

**MINUTES  
of the Regular Meeting of the Board of Directors  
of the ENUMCLAW SCHOOL DISTRICT #216  
6:30 p.m., District Office  
April 20, 2010**

**I — PRELIMINARY**

**A. Call to Order:**

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

**B. Pledge of Allegiance:**

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

**C. Roll Call:**

All board members were present.

**D. Minutes:**

Mr. Cassell moved and Mr. VanHoof seconded a motion to approve the minutes of the regular board meeting of March 15, 2010 and the special board meeting of April 16, 2010 as printed. Motion carried.

**II — BOARD OF DIRECTORS/COMMUNICATIONS**

**A. Board Communications:**

Mr. VanHoof shared that he, John Wise and Rick Bathum have been collaborating on the YEAS Committee to raise money for a new stadium and football/soccer field. The district applied for a Grassroots Grant through the NFL. News was received this morning that the district was awarded a \$200,000 grant. Mr. VanHoof expressed his gratefulness to the NFL and the Seahawks in particular. It will be such a nice facility for both football and soccer teams. The district has 18 months to complete the project. The grant money will be used for the turf and should help to build excitement in the community. The Seahawks will send out an official press release. Mr. VanHoof thanked Mr. Nelson, Mrs. Aaby and the city employees for putting the grant submission together.

Mr. Cassell shared that the board and cabinet had their annual retreat last Friday. He said it was a great opportunity to share a day with the leadership to hear reports from each department, discuss strategies and vision for the district. Mr. Cassell expressed his appreciation to everyone and said it was a great day. Mrs. Merrill concurred and said goals and strategies were refined during their time.

Mrs. Merrill and the board honored Mrs. Aaby, board secretary, with a lovely basket of flowers and a card to celebrate Secretary's Day.

## **B. Superintendent Report:**

Mr. Nelson stated that the board and cabinet met last Friday and established three goals for the coming year: 1. Professional Learning Communities – working with the four questions and refining the process. 2. Mathematics – a year was spent in researching curriculum and last year in implementation. We are looking for strong results because of this work and would be remiss if we didn't maintain Math as a goal. 3. Literacy – new staff have been hired in the district who have missed the literacy training. We want to reconnect and reemphasize literacy with new staff members and know it will be well received by staff. Cabinet will work to set the exact district goal statements.

The legislature has completed its extended session. Mr. Nelson is working through his fourth budget since becoming superintendent. Reductions aren't as horrific as we thought they might be. At this time, it looks like the district will lose approximately \$600,000 in revenue. This, coupled with shrinking enrollment (60-80 student decline), will cause a staff reduction. Mr. Nelson used the analogy of a 1,000 piece puzzle and putting all the pieces together – figuring out how people are affected by each move. Staff retirements and leaves have helped. 85% of our budget goes to personnel. We also will need to have conversations regarding an additional levy. If the district does ask for more money, what percent would it be? Mr. Nelson is watching neighboring districts to see what they will do and asked if there was anything the board would like to say publicly. Mrs. Merrill remarked that it is good to finally have something to work and plan with. She appreciates the work that has been done and the patience of staff. It is complicated. Mrs. Dahlquist asked for an explanation of the time frame regarding teacher contracts. Mr. Nelson responded that conversations have begun with the staff involved at the building level. Things are coming into alignment. The deadline for notifying staff is May 15<sup>th</sup>. Many things could happen in the next month. The goal is how to least impact student learning and to be as thoughtful as possible. There are two empty offices at district level that were filled when Mr. Nelson assumed the superintendent position. Half of the reductions will come from the buildings. Less people will be involved in the process than last year.

While on a plane with his daughter during a trip to visit colleges, Mr. Nelson was thinking of his role as a leader in education. Having just recently watched "Undercover Boss", he decided to become the "Not So Undercover Boss" and visit different departments in the district. His first visit was to the Grounds Department and then to Food Services. He will be writing about these experiences and all he is learning as a leader. Mr. Nelson stated that he is having so much fun and is impressed with the pride our employees take in their work and how it impacts students. RuthAnn Vanassa is creating posters for each visit. These are given to the departments and will also be posted on the website. Mr. VanHoof commented that he thinks it is great that Mr. Nelson is doing these visits. Mr. Cassell concurred, stating he gives Mr. Nelson credit for getting out with the departments and doing their job. Great experience! Mrs. Merrill asked how people could read about the series. Mr. Nelson is sending it to his mail list and it is posted on the website. If others would like to be included on his email list, they can let Diana Aaby know.

## **C. Race to the Top Report**

There are a lot of initiatives for districts. Superintendents will be meeting in a week to discuss these. Race to the Top is a federal initiative. Every state had the opportunity to apply for federal money. They are competitive grants and have different rounds. The first rounds went to

Delaware and Tennessee. Washington didn't apply as we didn't meet the criteria. Laws have been enacted that make us more competitive. As a result, our state is applying. If received, it would mean nearly \$400,000 to our system over four years. This could mean a staff person and a half. The superintendent's signature is all that's required to begin the process. Mr. Nelson feels we would be more competitive at the national level if we have the board president, principal negotiator, and EEA president on board as well. All 295 districts in our state will be having these conversations. Mr. VanHoof, Mr. Nickson, Mrs. Merrill and the cabinet listened to a video conference and learned the four key areas of the grant are related to addressing federal assurances: 1. Develop and Adopt Common Standards; 2. Data Systems for Increased Access and Use of Data; 3. Support of Effective Teachers and School Leaders; and 4. Turning around Struggling Schools. The district has until May 17<sup>th</sup> to sign the agreement. Applications are due June 1<sup>st</sup>. Notices will go out to districts mid-August – September. When asking for board comments, Mrs. Merrill stated that she is frustrated that the state hasn't funded education as they should resulting in the need to try to get federal funding. A lot of changes have been made in our district making us competitive. The pressure will be on to hurry up and plan to complete the application during a very busy time for staff. Mr. Parker responded that it will take time to put it together. Mr. Nickson stated that it sounds like the process is still evolving making it a moving target and difficult on staff. He also commented that the state budget took up enough time with weekly changes and the staff did an excellent job. Mrs. Merrill asked when we would have the conversation about the signing if the deadline is May 17<sup>th</sup>. Mr. Nelson said formal board action wasn't needed to sign it and could be discussed at the May work study meeting. Mrs. Merrill said if the recommendation is to sign on, we'll sign. Mrs. Dahlquist remarked that she has concerns over the Race to the Top money and how it's coming to the state. Is there real change? She thinks not. She also wondered how much it would cost in staff time and what strings are attached for \$98,000. The cost would have to be weighed out. Mr. VanHoof expressed his concern over receiving funding that can't be sustained, though felt it doesn't hurt to sign on. Mr. Nickson added we may have to put checks in our system. He doesn't want to see the momentum toward student achievement slowed in order to jump hoops for a small amount of funding. Mr. Nelson said he would have equal concerns if there are a lot of strings attached and we don't know what the reporting piece will entail. Mr. Cassell had the same concerns. There are always strings attached when money is offered. At the same time, we have to be cautious of where this will position us with other districts in the state should we choose not to apply. This may not be the end of the funding and where would this position us in the future. Mr. Nelson stated that these conversations are taking place even more strongly in Eastern Washington. He will discuss this more at work study and in his Friday Updates.

#### **D. Certificated Staff Appreciation Week Proclamation**

Mr. Nelson shared that Certificated Staff Appreciation Week is May 3 - 7. He read a proclamation honoring the certificated staff in our district for the quality education services they provide to our children.

Mrs. Merrill 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.

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

Rick Bathum introduced himself as an EHS graduate in the class of 1970. He stated that he wanted to declare this day as a holiday! Sixteen years ago, he and Shelly Thiel began the YEAS Committee to get some repairs done on the football field. Today was a major breakthrough. He shared what a wonderful day this was for our school, students, athletes and the city because of the \$200,000 grant that was received. Mr. Bathum said they have been patient, have had good leadership from Mr. VanHoof, and it was a pleasure to come and share the news. Mr. VanHoof responded that with sixteen years of work on this, Mr. Bathum earned the right to share the news! Mr. Bathum concluded that this is a wonderful community – and this accomplishment is a peak!

### IV — ADMINISTRATION/BUSINESS

#### A. Payroll and Vouchers:

Mr. Stocker stated that expenditures on the report are through March 31<sup>st</sup>.

Mr. Stocker presented the list of top ten expenditures in the district as follows: Muckleshoot Indian Tribe; White River School District; Puget Sound Energy; Food Services of America; Associated Petroleum; City of Enumclaw; Overlake Hospital Medical Center; Northwest ESD 189; K & L Gates; and Wheeler Construction. The construction expenditure was for work to bring water to the grounds department. Mrs. Dahlquist asked if the savings on energy had to do with the new roof and the work that was done. Mr. Stocker said he wasn't sure yet. Forty homes have been added to the grid which helped to drive down costs. Staff has been mindful of turning lights off and shutting down technology.

After reviewing all vouchers, Mrs. Dahlquist moved and Mr. Nickson seconded to approve payroll and general fund vouchers in the amount of \$611,901.32; capital projects fund in the amount of \$6,273.81; associated student body fund in the amount of \$65,559.68; and ratification of the general fund payroll warrant issue for March in the amount of \$2,776,049.85.

Motion carried.

#### B. Consent Agenda:

1. Donation from 6<sup>th</sup> Grade Camp Booster Club in the amount of \$4,992.00 to reserve Camp Seymour for the 2010-11 school year
2. Donation of \$5,500.00 from Sunrise PTA to Sunrise Elementary to be used to purchase computers
3. Donation of \$7,000.00 from the Muckleshoots to the Native American Club to be used for the PowWow and ceremonial blankets for graduation
4. Field trip: DECA students to international competition in Louisville, Kentucky, April 23 – 28, 2010
5. Personnel Report

The consent agenda was presented by Mrs. Merrill.

Mr. VanHoof moved and Mr. Cassell seconded a motion to approve the following items on the consent agenda:

1. Donation from 6<sup>th</sup> Grade Camp BoosterClub in the amount of \$4,992.00 to reserve Camp Seymour for the 2010-11 school year
2. Donation of \$5,500.00 from Sunrise PTA to Sunrise Elementary to be used to purchase computers
3. Donation of \$7,000.00 from the Muckleshoots to the Native American Club to be used for the PowWow and ceremonial blankets for graduation
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5. Personnel Report

**Certificated:**

- A. Leave of Absence:
  1. Nicole O'Brien, teacher, Sunrise, effective 6.18.2010

**Classified:**

- A. New Hire:
  1. Sheldon Alderman, bus driver, transportation, effective 3.4.2010
- B. Rehire:
  1. Debra Dirks, paraeducator/LPN, Westwood, effective 4.12.2010
- C. Retirement:
  1. Randy Gallatin, Safe & Civil Schools Director, EHS, effective 7.1.2010
- D. Resignation:
  1. Kelsie Crone, Auditorium Events Manager, EHS, effective 5.22.2010

**Supplemental:**

- A. New Hire:
  1. Ragan Pierce, assistant football coach (shared), TMMS, effective 3.29.2010
  2. Scott Eilertson, assistant football coach (shared), TMMS, effective 3.29.2010

Motion carried.

**C. Enumclaw High School Science Adoption:**

Mr. Parker stated that it was his pleasure to share information regarding high school science curriculum adoption and submit recommendations for the textbook series for approval at the May 17<sup>th</sup> meeting. Mr. Parker shared the process and the mission of the committee which was to review state recommendations and select best science instructional materials for adoption. The committee was comprised of the entire high school science department. Mr. Kent Basting, long standing member of the science department and department chair, was introduced. Mr. Parker commended him for doing a terrific job and providing quality leadership. The committee met for six full days to research and discuss curriculum options. The District Instructional Council met on March 29 and approved the recommendations of the committee. Complete documentation for the process is on file at the district office.

The science curriculum recommendations were as follows:

<b>Course</b>	<b>Text Title</b>	<b>Author</b>	<b>Publisher</b>	<b>Date</b>
Physical Science	Physical, Earth and Space Science: An Integrated Approach	Hsu	CPO Science	2010
Biology	Holt Biology	(NA)	Holt	2008
A.P. Biology	Biology	Raven	McGraw-Hill	2011
Chemistry	Chemistry – Matter and Change	Buthelezi	Glencoe	2008
Physics	Physics	Wilson	Addison-Wesley	2010

Mr. Parker shared the thoughts of the individual science teachers on the curriculum selections. The textbooks are on display in the district office through May 17<sup>th</sup> when the board will be asked to formally consider and approve the curriculum selections. That will not be the last step. The final adoption budget will be prepared, materials ordered, and staff will get together to create scope and sequence calendars. The publishers will be scheduled for training. Friday early release days will be used to implement and study the curriculum.

Mr. Basting stated that the science department feels good about all of the choices. A day was added to the process as science teachers are very thorough. Mr. VanHoof asked if the science department's technology resources were adequate for the new curriculum. Mr. Basting said the science department is ahead of most departments with 14 computers in each room and use of the library computer labs. Mr. Nickson thought the Physical Science curriculum was light on the on-line resources. Mr. Basting explained the strength of that text was its readability. It is a friendly text that reaches all learners. Mrs. Dahlquist asked if we are sure the EALRs won't be changing. Mr. Basting responded that there has never been any substantial change in the EALRs, especially for the physical sciences. Mr. Parker added that they were recently revised and will stay. Mrs. Dahlquist wondered why the AP Biology text didn't have "AP" in its title and since it doesn't, why not just purchase one Biology textbook. Mr. Parker stated that the AP Biology course is a college credit earning course that is offered at the college level. The book title can't include the "AP" because the title wouldn't be appropriate for college use. Mr. Basting added that the readability of AP Biology would be difficult for all students. The publish dates for Biology and Chemistry are 2008. Are new editions coming out soon? Mr. Parker said that will be checked before the order is submitted. Mrs. Dahlquist commented that she believes approving curriculum is the most important thing the board does. Are the lab costs sustainable and what are the initial costs? Mr. Parker said they will know those answers after they meet with the publishers. Mrs. Dahlquist then asked a student in the audience what she missed in her high school science experience. The student responded that textbooks weren't used in her chemistry and physics classes. Mrs. Dahlquist asked why they weren't used. The student thought it was a teacher decision based on teaching style. Mrs. Merrill commented that she was very impressed with the evaluation sheets and expressed her appreciation to the committee for the time and diligence in pushing through. Mr. Parker stated that he is very proud of the evaluation sheet which required three hours of work to create. Mrs. Merrill added the on-line assistance, texts and tests are being used by math student parents and asked if the on-line resources would be available for parents to review. Mr. Parker said he would ask the reps if they could send previews of those components. Mrs. Merrill thanked Mr. Parker and Mr. Basting for their work and the great report.

**D. Second Reading:  
Policy 5253: Maintaining Professional Staff/Student Boundaries**

Mr. Nelson stated that this is a personnel policy from Mrs. Lockyer's department before the board for action.

Mrs. Dahlquist moved and Mr. VanHoof seconded to approve board Policy 5253: Maintaining Professional Staff/Student Boundaries. Motion carried.

**E. First Reading:**

**Policy 1440: Minutes**

**Policy 3231: Student Records**

**Policy 3421: Child Abuse, Neglect and Exploitation Prevention**

**Policy 4020: Confidential Communications**

**Policy 6500: Risk Management**

Mr. Nelson shared that these policies are before the board for information only.

**Policy 1440:** includes language to keep board meeting tapes for six years as we don't have verbatim minutes.

**Policy 3231:** more and more people have access to technology. This policy is in regard to maintaining confidentiality of student records.

**Policy 3421:** language stating we have to have student consent if over 12 years of age, and parental consent if under 12 years of age, to conduct interviews. This is a practice that we are already doing. This language makes it official and we will make sure the principals uphold this.

**Policy 4020:** district officials may disclose confidential student information if there is a threat to health or safety.

**Policy 6500:** Randy is the key person for Risk Management. This policy states that we will have the standard tort claim form available to claimants.

These policies will come to the board for approval in May.

**E. General Fund Report:**

Mr. Stocker presented the general fund report. 53.70% of the 2009-10 budget has been expended with 56.99% of revenues in. Mr. Stocker shared his graph with budget comparisons.

The beginning of the year fund balance was \$3,715,729.03. Total resources available: \$27,496,036.41. Expenditures to date: \$23,362,895.30. Transfer amount to debt service for energy: \$21,344.91; grant carry-over: \$244,469.70; energy: \$42,689.82; inventory: \$32,120.87; unreserved designated: \$525,000.00; and unreserved contingency: \$350,000.00. Unreserved ending fund balance: \$2,917,515.81.

Capital Projects beginning fund balance was \$2,004,777.91 with an ending balance of \$694,047.04.

The Debt Service Fund beginning fund balance was \$2,889,218.95 with an ending balance of \$2,299,008.99.

ASB Fund beginning fund balance was \$271,726.09 with an ending balance of \$351,368.60.

Transportation Fund beginning fund balance was \$541,585.41 with an ending balance of \$606,763.34.

Mrs. Merrill asked Mr. Nelson if an executive session was necessary. Mr. Nelson stated that he would not need an executive session.

#### **V — EXECUTIVE SESSION**

No executive session was necessary.

#### **VI — BOARD PROCESS DEBRIEF**

The board debriefed the meeting. Mr. Nelson asked that the board review the science curriculum or meet with Terry to review the texts in order to stand in complete confidence regarding the selection. Mrs. Dahlquist feels the EALRs are a moving target. She has received great comments regarding the math curriculum and will be contacting science teachers to see how they use their textbooks. The district doesn't want to invest in curriculum if it is not being used. Mr. Nelson asked Mr. Parker to reply to all board members when responding to individual questions so everyone receives the information.

#### **VII — ADJOURNMENT**

This meeting adjourned at 8:06 p.m.

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President, Board of Directors

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Secretary, Board of Directors