



**MINUTES**  
**of the Regular Meeting of the Board of Directors**  
**of the ENUMCLAW SCHOOL DISTRICT #216**  
**7:00 p.m., District Office**  
**January 22, 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:**

Jeffery Dahlquist led the pledge of allegiance to the flag.

**C. Roll Call:**

All board members were present except for Gerd Weyer who was excused.

**D. Minutes:**

Chris VanHoof moved and Corey Cassell seconded to approve the minutes of the regular board meeting of December 17, 2007 and the special board meetings of January 7 and January 14, 2008 as printed. Motion carried.

**II — BOARD OF DIRECTORS/COMMUNICATIONS**

**A. Board Communications:**

Mr. Cassell stated that the information they received at the last Board Work Study with Mahlum Architects was a complete assessment of all facilities. He said the discussion was good and the amount of information received was a bit overwhelming. Items on the facilities survey will now be rated (low, medium, or high) and prioritized.

Mrs. Merrill attended the Yarrow Bay presentation this past Saturday and stated that it was well organized with stations for distributing specific information. When asked, they gave a lack of parking at Black Diamond Elementary as the reason for having the Open House out of the area. Mrs. Merrill encouraged them to present the same program in Enumclaw and reminded them the Enumclaw residents will be voting on issues related to Black Diamond. They were open to doing that. Mr. VanHoof also attended and said the event was well attended. He remarked that Yarrow Bay says they are aware of the toll on schools and that it will be two and a half years before they break ground. Mrs. Merrill estimated 1000 people attended.

Mrs. Dahlquist reported the state auditor is in our district doing an audit which will take approximately six weeks.

## **B. Enumclaw Middle School Report:**

Mr. Rabb, Enumclaw Middle School Principal, was introduced. He shared that the focus his building chose at the beginning of the year was *Setting an Agenda for Understanding*. He and his staff spent the first three days of school sharing with students why it's important to learn each of the subjects in which they are enrolled (e.g. why it's important to be a good reader). When the staff met again, the focus moved to *Sustaining an Agenda for Understanding*. Mr. Rabb stated that there is a difference between kids knowing and understanding. Tonight's presentation would focus on math. Andy Means, math instructor, was then introduced.

Mr. Means shared that he came to Enumclaw from Bellevue School District where they had the same mission: *All Students Achieving at High Levels*. Knowing Bellevue had more resources than a smaller district, Mr. Means wondered what would be available in Enumclaw for staff development. He was pleased to find the district taking positive steps to improve math educator skills. The training had teachers thinking about taking learning beyond skills to understanding math. Teachers learned many techniques that could be incorporated into their teaching. Mr. Means has been pleased that the training didn't stop in August but staff members have been given opportunity to continue collaboration and learn what it means to teach for understanding. He presented a math problem to the board and audience to solve, explaining the process his students would use in his classroom. Students would first work on the problem independently and then with partners. Each student is given the opportunity to share the technique that worked for them to solve the problem. Students Jennifer Hogan, Connor Wells, and Jeffery Dahlquist did a wonderful job explaining the process each used to solve the math problem. Their processes were: scaling up or down a ratio, the unit rate, and algorithms (cross multiplication). Mr. Means concluded the presentation, stating that students not only learn the skills to solve the problems and transfer the skill set to real life situations, they have the opportunity to explore individually, share with other students, and listen to others explain how they solved problems.

Mr. Rabb explained how the training translates into the culture in the classroom. He stated that it is very different to have students stand up and explain the process they have used to solve problems. This is all a by-product of the staff development. Mr. Rabb stated how much the Board's support for staff development is appreciated and invited questions. Mr. Cassell asked how many questions students get through in a class. Mr. Means responded the class works on approximately three problems in a 30-40 minute period of time. He added that this gives even top students the opportunity to look at more than one method to solving problems. Though it takes longer, three problems in detail are better than twenty at surface level. Mr. Rabb concluded by reiterating his appreciation for the Board and the support they have given.

## **C. Vital Signs**

Mr. Parker shared that he was presenting a mid-year report on the high school credit retrieval program which was launched last summer. The need in our schools for this program is great and he is extremely pleased with the number of students who are taking advantage of the program to retrieve credits. He presented statistics from July 2007 through August 2008. By the end of May, 360 slots for classes will have been available for students. The classes are running at 98.5% occupancy with 91.4% of students earning credit. Most of these students have been 11<sup>th</sup> and 12<sup>th</sup> graders. 9<sup>th</sup> and 10<sup>th</sup> graders will be targeted next so they won't have the opportunity to fall behind. Every scheduling structure has been offered: after school, evening, two classes per week, four classes per week and summer classes. The first Saturday classes will be offered soon (6 Saturdays/4 hours per day). All of the graduation required core classes are being offered. These are computerized, self-directed classes with certificated staff on site to assist students.

Four teachers are currently trained and additional teachers will be trained. The charge per class is \$100 which covers the cost of the program. Mr. VanHoof commented that it is nice to see students taking advantage of these classes. Mr. Nelson stated that this is a huge celebration for us – being able to keep our students in-district for credit retrieval. He gave kudos to Mr. Parker and the teaching staff for their effort in implementing this successful program.

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

Mr. Nelson shared a few announcements:

The annual audit is underway and should be complete by the first or second week of February. Our auditor is the same as last year. Mr. Kelly is already familiar with our system which is helpful.

Reporting on the Yarrow Bay Open House last Saturday, Mr. Nelson stated we are interested in the impact the developments will have on our schools and students. The district is trying to be pro-active in its responses. He said the graphics were somewhat deceiving as the scales for schools varied, depending on what chart you looked at. So far, the Yarrow Bay people have not been responsive to either schools or fire protection issues. He agreed with the importance of Mrs. Merrill's question regarding why information hasn't been given to Enumclaw residents. Yarrow Bay provided a survey asking what stores people would like to see in the area but have not addressed important infrastructure impact questions. Conversations regarding growth in Black Diamond began in 2006. Mr. Nelson and Mr. Madden will be having a conversation with the City of Black Diamond this week. Environmental impact studies are being done. The city council will have a lot of say in how the development is guided. The building timeline has been pushed out since Dr. Jarvis first met with Yarrow Bay a year and a half ago. Mrs. Merrill shared that Lorianne Taff has been asked to be on Black Diamond's planning committee because of her background in the schools. Mr. Nelson stated that Lorianne has been a great connection for meeting new council members. We want to do all we can to support kids. Mrs. Dahlquist asked about the environmental statement. Mr. Nelson responded that it is in the beginning stages with no timeline.

Mr. Nelson shared the *State of Enumclaw School District Address* is scheduled for Thursday, February 7<sup>th</sup> at 7:00 p.m. in the EHS Auditorium. The ad is in the paper this week and looks great. He thanked Mrs. Merrill for the donation of the ad and hopes we will have good attendance.

Mr. VanHoof and Mr. Nelson will be attending the Legislative Conference. Board members can sign up through the WSSDA website to receive legislative updates.

The high school football coach interviews began today with a full interview schedule. Mrs. Lockyer is overseeing the process.

#### **E. School Board Recognition:**

Mrs. Merrill, Mrs. Garton and Mr. Nelson attended the Chamber dinner last week. Sonny Kobe Cook, keynote speaker, shared that 7 out of 10 people are not engaged in their work and the reason why is that they haven't experienced meaningful appreciation for the work they do. The governor has proclaimed this School Board Recognition month. Mr. Nelson shared with the board how much he appreciates their taking opportunities to acknowledge those who work in our system. He then read the State Proclamation which honors the board. He also said the number of gifts on the table is evidence many want to honor our board. Mr. Nelson thanked the board for

their work and support for our students. He presented each of the board members with a certificate.

Mrs. Dahlquist then opened the meeting to anyone desiring to address the board. No one present wished to address the board.

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

#### **IV — ADMINISTRATION/BUSINESS**

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

Mr. Madden shared that he is providing more information on the vouchers as requested by the board members and appreciates their positive response. He passed that along to his staff. Mr. Madden presented the list of top ten expenditures in the district as follows: Puget Sound Energy, City of Enumclaw, Puget Sound ESD, Teachers Development Group (this included 13 days of staff instruction by 5 or 6 instructors that comes out of I728 funds), Food Service of America, Citicorp Vendor Finance, Superintendent of Public Instruction Services, NWESD 180, Associated Petroleum Products, and MicroComputer Systems. Mrs. Dahlquist expressed her appreciation for the opportunity to review a more detailed voucher report.

Mr. Madden asked the board for approval of the expenditures. After reviewing all vouchers, Chris VanHoof moved and Nancy Merrill seconded to approve payroll and general fund vouchers #41499 through #41738, in the amount of \$525,502.74; associated student body fund vouchers #18581 through #18633, in the amount of \$63,582.71, and ratification of the general fund payroll warrant issue for December in the amount of \$2,685,626.76. Motion carried.

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

Mrs. Dahlquist read through the consent agenda:

1. Donation of tools valued at \$1,000 to the EHS CTE Department by Randy Cook
2. Donation of 160 flat screen monitors valued at \$3,200 from Swedish Hospital to ESD Technology Department

With appreciation for all of the gifts our district receives, Corey Cassell moved and Chris VanHoof seconded to approve the following items on the consent agenda:

1. Donation of tools valued at \$1,000 to the EHS CTE Department by Randy Cook
2. Donation of 160 flat screen monitors valued at \$3,200 from Swedish Hospital to ESD Technology Department

Motion carried.

##### **C. Second Reading Policy 2000, 2151, 2336, and 6630:**

Mr. Nelson explained the changes to these policies are simple updates that are before the board for second reading and approval. Nancy Merrill moved and Corey Cassell seconded a motion to approve updates to Policies 2000, 2151, 2336 and 6630. Motion carried.

#### **D. 2007-08 District Goals Update:**

Mr. Nelson shared an update on the three district goals developed last May. His update included key information and gave the board an opportunity to see how things fit into the matrix.

One of the highlights of the report is in the area of math and the major goals of improving staff instruction and student abilities. Target areas are listed under the goals. He asked the board whether the report was easy to understand and if it could be improved. Mrs. Dahlquist remarked that it was agreed at the board work study to work on aligning goals and get updates every quarter. She said it was great getting the update. Mr. Nelson said a bulletin board has been created in the district office which displays the four pillars and how the goals fit into the pillars. He thought it would be good to have it on the website to show the connections between Gerrie and Terry's work and the expanding opportunities. Mr. Nelson wanted to highlight some areas for the board and then get the information out to the public. A lot of work has been done and it would be nice for the public to see what has been accomplished in 12 months. Mrs. Dahlquist stated she likes the timeline and agreed it would be good for the public to see. Mr. Nelson will work with Mrs. Garton to get it posted on the website. He asked for specific questions. Mr. Cassell asked what "Survey of increased knowledge of math instructional skills" meant. Mr. Parker responded that the staff will complete a survey to indicate whether the work we are doing is effective. Mrs. Dahlquist asked if staff completes a survey at the conclusion of a staff development training. Mr. Nelson stated that an evaluation is required whenever we offer a course with clock hours. The forms come through Mrs. Garton's department. Staff can make comments and then adjustments are made contingent upon the evaluation information. Mr. Cassell asked if we need to make a decision on how to go through the information. Mrs. Dahlquist stated that Mr. Nelson had given them the first draft and if there are questions, these can be directed individually and then organized. Mr. Nelson added if there are enough questions, it may warrant a work study and further discussion. Mr. Parker responded to several questions. Mr. Nelson concluded saying he would continue to keep the board updated. Mr. Cassell stated he would like to have a key group of communicators developed to discuss facilities for the bond. Mr. Nelson said he has some intriguing ideas that he will be sharing.

#### **E. General Fund**

Mr. Madden commented that the state has provided funding for the segmented math classes. It has been nice to have those additional funds to support the math program.

Mr. Madden gave the general fund report. He stated the beginning fund balance was \$4,015,838.50. Total resources available were \$17,810,131.18. Expenditures to date: \$12,827,428.34. Transfer amount to debt service: \$42,689.83. Ending fund balance: \$4,940,013.01. Unreserved balance: \$3,830,617.57. He stated that January is an important month as the state gives us the actual budget amounts based on October enrollment. Because we were conservative in our projections, we are fine. Mr. Nelson said we are a couple of months ahead in beginning to make next year's projections. He expects we will be down 100 students. It is a tribute to all staff that we are in a good financial position. We will be looking at enrollment numbers for recruiting purposes. Kindergarten came in at 269 rather than 300 this year which means a low class moving into first grade.

Capital Projects beginning fund balance was \$119,785.47 with an ending balance of \$94,518.92.

The Debt Service Fund beginning fund balance was \$1,973,163.18 with an ending balance of \$1,968,006.10.

ASB Fund beginning fund balance was \$360,851.14 with an ending balance of \$487,823.46.

Transportation Fund beginning fund balance was \$433,114.66 with an ending balance of \$748,841.73.

At 8:29 p.m., Ms. Dahlquist announced the board would take a short break and return at 8:35 p.m. for a 20 minute executive session to discuss personnel. The board returned to regular session at 9:00 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. VanHoof seconded to accept the personnel report.

#### Classified:

- A. New Employee:
  - 1. Erin Sando, assistant secretary, EMS, effective 1/7/08
  - 2. Dianna Coutts, paraeducator, EMS, effective 9/28/07 (2 hrs./day)
- B. Change of Assignment:
  - 1. Karen Kilmer, secretary, to DO from EHS, effective 1/7/08
- C. Resignation:
  - 1. Denise Mantz, ECEAP, Southwood, effective 1/2/08
  - 2. Travis Foreman, custodian, EMS, effective 12/20/07
  - 3. Reba Stowe, network specialist, DO, effective 1/11/08
  - 4. Kathleen Mainard, asst. fastpitch coach, EHS, effective 11/12/07
- D. Retirement:
  - 1. Barry King, bus driver, Transportation, effective 1/31/08

Motion carried.

Land acquisition was discussed with no action taken.

## VI — ADJOURNMENT

This meeting adjourned at 9:01 p.m.

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President, Board of Directors

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Secretary, Board of Directors