINUTES
of the Regular Meeting of the Board of Directors
of the ENUMCLAW SCHOOL DISTRICT #216
6:30 p.m., District Office
February 22, 2016**

I — PRELIMINARY

1. Call to Order:

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

2. Pledge of Allegiance:

Mrs. McGann led the pledge of allegiance to the flag.

3. Roll Call:

All board members were present except Mrs. Merrill who is celebrating her 40th anniversary and excused.

4. Minutes:

Mrs. Schroeder moved and Mr. Stanwood seconded a motion to approve the minutes of the regular board meeting of January 19, 2016 and the special board meeting of February 1, 2016 as presented.

Motion carried.

II — BOARD OF DIRECTORS COMMUNICATIONS

1. Good News of the District:

The kids had a good break!

Mr. Cassell commented that the 4th Annual STEM Expo was outstanding and expressed his appreciation to Keith and Cathy Matthews for their efforts. The event was jammed with people, well organized and facilitated. The donut machine was a favorite attraction along with many wonderful exhibits. The kids had a ball. Mrs. McGann said she watched the pictures posted on Facebook as she and her family were out of town. It looked like a great event.

Mrs. McGann took a moment to review a letter she wrote in regard to the budget deficit at the high school that was posted for the public. She also shared a document that showed the construction process and board action thus far. That document follows:

Review of Information: *Transparency throughout the process*

- Study and Survey completed by BLRB (Summer 2014)
- Construction Costs and State Match presented by BLRB to the Board (October 2014)
- Board Approves Resolution to put Bond on the Ballot (January 2015)
- Successful Passage of ESD Construction Bond (April 2015)
- Final BDE State Match Confirmation projection keeps original costs on budget (November 2015)
- Final EHS State Match Confirmation lower than original BLRB Projection (November 2015)
- EHS Construction Cost Estimates (December 23, 2015)

Sharing with our public: *Transparency throughout the process*

- District immediately informed the public when it discovered and confirmed that the high project budget likely would not cover the actual costs of construction.
 - Public Board Meetings (January 4, 2016, January 11, 2016, January 19, 2016 and February 1, 2016)
 - Community and Staff Presentations (beginning January 5, 2016)
 - Outreach to the Courier Herald (January 5, 2016)
 - State of Education (January 14, 2016)
 - Website Updates (throughout process)

New Information: *Transparency throughout the process*

- Tax rate advertised on bond was \$1.60. Actual tax rate \$1.36 (February 2016)

School District	2016 Bond Tax Rate
Orting	\$3.16
White River	\$2.96
Renton	\$2.57
Tahoma	\$2.55
Puyallup	\$2.29
Sumner	\$1.84
Auburn	\$1.59
Kent	\$1.39
Federal Way	\$1.37
Enumclaw	\$1.36

- Completion of the Value Analysis, still in analysis phase (report to follow)

We continue to share information throughout the construction process at Black Diamond Elementary and Enumclaw High School.

Mrs. McGann explained that BLRB was hired to do the study and survey, presenting their findings at the October 2014 board meeting. It took the board a couple of months to review all of the data and they trusted the BLRB figures for both construction costs and State Match monies. The board moved forward with the bond resolution which was approved by the voters in April. As the process continued, Black Diamond construction numbers came in as projected with an even higher number for State Match money. This project will go to bid in May.

In November, the final numbers for State Match for the high school came in lower than BLRB projected. The district worked hard with the state to get an additional \$2.3 million to close the deficit. Estimated construction costs as estimated by BLRB for the high school were off by 30% which is the same thing that happened at Wilson High School in Tacoma. The Tacoma board was able to move an extra \$20 million to that project to cover the increase. The board learned of the shortage at the January 4th board meeting. It has been heart breaking for them and difficult decisions have had to be made. The information was publicized at community meetings, in the Courier Herald, at the State of Ed Address and on the district website in an effort to be transparent. The public was encouraged to read the information on the website. The assessed tax rate for Enumclaw School District came in at \$1.36 rather than the \$1.60 on the ballot and is much lower than neighboring districts (see chart). Mrs. McGann stated that the board felt it was important to give the public an overview of the journey.

2. Superintendent Report:

Mr. Nelson invited Mr. Engebretsen and Coach Westerberg to come forward along with the state champion cheer squad. Enumclaw School District has won many state championships but this is a difficult championship to win. We have incredibly talented kids. Mr. Engebretsen stated that it was a privilege and honor to attend the board meeting. The cheer team puts in so much effort as they support athletic teams all year long and then compete at the state level themselves. He congratulated Coach Westerberg who keeps growing the program. Coach Westerberg said this is her 13th year coaching cheer at Enumclaw High School. The sport has become coed and competitive with our cheer squad competing against much larger districts. We have very talented athletes! The cheer team introduced themselves and were presented with certificates and cookies. Mr. Nelson commented that he attends many athletic events and the opposing team administrators often comment on our talented cheer team. Later in the spring, a celebration is being planned for all of the champions, both individual and team.

Mr. Nelson shared a video of Karl Karkainen being honored at Enumclaw Middle School for his state award as middle school advisor of the year. He introduced Mr. Karkainen and Principal Rabb, stating that he does second level interviews before employees are hired. Mr. Nelson was very impressed with Mr. Karkainen's preparation for the interview and knew we were hiring an amazing teacher. He expressed his pride in Mr. Karkainen and remarked that we are lucky to have him working with our students. Mr. Rabb added that Enumclaw Middle School has never had leaders from the leadership class like we have under Mr. Karkainen's teaching. Students are selected randomly and not by choice so many students who might otherwise not have the opportunity to lead are leading. Mr. Karkainen generates all of that and puts his lifeblood into the program with such passion. Mr. Karkainen commented that he has the opportunity because of the mission of the district and the hearts and hands of the 4 H's. He is able to grow character development and began by starting a club based on service after Rachel's Challenge. This was the base, helping in the community and volunteering. He had not taught student leadership previously and was grateful Mr. Rabb gave him the opportunity. He also thanked Joan Morgado and Tim Madden for playing a big role in helping to facilitate his program. Mr. Nelson expressed how proud he was of Mr. Karkainen. Mrs. McGann thanked Karl for being inspiring and contagious with his enthusiasm. Brooke Humphreys shared that the high school leadership students have worked with Mr. Karkainen and find him to be generous in communicating and easy to work with. They have worked together on an anti-bullying campaign and on a movie night. She stated that it is very beneficial to have this relationship. Mr. Karkainen shared that Brooke was instrumental in writing the anti-bullying curriculum that they use. Congratulations Mr. Karkainen!

Mr. Ed Hatzebeler was introduced as the new Director of Business and Operations who will step into Mr. Madden's position when he retires at the end of June. Mr. Hatzebeler worked in the district previously as an assistant principal at the high school and dean of students at Enumclaw Middle School. He is currently employed at district office in the Orting School District while working on his superintendent credential with a focus on fiscal management.

Mr. Nelson has sent out nearly 200 student letters in the past month. Almost 100 of those went to 4.0 students for first semester and the remainder to students going off to state competitions. We have two wrestling state champions: Kyle Oplund and Jake Treece and an 8th place finisher in diving as well as a 4th place finish for Gymnastics.

Concurring with those who talked about the STEM event, Mr. Nelson stated that the work of the STEM Committee, which is a year-long process, gets better and better each year. He doesn't know how to honor Keith and Cathy Matthews beyond having selected them as Community Volunteers of the Year for WASA in 2014. The event has changed our system and community. You never know which students will be inspired by the Expo. Mrs. Matthews commented that it is what keeps them going, watching inspired children – it is her joy and reward. Mrs. McGann added that her son is so excited to take Robotics and discusses coding. She said it is amazing to see your child's eyes opened to new opportunities.

3. Classified Staff Appreciation:

Mr. Nelson introduced PSE President Joan Morgado and shared that Classified Staff Appreciation is in March. He expressed his appreciation for the work of our classified employees and for the efforts of the PSE board. He thought it was timely that Mr. Karkainen honored Joan for her work. Mr. Nelson presented Ms. Morgado with a box of treats to share with the PSE board at their next meeting, the Classified Staff Appreciation proclamation and a card from the board of directors. Ms. Morgado stated that there are 265 classified staff in the district and introduced those who were in attendance representing different classifications: Dave Kneeland, grounds; Treasa Brock, clerical; Sheldon Alderman, transportation; Karen Schram, food service; and Steve Thomas, courier. Mr. Nelson thanked the staff for attending.

4. Owner's Representative/Architect Update:

Liz LeRoy was present to share an overview of both construction projects. She stated that a lot of work is being done behind the scenes. The cost estimate for Black Diamond has been updated and is right on budget according to NAC who is doing the design development. Ms. LeRoy updated on the design process; permitting coordination; other coordination and concluded that bidding will begin in May for Black Diamond Elementary. An outreach mailing will be sent to neighbors of the elementary school to update them on the process.

An updated cost estimate for the high school will be presented to the board in March. Ms. LeRoy reviewed the schedule and explained the phases of construction which is a two-year process. The portables from Black Diamond will be moved to the high school campus. Mr. Rumbaugh added that the renovation areas will occur over a couple of summers to limit disruption of high use areas. Mr. Nelson commented that the construction gets students under one roof though we won't have a new gym.

NAC architect, Matt Rumbaugh, shared the value analysis report which is a requirement for any project that uses state funding. A value analysis team is hired to review the drawings. They come

back with recommendations to add value to the project. Some of the recommendations are reductions in cost and some are increases. Those ideas and design changes are reviewed on a Value Improvement Matrix. Mr. Rumbaugh shared a summary of these items. The core classrooms will be constructed as planned. The board had opportunity to review the recommendations and will have more opportunity to ask questions at the March work study where Mr. Rumbaugh can add more details. Mrs. McGann said she is concerned about the air conditioning being eliminated and said she wants to figure out how to make that work. Mr. Cassell concurred. Mr. Rumbaugh suggested some options. Mrs. McGann also asked if discussion has occurred regarding the district purchasing items for savings. Mr. Rumbaugh said they will do that where it is feasible. Mr. Nelson said the board can problem solve at the March workshop. They will be working at making budget while keeping items the board prioritizes.

Mrs. McGann 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. Anyone wishing to address the board has two minutes to speak.

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

Enumclaw resident Ted DeVol read a prepared statement to the board regarding his displeasure with any form of government spending and taxation.

Enumclaw resident Chris Favro stated that he voted for the bond and offered suggestions to the board regarding bond monies.

Mrs. McGann asked to address some of the comments made. She stated that the board has never been deceptive. They received numbers from a reputable architect; none of this was intentional. The board is very disappointed but has been transparent during the entire process. The district is moving forward to do what is best for kids. Enumclaw is not the first district to change the scope of a project. She thanked Mr. DeVol and Mr. Favro for their comments.

Mr. Cassell reminded the audience that the bond passed with a super majority of 60% plus 4 votes which is 6 out of 10 people. He reiterated that the board was never deceitful. Mrs. McGann said the board is willing to sit down and have a conversation with anyone interested.

IV — ADMINISTRATION/BUSINESS

1. Payroll and Vouchers:

Mr. Madden presented the list of top ten expenditures in the district as follows: Zones Inc; Puget Sound Energy; Ivoxy; City of Enumclaw; Food Service of America; Overlake Hospital Medical Center; City of Black Diamond; Sazan Group, Inc; NW ESD 189; and Children's Therapy Group.

Mr. Madden shared a list of the local businesses with which the district did \$14,919.00 of business in the month of January. The district is pleased to support local businesses and purchase their products.

Mrs. McGann 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. Stanwood moved and Mr. Cassell seconded to approve general fund vouchers in the amount of \$435,315.57; capital projects fund in the amount of \$267,960.63; associated student body fund in the amount of \$22,931.63; and ratification of the general fund payroll warrant for January in the amount of \$3,114,704.44.

Motion carried.

2. Consent Agenda:

- 1. Donation of \$2,000 from Helac to the Thunder Mt. Middle School Robotics Program to be used for supplies**
- 2. Donation of \$1,252.13 from Thunder Mt. PTSO to: Rose Leggett for "Living Civil War History" presentation (\$300); Lisa Horton for energy and environment – Solar Ovens and Wind Turbine City (\$300); Matt Bittner for art class supplies (\$292.13); Matthew Gaynor, Jason Patterson, Seth Polson, and Dan Rogel for Annual NCTM Memberships (\$360)**
- 3. Donation of \$2,500 from Dennis and Bonnie Fairbank to the EHS Choir program**
- 4. Donation of \$2,500 from Sunrise PTA to Sunrise Elementary to be used for grade enhancement grants (field trips)**
- 5. Donation of \$2,500 from BECU to the EHS Ag Program to be used to re-cover the greenhouse**
- 6. Donation of \$3,400 from Enumclaw Schools Foundation to Enumclaw Middle and Thunder Mt. Middle Schools for College Readiness trip grants**
- 7. Donation of \$2,750 from Kibler PTA to Kibler for 2nd grade swim lessons (\$1,750); PE equipment (\$150); Wild Waves field trip assistance (\$275); and 5th grade Ukulele program (\$575)**
- 8. Approval for purchase of wireless network equipment**
- 9. Out-of-State travel for the Spanish and Culinary Clubs to travel to Brazil and Argentina, June 27-July 8, 2016**
- 10. Personnel Report**

The consent agenda was presented by Mrs. McGann. Mrs. Schroeder moved and Mr. Cassell seconded to approve the consent agenda. The board is grateful for the generous donations.

1. Donation of \$2,000 from Helac to the Thunder Mt. Middle School Robotics Program to be used for supplies
2. Donation of \$1,252.13 from Thunder Mt. PTSO to: Rose Leggett for "Living Civil War History" presentation (\$300); Lisa Horton for energy and environment – Solar Ovens and Wind Turbine City (\$300); Matt Bittner for art class supplies (\$292.13); Matthew Gaynor, Jason Patterson, Seth Polson, and Dan Rogel for Annual NCTM Memberships (\$360)
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- 8. Ukulele program (\$575)
- 9. Approval for purchase of wireless network equipment
- 10. Out-of-State travel for the Spanish and Culinary Clubs to travel to Brazil and Argentina, June 27, 2016-July 8, 2016
- 11. Personnel Report

Certificated:

- A. New Hire:
 - 1. Christina Shott, psychologist, district office, effective 8.29.2016
- B. Rehire:
 - 1. Ed Hatzenbeler, director of business and operations, effective 7.1.2016

Classified:

- A. New Hire:
 - 1. Sara Daniel, special ed paraeducator, Westwood, effective 1.4.2016
 - 2. Elisabeth Willis, special ed paraeducator, Westwood, effective 10.19.2015
 - 3. Amy Ruiz, preschool paraeducator, Southwood, effective 1.25.2016
 - 4. Terri Percival, paraeducator, Southwood, effective 2.1.2016
 - 5. Jennifer Leatham, cultural specialist, EMS/TMMS, effective 2.29.2016
 - 6. Patricia Love, kitchen assistant, Black Diamond, effective 2.22.2016
 - 7. Kari Fryberger, special ed paraeducator, Black Diamond, effective 2.17.2015
- B. Resignation:
 - 1. Lori Lenhart-Badgley, ELL paraeducator, Sunrise/Kibler, effective 1.30.2016
- C. Retirement:
 - 1. Kathy Wetton, driver, transportation, effective 2.11.2016
- D. Change of Assignment:
 - 1. Diana Henrichs, catering lead/kitchen assistant, EHS, effective 1.19.2016
 - 2. Donald Plumb, from custodian to assistant groundskeeper, effective 2.15.2016
 - 3. Duangkamol Jack, kitchen assistant, EHS, effective 2.11.2016
 - 4. Carrie West, from kitchen assistant to preschool paraeducator, Southwood, effective 1.25.2016

Supplemental:

- A. Additional Hours:
 - 1. Alice Lampkin, assistant girls soccer coach, EMS, effective 1.26.2016
 - 2. Brady VanHoof, assistant football coach, EHS, effective 8.17.2016
 - 3. Lisa Horton, assistant girls soccer coach, TMMS, effective 1.19.2016
- B. New Hire:
 - 1. Jeffrey Johnson, assistant football coach, EHS, effective 8.17.2016
 - 2. Robert Keating, head coach unified soccer, EHS, effective 2.29.2016

Motion carried.

3. **Second Reading:**
Policy 3141: Nonresident Students
Policy 5201: Drug Free Schools, Community and Workplace
Policy 5211: Transfers (Delete)
Policy 5215: Assignment and Transfer of Administrative Staff (Delete)
Policy 5221: Part-time Staff (Delete)
Policy 5230: Job Description Responsibilities (Delete)
Policy 5281: Disciplinary Action & Discharge
Policy 6106: Allowable Costs for Federal Programs

Mr. Nelson presented eight policies for second reading and action. Having heard no concerns from the board, he requested approval of the policy changes.

Mr. Cassell moved and Mr. Stanwood seconded to approve the changes to policies 3141, 5201, 5211, 5215, 5221, 5230, 5281, 6106 as presented.

Motion carried.

4. **First Reading:**
Policy 1105: Director Districts
Policy 2021: Library Information and Technology Programs
Policy 4040: Public Access to District Records

Mr. Nelson presented three policies for first reading and information based on recommendations from WSSDA and recent legislative action:

Policy 1105: aligns our policy with state law.

Policy 2021: policy is retitled and updated to reflect modern technology's impact on libraries per SSB 5294.

Policy 4040: adds new technologies to the policy.

Mr. Nelson requested the board let him know if they have any questions between now and second reading in March.

5. **General Fund Report:**

Mr. Madden presented the general fund report. 36.74% of the 2015-16 budget has been expended with 41.4% of revenues received.

The beginning of the year fund balance was \$7,289,775.01. Total resources available: \$26,557,278.76. Expenditures to date: \$18,403,761.34. Reserved grant carry-over: \$200,000.00; reserved inventory – commodities carried over: \$28,092.00; turf replacement: \$400,452.00; commitment to economic stabilization: \$2,504,401.00; and Capital Projects: \$2,000,000.00. Unreserved ending fund balance: \$3,020,572.42.

Capital Projects beginning fund balance was \$68,826,426.83 with an ending balance of \$69,697,099.76.

The Debt Service Fund beginning fund balance was \$7,175,151.79 with an ending balance of \$3,945,067.06.

ASB Fund beginning fund balance was \$360,166.15 with an ending balance of \$562,877.64.

Transportation Fund beginning fund balance was \$656,057.35 with an ending balance of \$657,606.12.

Mrs. McGann 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 possible litigation with legal counsel that might result in an adverse legal consequence if held in public session. No action would be taken. Mrs. McGann announced the board would take a 7 -minute break before moving to executive session at 8:00 p.m. and would reconvene at 8:15 p.m.

V — EXECUTIVE SESSION

The board came out of executive session at 8:15 p.m. to extend the session for 5 minutes. The board returned to public session at 8:20 p.m. No action was taken.

VI — BOARD PROCESS DEBRIEF

The board debriefed the meeting.

VII — ADJOURNMENT

This meeting adjourned at 8:30 p.m.

President, Board of Directors

Secretary, Board of Directors