

**MINUTES**  
**of the Regular Meeting of the Board of Directors**  
**of the ENUMCLAW SCHOOL DISTRICT #216**  
**6:30 p.m., District Office**  
**August 20, 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 6:33 p.m. in the boardroom of the district office.

**B. Pledge of Allegiance:**

Dylan Hamel led the pledge of allegiance to the flag.

**C. Roll Call:**

All board members were present except Mrs. Merrill and Mr. Cassell who were excused. Conner Wells was also absent and excused.

**D. Minutes:**

Mrs. McGann moved and Mrs. Schroeder seconded a motion to approve the minutes of the regular board meeting of July 16, 2012 as printed.

Motion carried.

**II — BOARD OF DIRECTORS COMMUNICATIONS**

**A. Good News of the District:**

Reilly Desmul shared that she is on the LinkCrew. The students have been doing trainings in preparation for their work with the freshmen. They will be bringing the freshmen students together from both schools. LinkCrew will be guiding the freshmen through the coming year by mentoring. Reilly had her first cross country practice today and said it was exciting to be back. Asked how many were on LinkCrew, Reilly responded there are 30-40 students participating. She believes it will be very successful. Ms. Weinbrecht and Mrs. Webb have trained the student mentors. Each of the student leaders will be responsible for a group of 10. The students will be lead in specific activities to show how it's hard to balance things in life and not to lose focus. The leaders are also taught how to work effectively with students.

Mrs. McGann said that she and Mrs. Schroeder attended the Enumclaw Centennial Committee meeting. The committee hopes to get everyone involved in this year-long celebration. The first centennial event is in January.

Mr. VanHoof reminded everyone that the New Teacher Breakfast is on Wednesday for 12 new teachers. District Day is on the 28<sup>th</sup> and school begins on August 29<sup>th</sup>. Mr. VanHoof congratulated Mr. Nelson for being elected president of the WASA Association for 2013-14. Mr. VanHoof attended the West Central WIAA District meeting and said boys tennis has been moved to the fall.

## **B. Superintendent Report:**

Mr. Nelson shared that kids are starting back and have been busy with LinkCrew, marching band, and sports turn-outs. Staff are beginning to be on campus as well.

A lot of facilities projects have been completed this summer: painting, electrical, and technology. So much work has been accomplished during the summer.

Mr. Nelson was present for the beginning of the LinkCrew training and said it was fun to be there and observe the students experiencing what the freshmen will do.

Enumclaw School District has launched into social media and now has a Facebook page. Informal, real time snapshots will be posted of events and happenings around the district. Pictures of the football team assisting POM during their move and Mr. Parker assisting with the Senior Center lunch have been posted. We will be sharing fun facts that would be of high interest. People have to “Like” the account to see the posts. Posts date back to June when we began working with the site.

Mr. Nelson referred the board to the documents he had for them. These included the staff letter that went out to all district staff. Another of the documents was a triangle with information regarding the district’s Core Work: Professional Learning Communities, Five Dimensions of Teaching and Learning Framework; and Common Core State Standards and Existing State Standards. Mr. Nelson talked about two books, Good to Great and Start Something that Matters. The first uses the concept of the flywheel and how momentum keeps the flywheel moving fast. Blake Makowsky, owner of TOMS shoes and the author of the second book, began his business giving away a pair of shoes for every pair purchased. He believes he has been successful in poor economic times because people gravitate to the story. Mr. Nelson is encouraging staff to share their stories: why they are in education and how they chose to teach. He believes it is the key to why people think highly of our district. The third document is for the word Mr. Nelson has chosen for this school year which is “Serve”. The card turns into a poster. Each staff member will receive these documents.

Mr. Parker and Mr. Nelson will be addressing staff on District Day. They will be talking about essential core work: PLC, Common Core State Standards, and the Five Dimensions of Teaching and Learning. The district has moved from missions to initiatives. He and Mr. Parker want staff to know the work we are doing is tied directly to research. We can tie a business model to education and the work we are doing and tell our stories. Because District Day is the day before school starts, Mr. Nelson will be honoring the integrity of the day by concluding the event by 10:00 am so staff can return to their buildings to prepare for students.

## **C. Public Hearing: 2012-13 Budget**

Mr. VanHoof stated that the budget was presented at last month’s meeting and the district is required to hold a public hearing prior to taking action on the budget. He explained the process

for the public budget hearing. Mr. VanHoof called for anyone who wished to address the board regarding the 2012-13 budget to please step forward. After asking for public response three times, the public hearing was closed.

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: Washington Schools Risk Management Pool; Green River Community College; White River School District; Muckleshoot Indian Tribe; Warranty Plus Service Center; Puget Sound Energy; NW Textbook Depository; Puyallup School District; Apple, Inc.; and Windstream Communications.

Mr. Madden shared a list of the local businesses with which the district did \$23,563.00 of business in the month of July. 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. Schroeder moved and Mrs. McGann seconded to approve general fund vouchers in the amount of \$1,100,563.98; capital projects fund in the amount of \$239,767.19; associated student body fund in the amount of \$12,248.03; private purpose trust fund in the amount of \$5,050.00; and ratification of the general fund payroll warrant for July in the amount of \$2,986,973.22.

Motion carried.

#### **B. Consent Agenda:**

- 1. Donation of \$1,314.02 from Sunrise PTA to Sunrise Elementary to be used for classroom enhancements**
- 2. Donation of \$750.00 from Black Diamond PTA to Black Diamond Elementary for field day BBQ**
- 3. 2012-13 Part-time, Temporary, and Substitute Salary Schedule**
- 4. Waiver of Senior Citizen Fees**
- 5. Field Trip: Cross Country Track Team to Clackamas Community College on September 15, 2012 for a cross country meet**
- 6. Field Trip: Cross Country Track Team to Seaside, Oregon on September 21-22, 2012 for a cross country meet**
- 7. Personnel**

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

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**Certificated:**

- A. New Hire LOA:
  1. Amy Sedgwick, teacher, TMMS, effective 8.29.2012
  2. Derek Tulluck, counselor, Black Diamond & Westwood, effective 8.29.2012
  3. Shannon Cunningham, teacher, Black Diamond, effective 8.29.2012
  4. Jill Patrick, teacher, EHS, effective 8.29.2012
  5. Lynn Wooldridge, teacher, EMS, effective 8.29.2012
- B. Change of Status:
  1. William Osborn, from teacher to Dean of Students at EMS, effective 8.29.2012
  2. Jennifer Pugh, from paraeducator to teacher, EHS, effective 8.29.2012
- C. Resignation:
  1. Charles Orser, teacher, Black Diamond, effective 7.13.2012
- D. Retirement:
  1. Ann Freiburger, teacher, EHS, effective 7.19.2012

**Classified:**

- A. Resignation:
  1. Jennifer Pugh, paraeducator, EHS, effective 8.8.2012
  2. Jennifer Osborn, professional tech, technology, effective 8.31.2012
  3. Karen Arnzen, transportation specialist, transportation, effective 8.16.2012
  4. Linda Huizenga, paraeducator, Black Diamond, effective 8.2.2012
- B. Retirement:
  1. John Chris Nissen, head mechanic, transportation, effective 10.28.2012
- C. Change of Assignment:
  1. Regina Chynoweth, from EMS secretary to DO accounts receivable, effective 10.4.2012
  2. Leon Charboneau, from custodian to night lead custodian at EHS, effective 6.20.2012

Motion carried.

**C. Career and Technical Education Plan 2011-16:**

Enumclaw High School Assistant Principal and CTE Director, Kevin Smith presented a CTE report. The board received the 5 year CTE Plan 2011-16 to review prior to the meeting. That plan will be submitted to the state.

In his informational PowerPoint presentation, Mr. Smith shared the CTE Focus; New Courses; the Benefits of Cross-Credits for Students; Program of Work which prepares students for job opportunities for the 21<sup>st</sup> century; CTE Standards; Program Comparisons (We are one of the few districts that facilitates multi programs in one building – i.e. woodshop, auto, and welding); Tech Prep (Running Start for CTE); Federal Perkins and Other Grants; Recent Additional Funding; and Expansion of CTE Support. The entire PowerPoint presentation is on file at district office. At the conclusion of the presentation, Mr. VanHoof told Mr. Smith CTE is a great program that benefits a lot of kids.

Mr. Nelson asked Mr. Smith what his answer would be if he was asked what is happening in the world of CTE or STEM in the Enumclaw School District. STEM is a general education program. CTE has always been a strong program. As an elective program, students don't always take the classes. In Project Lead the Way, over 200 middle school students will be exposed to math and engineering programs. It is Mr. Smith's hope that they will pursue manufacturing related CTE classes when they get to high school which will be a benefit to students as they enter the job market. Mr. Nelson stated Mr. Cassell always encourages the board to attend one STEM breakout session when they attend conferences. Mr. Smith stated that challenging CTE classes have been offered as electives and students haven't signed up. With the PLTW classes, a foundation will begin to be built at the middle school level. Mr. Parker added that facilities have been updated this year through a grant. Our district will be modeling Boeing curriculum that will give students training that will enable them to go directly into the Boeing workforce or enter into post-high school training in a machinist program for higher level skills. He stated that Mark Berryhill is receiving training from Boeing to implement their curriculum. The curriculum will be infused at EHS. The district has also been working with Green River Community College to build on the aerospace program, beginning at middle school. Advanced classes have been offered to students and great progress has been made. Mr. Smith believes that students who have gone through PLTW will have a deeper understanding for what they want to pursue. Mr. Nelson said the theme is that we are moving forward with a vision and will see how to build capacity in the community. With the grants received, we are building capacity with our Schools Foundation. There is a strong commitment and partnership to move us forward. The STEM Expo on 10.11.12 will help to build capacity in how we are trying to lead in our system. Mr. VanHoof expressed his appreciation for the report and said he will be excited to see the new program up and running this semester.

Mrs. Schroeder moved and Mrs. McGann seconded to approve the Career and Technical Education Plan for 2011-16 as presented.

Motion carried.

**D. Second Reading:**

Policy 1400: Meeting Conduct, Order of Business and Quorum

Policy 1420: Proposed Agenda and Consent Agenda

Policy 6801: Capital Assets/Theft Sensitive Assets

Mr. Nelson presented three policies to the board for second reading and action. He commented that these are simple updates and adjustments to language. Mr. Nelson recommended approval by the board.

Mrs. McGann moved and Mrs. Schroeder seconded to approve the changes to policies 1400, 1420 and 6801 as presented.

Motion carried.

**E. Resolution #981: 2012-13 Budget:**

Mr. Madden said he had a PowerPoint presentation that he would send out to the board to review regarding the budget. Mr. VanHoof asked for questions from the board and apologized for not having Mr. Madden show his presentation during the public hearing.

Mrs. Schroeder moved and Mrs. McGann seconded to approve Resolution #981: 2012-13 Budget as presented.

Mr. VanHoof thanked Mr. Madden and his staff for putting the budget together and for their efforts to keep us in a good place financially.

Motion carried.

**F. General Fund Report:**

Mr. Madden presented the general fund report. 85.63 % of the 2011-12 budget has been expended with 91.61% 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: \$43,943,234.93. Expenditures to date: \$37,022,459.15. Debt service – energy loan: \$64,034.76; reserved grant carry-over: \$200,000.00; reserved inventory – commodities carried over: \$32,555.00; reserve of 5% per board policy: \$2,161,819.00; and Capital Projects: \$29,810. Unreserved ending fund balance: \$4,432,557.02.

Capital Projects beginning fund balance was \$1,472,445.59 with an ending balance of \$869,543.68.

The Debt Service Fund beginning fund balance was \$3,299,806.53 with an ending balance of \$3,089,151.30.

ASB Fund beginning fund balance was \$301,180.43 with an ending balance of \$346,838.82.

Transportation Fund beginning fund balance was \$408,121.67 with an ending balance of \$214,822.84.

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.

Mrs. Schroeder shared that Rick Bathum's wife passed away suddenly. Mr. VanHoof commented that it is a very sad loss of a wife and mother of two. He expressed condolences to the family.

Mr. VanHoof reminded everyone the next board workshop would be at district office on September 4<sup>th</sup> at 6:30 pm.

## **VII — ADJOURNMENT**

This meeting adjourned at 7:26 pm.

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President, Board of Directors

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Secretary, Board of Directors