

MINUTES
of the Regular Meeting of the Board of Directors
of the ENUMCLAW SCHOOL DISTRICT #216
7:00 p.m., Southwood Elementary
November 17, 2008

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 7:05 p.m. in the gym at Southwood Elementary.

B. Pledge of Allegiance:

Mrs. Arbury led the pledge of allegiance to the flag.

C. Roll Call:

All board members were present.

D. Minutes:

Mr. Cassell moved and Mrs. Merrill seconded a motion to approve the minutes of the regular board meeting of October 20, 2008 and the special board meeting of November 3, 2008 as printed. Motion carried.

II — BOARD OF DIRECTORS/COMMUNICATIONS

A. Board Communications:

Mrs. Merrill shared that she is excited to attend the WSSDA Conference in Spokane with the board. She stated that it is an honor to get to attend as an entire board that is committed to learning and growing together. She appreciates the district providing this opportunity and said they would leave on Wednesday.

Mr. Cassell spent time in a classroom at Westwood Elementary working with students on math and thanked Mrs. Marquand for that opportunity. He also thanked Mr. Beals for hosting him at Sunrise Elementary the remainder of the day where he assisted students with reading in the LAP program. He also spent time in Mrs. Kitz's classroom. Mr. Cassell also wanted everyone to be aware of the Climate Survey on the district website which is available to parents, students and staff to share their perception of the climate in the district. He asked people to please complete the survey stating the feedback will be used to make adjustments and to see how we are doing as a system.

Mrs. Dahlquist then asked the board members to stand, stating they were a "board of 5 and a team of 6" with Mr. Nelson. She spoke on behalf of the board, saying they believe in the

educators, staff and students in our district. The board wished to acknowledge recent award winners who have inspired others in our district to believe in themselves.

First to be acknowledged was Mrs. Susan Arbury and Southwood Elementary for their recent award from State Superintendent Bergeson as one of the most improved schools in our state on the WASL. Mrs. Arbury accepted a certificate on behalf of the Southwood staff and students, many of whom were present.

Mr. Chris Beals, Principal at Sunrise Elementary, received a certificate in honor of the WSASCD award he received for the difference he has made with his instructional leadership. He was nominated by his staff for this wonderful award. Mr. Beals introduced his wife, Johnda, and sons, Jared and Jordon.

At the same WSASCD conference, Mr. Mike Nelson received the “Educating the Whole Child Award”. This award was for demonstrated exceptional leadership in programs educating the whole child. Mr. Nelson also received a certificate from the board. Mr. Nelson introduced his wife, Britt, and daughter, Anna.

Mrs. Dahlquist concluded the award ceremony stating that the board believes in what these leaders are doing and thanked them for the work they are doing in our system to create a culture in which we all believe the same thing.

Mrs. Dahlquist stated that the meeting would break for a reception to celebrate the awards recipients and would resume at 7:38 p.m. A lovely assortment of desserts was served by Ms. Lang and the Enumclaw High School Culinary Arts class.

The meeting resumed at 7:40 p.m.

B. Thunder Mt. Middle School:

Mr. Nelson invited Principal Ginger Callison to share.

Ms. Callison stated it was an honor to share the work they’ve been doing at Thunder Mountain. Staff has been working to develop common assessments in math. Math teachers, Tim Nelson and Shirley Rhodes, shared the process.

Mr. Tim Nelson shared that staff understands the need to focus on math and began with the sixth grade. They decided to do an individualized program three days a week at the end of the day in regular math. The other core class teachers are also taking part. Samples were distributed to the board. Explaining the process, Mr. Nelson stated that students pre-test. When the test is passed, they move to another level. If they struggle, students receive another packet and then post-test. This process has had a big impact on sixth graders.

Ms. Shirley Rhodes shared that the sixth grade teachers are using peer tutors. Eighth grade student, Sarina Cassell, assists in the same sixth grade class one day a week. Sarina shared that she goes to Mr. Hansen’s classroom during the last period of the day and works either individually or with a few students at a time. If no one needs help, she assists the teacher, providing him time to help students individually.

The seventh and eighth grade neighborhoods have an extra hour for math on Friday. These students also go through the screening test. The goal is to build groups to work individually and

in small groups. In her geometry class, Ms. Rhodes has a spreadsheet where she tracks how many times it takes students to master a skill. The tests are run, then another pre-test is given to find the holes, followed by a post-test. At that time, students move to another level. Teachers need to find the gaps for each child to build on their individual skills.

Justin Mitchell, JJ Craig and Jurnee Proszek are students who are receiving extra time in math. Justin shared that he thinks it is good because he can work at his own pace and master skills. He says it is very productive. JJ shared that he walks in, gets his folder and works on it for the entire hour. Jurnee also shared that she is in the same class as JJ. She works on the pages she needs to gain skills. It is a good intervention class and students will gain the skills they need before they go to high school.

Mr. Nelson asked for questions. Mr. Cassell asked what curriculum was being used. It is Prentice Hall which was purchased a few years ago to supplement math. Ms. Rhodes stated if this doesn't work for students, they have alternative plans to assist teachers. Mrs. Callison stated they are working specifically with more basic skills as students struggle more with basic skills than the complex concepts. Mrs. Dahlquist asked what students in geometry class are getting. Ms. Rhodes responded that they are working on SAT prep which looks at language. It doesn't have to be math. These students have the math skills and working on vocabulary and language brings them up to standard across the board. They may test out of math and not be strong in reading/writing. This program helps students with all skills.

Ms. Callison shared that she has a Geometry class of students that she works with on Fridays. She selected 100 books to read before they go to college and pulled them from the library. Each student checked one out. If the student gets stuck, she determines what skills need improving.

Mr. Nelson invited the board to come out Monday, Tuesday or Friday to see the intervention process in action.

Mike Nelson concluded that we have a school that looked at assessment results and is trying to make a difference. Staff took the school day that they have and asked how they could give it a booster shot. They determined where students are deficient and determined how student achievement could be improved within the confines of a regular school day. Now they are learning how to look at the data to best support kids.

C. Superintendent's Report:

Mr. Nelson shared that the school district came together to collect 7200 cans of food during the food drive. The food was distributed to the two food banks in Enumclaw and one in Black Diamond. The Key Club students took two truckloads of food to the White River/Enumclaw football game. There were lots of tears and joy. Under the leadership of Key Club Advisor, Amy Ihde, the students did an exemplary job. Mr. Nelson acknowledged the great job Thunder Mt. did in collecting food at their building.

Mr. Nelson stated that he and Mrs. Dahlquist would be presenting on "Positive Community Relations" at a break-out session at the WSSDA Conference Thursday afternoon. They are looking forward to sharing with others from their experiences.

Mrs. Dahlquist 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: Puget Sound Energy, Food Service of America, Associated Petroleum, Muckleshoot Tribe, NW Textbook Depository, City of Enumclaw, Overlake Hospital Med Services, Speech Connections, Puget Sound ESD, and KCDA.

After reviewing all vouchers, Mr. VanHoof moved and Mr. Cassell seconded to approve payroll and general fund vouchers #43922 through #44156 in the amount of \$470,256.04; associated student body fund vouchers #19167 through #19245 in the amount of \$49,641.20; Private Purpose Trust Fund voucher #27 in the amount of \$1,000.00; and ratification of the general fund payroll warrant issue for October in the amount of \$2,833,691.62. Motion carried.

B. School Improvement Plans:

Mr. Nelson stated, as a result of NCLB, the district is required to develop improvement plans in reading and math that tie directly to assessment results. These must be finished before the end of June. Our district made a shift and completed one plan in June, and another in November. We were previously using 10-month old data to write the plan. Now that we are using the fall timeline, the assessment results from August/September are used to work with staff to put together an improvement plan which is different from our strategic plan. There are specific outlines on what can go into this plan. This year, a consistent format was used for all the plans. Mr. Nelson introduced Mr. Parker to explain the process.

Mr. Parker thanked the board for the opportunity to formally present the School Improvement Plan for 2008-09. He stated that the plan has been completely and significantly re-tooled in both content and style. This plan can be shared with the community as well as the board. The SIPs include: Progress Toward Previous Year's Goals; Overview of School Improvement, and the School Improvement Plan.

In closing, Mr. Parker expressed his appreciation to building principals for the time and energy that went into retooling the plans. He stated they can be proud of their work. These documents will be used to communicate throughout the community. All SIPs will be on the district website and the information will become much more wide-spread. Mr. Parker said he is thrilled for the work that's been done. Mr. Cassell thanked the principals for the work and effort that went into the plan. He noted that Westwood had an extra piece of information for the math and encouraged others to include that. Mrs. Merrill clarified that the goal for next year is driven by NCLB. Mr. Parker responded that was correct – the goals in math and reading reflect the state uniform bar minimum goal. Mr. Nelson added federal legislation affects how we are graded on adequate yearly progress.

Mrs. Merrill moved and Mr. Weyer seconded a motion to accept the School Improvement Plans, with much gratitude for the work done, as presented. Motion carried.

C. Consent Agenda:

1. Field Trip: GAPP trip to Germany
2. Donation of paint supplies from Auburn Fred Meyer valued at \$2,251.27 to be used district-wide

The consent agenda was presented by Mrs. Dahlquist.

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. Field Trip: GAPP trip to Germany
2. Donation of paint supplies from Auburn Fred Meyer valued at \$2,251.27 to be used district-wide

Mrs. Dahlquist called for questions. She asked about the GAPP trip and Mr. Nelson explained that German language students at the high school travel to Germany to visit their sister school and travel in Germany. In return, German students come here for 3 or 4 weeks. Mr. Parker shared that his son took part in the GAPP trip and it was life changing. He feels it is a tremendous program that is also supported by the German government. The trip is planned biennially. Motion carried.

D. Second Reading:

Policy 1105: Director Districts

Policy 2190: Highly Capable Programs

Policy 2412: Diplomas for Veterans

Policy 3207: Prohibition of Discrimination, Harassment ...

Policy 3432: Emergencies

Mr. Nelson explained that these policies call for action by the board this evening as they are presented for second reading. Mr. Cassell moved and Mr. Weyer seconded a motion to approve policies 1105: Director Districts, 2190: Highly Capable Programs, 2412: Diplomas for Veterans, 3207: Prohibition of Discrimination, Harassment, and 3432: Emergencies, as presented. Motion carried.

E. First Reading:

Policy 3110: Admission & Qualifications

Policy 3126: Child Custody

Policy 4130: Title 1 Parent Involvement

Mr. Nelson stated that three policies are being presented for first reading. Two of these policies are being changed as a result of changes in the law. The change to Policy 3110 has been requested by the director of student support services with a change on the date. Policy 3126 is a legal change in regard to releasing students. It is good and important language to add to keep our students safe. The Policy 4130 change brings our policy in alignment with federal guidelines. Mr. Beals is now in charge of Title 1 and LAP programs. He has worked very hard on the grant applications as a result of these changes. We are already following the new policy. These policies will be presented for approval next month.

Mrs. Dahlquist noted the language that was deleted on Policy 3110 under kindergarten. She felt the language under first grade regarding the conditional exemption should also be deleted. Policy 3126 reminded Mrs. Dahlquist of a staff concern when students have two families who wish to set up conferences. Staff has thirty minutes per student. She didn't know if it needed to be included in policy, but recommended that families be limited to two 15-minute conferences as it can be overwhelming to staff. Mr. Nelson responded that we have more complex families. He will pull information from principals and see where we are on this issue. He stated that the district has an incredible staff that works very hard. Mr. Nelson will report back.

F: Resolution # 930: General Fund Excess Levy:

Mr. Nelson explained that this Resolution had been on last month's agenda but we were asked to remove it by the ESD as the rollback figures were being recalculated. It is the same resolution with new figures and we will be collecting a bit more. Mrs. Merrill moved and Mr. Cassell seconded to approve Resolution 930: General Fund Excess Levy. Motion carried.

G. Resolution # 931: Levy

Mr. Nelson stated that this is the first levy in his superintendency. Ready to launch tomorrow morning, anyone can log on to the district website and see new information regarding the levy. The ballot measure is on the site as well as the levy rate per 1000. A four-year levy is being proposed, front-loaded for the first two years. The EMS roof and the Westwood heating systems will be addressed first. Historical information is included which shows the process the district has gone through the past 18 months. This information is important to some community members. The complete technology plan can be found including the intelligent classroom information. An informational brochure is on-line as well as a road map of technology and FAQs. There is a discussion forum on the site and it is hoped that it will become active. Anyone can go in and ask questions or comment. A picture gallery includes pictures of facilities and technology.

Mr. Nelson has scheduled faculty and PTA meetings as well as individual meetings with the principals. Tomorrow, a poster building party is planned for principals to create information boards to be on display during conferences. He also distributed a document that is given to staff to make notes and a sheet which included key information that can be used by board and staff to share with people.

Mr. VanHoof moved and Mr. Cassell seconded to approve Resolution 931: Levy. Mr. Cassell commented that the website is amazing. He asked if there is any way to link to a classroom for a virtual tour of an intelligent classroom on-line. Mr. Cassell felt all bases are covered on the site. Mrs. Dahlquist recommended people go to the website and see what the process has been. She is really excited about the site. Mr. Weyer also felt a fantastic job was done on the website. Motion carried. February 3rd, 2009 is voting day!

H. General Fund Report

Mr. Stocker presented the General Fund Report.

The beginning of the year fund balance was \$3,967,246.81. Total resources available: \$12,716,930.25. Expenditures to date: 6,674,416.83. Transfer amount to debt service: \$42,689.84. Ending fund balance: \$5,967,702.73. Unreserved balance: \$5,523,702.73. 20% of

budget has come in with 15% expended. Mr. Stocker is going back 5 years to see what the financial trends have been.

Capital Projects beginning fund balance was \$50,890.38 with an ending balance of \$19,795.37.

The Debt Service Fund beginning fund balance was \$2,207,605.22 with an ending balance of \$3,639,416.81.

ASB Fund beginning fund balance was \$354,365.85 with an ending balance of \$469,845.36.

Transportation Fund beginning fund balance was \$432,133.58 with an ending balance of \$802,494.40.

At 8:50 p.m., Mrs. Dahlquist announced the board would take a short break, retiring to a staff room, for a 15-minute executive session to discuss personnel and would return at 9:05 p.m. The board returned to regular session at 9:20 p.m.

V — PERSONNEL

A. 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. Mrs. Merrill moved and Mr. Cassell seconded a motion to accept the personnel report.

Classified:

A. Retirement:

1. Verna Ditty, office manager, EMS, effective 12/19/2008

B. Re-hire:

1. Celeste Bettencourt, assistant girls swim coach, EHS, effective 8/20/2008

E. Change of Assignment:

1. Dianna Coutts, paraeducator, from EMS to Kibler, effective 10/27/2008
2. Joanne Tucker, from driver to transportation specialist, transportation, effective 11/1/2008

F. Additional Hours:

1. Dianna Coutts, 2 hrs/day as health room professional, EMS, effective 9/29/2008
2. Cheryl Cole, 3 hrs/day as health room professional at EMS, effective 9/15/2008
3. Susan VanHorn, 6 hrs/day, paraeducator, Kibler, effective 10/27/2008
4. Diana Henrichs, 1.5 hrs/day, kitchen assistant, Black Diamond, effective 10/28/2008

G. New Employee:

1. Sarah Brassard, Native American Specialist, EHS, effective 11/12/2008
2. Shannon Gonzales, paraeducator, Southwood, effective 10/24/2008
3. Amy Doud, paraeducator, Westwood, effective 11/3/2008
4. Jennifer Pugh, paraeducator, Westwood, effective 9/22/2008
5. Randi Francis, assistant coach, EHS, effective 11/17/2008

Supplemental:

A. New Employee:

1. Chad Davidson, assistant boys basketball coach, EHS, effective 11/17/2008

Motion carried.

VI — BOARD PROCESS DEBRIEF

The board debriefed the meeting.

VII — ADJOURNMENT

This meeting adjourned at 9:21 p.m.

President, Board of Directors

Secretary, Board of Director

