

**MINUTES
of the Regular Meeting of the Board of Directors
of the ENUMCLAW SCHOOL DISTRICT #216
6:30 p.m., District Office
May 21, 2012**

I — PRELIMINARY

A. Call to Order:

The regular meeting of the Board of Directors was called to order by Chris VanHoof, President of the Board of Directors, at 6:32 p.m. in the boardroom of the district office.

B. Pledge of Allegiance:

Cole Snider led the pledge of allegiance to the flag.

C. Roll Call:

All board members were present.

D. Minutes:

Mrs. Schroeder moved and Mrs. McGann seconded a motion to approve the minutes of the regular board meeting of April 16, 2012 and the special board meetings of May 8, 2012 as printed.

Motion carried.

II — BOARD OF DIRECTORS COMMUNICATIONS

A. Good News of the District:

Mrs. Merrill shared good news from the foundation for full-day kindergarten. At first count, it was determined enough money was raised for 23 scholarships. \$65,000 is the final count which provides the district with resources for 26 scholarships!

Mr. Cassell wanted to get October 11, 2012 on the calendar early for the first annual STEM (Science, Technology, Engineering and Mathematics) Exposition which will be funded by the Foundation. They will be bringing in a trailer which is overseen by an apprenticeship program used by the State of Washington. There will also be vendors on site and it will be a great event.

Mr. Cassell was also excited about Hornet spring sports and said fastpitch would in state competition at Lacey Saturday.

Mr. VanHoof attended the Transition Luncheon and remarked that it was a great program and a wonderful job by staff and students. He explained that the Transition Program prepares students with life skills. The staff and community are very supportive of the students.

Mr. VanHoof shared that he serves on the YEAS Committee. He thanked Mr. Nelson for nominating the group for the WASA award which they received on Friday. Each superintendent in the region nominated a group or individual for recognition and the Enumclaw YEAS Committee also received the regional award. Mr. VanHoof stated that it was a collaboration of community and great individuals who worked together to get that done. The field is something that will benefit kids for a long time. It was a nice reward to receive.

Mr. VanHoof encouraged people to get out and support the spring sports teams as they go into state tournaments. He hoped for good weather conditions and said we are blessed to be represented by great athletes in Enumclaw.

Mrs. McGann said she and her family attended the PowWow for the first time. Her children loved it. She said it was nice to see the community come out to celebrate the Native American culture with wonderful dancing and the drums. Mrs. McGann said it was a great event.

Conner Wells reported the art auction had been held the previous Friday and brought in \$600 which will be used to purchase art supplies for the elementary schools. He had hoped for better attendance but said it was a nice event and Lauren Cary won a couple of awards.

Lauren Cary said she was focusing on her senior year and culminating project. She said the art show was awesome and she too wished more people would attend. Lauren added that all seniors are preparing for their presentations and it is a stressful time but also exciting as this is the final big project.

Mr. Cassell shared that he was able to participate in glass blowing at the art auction. He and his child paid a fee and made a couple of glass globes.

Mr. VanHoof thanked the board for spending time at these events which take time away from their families.

B. Superintendent Report:

Mr. Nelson also expressed his appreciation to the board for attending these events as it is important.

Mr. Nelson invited Lauren Cary to the front and shared that she is the senior student board representative and it is the first time we've had a student complete the two-year cycle. He presented her with an engraved medal to wear at graduation. Mr. Nelson said that Lauren has come out of her shell and shared incredible insights with the board. It is important to the board to have student input. Lauren has attended conferences and board retreats. He expressed his appreciation for her commitment to being a student representative and looks forward to hearing from her next year. Mr. VanHoof stated that Lauren has done a great job while juggling work and school as well. He had a chance to visit with both Lauren and Conner at the WSSDA Conference last year when he chaperoned them at the mall. Mr. VanHoof said it was nice to get to know them as students and kids. He wished Lauren the best, saying she'll be great! He told her to take the things she's learned along with her in life. Mr. Cassell congratulated Lauren on being the first two-year student board representative and said it was great getting to know her. Lauren was encouraged to keep in touch! Mr. Cassell enjoyed watching her grow as a person!

Mr. Nelson then asked Cole Snider to come forward. He stated that it was a privilege for all of us to watch the YouTube video Ms. Morrison sent out showing Cole giving his speech at the State FFA Conference. Mr. Nelson asked Cole to share the story he used in his speech. Cole said

it was a story his grandfather told him. There are two rooms. The first room is full of presents and the second is full of horse manure. When the door to the first room is opened, the kid with the presents is sitting there crying. Asked why he's crying, the kid says he is lonely because he has no one to play with. When the door to the second room is opened, the kid is happily digging through the manure. When asked what he's doing, the kid replies, "There has to be a pony in here somewhere!" Cole used this story because it is a story of optimism and he's an optimistic guy. He shared that he will be traveling this year to Washington DC, Olympia, Oregon, Indianapolis, Puerto Rico and then to Ireland. Cole will also visit every FFA Chapter in the state. Mr. Nelson stated if he could buy stock in Cole Snider, he would be a wealthy person, because his future is that bright. He also shared that he got to shadow Cole on the first day of school this year and they both wore their western belt buckles. Mr. Nelson wore his in honor of Cole. He presented Cole with a certificate and a card in honor of his achievement.

Mr. Nelson used the Promethean board to share current information in the district and told the board, in the future, they would sign in using the board. Among the news items, the Sunrise ballroom dancing students were grand champions in competition and brought home a three foot trophy. He also shared a picture of the YEAS Committee receiving their regional award, adding that Enumclaw has won the regional award two out of the last three years.

In sports, tennis, golf, track and fast pitch teams are off to state. Water polo placed third in a thrilling competition. The "Winnie the Pooh" play also ran last weekend.

As WASA president, Mr. Nelson provided the entertainment at the WASA Community Recognition luncheon event and took the EHS Men's Choir to perform. They did a beautiful job and were much appreciated.

Mr. Nelson and Mrs. Aaby are working with Phillip Smith from TransACT to have the paperless board documents in place for the July board meeting.

There are four candidates for the student board representative position. Lauren will remain on the board until she graduates. The interviews will follow the board work study on June 5th at Black Diamond Elementary.

Mr. Nelson is hosting the final PTA luncheon on Tuesday and invited the board to attend.

Mr. VanHoof 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. He explained we want to properly record and recognize those who present during the meeting.

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

No one present wished to address the board.

IV — ADMINISTRATION/BUSINESS

A. Payroll and Vouchers:

Mr. Madden presented the list of top ten expenditures in the district as follows: Micro Computer Systems; Muckleshoot Indian Tribe; Associated Petroleum Products; McKinstry Company LLC;

City of Enumclaw; Puget Sound Energy; Food Services of America; Tres West Engineers; Speech Connections; and Overlake Hospital Medical Center.

Mr. Madden stated that he likes to look at the annual comparisons to see the reductions of cost in our system due to upgrades.

Mr. VanHoof wanted to clarify the expenditure for technology purchased from Micro Computers. Each of the classrooms in the district will have a laptop, Promethean board and projector using the levy funds that our community approved. The EMS roof was replaced first and now the technology is going into the classrooms. Our kids will benefit from this! Mr. Madden added that the electrical work being done is also connected to the technology piece.

Mr. Madden shared a list of the local businesses with which the district did \$50,393 of business in the month of April. The district is pleased to support local businesses and purchase their products.

Mr. VanHoof 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. Cassell seconded to approve general fund vouchers in the amount of \$545,172.00; capital projects fund in the amount of \$307,983.77; associated student body fund in the amount of \$27,542.23; and ratification of the general fund payroll warrant for April in the amount of \$2,743,830.11.

Motion carried.

B. Consent Agenda:

- 1. Donation of \$1,500 from Boeing (matching gift for Corey Cassell's volunteer time) to the EHS Robotics Club**
- 2. Donation of \$1,500 from the Muckleshoot Tribe to EMS to be used for Saul Haus funds**
- 3. Donation of \$1,500 from the Muckleshoot Tribe to Kibler to be used for books for the book room**
- 4. Donation of \$1,500 from the Muckleshoot Tribe to TMMS to be used for books**
- 5. Donation of \$1,500 from the Muckleshoot Tribe to Southwood to be used for trade books level 6-12**
- 6. Donation of \$1,500 from the Muckleshoot Tribe to Sunrise to be used for the Ballroom Dancing program**
- 7. Donation of \$5,000 from the Muckleshoot Tribe to EHS to be used for a cultural self-assessment**
- 8. Donation of \$1,500 from the Muckleshoot Tribe to Black Diamond to be used for art supplies**
- 9. Donation of \$1,500 from the Muckleshoot Tribe to Westwood to be used for a 4th grade trip to Tillicum Village**
- 10. Donation of \$4,067 from Kibler PTA to Kibler to be used for Kindergarten advanced readers, Scholastic News, and K-5 tech support**
- 11. Donation of \$900 from Hancock Forest Mgt. Inc to EHS for a scholarship**
- 12. Donation of glass & equipment valued at \$600 from Kathy and Tom Lockyer to the EHS art department**
- 13. Donation of field and backstop repairs valued at \$4,400 from Mt. Rainier Baseball to the district**
- 14. Donation of \$1,000 from Karin & Matthew Renaud to the EHS Glassworks Class**

15. **Award Bid for Dairy Products**
16. **Field Trip: Spanish Club to Peru, June 17 – July 1, 2012**
17. **Personnel**

The consent agenda was presented by Mr. VanHoof. He thanked those who made all of the generous donations. Mr. Cassell moved and Mrs. Schroeder seconded to approve the consent agenda. Mrs. Merrill noted the total in contributions this month from the Muckletshoots was \$15,500. Mr. Cassell also thanked Mr. Rosenthal and Mt. Rainier Baseball for their generous donation to the district.

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17. Personnel

Certificated:

- A. Resignation:
 1. Aaron Stanton, Director of Student Support Services, DO, effective 6.30.2012
- B. New Hire:
 1. Mark Gunderson, teacher, EHS, effective 8.29.2012
 2. Robin Frasier, teacher, Westwood, effective 8.29.2012
- C. Leave of Absences:
 1. Shelly Henshaw, teacher, .5 leave, Sunrise, effective 2012-13 school year
 2. Elisabeth Carlson, teacher, .5 leave, Sunrise, effective 2012-13 school year
 3. Linda Madsen, teacher, .5 leave, Southwood, effective 2012-13 school year

4. Heather Landry, teacher, .5 leave, Southwood, effective 2012-13 school year
 5. Amy Ihde, teacher, .6 leave, TMMS, effective 2012-13 school year
- D. Temporary Assignments:
1. Robert Kilmer, .4 instructional technology teacher, DO, effective 2012-13 school year
 2. Mark Berryhill, .2 teacher, EHS, effective 2012-13 school year

Classified:

- A. Resignation:
1. Tim Carlson, driver, transportation, effective 4.9.2012
- B. Retirement:
1. Renie Hall, paraeducator, Kibler, effective 9.1.2012
 2. Judith Kinch, secretary, EHS, effective 7.6.2012
 3. Marilyn Schoenhofen, custodian, EHS, effective 6.19.2012
- C. Rehire:
1. Sheldon Alderman, driver, transportation, effective 4.25.2012
- D. Transfer:
1. Rosemary Moller, paraeducator, Westwood, effective 4.19.2012
- E. Long Term Sub:
1. Kim Dover, paraeducator, Westwood, through 6.19.2012
 2. Tammy Anderson, paraeducator, EHS, through 6.19.2012
- F. Leave Request:
1. Elizabeth Harkness, paraeducator, Westwood, effective 2012-13 school year

Supplemental Contract:

- A. New Hire:
1. Mark Gunderson, head football coach, EHS, effective 2012-13 school year

Ratification of Contract:

- A. Superintendent Contract

Motion carried.

- C. **Second Reading:**
Policy 1810: Annual Goals and Objectives
Policy 1820: Board Self-Assessment
Policy 3122: Excused and Unexcused Absences

Mr. Nelson presented three policies which were discussed last month for second reading and recommended approval by the board.

Mrs. McGann moved and Mrs. Schroeder seconded to approve the changes to policies 1810, 1820 and 3122 as presented.

Motion carried.

D. First Reading:

Policy 1005: Key Functions of the Board

Policy 4040: Public Access to District Records

Policy 5000: Recruitment and Selection of Staff

Policy 5202: Federal Motor Carrier Safety Administration Mandated Drug and Alcohol Testing Program

Mr. Nelson discussed the changes on each policy presented for first reading. WSSDA has a new attorney and has been making revisions to all policies. The board will be seeing 3-5 policies at every meeting. The changes this month are simple policy changes.

1005: One of the policies just approved by the board states these same goals. Mr. Nelson attended a session with Phil Gore regarding board self-assessment and the changes are tied into this with similar language.

4040: Often times we receive public records requests. These changes clarify which information is open for a request and also states that we can ask the reason for the request. We had a couple of requests two years ago and weren't able to ask the reason. Employees in the system will be informed if a request is made for their records.

5000: This policy is in regard to the vision for selecting staff and ties back to board goals. He explained how easy it is to link these goals to the four pillars in our district, our mission and values.

5202: This is a new legal reference and drives how we operate. It provides security for our human resources department with specifics about what we can and cannot do in an investigation. It is very clearly laid out.

These four policies will be on the agenda for approval at the next meeting. Mrs. Merrill thanked Mr. Nelson for the information on board self-assessment and said she also heard Mr. Gore's presentation and found it interesting. Mr. VanHoof asked board members to notify Mrs. Aaby if they found anything that needed revision in the policies before the next meeting.

E. Resolution #977: WIAA Agreement

Mr. Nelson stated that this annual resolution comes from WIAA for next year's athletic programs. It must be completed in order for our athletes to participate in WIAA.

Mrs. Merrill moved and Mr. Cassell seconded to approve Resolution #977: WIAA Agreement. Mr. VanHoof explained to the two new board members that we have to approve this annually for our students to be involved in interscholastic sports.

Motion carried.

F. Resolution #978: Surplus Sale

Mr. Nelson stated that this also is an annual resolution for the Surplus Sale which is run out of Mr. Madden's office. Mr. Cunningham oversees the actual sale. The sale is July 9-11. Information on the dates of the sale and items for sale will be posted on the website.

Mrs. Schroeder moved and Mrs. McGann seconded to approve Resolution #978: Surplus Sale.

Motion carried.

F. General Fund Report:

Mr. Madden stated that we are half way through the fiscal year and presented the general fund report. 60.38% of the 2011-12 budget has been expended with 71.52% of revenues received. Mr. Madden shared graphs to depict the revenue and expenditure history.

The beginning of the year fund balance was \$6,134,440.32. Total resources available: \$35,653,340.01. Expenditures to date: \$26,104,919.05. Debt service – energy loan: \$64,034.76; reserved grant carry-over: \$200,000.00; reserved inventory – commodities carried over: \$32,555.00; energy grant funds: \$200,000.00; reserve of 5% per board policy: \$2,161,819.00; and Capital Projects: \$29,810. Unreserved ending fund balance: \$6,860,202.20.

Mr. Madden commented that the district is beginning to put money aside for the turf maintenance. Overall, expenditures are down for the year. He commented that the state is sending out information to gather financial indicators from districts. The state looks at three different areas to determine a district's financial health.

Capital Projects beginning fund balance was \$1,472,445.59 with an ending balance of \$1,820,333.61.

The Debt Service Fund beginning fund balance was \$3,299,806.53 with an ending balance of \$3,075,744.32.

ASB Fund beginning fund balance was \$301,180.43 with an ending balance of \$365,838.76.

Transportation Fund beginning fund balance was \$408,121.67 with an ending balance of \$548,640.99.

Mr. VanHoof asked Mr. Nelson if an executive session was necessary. Mr. Nelson stated that he would need a 10-minute executive session for the purpose of reviewing the performance of a public employee. No action would be taken. Mr. VanHoof announced the board would take a 5-minute break before moving to executive session at 7:25 p.m. and would reconvene at 7:35 p.m. The board came out of executive session at 7:36 p.m. to report they would go back to executive session for an additional 10 minutes and return to open session at 7:45 p.m.

V — EXECUTIVE SESSION

The board returned to open session at 7:47 p.m. No action was taken.

VI — BOARD PROCESS DEBRIEF

The board debriefed the meeting.

Mr. VanHoof discussed the plan for graduation. Mr. Nelson and Mrs. Burnes have a special connection with this class and will present the diplomas this year. Discussion followed.

Mrs. McGann shared that the Black Diamond PTA has been outreaching to the Black Diamond mayor and council. They have been invited to come to the school to see the new technology being used in the classroom. Mr. VanHoof reminded the board the next work study is at Black Diamond Elementary on Tuesday, June 5th.

VII — ADJOURNMENT

This meeting adjourned at 7:50 p.m.

President, Board of Directors

Secretary, Board of Directors