

MINUTES
of the Regular Meeting of the Board of Directors
of the ENUMCLAW SCHOOL DISTRICT #216
6:30 p.m., District Office
June 18, 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 6:31 p.m. in the boardroom of the district office.

B. Pledge of Allegiance:

Mr. VanHoof led the pledge of allegiance to the flag.

C. Roll Call:

All board members were present except Conner Wells who was excused.

D. Minutes:

Mrs. Schroeder moved and Mr. Cassell seconded a motion to approve the minutes of the regular board meeting of May 21, 2012 and the special board meetings of June 5, 2012 as printed.

Motion carried.

II — BOARD OF DIRECTORS COMMUNICATIONS

A. Good News of the District:

Mrs. Schroeder shared that she attended the WSSDA TPEP Seminar in Yakima and learned more. Mrs. Schroeder was able to share how much it has helped our district. She also attended graduation at EHS and said it was her first public school graduation. Mrs. Schroeder thought it was a great event and very emotional. Being able to sit up close enough to see the graduates' faces and how they were taking it all in was touching.

Mrs. McGann felt the same way about graduation adding that it was her first since attending her own graduation. She enjoyed the expression of different personalities by the attire they chose. Mrs. McGann was impressed with the event and thought it was a great celebration. She also visited Camp Berachah where the Westwood self-contained students spent the day horseback riding and enjoying themselves. She commented that it was heart-warming observing the joyful smiles and the interactions with staff who love the kids. She had lunch with the students also. Mrs. McGann also reported on the Black Diamond Elementary Dare graduation for 5th graders. She encouraged others to attend if they are able as it is a very powerful and emotional event. Sergeant Lynch conducted the celebration which was complete with bagpipers. The students were required to write an essay to graduate.

Mr. VanHoof welcomed Reilly Desmul to the board as the junior class student representative. Reilly interviewed with the board two weeks ago and was cool, calm and collected during the process.

Reilly then reported on happenings at the high school. She stated that the yearbooks were really well done this year and showed the yearbook. Reilly also wanted to share that it was very fun to see the creativity of students at the annual film festival. She said the movies were very professional and showed off the students' personalities and talent. Reilly completed training for the LINK Crew which will welcome the incoming freshmen and get to know them. She shared how fun it was to connect to others going through the training. The goal is to have a smooth transition for students coming in from the middle schools.

Mrs. Merrill concurred that the yearbook looks great this year and is a result of a lot of hard work. She also welcomed Reilly to the board. Mrs. Merrill had a chance to visit with Randy Cook at EHS and said it was fun to see how excited he is over the new equipment purchased through grants and donations. Parents have been impressed by the team work that occurs in the class and have helped to support the purchase of the equipment.

Mr. Cassell also attended graduation and thought it was a great event. He agreed that the annuals were really well done and appreciated that every group was well represented.

Mr. VanHoof attended the WRAP (Collins) graduation on June 8th. He said 48 students graduated and it was an emotional night of celebration. Many of these students are on different paths and worked hard on this achievement. He said it was a packed house!

Mr. VanHoof also stated that the board evaluated Mr. Nelson's performance on May 8th and he is doing a great job! His contract salary remains the same with 2 vacation buy back days added as well as an electronics allowance as his phone is used almost exclusively for work. His evaluation reflected the good work that he is doing and he was congratulated.

Agreeing that graduation at the amphitheater was good, Mr. VanHoof said people lingered after the ceremony and he observed many tears of joy. He expressed his hope that all of our students would be safe over the summer and said he can't wait for school to start again.

Mr. Cassell also reported the retirement tea was well attended this year!

B. Superintendent Report:

Mr. Nelson stated that this year's senior class was incredible. The past few weeks have been packed with senior events. He wanted to honor Mrs. Burnes who has been attending many events. The class had a spectacular prom, baccalaureate was wonderful and local scholarships presented at senior awards came to \$80,000. Dr. Frerichs has talked about his hometown and the strong initiative for alumni to contribute to local scholarships. Mr. Nelson hopes we will get to \$100,000 next year with individuals and groups investing in our seniors.

Baccalaureate was held at Trinity Lutheran and was a nice event. Weather for graduation was picture perfect! And people did stay to celebrate. He shared the graduation rehearsal experience. Students were respectful and hold Tiffany Miller in high regard. Students listened and followed instructions. Mrs. Burnes did a spectacular job of explaining the importance of honoring the few seconds each of the students had on stage. She gave opportunity for playfulness and had a bag full of beach balls for the kids to enjoy. Since beginning this practice, there have been no beach balls at graduation! He thanked Mrs. Burnes for her leadership.

Mr. Nelson used the district website to highlight a couple of items. Anne Chambers has been hired as the new director of student support services as Mr. Stanton leaves to return to his hometown. Ms. Chambers comes to us from the Tacoma School District where she has been the assistant director of special services, overseeing eight high schools. She has an amazing background. Ms. Chambers was a coordinator for University Place prior to going to Tacoma. Jennifer Trauffler offered a raise and a promotion to keep her in Tacoma, but she chose to come to Enumclaw! She will be commuting from Tacoma.

Mr. Nelson also pointed out the district retiree bios on the website. He was also pleased to say we had the EHS graduation slideshow posted on the website before April Chan and the Patch! He thanked April for her amazing slideshow on the Patch site. New student board representative, Reilly Desmul is also on the website.

In regard to the yearbook, Mr. Wallace submitted it four days early this year and they arrived on Class Day! The yearbook has received national recognition this year because of the intricacies with the cover which has never been done before. Mrs. Burnes commented that it was serendipitous when the yearbooks were delivered. The kids loved having them out on class day and hung around all day with the carnival going. She opened the gym and kids gathered there to sign books and visit. It has been decided to give out the yearbooks on class day to all but the seniors next year.

Mr. VanHoof stated that he had a couple of cards for some special people. Mrs. Lockyer was not present, but he presented Mr. Stanton with a card of appreciation and a gift card from the board, and wished him much success in his future endeavors. Mr. VanHoof commented that the passion Mr. Stanton has for his students comes out at the retreat every year and he has done a great job. He added that Ms. Chambers has big shoes to fill and Mr. Stanton can't be faulted for returning home. He concluded that his new district will be better for hiring him. Mr. Stanton shared that it was about going home, not leaving the district. If it was ever about a job, he would never leave. He added that he didn't know how to describe how unique and special this district is. Administrators, teachers and staff care so much. People feel cared about. When staff are going through difficulties, they are looked after. This is a result of Mike being at the helm and we have a better chance of answering the challenges than any district in the state. Mr. Stanton said he would always cherish Mr. Nelson's leadership as he has learned more about how to lead people than anywhere else. He hopes everyone knows how wonderful Mr. Nelson is as an educational leader and as a person. Speaking to Mr. Nelson, he said he couldn't say enough about what he had taught him and what he has learned. Mr. VanHoof asked him to keep in touch!

Mr. VanHoof said the other card is for Mrs. Lockyer who is retiring and moving to Tennessee. The board is invited to a barbeque to celebrate both Mrs. Lockyer and Mr. Stanton on June 28th.

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: Green River Community College, Muckleshoot Indian Tribe; Food Services of America; Puget Sound Energy; City of Enumclaw; Associated Petroleum; NW ESD 189; Overlake Medical Center; Pacificad Inc; and Speech Connections.

Mr. Madden shared a list of the local businesses with which the district did \$36,492 of business in the month of May. 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. McGann moved and Mr. Cassell seconded to approve general fund vouchers in the amount of \$696,343.68; capital projects fund in the amount of \$691,532.22; associated student body fund in the amount of \$55,706.67; transportation vehicle fund in the amount of \$335,780.49; and ratification of the general fund payroll warrant for May in the amount of \$2,716,125.99.

Motion carried.

B. Consent Agenda:

- 1. Donation of \$1,500 from Fugate Ford to EHS for a scholarship**
- 2. Field Trip: National FFA Convention in Indianapolis, Indiana – October 21-27, 2012**
- 3. Personnel**

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

1. Donation of \$1,500 from Fugate Ford to EHS for a scholarship
2. Field Trip: National FFA Convention in Indianapolis, Indiana – October 21-27, 2012
3. Personnel

Certificated:

A. Resignation:

1. Jennifer Planellas, teacher, TMMS, effective 6.19.2012
2. Carol Kulbeck, counselor, Black Diamond and Westwood, effective 8.31.2012

B. Leave of Absences:

1. Nicole Cline, teacher, .2 leave, Westwood, effective 2012-13 school year
2. Katherine Zampieri, .1 leave, Kibler, effective 2012-13 school year
3. Lea Tiger, .1 leave, Westwood, effective 2012-13 school year

C. LOA Contract:

1. Karl Karkainen, 1.0 contract, EMS, effective 2012-13 school year

D. Additional Assignment:

1. Barbara Sadler, .4 teacher, Southwood, effective 8.29.2012

2. Debbie Couch, .4 teacher, Black Diamond, effective 8.29.2012

Classified:

- A. Resignation:
 1. Maria Kladnick, head baker, EHS, effective 6.22.2012
 2. Katherine Duncan, health room professional, EMS, effective 6.21.2012
- B. Retirement:
 1. David Burton, driver, transportation, effective 9.28.2012
 2. Alice Leonard, kitchen assistant, EHS, effective 9.21.2012
 3. Donna McCormack, custodian, Kibler, effective 7.1.2012
 4. Donna McCormack, paraeducator, Westwood, effective 7.1.2012
- C. Long Term Sub:
 1. Kenneth Went, tech support, district office, effective 6.5.2012

Supplemental Contract:

- A. New Hire:
 1. Jennifer Pugh, Assistant Girls Soccer Coach, EHS, effective 8.20.2012

Ratification of Contract:

- A. Personnel Contracts

Motion carried.

- C. **Second 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 presented four policies with the simple changes that were discussed last month. This was the second reading of the policies and Mr. Nelson recommended approval by the board.

Mrs. Merrill moved and Mrs. McGann seconded to approve the changes to policies 1005, 4040, 5000, 5202 as presented.

Motion carried.

- D. **First Reading:**
Policy 2410: High School Graduation Requirements
Policy 6220: Purchasing: Bid Requirements

Mr. Nelson presented two policies to the board for first reading. One of the policies is graduation requirements. He introduced Mr. Parker and Mrs. Burnes to give an overview on the changes. Mr. Parker used the Promethean board and a “flipchart” for his presentation. Mr. Nelson said we are all learning along with the staff so our presentations meet the same standards as staff using the equipment.

Mr. Parker's complete presentation is on file. He presented the following in detail:

- Significant Changes Over the Years in Enumclaw and Our State (our district has a 24 credit requirement for graduation; the state has 20)
- Why Recent Changes to State and District Graduation Requirements
- Recent Changes by State Board of Education – November 2011
- Comparison of Graduation Requirements

Board discussion and questions followed. Mrs. Burnes commented that students who are college-bound need four years of math. She also stated that the dual credit for CTE and fine arts will benefit our students. Mrs. Burnes also believes changing the social studies course (this is because Washington State History is moving to the middle school) from 9th to 10th grade will give the 9th graders an opening for an elective which will help them with the transition to high school. 9th grade students can still take AP Geography if they wish. Mr. Parker stated that he is excited about the growth in AP courses. Reilly asked if the new CTE course change would impact courses already taken by students. Mr. Cassell asked that anything that can be done to facilitate that would give a tremendous amount of flexibility to students who are challenging themselves. Mr. Nelson said he would look into that.

Mr. Cassell also asked about sports meeting PE requirements. After some discussion, Mrs. Burnes stated that she is working to develop consistency within the athletic department to make sure all students are aware of this option and fill out the necessary paperwork.

Mr. VanHoof asked how the credit retrieval program is working. Mr. Parker responded that they are currently using the Plato system and it's going great. They are thinking of moving to the Apex program which specializes in AP courses as well as a whole set of other mainstream courses. Mr. Parker, Mrs. Burnes and staff will review the software Friday. Mrs. Burnes added they have had 13 sessions of credit retrieval classes with 20 students per session. Mr. Cassell commented on the 24 credit requirement with no room for a failure. It is a hardship for some families. Our standards are the highest in the state. Mr. Parker stated that Enumclaw has high grad rates with the requirements we have in place. Mr. VanHoof concurred that the rigor is much different from 20 years ago.

At the conclusion of the presentation, Mr. Nelson said it was a long presentation but he wanted Mr. Parker to share this information as it is an important policy. He credited Mrs. Burnes and her staff who track all of this. Mr. Cassell commented that he believes we need more counselors in order to do individualized plans for students. Mr. Nelson said we can always do better as a system and have made improvements with communication by using Swift pages, Family Access, and connections with counselors. The board was appreciative of the presentation and information. Mr. Nelson thanked Mr. Parker for doing a great job with his presentation. Mr. VanHoof also acknowledged former boards who increased the credit requirements in Enumclaw long before the state added them.

On the bid requirements policy, the only change is to the amounts.

E. Resolution #979: 2012-17 Capital Facilities Plan:

Mr. Madden presented the 2012-17 Capital Facilities Plan which is an annual report. June 14th, Tim went before the county committee with Attorney Denise Stiffarm to review the plans. He stated there is nothing new to report other than the biggest factor will be when Yarrow Bay begins to develop. This plan is based on projected enrollment which is a county average. The 150 homes a year is strictly from the Yarrow Bay development. Mr. Nelson met with Brian Ross

from Yarrow Bay and they are right on track with their timing. After going through appeals, they expect to break ground spring 2013. Mr. Madden said by King County law, impact fees are discounted by 50%. With Yarrow Bay, most of the fee will come from the development with a 20% discount.

Mr. Nelson would like to engage the board in a work study around facilities as this is the fourth year of the technology/facilities levy. It will be coming off the roles for citizens. We want to think through 2017 and be strategic on common priorities in the next four years. The district also needs to be proactive regarding the needs in the district including Black Diamond and Kibler. The public parts of the high school are beautiful but Mr. Nelson is very concerned about the older parts of the school. The community isn't aware of those areas. How could we condense the campus for security? We need to do a complete evaluation of our system and let the board know where we are financially with the levy and bond. Sustaining the technology is another issue. Hopefully, we can run another levy in a year. Mrs. McGann shared that she will be taking a WSSDA workshop regarding running levies. Mr. VanHoof commented that a facility workshop would be great. He added that with the middle school roof complete, and the facilities looking great, looks can be deceiving. Mr. Madden and his crew are ticking off the lower level needs. The high school needs are quickly coming to the forefront for technology and the science areas. A workshop will be planned for fall.

Discussion followed on expansion at Black Diamond and the 2016 projections.

Mr. Nelson shared that he met with the new president from St. Elizabeth's and she sent him a card. She stated that they have had 37 more birthdays in the first quarter of the year than last year. Five years from now, hopefully those children will be coming to us!

Mrs. Merrill moved and Mr. Cassell seconded to approve Resolution #979: Capital Facilities Plan.

Motion carried.

F. Resolution #980: Interlocal Agreement Puget Sound Joint Purchasing Cooperative:

Mr. Nelson stated that this is an annual resolution for Food Services that allows us to purchase food cooperatively and services.

Mr. Cassell moved and Mrs. Schroeder seconded to approve Resolution #980: Interlocal Agreement Puget Sound Joint Purchasing Cooperative.

Motion carried.

G. 2012-13 Fee Schedule:

The 2012-13 Fee Schedule was presented for board approval. Mr. Nelson stated that Mr. Madden highlighted the changes in his memo. There were no questions or comments.

Mrs. Schroeder moved and Mrs. McGann seconded to approve the 2012-13 Fee Schedule.

Motion carried.

H. 2012-13 Board Meeting Schedule:

The 2012-13 Board Meeting Schedule was presented for board approval. Mr. Nelson commented that he hoped we wouldn't have to make too many changes. This calendar reflects changes because of WASA conferences, holidays and breaks. He also scheduled the work studies in the buildings for next year if the board would like to continue to do that. Mr. VanHoof explained to the new members that they can be excused from meetings when they have family conflicts or other events.

Mrs. McGann moved and Mr. Cassell seconded to approve the 2012-13 Board Meeting Schedule.

Motion carried.

I. 2013-14 Calendar:

The 2013-14 calendar was presented for board approval. Mr. Nelson explained the process that was followed. After being presented with two calendar options, EEA members chose the calendar presented. The board stipulated the start and end days. The February break was kept and Christmas break was shortened. Snow days are built in at the end of the school year. Mr. Cassell said the snow days being built into the calendar comes up frequently in conversations. Mr. Nelson commented that he appreciates having the calendar out two years ahead as our public values having that information. Mr. VanHoof expressed his appreciation for the work on both sides.

Mrs. Merrill moved and Mr. Cassell seconded to approve the 2013-14 school calendar.

Motion carried.

J. General Fund Report:

Mr. Madden presented the general fund report. 68.25 % of the 2011-12 budget has been expended with 78.79% of revenues received. Mr. Madden shared graphs to depict the revenue and expenditure history. The district has had good control of expenditures this year. 80-85% of budget is in people.

The beginning of the year fund balance was \$6,134,440.32. Total resources available: \$38,652,103.27. Expenditures to date: \$29,506,906.18. 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: \$6,456,978.33.

Capital Projects beginning fund balance was \$1,472,445.59 with an ending balance of \$1,290,475.34.

The Debt Service Fund beginning fund balance was \$3,299,806.53 with an ending balance of \$3,502,932.51.

ASB Fund beginning fund balance was \$301,180.43 with an ending balance of \$404,576.40.

Transportation Fund beginning fund balance was \$408,121.67 with an ending balance of \$213,099.94.

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

V — EXECUTIVE SESSION

No need for an executive session.

VI — BOARD PROCESS DEBRIEF

The board debriefed the meeting.

Mr. VanHoof talked to Mr. Nelson and Mrs. Aaby about the possibility of having a July work shop to discuss budgets and work with the paperless system. The new members say they are fine without a meeting. No July work study will be scheduled.

Mr. VanHoof asked Reilly how her first meeting went. She said it was great.

Mrs. McGann would like to see the board host a community dinner quarterly at different schools so the community can come and tour the buildings and see what's happening. The board could present as a team. Mr. VanHoof said he would like to see something happen at this end of the district, and at Westwood and Black Diamond. Every building has a need. Mrs. McGann commented that she loves going to the schools to see the great things that are happening. It could be a soup and bread dinner. Mr. Nelson said he would talk to Mrs. McGann and come up with a framework.

Mr. VanHoof encouraged a great closing to the school year and said he looks forward to that call when the last bus is in the barn!

The paperless board packet process was discussed. Mr. Nelson and Mrs. Aaby are working on getting process information for the board.

VII — ADJOURNMENT

This meeting adjourned at 8:32 pm.

President, Board of Directors

Secretary, Board of Directors