

MINUTES
of the Regular Meeting of the Board of Directors
of the ENUMCLAW SCHOOL DISTRICT #216
7:00 p.m., District Office
February 23, 2009

I — PRELIMINARY

A. Call to Order:

The regular meeting of the Board of Directors was called to order by Nancy Merrill, Vice-President of the Board of Directors, at 7:04 p.m. in the boardroom of the district office.

B. Pledge of Allegiance:

B. Harding, B. Ellis, and A. Gwerder led the pledge of allegiance to the flag.

C. Roll Call:

All board members were present with the exception of Mrs. Dahlquist who was excused.

D. Minutes:

Mr. VanHoof moved and Mr. Cassell seconded a motion to approve the minutes of the regular board meeting of January 20, 2009 and the special board meeting February 2, 2009 as printed. Motion carried.

II — BOARD OF DIRECTORS/COMMUNICATIONS

A. Board Communications:

Mrs. Merrill stated that we had an individual in our community who stepped up to lead the levy campaign and we wanted to take this opportunity to thank Kathleen Michael for her time and commitment in support of our schools and community. Mrs. Michael was presented with a certificate of appreciation and flowers. Mrs. Michael thanked the board, Mr. Nelson, the staff and community as well as all who worked to get the levy passed. Mrs. Merrill remarked that she is very excited about the tech and facilities levy and that it feels very good to have it passed.

Mr. VanHoof shared that Mrs. Merrill, Mr. Nelson and he attended the legislative conference February 8th and 9th and met with all but one of the legislators. He stated that our district uses a different approach than others, advocating for the district by taking the legislators information regarding our district. Each of the legislators received an informational packet and an invitation to visit our district. Mr. VanHoof said he is proud of the work being done here and thinks they would be too. Some of the issues being discussed were funding, unfunded mandates, and school construction. Mr. VanHoof said he hoped the entire board could attend the conference next year. This is a big year for education with the economy and budget. The legislators said they will keep education in the forefront. Mr. VanHoof thanked Mrs. Merrill and Mr. Nelson for attending. Mrs.

Merrill added that the legislators are sensitive to our needs and understand the dilemma. She hopes they can make decisions soon so districts can begin to plan.

Mr. Weyer thanked the community and board of directors for the time they put into passing the levy. He thinks the hardest task is still ahead which is optimizing every penny with economy the way it is.

Mrs. Merrill reported that a meeting was being held at Flaming Geyser Park to discuss the closing of Nolte Park which is used by our district for several purposes.

B. Westwood Elementary:

Mrs. Merrill introduced Westwood Principal, Keri Marquand. Mrs. Marquand stated that she and her staff are working on Professional Learning Communities and she had two areas to share: math and positive behavioral supports. Several Westwood 4th and 5th graders were in attendance to share *multiplication made easy* techniques. B. Ellis, B. Harding, A. Gwerder and N. Sanders each demonstrated a different trick they used to solve multiplication problems. Mr. Nelson noticed the students understood the place values when using their “tricks”.

Using a PowerPoint presentation, Mrs. Marquand shared how Westwood is implementing PLC and the four critical questions in their building.

Question 1: *What do we want all students to learn?* Answers: New math standards from the state. District focus standards for each grade level in numbers and operations. Narrow to one key skill for each grade level that will be monitored monthly. Select key skills that, hopefully, represent other skills.

Question 2: *How will we know that they are learning?* Answers: Monitor progress: monthly; targeted skill at each grade level; and year end criteria. Mrs. Marquand used charts to show how student learning is being monitored in their building.

Question 3: *How will we respond when they don't learn?* Answers: Intervention within the classroom: multiplication made easy (students work through the lessons at their own level); 1st graders working with a Para-educator using touch math; working on an addition/subtraction made easy for 2nd and 3rd graders.

Question 4: *How will we respond when some students have already achieved the outcome?* Answers: After mastery: working faster on the same skills; moving on to new skills.

Mrs. Marquand then shared how they are applying the PLC model to Positive Behavior Supports which gives positive behavioral expectations for all students. She explained *what they want their students to learn which are the 3 Bs: be respectful, be responsible, and be safe*. She shared what that looks like throughout the school to all students.

The staff received training using the following: PBS principles; minor offenses versus major infractions; consequences – are they working for us or against us; understanding environmental and functional factors; interventions for minor offenses; and verbal de-escalation. Strategies for *knowing how they know if students are learning*: referral forms; data system; routine reports; and observations of school climate. *How to respond if students are not learning*: all staff had training to learn interventions for minor offenses; specific plans for students that don't respond to referrals and interventions; pyramid of interventions with progressive discipline; social skills

training; and staff and student training. *How to respond when some students have already achieved the outcomes:* acknowledge appropriate behavior; and build student and staff incentives for creating a positive, healthy school climate for all students. Mrs. Marquand concluded her presentation by sharing that it takes three years to implement a new program and they are in year one.

Mrs. Merrill thanked Mrs. Marquand for her presentation and asked for questions. Mr. Cassell stated that he likes the systematic approach they are using.

C. Classified Employee Proclamation:

Mr. Nelson read the Classified Staff Appreciation proclamation which expressed appreciation for the great work they do and the gift they are to our district. Classified Staff Appreciation week is March 9th and several things are being planned to celebrate staff. The proclamation and a card will be sent to Sonja Crimmins, PSE President.

D. Superintendent's Report:

Mr. Nelson reported data from the last several elections and said he is so grateful to the voters for passing our levy with a 53% vote. The yes votes were a tie for 2nd position in comparison to previous elections. This was our first mail-in election. Had we needed to get the 60% super majority, the number of yes votes required would have been 4420. We received 3254 and had a higher number of voters for this election. It has become even more difficult to get the 60% majority. In the 1992 tech levy, our only previous tech levy, there were 3500 total votes and the yes votes were 48.2%. He expressed his appreciation to our community.

Three funeral services have been held in the last 48 hours. One was for Susan Dahlquist, wife of Perry (mother in law of Cathy), who have been long-time friends of our district. A lovely service was held on Saturday for Susan. Mike Runland's father, Charlie, passed away. Mike has served as levy chair for several of our elections. C. Nguyen, a medically fragile Westwood student, also passed away. All three of these touched us.

Mr. Nelson reported that the boys' wrestling team achieved back-to-back state championships. A parade is planned to celebrate the team this Friday, March 27th at 4:00 p.m. He stated that the team did a beautiful job representing our district with pride and honor. Fans were out to support them. Mr. Nelson also stated the girls' wrestling team placed 5th at state with C. Bailey taking an individual state championship as well as an academic state championship. J. Paterson also was an academic state champion. These champions will be celebrated at the parade as well.

Mr. Nelson asked Mr. Stanton to share information regarding Safety Net. Mr. Stanton said they applied for Safety Net Funding this year and received \$394,000 which is an increase of more than \$130,000 over last year. Mr. VanHoof said he would like to hug him! Mr. Stanton gave kudos to Steve Taylor for his hard work on the application and said he would hope for an increase every year. Mr. Nelson remarked that the staff has done a miraculous job. Mr. Cassell commented that being able to recover special education costs is a big deal. Mr. Stanton said that things have to be done right to recover funds and two paper boxes of application paperwork were submitted.

Mrs. Merrill asked if anyone present wished to address the board as a whole.

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

No one 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: White River School District, City of Enumclaw, Puget Sound Energy, Food Services of America, Semaphore Corporation, Puget Sound Service District, Muckleshoot Indian Tribe, Micro Computer Systems, Overlake Hospital, and Associated Petroleum Products.

After reviewing all vouchers, Mr. Cassell moved and Mr. VanHoof seconded to approve payroll and general fund vouchers #44586 through #44833 in the amount of \$710,006.89; associated student body fund vouchers #19385 through #19443 in the amount of \$57,755.69; transportation vehicle fund voucher #23 in the amount of \$122,340.58; and ratification of the general fund payroll warrant issue for January in the amount of \$2,823,316.30. Mr. Cassell noted that we had purchased a new bus. Motion carried.

B. Consent Agenda:

1. Donation of \$2,710 from Firewall Capital Management (5K Down Syndrome Run) to be used by the special education program
2. Donation of \$2,500 from Enumclaw Community Enhancement to the EHS Choir program for sound shells
3. Donation of \$1,000 from the EHS Band Boosters to the EHS Choir program for sound shells
4. Donation of \$1,500 from D.B. Fairbank to the EHS Choir program for sound shells
5. Field Trips: EHS Wind Ensemble and EHS Choir
6. Personnel Report

The consent agenda was presented by Mrs. Merrill.

With gratefulness and appreciation for all the gifts our district receives, Mr. Weyer moved and Mr. VanHoof seconded a motion to approve the following items on the consent agenda:

1. Donation of \$2710 from Firewall Capital Management (5K Down Syndrome Run) to be used by the special education program
2. Donation of \$2,500 from Enumclaw Community Enhancement to the EHS Choir program for sound shells
3. Donation of \$1,000 from the EHS Band Boosters to the EHS Choir program for sound shells
4. Donation of \$1,500 from D.B. Fairbank to the EHS Choir program for sound shells
5. Field Trips: EHS Wind Ensemble and EHS Choir
6. Personnel Report

Employment with the district will be conditional upon the district's receipt of a criminal conviction history record that is clear of any convictions, adjudications, protective orders, final decisions or criminal charges in accordance with Washington State Law.

Certificated:

- A. Leave of Absence Hires/Rehires:
 - 1. Denyse Mueller, .5 District Nurse, District Office, effective 2/2/2009
 - 2. Deanna Wulff, .5 District Nurse, District Office, effective 2/2/2009
- B. Resignation:
 - 1. Deanna Wulff, District Nurse, District Office, effective 2/2/2009
 - 2. Bridget McNassar, teacher, EMS, effective 1/28/2009 (on leave this year)
- C. Leave of Absence Request:
 - 1. Amy Ihde, teacher, EHS, effective 2009-10 school year
- D. Terminated:
 - 1. Curtis Reel, teacher, EHS, effective 1/28/2009

Classified:

- A. New Employees:
 - 1. Kelsie Crone, auditorium manager, District Office, effective 1/5/2009
 - 2. Janice James, 2 hrs paraeducator and 2 hrs healthroom, EMS, effective 11/3/2008
- B. Leave of Absence Request:
 - 1. Marcy Kelley, bus driver, transportation, effective 2/2/2009
- C. Resignation:
 - 1. Debra Dirks, health room, TMMS, effective 1/20/2009
 - 2. Karen Mayhew-Strecker, paraeducator, Westwood, effective 1/20/2009
- D. Retirement:
 - 1. Carla Clevenger, office manager, Westwood, effective 3/1/2009
- E. Transfer:
 - 1. Diana Henrichs, kitchen assistant, from Black Diamond to Westwood, effective 1/20/2009

Supplemental:

- A. Rehire:
 - 1. Aaron Myer, assistant soccer coach, EMS, effective 1/22/2009
 - 2. Ed Gutierrez, assistant soccer coach, EMS, effective 1/22/2009

Mrs. Merrill called for questions. Mr. Cassell thanked all those who made contributions and said he ran in the 5 K last year and would look forward to doing that again. Mr. Nelson ran in the 5-K this year and kidded Mr. Cassell, saying he was glad he didn't have to compete with him this time! Motion carried.

C. Late Arrival:

Mr. Nelson stated that he wanted to share information in the board packet, as well as information that was given to district staff in the Sunday Evening News, regarding a common K-12 late arrival which would align around clear student learning as implemented in the Professional Learning Communities. He stated that Mrs. Marquand set him up well with her presentation on PLCs in her building. What would make the difference now in continuing the PLC work would be for practitioners to have the time to work together to implement the four questions in all classrooms. As targets and assessments are put in place, the big difference in student learning will be using these questions. Both Sumner and White River School Districts have a K-12 common late start that has worked successfully. We have had late start at the high school and early dismissals at the K-8 level. This would eliminate the need for separate bus runs as all eight buildings would have this common structure. The system has been built and now we are ready to move it out to the buildings. It puts unnecessary stress on elementary schools to bring even three people together during the school day. There would be no cost to the system and this is time our staff needs. It is not funded any other way and the time needs to be embedded. Mr. Nelson expressed his appreciation to the school board from the cabinet and leadership for the time that is given. He stated that we would be accountable for the manner in which the time is used with quarterly reports and updates. This will move us forward as a system in learning, PLCs, at the classroom level and with assessments. Mr. Nelson stated that with the desire to move forward, an open house has been scheduled for March 5th, 6:30 p.m. at the EHS library for the public to come and understand why and what a PLC is. He asked the board if they had any questions. Mr. VanHoof stated that it was too bad public education doesn't have the staff time built in already and we don't want to move away from this concept. Mr. Weyer stated that he loves PLCs and the four questions and believes it is important to have teacher collaboration. He asked about the response from the communities in White River and Sumner and whether it had expanded the cost. Mr. Nelson responded that he had asked questions and once the late arrivals were launched, the communities were fine. Mrs. Lockyer stated that advance notice would be given to families for planning purposes. Mr. Nelson added that the current 9-12 late arrival does cost the district because of the extra bus runs. This issue would be eliminated with a K-12 late arrival. Mr. Cassell asked about the advantages of a Monday versus Wednesday late arrival and said he would like to understand the pros and cons. Mr. Nelson answered that he wants to present a concept people will understand. He would not want the public to think this is an extended weekend by using Monday as hard work is being done on late arrival days. Mr. Cassell asked about the impact on planning time for K-5 teachers. Mr. Nelson explained that their planning time is tied to the music and PE schedule and shouldn't impact planning time at all. They also have 30 minutes before and after school (WAC time) for planning. Having this time at the elementary schools has many advantages when they can come in and stay focused with time they have never had before. Mrs. Lockyer said the elementary teachers have 200 minutes of prep time each week. Presently, they have had to try to find prep time and collaborative time. Mr. Weyer asked if they had a sense for how principals and staff will like this. Mr. Nelson said the feelings are varied as high school is losing time but they see the big picture by including the elementaries. Mrs. Merrill remarked she was impressed by the structured use of the time at the high school and thought it would be more so at the elementaries. Mr. Nelson said they will be very focused on the student learning aspect. There will be flexibility in how it looks at each building. Mrs. Merrill concluded by stating that this is for information only this evening and encouraged everyone to attend the community meeting on March 5th.

D. Budget 2009-10 Process:

Mr. Nelson stated that he wanted to share a bit about the budget process. Tomorrow, the process will be launched on the website for the public. The diagram included in the board packets is

around four different areas: 2009-10 enrollment and staffing; current budget; state shortfall (70% of our budget comes from the state. Shortfalls will impact our district); and federal changes. A video broadcast regarding federal funding is scheduled for tomorrow. No one knows how the money will come to the state and then to the districts. If there is special education and Title I money, some general funds could be freed up. Mrs. Lockyer, Mr. Stocker and Mr. Nelson have had budget discussions in every building. Similar to the math and levy websites, viewers will find drop-down menus and information regarding the budget as well as an interactive discussion forum for people to ask questions. The site also includes FAQs which Mr. Nelson reviewed. As themes for questions come to us, they will be added to the FAQs. Unfortunately, the budget takes time away from student learning. All districts are in the same position. As administrators, decisions will have to be made. Input is being gathered. The website can be changed and updated. Mrs. Merrill stated that it was a great job. Mr. Cassell said he liked the Q & A and the opportunity for input. He thanked staff for their effort. Mr. Weyer asked if there was a specific date the budget had to be completed. Mr. Nelson responded that the reductions will be determined in March. In the past, attrition has covered the lower enrollment numbers. He stated they are worried this year regarding staff and programs. Seniority will come into play and there are not enough staff retiring to cover even the leave of absences. In the last ten years, we have not had to reduce staff and Mrs. Lockyer has done a miraculous job. Mrs. Lockyer stated that as we work through this, unions will be met with to be sure language and systems are in place. Mr. Nelson said the budget decisions will be made between March and May with the budget adoption in July. Mrs. Merrill stated that she knows there is a lot of stress in districts and thanked the administration for their work. She remarked that a family member shared that extra-curricular programs were being cut in their district. Mrs. Merrill said she is grateful for all the work being done and is thankful we are in a better position financially than many districts. Mr. Nelson concluded, stating that we will keep the target on student learning and not be reactive in our decisions. We will do what makes sense in our system. The board will be presented with a package that includes the administration's best thinking as well as staff input. A community member has already responded to the article in the *Connection* last week. The board will be presented with the worst case scenario with priorities for adding back. Mrs. Merrill thanked Mr. Nelson for the update.

E. Capital Projects: Enumclaw Middle School:

Mr. Nelson shared that he wanted to update the board on the conversations they were having around passing the levy. The 2.9 million for the roof and heating systems at Enumclaw Middle School will not be collected until spring 2010. He is working with Jon Gores, bonding agent, and Mahlum Architects, who the board voted to work with, around using the debt service money from forest funds. An interest only, non-voted bond against the capital levy can be procured to get the roof done this summer. Mahlum has been asked to begin the work for the bidding process, including the pricing for different types of roofing. We want to be faithful to our voters in using the funds. The board was asked if they had any comments regarding moving forward. Mr. Weyer stated he hoped we would do that. Mr. Cassell concurred, stating if we can get more for the public's money given these economic times, that would be the right decision. Mr. Nelson shared that he is hearing from other districts, and their bids are coming in 30% lower than projected because of the economy so it is looking in our favor. Mrs. Merrill stated she hoped we would get the 50+ year metal roof. Mr. Weyer said he talked to Puget Sound Energy and there is a significant rebate on heat pumps. Mr. Nelson replied that Mr. Stocker is on top of that. Mr. Cassell asked if costs come in lower, do we give a rebate to the public or what happens to the surplus. Mr. Nelson stated with bonds, we can do more projects but we will get a good answer regarding levy money.

F. General Fund Report:

Mr. Stocker presented the General Fund Report. 37.5% of the budget has been expended with 41.27% of revenues in. Mr. Stocker shared the spending trends for years past and remarked that Mr. Stanton's Safety Net money will help.

The beginning of the year fund balance was \$3,967,246.81. Total resources available: \$21,544,770.37. Expenditures to date: \$16,749,658.84. Transfer amount to debt service for energy: \$21,344.92; inventory: \$32,120.87 and debt service: \$42,689.82. Ending fund balance: \$4,689,955.92. Reserve for I-728 Grant revenues: \$444,469.70. Unreserved balance: \$4,254,486.22.

Capital Projects beginning fund balance was \$50,890.38 with an ending balance of \$23,400.33.

The Debt Service Fund beginning fund balance was \$2,207,605.22 with an ending balance of \$1,951,410.12.

ASB Fund beginning fund balance was \$354,365.85 with an ending balance of \$440,603.14.

Transportation Fund beginning fund balance was \$432,133.58 with an ending balance of \$806,106.02.

Mrs. Merrill asked Mr. Nelson if an executive session was necessary. Mr. Nelson stated that no executive session would be required.

V — EXECUTIVE SESSION

No executive session needed.

VI — BOARD PROCESS DEBRIEF

Mr. Cassell said Mrs. Merrill did a nice job!

VII — ADJOURNMENT

This meeting adjourned at 8:43 p.m.

President, Board of Directors

Secretary, Board of Directors