

**MINUTES**  
**of the Regular Meeting of the Board of Directors**  
**of the ENUMCLAW SCHOOL DISTRICT #216**  
**7:00 p.m., District Office**  
**July 20, 2009**

**I — PRELIMINARY**

**A. Call to Order:**

The regular meeting of the Board of Directors was called to order by Cathy Dahlquist, President of the Board of Directors, at 7:02 p.m. in the boardroom of the district office.

**B. Pledge of Allegiance:**

Steve Taylor led the pledge of allegiance to the flag.

**C. Roll Call:**

All board members were present except Mr. Cassell who was attending his daughter's fastpitch tournament in Vancouver.

**D. Minutes:**

Mr. VanHoof moved and Mrs. Merrill seconded a motion to approve the minutes of the regular board meeting of June 22, 2009 and the special board meeting of July 8, 2009 as printed. Motion carried.

**II — BOARD OF DIRECTORS/COMMUNICATIONS**

**A. Board Communications:**

Mrs. Dahlquist shared that Mr. Nelson, Mrs. Merrill and she would be attending the PLC (Professional Learning Communities) Conference in Seattle next week. She is excited to attend and learn more about this board focus area. Many district staff will be attending as well.

Mrs. Dahlquist stated that the King County Fair was held this past week and she was pleased to see all of the student involvement.

Mr. VanHoof said he has just been enjoying the great summer weather!

**B. Superintendent's Report:**

Mr. Nelson reported that an amazing amount of work is occurring across the street on the Enumclaw Middle School roof. This community has put a lot of effort into securing the new roof. The district is determined to be good stewards with the funds entrusted to them. Because

the bids came in under projections, funds not being used for the roof work will be used to do much needed maintenance in the district to keep buildings intact.

As July 1<sup>st</sup> marks the beginning of the next school year, the board agenda was revised to show the updated focus areas for the coming year. The focus is on student learning and making the alignment achievable for staff and visible to the community. The graphic was created to reflect these targets. Mr. Nelson and staff have spent a significant amount of time on how to achieve these goals with emphasis on accountability for the early release days. Mrs. Lockyer and Mr. Parker have taken the lead in developing targets for staff accountability. The targets are clearly identified. The time after the conference will be spent working with staff to continue developing a plan. Mr. Nelson has chosen *Time to Act* as the district phrase for the year. This will be a year of action. It is very fortunate that the PLC Conference is being held in Seattle so that teams from each building can attend. Mr. Nelson concluded by stating that structures are being set up and the School Improvement Plans will include dramatic changes over last year's work.

Remarking on the King County Fair, Mr. Nelson said it was great to see our students involved with FFA, 4-H, and the arts. He was grateful for the opportunity students had for summer jobs at the fair. In talking to community business owners, he learned that students have been struggling to find work.

Mr. Nelson also reported that the Enumclaw Street Fair is scheduled for July 24<sup>th</sup> and 25<sup>th</sup>. Mr. VanHoof's wife, Jaclyn, is co-chairing the event. The district will be participating with a booth.

Mrs. Dahlquist asked if anyone present wished to address the board as a whole to please step forward and state their name.

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

Shirley Galusha and Dawn Norton introduced themselves and shared their concerns regarding the 2008-09 FFA account at the high school. They requested an audit of the funds and stated they would like to know how the money was expended.

Mrs. Dahlquist responded that she would direct Mr. Nelson to look into this. She also stated that Mr. Nelson had already given the board members background information on this situation.

### **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; Northwest Textbook Depository; Puget Sound Energy; Muckleshoot Indian Tribe; K & L Gates; Right!Systems, Inc.; CDW Government; Puget Sound ESD; NOXY Consulting, LLC; and Overlake Hospital Medical Center.

After reviewing all vouchers, Mr. VanHoof moved and Mrs. Merrill seconded to approve payroll and general fund vouchers #45819 through #46062 in the amount of \$951,130.66; associated student body fund vouchers #19718 through #19768 in the amount of \$59,234.07; private trust fund vouchers #28 through #37 in the amount of \$5,550.00; and ratification of the general fund payroll warrant issue for June in the amount of \$2,987,107.83.

Mrs. Merrill commented that it is important to support local businesses and she was pleased to see the expenditures with our local businesses. She stated that we should try to keep our business in town when we can. Motion carried.

**B. Consent Agenda:**

1. Donation of \$1,072.18 from Arts Alive to Southwood Elementary for the Magic Strings program
3. Donation of \$1,072.18 from Arts Alive to the EMS music program
4. Donation of \$1,072.18 from Arts Alive to the TMMS music program
5. Donation of \$1,072.18 from Arts Alive to the EHS music program
6. Donation of \$628.25 from Sunrise PTA to Sunrise Elementary to be used for grade level enhancements
6. Donation of \$2,928.94 from Sunrise PTA to Sunrise Elementary to be used to purchase 2 document camera bundles and 1 document camera
7. Donation of \$1,500.00 grants (3) from the Muckleshoot Tribe to Black Diamond Elementary, Sunrise Elementary, and Thunder Mt. Middle School
8. Personnel Report
  - Ratify contracts

The consent agenda was presented by Mrs. Dahlquist.

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

1. Donation of \$1,072.18 from Arts Alive to Southwood Elementary for the Magic Strings program
2. Donation of \$1,072.18 from Arts Alive to the EMS music program
3. Donation of \$1,072.18 from Arts Alive to the TMMS music program
4. Donation of \$1,072.18 from Arts Alive to the EHS music program
5. Donation of \$628.25 from Sunrise PTA to Sunrise Elementary to be used for grade level enhancements
6. Donation of \$2,928.94 from Sunrise PTA to Sunrise Elementary to be used to purchase 2 document camera bundles and 1 document camera
7. Donation of \$1,500.00 grants (3) from the Muckleshoot Tribe to Black Diamond Elementary, Sunrise Elementary, and Thunder Mt. Middle School
8. Personnel Report
  - Ratify contracts

**Certificated:**

- A. New Employee:
  1. Leonardo Altamiranda, teacher, EMS and Sunrise, effective 8.28.2009
- B. Leave of Absence Rehire:
  1. Kimberly Stone, teacher, Southwood, effective 8.28.2009
- C. Leave of Absence:
  1. Desiree Gibb, teacher, .1 LOA, Sunrise, effective 8.28.2009

**Classified:**

A. Rehire:

1. Sarah Walthers, paraeducator, transportation, effective 8.31.2009

B. Additional Hours:

1. Richard Hudek, paraeducator (5 hrs), transportation, effective 6.29.2009
2. Karina Cooper, paraeducator (5.5 hrs), transportation, effective 6.29.2009

**Supplemental:**

A. New Employee:

1. Elizabeth Christensen Madill, assistant volleyball coach, EHS, effective 8.24.2009

**Ratification of Agreements:**

A. PSE Letter of Agreement

B. Personnel Contracts

Mrs. Dahlquist expressed her gratitude for the gifts to our district. Motion carried.

**C. 2009-10 Fee Schedule:**

Mr. Stocker presented the Enumclaw School District 2009-10 Fee Schedule. He explained that some of the additional fees on the schedule are not new fees, they just haven't been on the schedule previously. Different ways of managing fees (i.e. fixed, tier system) have been explored. Comparables with surrounding districts have also been done. Mrs. Merrill asked why boys' water polo fees are more than girls. Mr. Stocker responded that he would find that out for her. Mrs. Dahlquist commented that she was pleased to see the high number of middle school athletic participants in the report. She felt this was a good reason not to eliminate sports at the middle school as it keeps kids connected. Mrs. Dahlquist shared that both of her students participated on large middle school teams and observed the small number of students on teams in other districts. Mr. Nelson stated that we tried to get the best data we could and researched to come up with the fee changes. We were off track compared to other districts. Mr. Stocker concluded that the district has been cognizant of the impact on families and the desire to keep kids active.

Mrs. Merrill moved and Mr. VanHoof seconded to approve the 2009-10 Fee Schedule. Motion carried.

**D. Resolution 938: Interdistrict Cooperative Agreement for Students with Disabilities:**

Mr. Nelson stated that this is a resolution that comes before the board annually for approval of districts and agencies who provide contractual services for our special needs students.

Mr. VanHoof moved to approve Resolution 938: Interdistrict Cooperative Agreement for Students with Disabilities. Mr. Weyer seconded and the motion carried.

**E. Resolution 939: 2008-09 Budget Extension:**

Mr. Nelson explained that this resolution will build capacity in our budget. The levy had not yet passed when the 2008-09 budget was built. We need to make a payment on the roof and this budget extension will cover that.

Mr. Weyer moved to approve Resolution 939: 2008-09 Budget Extension. Mr. VanHoof seconded and the motion carried.

**F. 2009-10 Budget:**

Mr. Nelson stated that Mr. Stocker had prepared a wonderful presentation for the board. Going into this legislative session, we had no idea the budget shortfall would be as large as it was. Mr. Nelson began to prepare staff and community for the budget shortfalls. The district took a proactive stance going out to staff and patrons with information. They were given a forecast of what cuts and reductions would be back in February. Mr. Nelson received a lot of input from staff and community on the budget and a strong budget process was developed. The budget is strategically focused and student centered. It was a 6-8 month process getting to the place we are tonight. Usually there is time in between budget years without thinking about the process. Staff is already thinking about next year's budget and what will happen if the budget shortfalls continue. Mr. Nelson thanked Mr. Stocker and Mrs. Walkup for their hard work on the budget.

Mr. Stocker introduced Mrs. Walkup and expressed his appreciation for her support to him and her hard work. He also thanked the board for their support during his first year as business director. The public hearing for the budget will be held at next month's board meeting.

Using a PowerPoint presentation, Mr. Stocker shared that the projected 2.1 million deficit projection for 2008-09 came in under that amount and was achieved through fiscal stability, monitoring and responsible spending. He went on to explain the issues that impacted this year's budget: decline in student enrollment; staffing adjustments (being able to hire back because of full-day kindergarten); and the state and federal impacts. Additional considerations: fuel cost projections reduced; energy reduction measures; and facilities and maintenance budgets reduced. Mr. Stocker concluded by saying the budget will need to be closely monitored with a close eye on state and federal initiatives/plans. If there is not a change in funding strategies, we may be looking at additional reductions in the 2010-11 budget. Discussion followed.

Mr. Stocker announced the official public hearing will take place at the August 17, 2009 meeting. In response to Mr. Weyer's question regarding the Muckleshoot Tribal School, Mr. Nelson explained that we have an interlocal agreement with the Muckleshoots and their funding flows through our district. They are projecting a large number of students in their new school which will help our budget. We have a nice relationship with the Tribe and they appreciate the strong programs we have in place. They feel we are meeting the needs of the Muckleshoot students. Mrs. Dahlquist commented that the board likes to see a 5% ending fund balance and we are at 4.55% with this budget. She was also pleased to see 5.2 classified staff were hired. Mr. Stocker thanked Mrs. Walkup again for her assistance and asked the board to contact him with questions. Mr. Nelson also encouraged the public to contact the district with any questions.

**G. First Reading:**

**Policy 5403: Family Leave**

**Policy 5404: Family Leave Act**

Mr. Nelson explained that these policies come from the Human Resources Department and reflect changes in language, WAC, Public Laws, and in the Family Leave Act. These are necessary and basic updates for board review and information only tonight. Approval of these policies will be requested at the next board meeting.

## **H. General Fund Report:**

Mr. Stocker presented the General Fund Report. 77.7% of the budget has been expended with 82.15% of revenues in.

The beginning of the year fund balance was \$3,967,246.81. Total resources available: \$38,959,711.01. Expenditures to date: \$34,716,724.38. Transfer amount to debt service for energy: \$42,689.84; grant carry-over: \$444,469.70; energy: \$42,689.82; inventory: \$32,120.87; unreserved designated: \$525,000.00; and unreserved contingency: \$350,000.00. Unreserved ending fund balance: \$2,806,016.40.

Capital Projects beginning fund balance was \$50,890.38 with an ending balance of \$33,693.51.

The Debt Service Fund beginning fund balance was \$2,207,605.22 with an ending balance of \$2,846,726.11.

ASB Fund beginning fund balance was \$354,365.85 with an ending balance of \$358,853.97.

Transportation Fund beginning fund balance was \$432,133.58 with an ending balance of \$540,852.61.

Mrs. Dahlquist asked Mr. Nelson if an executive session was necessary. Mr. Nelson stated that he would need a 20 minute executive session for the purpose of discussing site acquisition of real estate with no action. Mrs. Dahlquist announced the board would take a 10 minute break and reconvene at 8:20 p.m. for a 20 minute executive session.

## **V — EXECUTIVE SESSION**

The board came out of executive session at 8:40 p.m. to announce they would be going back into executive session for an additional 20 minutes. No personnel decisions or motions were made during the executive session.

## **VI — BOARD PROCESS DEBRIEF**

The board came out of executive session at 8:58 p.m. to debrief the board meeting.

## **VII — ADJOURNMENT**

This meeting adjourned at 8:59 p.m.