

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

Darrell Miller led the pledge of allegiance to the flag.

**C. Roll Call:**

All board members were present. Mrs. Merrill introduced the student board representatives, Lauren Cary and Will Holland, who are both Enumclaw High School students.

**D. Minutes:**

Mr. VanHoof moved and Mr. Cassell seconded a motion to approve the minutes of the regular board meeting of May 17, 2010 and the special board meeting of June 7, 2010 as printed. Motion carried.

**II — BOARD OF DIRECTORS/COMMUNICATIONS**

**A. Board Communications:**

Mr. VanHoof stated that it was a great close to a very fast year! He is hopeful summer weather will arrive soon. Mr. VanHoof added that graduation was great and the students did a nice job. We are sending a great class of youngsters out into the world!

Mrs. Dahlquist shared that we were honored to have Senator Roach and Representative Hurst attend our high school graduation. She appreciated that they made kids a priority by being in attendance. Mrs. Dahlquist stated that she and Mr. Nickson attended the Muckleshoot ceremony where Mr. Nelson was awarded the Muckleshoot blanket which is rarely given to anyone outside the Tribe. A resolution is required before the awarding of a Muckleshoot blanket. Mr. Nelson should be very proud that he earned this award. Mr. Cassell commented that we have a nice relationship with the Tribe and is happy that it will continue. Mr. Nickson said the blanket is one of the two highest awards given to a tribal member and it is as if Mr. Nelson was adopted.

Mrs. Merrill agreed that graduation was a great event. She wanted to publicly thank the high school staff for all the planning that was involved. The amphitheatre staff did a nice job of getting people through the gates quickly. Everything went smoothly and graduation was completed in 90 minutes.

Lauren Cary shared that this was a good year at Enumclaw High School. She stated that students and staff responded well to the changes which included the schedule. Lauren said there was little free time during the year and students were learning right up to the end of the year.

Will Holland said that it was emotional for him to say good bye to the class of 2010 and they will be greatly missed. He told the board not to be surprised if the classes of 2011 and 2012 are as good as or better than this class, however!

## **B. Superintendent Report:**

Mr. Nelson concurred that graduation was a great event and said over \$1,000,000 in scholarships were awarded to our students. This includes local scholarships and he thanked the community for their generosity. It takes a lot of fortitude for students to apply for both local and college scholarships.

While doing year-end evaluations, Mr. Nelson met with a principal who shared that at the end of the year, 99% of the students did not want the school year to end. They wanted the learning to continue. He said Lauren captured it well – our students go to school for 180 days and we want all of those days to be authentic and meaningful. Our staff tries to do that for students.

Mr. Stocker was asked to share some information he had received. Each year, all districts work with the Risk Management Pool who looks at athletic liability which involves facilities, behavior, instruction, and supervision. In his first year as athletic director, this was the first time for Mr. Smith to participate in the survey. Two weeks ago, the district received its score which was 105 out of 115 available points (15 of the points are bonus). From a loose collection of notebooks to developing a process and getting this score was a tribute to Mr. Smith and his staff. The district also received a nice plaque. This award translates to a 5.75% decrease in premiums with Risk Management!

Mr. Nelson concluded by thanking the Muckleshoots for the blanket. He stated that it is a beautiful blanket and was a nice surprise. Sharon Calvert gave him a wall hanger for the blanket. He described the colors and theme of the blanket to the board. Mr. Nelson said it is a real honor and he was very excited to have received the Muckleshoot blanket. Lots of stories were shared and he appreciated that Sharon Calvert included a story about his Mom at the event.

## **C. Facilities Update**

Mr. Nelson introduced Randy Stocker, Business and Facilities Director, and Pete French from the maintenance and facilities crew. They shared a PowerPoint presentation showing the work that has been completed in the facilities department. Mr. French was tasked with managing the facilities projects last summer. He shared photographs of the EMS Roof and mechanical replacement project including the conditions of the building prior to the construction. The timeline was pretty aggressive following the passage of the February 2009 levy. Work began in July and was completed by the first of November. The permanent snow and ice shield added to the roof came with an additional five year warrantee. The mechanical gas fired package units are

more economical to run as well as being more environmentally friendly. These should last 30 years. Other work completed was replacement of the fire panel, lighting in the messanines, the kitchen ceiling, coil guards on the HVAC units, and soffit replacement.

The Westwood mechanical project replaced 20 heat pumps and the surround which was in a bad state of decay. This was completed in three phases over winter, mid-winter and spring breaks. The new heat pumps have been surrounded by a chain link fence.

The total bid for these projects was \$2,250,900 and Mr. Stocker was told to expect 54% overage in costs. The total actual overage was 9% on the EMS project. The district got a lot of value for their tax dollars and feels very good about this. The Westwood ESCO/HVAC project was \$307,000. With good maintenance, this equipment will last 25-30 years. Mrs. Merrill stated that some in the community may think the EMS roof wasn't that old or not understand about the inability to find parts for old equipment and asked Mr. Stocker and Mr. French to address that. Mr. French responded that the roof and equipment were beyond expected life span. They were at 25 years and gave a lot of good service. The new roof is a thermoplastic roof with a 25-year warrantee. The district is in good shape for the future with these projects complete. Mr. Stocker stated the response from EMS staff has been great. Joan Morgado, head custodian, used to come to work on rainy days wondering where to put the buckets and garbage cans to catch water. At the conclusion of the presentation, Mr. Cassell stated that having the project managed with our internal team helped to decrease the overage. He thanked Pete for facilitating the project management so successfully and said it is a big deal.

Mr. Stocker also shared that Mr. French is able to control and check on the building HVAC systems remotely. Previously, the custodians have had to go to the buildings to check on equipment. Pete is able to check on all systems except Thunder Mountain online. Vendors can also look at the systems without coming on site. The technology department has been assisting with this process.

Mr. Stocker thanked the voters and the board for the funds to do these improvements. It is exciting for us. Mr. Nickson asked for a round of applause for an excellent job. Mr. Nelson remarked that it was nice to have had a dry summer last year. Mrs. Merrill thanked Mr. French and Mr. Stocker for the great presentation. She added that this is the upfront tax money for the first two years. Additional work will be occurring for technology. Mr. Nelson also thanked the board for the hours they spent in meetings last June and July to get the process going for the non-voted bond.

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**

No one present wished to address the board.

### **IV — ADMINISTRATION/BUSINESS**

#### **A. Payroll and Vouchers:**

Mr. Stocker presented the list of top ten expenditures in the district as follows: Green River Community College; Muckleshoot Indian Tribe; Puget Sound Energy; K & L Gates; Food Services of America; Associated Petroleum Products; City of Enumclaw; Micro Computer; Follette Software; and Overlake Hospital Medical Center.

After reviewing all vouchers, Mr. VanHoof moved and Mr. Nickson seconded to approve payroll and general fund vouchers in the amount of \$864,895.97; capital projects fund in the amount of \$102,480.91; associated student body fund in the amount of \$73,035.83; and ratification of the general fund payroll warrant issue for May in the amount of \$2,766,256.39.

Motion carried.

## **B. Consent Agenda:**

1. Field trip: EHS Leadership students and staff to National Jostens Conference at Lake Buena Vista, FL July 15 – 20, 2010
2. Donation of \$5,000.00 to EHS Girls Water Polo Team from Dr. Mary Ballard
3. Personnel Report

Mr. Nelson stated that there were items on the personnel report about which Mrs. Lockyer would like to share. The personnel report has become a part of the consent agenda so the hiring information, personnel biographies, and ratification of the EEA Agreement are discussed during the open meeting rather than in executive session. Mrs. Lockyer stated that it has been a pleasure being able to hire people due to retirements. Over 100 completed applications were received for open positions. She complimented her staff for doing a great job managing the paperwork and processes. Some of the new hires will be on next month's personnel report as they hadn't yet signed letters of intent. Mrs. Lockyer also stated that not all of the new hires had biographies as they have taught in the district previously on LOA contracts. The district was able to hire more people due to the generosity of the community in giving to the full-day kindergarten program. Mrs. Dahlquist asked about the process for teachers who want to job share – how they go about it and what the benefits are to the district. Mrs. Lockyer responded that there is a process in the EEA Agreement regarding job shares. The job shares can be very beneficial when a teaching team is created by two people who have different specialized areas. The half-time staff members are also learning as much as the full-time staff which is a benefit. Mrs. Dahlquist asked if any employee could apply. Mrs. Lockyer responded that they can and the district had only one new request for next year. Mr. Nelson added that there is an outline of procedures staff must follow. Mrs. Lockyer said the person has to find someone to job share and the principal approves it in the building. She also stated that when someone takes a leave of absence, the best practice is to keep capacity by offering LOA contracts. Mrs. Merrill thanked Mrs. Lockyer for the great explanation.

The board received a draft copy of the EEA Agreement as it is still being reviewed for any errors. Mrs. Lockyer stated that the union did a great job and all had thoroughly reviewed the contract. The only item missing was an Appendix C regarding inclement weather. The agreement was reorganized and miscellaneous pieces put at the end. The board will receive a finalized copy. Mrs. Lockyer reviewed a list of specific changes in the agreement language. Mr. Cassell said he was used to seeing the old language with strikethroughs and the new language below. Mrs. Lockyer offered to share her version but it was complicated to follow. Mr. Stocker said the negotiation team spent a lot of time cleaning up the language and Mr. Nelson added that the same process was followed as has been done before. Mrs. Lockyer stated that the emphasis on learning was added to the preamble as requested by the board. She publicly thanked the union and stated that it was a good negotiation and was completed with a positive relationship. The

district representatives consisted of Mrs. Lockyer, Mr. Stocker, Mr. Rabb, Mr. Hatzenbeler, and Ms. Arbury, and attorney, Ms. Vinnedge. The EEA representatives were Mr. Sando, Ms. Becker, Mr. Polson, Ms. Sullivan, Ms. Ryerson, Ms. Malidore, Ms. Hammons and the uniserve representative, Ms. Bickert. Mr. Nelson said it was very productive and appreciates the positive relationship we have with EEA. Mrs. Lockyer remarked even when they disagreed, they made it happen. Mrs. Merrill stated that it was remarkable, hard work done in a professional and gracious manner. Mr. VanHoof stated that it's nice to have it done before summer begins. Mr. Cassell concurred. Mrs. Dahlquist stated that she was pleased to have assessments and learning established as priorities. She added that we are the third district to move in that direction after Lake Washington and Mercer Island districts. Mrs. Dahlquist thanked Mr. Sando and Mrs. Lockyer. Mr. Nickson expressed his thanks to everyone involved in negotiating, adding that the whole purpose is to help students learn. He said it speaks to the great staff we have in the district and thanked everyone from the bottom of his heart.

The consent agenda was presented by Mrs. Merrill.

Mrs. Dahlquist moved and Mr. Nickson seconded a motion to approve the following items on the consent agenda:

1. Field trip: EHS Leadership students and staff to National Jostens Conference at Lake Buena Vista, FL July 15 – 20, 2010
2. Donation of \$5,000.00 to EHS Girls Water Polo Team from Dr. Mary Ballard
3. Personnel Report

**Certificated:**

A. Leave of Absence:

1. Jennifer Planellas, teacher, EHS, effective 2010.11 school year
2. Roberta Morrison, teacher, Westwood, (.2), effective 2010.11 school year
3. Nancy Tubbs, teacher, Sunrise, (.5), effective 2010.11 school year

B. New Hire:

1. Jesse Taylor, .8 teacher, EHS, effective 8.30.2010
2. Tiffany Iacobazzi, teacher, Sunrise, effective 8.30.2010 (1 year LOA)
3. Kelly Cole, teacher, Southwood, effective 8.30.2010
4. Miranda Simacek, teacher, Sunrise, effective 8.30.2010
5. Kimberly Stone, .5 teacher, Sunrise, effective 8.30.2010
6. Ryan Picinich, teacher, TMMS, effective 8.30.2010
7. Travis Ives, teacher, Sunrise, effective 8.30.2010 (1 year LOA)
8. Erin Markquart, teacher, Southwood, effective 8.30.2010 (.5 LOA)
9. Aimee Powley, teacher, Westwood, effective 8.30.2010 (.5 LOA)
10. Carlee Watson, teacher, Black Diamond, effective 8.30.2010 (.5 LOA)

C. Retirement:

1. Beverly Peterson, teacher, Southwood, effective 6.18.2010

D. Resignation:

1. Marci Sheppard, dean of students, TMMS, effective 6.25.2010
2. Meri Miller, teacher, EHS, effective 6.18.2010
3. Michael McKinley, teacher, EHS, effective 6.18.2010

**Classified:**

- A. Resignation:
  - 1. Glen Fidler, paraeducator, EHS, effective 6.18.2010
  - 2. Robert Kinzler, head custodian, Kibler, effective 6.23.2010
  - 3. Carol Buckendahl, paraeducator (2.5 hrs), Westwood, effective 6.18.2010
  - 4. Debbie Dirks, LPN, Westwood, effective 6.18.2010
- B. New Employee:
  - 1. Alice Coles, occupational therapist assistant, District Office, effective 8.30.2010
  - 2. Amanda Kelly, auditorium technician, EHS, effective 5.24.2010
- C. Leave of Absence:
  - 1. Ronna Miller, assistant secretary, Southwood, effective 8.23.2010
- D. Retirement:
  - 1. Luanei Houk, secretary, District Office, effective 8.31.2010

**Ratify Contract:**

- A. EEA Contract

Mrs. Dahlquist thanked Mrs. Lockyer for reviewing the changes in the contract. Mrs. Merrill thanked Dr. Ballard for her generous donation. Motion carried.

**C. First Reading:**

**Policy 2024: Online Learning**

**Policy 3241: Classroom Management, Corrective Actions or Punishment**

**Policy 6220: Purchasing: Bid Requirements**

**Policy 6570: Property and Data Management**

Mr. Nelson explained the process for policy additions and changes to the student representatives. First reading is for questions and information and the second month the policies are presented for action or the board can continue to review. Four policies are before the board this month.

Policy 2024: Online Learning – Mr. Nelson stated that we will work with Mrs. Burnes regarding the procedures and to make sure we are in line with the graduation policy. In response to Mrs. Dalquist’s question regarding a student taking an AP Chemistry class online, Mr. Parker stated that acceptance of online courses would remain at the discretion of the high school principal depending on content. It is not something that is totally open and would be decided on a case by case basis and could be detrimental to enrollment. In response to questions, Mr. Parker stated that there are a lot of considerations to be made in determining whether a student would be allowed credit for a course, some of which are academic issues and whether the course is accredited. There are a lot of qualifiers. Discussion followed. Mr. Nickson stated he is glad to see it put in place as a good option for challenging students. Mr. Parker agreed that there are some outstanding online courses out there. He added that families would have the option of working with the principal and counselor regarding online courses. The district has reciprocal agreements with BYU and others. If the course is accredited, it would be accepted.

Policy 3241: Classroom Management – Updates the language particularly around special education. It was suggested parent notification could be made by email rather than certified mail

to save costs. Mr. Nelson stated that it is important to have proper documentation. There are some language changes around short-term suspension. The district tries to accommodate parents as quickly as possible for hearings.

Policy 6220: Purchasing: Bid Requirements – Most of the changes were in dollar amounts. This policy change came to us as an essential change. The new RCW and WAC are in bold in the references.

Policy 6570: Property and Data Management - Updates language on data management.

Will and Lauren were asked if they had questions. The policies will be on the agenda for approval next month.

**D. Resolution #951: Interlocal Agreement Puget Sound Joint Purchasing Cooperative**

This is an annual resolution regarding joint purchasing for good.

Mrs. Dahlquist moved and Mr. VanHoof seconded a motion to approve Resolution 951: Interlocal Agreement Puget Sound Joint Purchasing Cooperative. Motion carried.

**E. Board Meeting Schedule 2010-11:**

Mr. Nelson said this is a courtesy action item for the community and board. The district will follow the process if we have any changes in meeting dates.

Mr. Cassell moved and Mr. VanHoof seconded a motion to approve the Board Meeting Schedule for 2010-11 as presented. There was no discussion or concern about the dates. Motion carried.

**F. General Fund**

Mr. Stocker presented the general fund report. 69.87% of the 2009-10 budget has been expended with 78.93% of revenues in. Mr. Stocker shared his graph with budget comparisons. The district continues to monitor funds. Mr. Nelson explained the impact of the reduction in funding last year and gave kudos for the work that was done a year ago. Mr. Stocker stated next year's budget will be presented at the July meeting. Districts are just now able to input data for budgets because of some issues with state software programs.

The beginning of the year fund balance was \$3,715,729.03. Total resources available: \$36,652,892.37. Expenditures to date: \$30,399,111.69. 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: \$5,038,155.38. Reserve of 5% per board policy: \$2,086,433.20.

Capital Projects beginning fund balance was \$2,004,777.91 with an ending balance of \$1,789,016.31.

The Debt Service Fund beginning fund balance was \$2,889,218.95 with an ending balance of \$3,557,459.00.

ASB Fund beginning fund balance was \$271,726.09 with an ending balance of \$339,072.59.

Transportation Fund beginning fund balance was \$541,585.41 with an ending balance of \$627,093.30.

**G. 2011-12 Calendar**

Mr. Nelson stated that Mrs. Lockyer and Mr. Stocker would present the calendar. Mrs. Lockyer thanked the union for moving the survey forward quickly to get this calendar to the board. Mr. Stocker, Mr. Rabb and Mrs. Lockyer along with Mr. Sando, Ms. Becker, Ms. Malidore and Ms. Hammons took direction from the board with the beginning and end dates. Three proposals were presented with the EEA taking two options to the membership. Over 90% of the membership voted with 70% voting in favor of Calendar C.

Mr. VanHoof moved and Mr. Nickson seconded a motion to approve the 2011-12 calendar as presented. Mr. Cassell commented that the only difference was the placement of the snow days which he hopes we won't have to use. Motion carried. Mrs. Merrill commented that she appreciates the work that went into the calendar by both teams.

Mrs. Merrill asked Mr. Nelson if an executive session was necessary. Mr. Nelson stated that he would need a 15-minute executive session for the purpose of the selection of real estate and to discuss the performance of a public employee. No action will be taken. Mrs. Merrill announced the board would take an 8-minute break before moving to executive session at 8:15 p.m. and would reconvene at 8:30 p.m.

**V — EXECUTIVE SESSION**

The board came out of executive session at 8:30 p.m. to announce they would be returning to executive session for additional time. The board returned to open session at 8:33 p.m. No decisions or motions were made.

**VI — BOARD PROCESS DEBRIEF**

The board debriefed the meeting.

**VII — ADJOURNMENT**

This meeting adjourned at 9:03 p.m.

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President, Board of Directors

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Secretary, Board of Directors