

**MINUTES
of the Regular Meeting of the Board of Directors
of the ENUMCLAW SCHOOL DISTRICT #216
6:30 p.m., District Office
October 19, 2015**

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:

Lauren Burnes led the pledge of allegiance to the flag.

3. Roll Call:

All board members were present except Gia Landis who was excused.

4. Minutes:

Mrs. Schroeder moved and Mr. Cassell seconded a motion to approve the minutes of the regular board meeting of September 21, 2015 and the board work study of October 5, 2015 as presented.

Motion carried.

II — BOARD OF DIRECTORS COMMUNICATIONS

1. Good News of the District:

Mrs. McGann welcomed Mrs. Merrill back from her trip!

Mrs. Schroeder shared she attended the annual fundraiser for the Enumclaw Special Olympics. Mrs. Schroeder is head coach of the Equestrian Team and they have begun practice. It is an exciting time!

Mrs. McGann attended the WSSDA Regional meeting with Mr. Nelson and Mrs. Schroeder. She enjoys working with other board members to help kids.

Mr. Stanwood attended the choir concert and described it as “exceptional”. The year is off to a great start!

Brooke Humphreys shared that this weekend is homecoming. Coronation is on Wednesday and she encouraged the audience to attend and spread the word as we had a full house of students

doing their government visit at the board meeting. There is a tailgate party before the game that will be a great fundraiser. She encouraged all to attend that as well.

2. **Superintendent Report:**

Mr. Nelson commented that it was great to see so many students at the meeting.

As an update from the September work study regarding the creation of a Birth-5 center at JJ after Black Diamond Elementary is complete, Mr. Nelson had shared information at the kindergarten inservice, with preschool teachers, in the Sunday Evening News, with PTSOs, and the leadership team. It has been well received everywhere. Ideas are coming in as to how the partnerships might look. Could there be a staff daycare? Classes? Mr. Nelson appreciates the time to plan and grow ideas. He plans to bring back ideas to the board after the start of the year to begin to develop a vision for next steps. These are exciting times. The video has been a good link.

Mr. Nelson saw neon tie-dye at the high school for spirit week. There is a lot of excitement in the building. The weather should be great for the parade which is a tradition that continues and many alums return to participate.

Mr. Nelson and the Cabinet are in the midst of Cabinet visits to the buildings. These were scheduled to talk with leadership about the School Improvement Plans (SIPs). The SIPs will be tied to the Measures of Academic Success and strategies based on parent partnerships. The board enjoyed great presentations from Southwood and Sunrise at the work study this month. The SIPs will align with vision and personalization for students. The SIPs will be presented to the board in November.

Along with the music concerts, Mr. Miller presented a play which was very funny and well done. He has already begun try-outs for "Cleopatra".

At a recent regional superintendent meeting, superintendents received a document with the SBAC 2015 results. It included a list of states with results and shows where Washington ranked. Washington grades 5, 7, and 8 had the highest scores and the math scores were all the highest except for the 11th grade.

3. **High School/Black Diamond Construction: Owner Representatives:**

Mr. Nelson shared that he is very excited to bring forward two people who will be our owner representatives during the construction process. Their titles are different from construction managers. They will take care of us during both the design and construction processes. He introduced Brandy Fox and Liz LeRoy. Mr. Madden and Mr. Nelson worked to find the best match for our district. They wanted someone with both the skill set and the caring elements. Our friend, Denise Stiffarm, gave us the lead to Brandy Fox. Brandy is in the middle of construction of Mercer Island School District buildings. Liz LeRoy is an architect whose specialty is predesign. Brandy will come on after the permitting process. Mr. Nelson asked Brandy and Liz to introduce themselves. They shared their backgrounds and their excitement to begin the projects here. They have many years of great experience in school construction.

4. **Measures of Academic Success Update:**

Mr. Parker stated that he was pleased to bring forth the ten Measures of Academic Success documents to the board. He shared that the documents serve a couple of purposes: they are a

representation of accountability to our community and what we strive for in a high performing district. These documents help in the creation of the SIPs. Mr. Parker explained that the data has to be narrowed down with a focus on what represents excellence. Next year, reading and writing scores will be included. After reviewing the data, including the achievement gap demographics, Mr. Nelson added that individual staff members are working with their principals to close the achievement gap. In closing, Mr. Parker asked the board to look for general trends in scores rather than specific data.

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

No one present wished to address the board.

IV — ADMINISTRATION/BUSINESS

1. Payroll and Vouchers:

Mr. Madden presented the list of top ten expenditures in the district as follows: Washington Schools Risk Management; Garland Inc.; Taylor Publishing; Food Service of America; GCSIT Solutions; Moody's Investors; NW Textbook Depository; APEX Learning; Puget Sound Energy; and City of Enumclaw.

Mr. Madden shared a list of the local businesses with which the district did \$16,441.00 business in the month of September. 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, Mrs. Merrill moved and Mr. Stanwood seconded to approve general fund vouchers in the amount of \$782,842.53; capital projects fund in the amount of \$36,278.14; associated student body fund in the amount of \$70,807.41; private purpose trust fund in the amount of \$750.00; and ratification of the general fund payroll warrant for September in the amount of \$3,073,325.04.

Motion carried.

2. Consent Agenda:

- 1. Donation of \$500.00 from Black Diamond PTA to Black Diamond Elementary to be used for copy fees**
- 2. Donation of \$4,600.00 from Kibler PTA to Kibler Elementary to be used for classroom allocations**
- 3. Personnel**

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

1. Donation of \$500.00 from Black Diamond PTA to Black Diamond Elementary to be used for copy fees
2. Donation of \$4,600.00 from Kibler PTA to Kibler Elementary to be used for classroom allocations
3. Personnel

Classified:

- A. New Hire:
 1. Connie Poleski, assessment secretary, EHS, effective 9.22.2015
 2. Paige Scroger, payroll officer, district office, effective 10.15.2015
 3. Cheryl Fogelberg, driver, transportation, effective 9.1.2015
 4. Christy Fredrick, driver, transportation, effective 9.1.2015
- B. Resignation:
 1. David Reynolds, custodian, district office, effective 10.1.2015
 2. Kim Clerget, paraeducator, EHS, effective 9.30.2015
 3. Shannon Gonzales, paraeducator, Kibler, effective 10.30.2015
 4. Linda Engelhard, paraeducator, Kibler, effective 10.23.2015
- C. Retirement:
 1. Dick Lundberg, custodian, Southwood, effective 12.30.2015
- D. Rehire:
 1. Anita Fong, ELL para, Black Diamond, effective 10.5.2015
 2. Lisa Fishburn, special ed para, Black Diamond, effective 10.12.2015
 3. Randi Blackburn, driver, transportation, effective 9.1.2015
- E. Termination:
 1. Susan Babst, kitchen assistant, Sunrise, effective 6.19.2015
- F. Additional Hours:
 1. Jodi Clark, paraeducator, Southwood, effective 9.1.2015

Supplemental:

- A. New Hire:
 1. Anthony Chynoweth, assistant boys basketball coach, EHS, effective 11.16.2015
 2. Nathan Hobert, head girls wrestling coach, EHS, effective 11.9.2015
- B. Additional Hours:
 1. Regina Chynoweth, head girls gymnastics coach, EHS, effective 11.9.2015

Motion carried.

3. Second Reading:

Policy 3205: Sexual Harassment of Students Prohibited

Policy 3246: Restraint, Isolation and Other Uses of Reasonable Force

Policy 3247: Required Notification of Isolation or Restraint of Students with IEPs or Section 504 Plans

Policy 5011: Sexual Harassment of District Staff Prohibited

Mr. Nelson presented three policies for second reading and one for deletion. Having heard no concerns from the board, he requested approval of the policies.

Mr. Cassell moved and Mr. Stanwood seconded to approve policies 3205, 3246, 3247, and policy 5011 as presented.

Motion carried.

4. First Reading:

Policy 2107: Comprehensive Early Literacy Plan

Policy 2410: High School Graduation Requirements

Policy 2421: Promotion/Retention

Policy 3141: Nonresident Students

Policy 5202: Federal Motor Carrier Safety ..

Policy 5251: Conflicts of Interest

Policy 5252: Staff Participation in Political Activities

Policy 5253: Maintaining Professional Staff/Student Boundaries

Policy 5270: Resolution of Staff Complaints

Policy 5271: Reporting Improper Governmental Action

Policy 6101: Federal Cash and Financial Management

Policy 6220: Purchasing: Bid Requirements

Mr. Nelson presented 12 policies for first reading and information. Mr. Nelson reviewed the policies:

| Policy No. | Policy Title | Overview of Changes |
|------------|---|--|
| 2107 | Comprehensive Early Literacy Plan | <ul style="list-style-type: none">• New law clarifies the process for parent notification and student intervention |
| 2410 | High School Graduation Requirements | <ul style="list-style-type: none">• Policy updates to include the delay of the Biology EOC assessment and biliteracy |
| 2421 | Promotion/Retention | <ul style="list-style-type: none">• Updated language |
| 3141 | Nonresident Students | <ul style="list-style-type: none">• Updated to comply with RCW 28A.225.225: All waiver applications must be considered equally |
| 5202 | Federal Motor Carrier Safety .. | <ul style="list-style-type: none">• Minor updates to policy |
| 5251 | Conflicts of Interest | <ul style="list-style-type: none">• Updated to address district employee use of persons, money or school property for private gain |
| 5252 | Staff Participation in Political Activities | <ul style="list-style-type: none">• Updated language |

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|------|--|---|
| 5253 | Maintaining Professional Staff/ Student Boundaries | <ul style="list-style-type: none"> • Language updated to include volunteers. Addresses dual relationships between staff and student. |
| 5270 | Resolution of Staff Complaints | <ul style="list-style-type: none"> • Updated language |
| 5271 | Reporting Improper Governmental Action | <ul style="list-style-type: none"> • Updated with minor changes |
| 6101 | Federal Cash and Financial Management | <ul style="list-style-type: none"> • New policy: Compliance with new requirements for federal grant recipients |
| 6220 | Purchasing: Bid Requirements | <ul style="list-style-type: none"> • Correction and clarification |

Mr. Cassell requested clarification on the CTE and Civics credits. Mr. Parker explained civics is embedded in the government class and that a list of CTE courses will be inserted in the policy. He is working with Mr. Smith on that.

Mr. Cassell stated that the High School and Beyond Plan will become more critical to students in the future. He would like to be sure that parents understand the importance of that early on. Discussion followed.

5. General Fund Report:

Mr. Madden presented the general fund report for the last month of the fiscal year. 7.35% of the 2015-16 budget has been expended with 6.92% of revenues received.

The beginning of the year fund balance was \$6,700,000.00. Total resources available: \$9,922,071.12. Expenditures to date: \$3,683,639.69. Reserved grant carry-over: \$200,000.00; reserved inventory – commodities carried over: \$28,092.00; reserve of 5% per board policy: \$2,368,571.00; and Capital Projects: \$2,000,000.00. Unreserved ending fund balance: \$1,291,316.43.

Capital Projects beginning fund balance was \$68,826,426.83 with an ending balance of \$68,841,214.23.

The Debt Service Fund beginning fund balance was \$7,175,151.79 with an ending balance of \$7,258,982.09.

ASB Fund beginning fund balance was \$365,941.61 with an ending balance of \$521,183.04.

Transportation Fund beginning fund balance was \$557,902.13 with an ending balance of \$726,131.71.

Mrs. McGann asked Mr. Nelson if an executive session was necessary. Mr. Nelson stated that no executive session was needed.

V — EXECUTIVE SESSION

No executive session was needed.

VI — BOARD PROCESS DEBRIEF

The board debriefed the meeting.

VII — ADJOURNMENT

This meeting adjourned at 7:22 p.m.

President, Board of Directors

Secretary, Board of Directors