

**MINUTES**  
**of the Regular Meeting of the Board of Directors**  
**of the ENUMCLAW SCHOOL DISTRICT #216**  
**7:00 p.m., District Office**  
**December 15, 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 7:00 p.m. in the boardroom of the district office.

**B. Pledge of Allegiance:**

Molly Mongrain led the pledge of allegiance to the flag.

**C. Roll Call:**

All board members were present.

**D. Minutes:**

Mrs. Merrill moved and Mr. Weyer seconded a motion to approve the minutes of the regular board meeting of November 17, 2008 and the special board meetings of December 1 and December 10<sup>th</sup>, 2008 as printed. Motion carried.

**II — BOARD OF DIRECTORS/COMMUNICATIONS**

**A. Board Reorganization**

Mrs. Dahlquist called for nominations for board officers for next year. Mrs. Merrill moved to nominate Mrs. Dahlquist for president and shared that, historically, the vice-president would move into the president position. Mrs. Merrill stated that she was recently elected to a state-level legislative committee through WSSDA and has also applied for a leadership training opportunity. With those additional responsibilities, she would be happy for Mrs. Dahlquist to continue as president. Mr. VanHoof seconded and the motion carried.

Mr. Cassell moved to nominate Mrs. Merrill as vice-president to give continuity and complimented her for the job she's done. Mr. VanHoof seconded and the motion carried.

Mr. Cassell moved to nominate Mr. VanHoof as legislative representative. Mrs. Merrill seconded and the motion carried.

Mrs. Dahlquist gave the board of director's opportunity to change seats if they wished.

## **B. Board Communications:**

Mr. VanHoof shared that the board had attended the WSSDA (Washington State School Directors Association) Conference in Spokane. The board spent 3 to 4 days there attending workshops and break-out sessions. Mr. Nelson and Mrs. Dahlquist presented a workshop on Community Relations. Mrs. Merrill was elected to the Legislative Committee and Mr. VanHoof to the WIAA Committee which is a 2-year position. Mr. VanHoof said the break-out sessions were great and there was much discussion regarding budget.

Mr. Cassell stated that he attended the Basics of School Finance workshop and learned a lot. He also remarked that the conference is a good opportunity to network with other directors to discuss how they are managing their districts and talk about what they are doing. Mr. Cassell concluded that every district has its own issues.

Mr. Weyer agreed the conference was beneficial in updating directors on what is happening in the state and in other districts. He and Mr. Cassell attended a presentation by Vancouver School District. He appreciated their focus on strategic plans and the success they attribute to them. Mr. Weyer also shared Port Angeles School District's "dash board" which has their key goals and statistics on one document. He was interested in North Thurston School District's School Improvement Plan as well. He enjoyed the opportunity to attend the conference.

Mrs. Dahlquist congratulated Mrs. Merrill and Mr. VanHoof. She stated it is an honor to have two directors elected to state positions. Mrs. Merrill stated she is glad Mr. VanHoof got the WIAA Committee position back and that both she and Dale Holland had held that position. Mr. VanHoof commented that he has a lot to live up to! Mrs. Merrill stated that it is an opportunity to do things that are best for our community with the resources we have. She agreed that it is good to get out and see what's happening statewide.

Mrs. Dahlquist reported that the Community Relations presentation went really well. She and Mr. Nelson discussed events for both staff and the community including the bus parade, Day of Outreach, and the imbedded *Connection* in the Courier Herald. The 65 people who attended took away ideas to implement in their districts with folders that contained samples of what we've been doing in our district. Mr. Nelson and Mrs. Dahlquist received very positive feedback. Mr. Nelson stated that they presented at the last session of the first day and still had to mail additional packets out. He received an email from Mt. Vernon with a question regarding the *Connection* and referred him to the website. Mr. Nelson said it was fun outreach and a nice opportunity to share knowledge. It clarifies why we do what we do and is a good pulse check. Good work is happening here!

Mr. Weyer thanked everyone who has spent time and effort promoting the February 3<sup>rd</sup> election. He shared that he believes the tech portion of the levy is going to positively impact student learning and classroom instruction. Mr. Weyer gave examples of classroom use of the Smartboard and stated it would be a wonderful tool for learning. He concluded by thanking staff for their time and effort in developing the School Improvement Plans and said he sees the opportunity for using them to integrate the vision and annual board goals with classroom and student learning.

## **C. Black Diamond Elementary:**

Mrs. Dahlquist stated item C was being removed from the agenda due to inclement weather. Mrs. Garton did not want students traveling on treacherous roads. She thanked Mrs. Garton for the

cookies. Mr. Nelson said two schools would present in January. He asked that everyone take time to look at the boardroom. A lot of work went into the decorations which were based on the *Jolly Postman* book.

#### **D. Superintendent's Report:**

Mr. Nelson thanked Mrs. Dahlquist on behalf of the board and himself for her service as president for the past year. She was presented with the traditional gavel engraved with her name and the year she served.

In the next four weeks, state budget information will officially be released. At his superintendent meeting at Puget Sound ESD last Friday, the message is that the state is in a time of budget cuts. As a district, cuts are anticipated and we are readying ourselves. We will be watching the I-728 money as that represents \$2,000,000 in our budget and affects 22 staff members. Class size for K-4 may be changing. The COLA will be another item to watch. Mr. Nelson explained that the governor will present her budget, it then goes to the senate, followed by the house. The superintendents will meet again the Wednesday following winter break to study the impacts as a group and provide support to each other. Mr. Nelson will forward information as he receives it.

Mr. Nelson reported that he sent a letter to all of the legislators in the 31<sup>st</sup> and 47<sup>th</sup> districts regarding the impacts of the construction on the Kummer Bridge. The projected timeline for completion is June 2009. The impact is on our families as well as the additional district expenses for fuel and employee hours. He will determine whether we can apply for funds. In the letter, Mr. Nelson invited the legislators to visit our district to talk about these issues.

The newest recipients of the National Board Certification were honored by Mr. Nelson and the board. He explained that the process is rigorous, including videotaping in the classrooms, documenting leadership positions, etc. The district supports candidates financially and assists in getting scholarships. Ten candidates have joined the previous eleven which puts our district at 8% who have completed National Boards with another large cohort presently going through the process. Eric Fiedler is the key person in our district and has gone through the OSPI training. Tandy Schafer (EHS), Della Demerjian (EMS) and Kristi Carlson (Black Diamond) were congratulated and received cards and flowers. Mr. Nelson stated that this will pay huge dividends to students. Kristi shared that the process has made her much more reflective and has been a benefit to her. Della stated that it took her three years to complete the process as it was a huge amount of work and difficult. She also felt it made her more reflective. Tandy commented that she enjoyed the process and likes that it is obvious to students that their teacher is setting a good example by continuing their learning – that they are not finished with learning after college. Teachers are lifelong learners. Mr. Nelson said that Anna has been in many videotapes so students feel invested and want to know how their teachers do. The board expressed their congratulations. Those unable to be present due to weather were: Tyler Crane, Adam Ihde, Jennifer Planellas (EHS), Shirley Rhodes (TMMS), Andy Means and Will Stuenkel (EMS), and Nikki O'Brien (Sunrise).

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**

Laurie West introduced herself and expressed her concerns regarding the sports programs at the high school. She feels the programs have become exclusive because of extended practices that

are scheduled during vacations and weekends. Without an activity bus, there are students who can not participate because they don't have transportation. Mrs. West stated that the friendships and team building associated sports should be available to all students – not just those who excel in their sport. Her question was whether there might be a way to fund activity busses again.

Mrs. West also stated that she believed children at elementary level would benefit from learning Spanish, particularly with the Hispanic population in our community. She would like to see a Spanish speaking teacher hired at the elementary level so students could learn both Spanish and English from one another. She thanked the board for considering these items.

## **IV — ADMINISTRATION/BUSINESS**

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

Mr. Stocker presented the list of top ten expenditures in the district as follows: Puget Sound Energy, YMCA Camp Seymour, Food Service of America, City of Enumclaw, Muckleshoot Indian Tribe, Teacher Development Group, Overlake Hospital Medical Center, Associated Petroleum Products, NW ESD 189, and Speech Connection. Mr. Stocker shared that he has made expenditure comparisons for the past two years. Mrs. Merrill asked what the district subsidy is per student for 6<sup>th</sup> grade camp. Mr. Stocker will get that information.

After reviewing all vouchers, Mr. VanHoof moved and Mrs. Merrill seconded to approve payroll and general fund vouchers #44157 through #44394 in the amount of \$511,449.98; associated student body fund vouchers #19246 through #19323 in the amount of \$55,411.02; and ratification of the general fund payroll warrant issue for November in the amount of \$2,986,145.77. Motion carried.

### **B. Consent Agenda:**

Mr. Nelson shared that the personnel report has been moved to the consent agenda as they learned at the WSSDA Conference workshops other districts are doing. Mrs. Lockyer is prepared to answer questions regarding personnel.

1. Donation of \$1,200 from Kibler PTA to Kibler Elem for document camera and accessories
2. Donation of \$4,500 from Kibler PTA to Kibler Elem to be used for field trips, supplies, books etc.
3. Donation of a flatbed utility trailer valued at \$750 from Tacoma School District, to the EHS Ag Department
4. Donation of \$500 from North Bend Automotive to the EHS Volleyball program
5. Donation of \$1,000 grant from BECU to TMMS to be used to purchase books for the library
6. Personnel Report

The consent agenda was presented by Mrs. Dahlquist.

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

1. Donation of \$1,200 from Kibler PTA to Kibler Elem for document camera and accessories

2. Donation of \$4,500 from Kibler PTA to Kibler Elem to be used for field trips, supplies, books etc.
3. Donation of a flatbed utility trailer valued at \$750 from Tacoma School District, to the EHS Ag Department
4. Donation of \$500 from North Bend Automotive to the EHS Volleyball program
5. Donation of \$1,000 grant from BECU to TMMS to be used to purchase books for the library
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.

**Classified:**

- A. Resignation:
  1. Stuart Johnson, auditorium technician, EHS, effective 11/30/2008
- B. Change of Assignment:
  1. Sandra VanHoof, from ECEAP paraeducator to ECEAP lead teacher, Black Diamond, effective 11/18/2008
- C. Additional Hours:
  1. Carolyn Hagan, paraeducator, transportation, effective 10/22/2008
- D. New Employee:
  1. Carla Merrill, bus driver, transportation, effective 11/12/2008
  2. Kimberly Bailey, paraeducator, Kibler, effective 12/1/2008

**Ratification of Agreements:**

- A. PSE Contract
- B. Non-represented Salary Schedule

Mrs. Dahlquist called for questions. She had noticed the ratification of the PSE Contract and the non-represented schedule on the personnel report. Mrs. Lockyer distributed the final draft of the contract. She said it needed to be edited prior to making official copies and having an inservice for administrators to go over the changes. Mrs. Lockyer reported that articles 1, 2, 3, 4, 5, 6, and 7 are the same except for integrating letters of agreement. Two additional holidays were added in Article 8 for 12 month employees. Also under leaves, personal emergency days were changed to personal days and can be taken at the employee's discretion with the ability to earn additional personal days which is equitable to certificated staff. Articles 10, 11, and 12 are the same. Article 13 includes opportunities for staff to look at staff development for classified staff. In a letter of agreement, PSE will be part of the benefit's committee. Article 15 clarified the grievance process. Article 17 – Schedule A includes the 5.61% increase. Article 19 generated great discussion regarding the apprenticeship program and new opportunities. This would be good for the district. At the conclusion of her presentation, Mrs. Dahlquist remarked that this was a lot of hard work and she is hearing that employees are very happy. She commended the negotiators for doing a great job. Motion carried.

**C. Second Reading:**  
**Policy 3110: Admission & Qualifications**  
**Policy 3126: Child Custody**  
**Policy 4130: Title 1 Parent Involvement**

Mr. Nelson explained the changes in the policies before the board, including the change Mrs. Dahlquist suggested at the last meeting. Mrs. Merrill moved and Mr. Cassell seconded a motion to approve policies 3110: Admission & Qualifications, 3126: Child Custody, and 4130: Title 1 Parent Involvement. Motion carried.

**D. General Fund Report**

As Mr. Stocker prepared for his report, Mr. Nelson shared that the January work study will be on math and budgets which will include a look at the trends.

Mr. Stocker presented the General Fund Report. He included the forecast in his presentation, stating that 27% of budget revenues are in and 22.66% has been spent. The projected enrollment came in higher. Administration is looking at the data in a variety of ways and monitoring the budget closely. Decreasing the 2.1 million deficit is a priority this year. Mr. Weyer thanked Mr. Stocker for the data presented.

The beginning of the year fund balance was \$3,967,246.81. Total resources available: \$15,466,986.18. Expenditures to date: \$10,125,926.16. Transfer amount to inventory: \$32,120.87 and debt service: \$42,689.84. Ending fund balance: \$5,266,249.33. Unreserved balance: \$4,821,779.63.

Capital Projects beginning fund balance was \$50,890.38 with an ending balance of \$19,910.00.

The Debt Service Fund beginning fund balance was \$2,207,605.22 with an ending balance of \$3,873,008.91.

ASB Fund beginning fund balance was \$354,365.85 with an ending balance of \$472,411.66.

Transportation Fund beginning fund balance was \$432,133.58 with an ending balance of \$804,367.58.

Mrs. Dahlquist asked Mr. Nelson if an executive session was necessary. He replied that there was no need.

**V — EXECUTIVE SESSION**

No executive session.

**VI — BOARD PROCESS DEBRIEF**

The board debriefed the meeting.

## **VII — ADJOURNMENT**

This meeting adjourned at 8:02 p.m.

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President, Board of Directors

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Secretary, Board of Director

