

MINUTES
of the Regular Meeting of the Board of Directors
of the ENUMCLAW SCHOOL DISTRICT #216
7:00 p.m., District Office
August 20, 2007

I — PRELIMINARY

A. Call to Order:

The regular meeting of the Board of Directors was called to order by Dale Holland, President of the Board of Directors, at 7:00 p.m. in the boardroom of the district office.

B. Pledge of Allegiance:

Gerrie Garton led the pledge of allegiance to the flag.

C. Roll Call:

All board members were present.

D. Minutes:

Chris VanHoof moved and Lorianne Taff seconded to approve the minutes of the regular board meeting of July 23, 2007 as printed. Motion carried.

II — BOARD OF DIRECTORS/COMMUNICATIONS

A. Board Communications:

Lorianne Taff reported she and Cathy Dahlquist have been attending the architect selection meetings. The committee has come to a decision which will be presented to the board for approval later in the meeting. Ten firms submitted portfolios that were scored by the committee. The four finalists then presented in person and gave the committee a feel for the personality of each of the firms, all of whom were well qualified. The questions and input from the committee, including Mrs. Dahlquist's personal experience, were invaluable. Mrs. Taff stated the committee scored very similarly on the top four. The same top firms were chosen unanimously, even though the committees' levels of experience covered a wide range.

Cathy Dahlquist reported that she had attended the Enumclaw Middle School "Timberwolf Days". She enjoyed seeing the students back in the building and remarked on the level of excitement she observed. Thunder Mountain "Days of Thunder" will occur on August 21st.

B. Vital Signs:

Mr. Nelson presented for Mr. Parker who is recovering from a dislocated hip following surgery and is on the mend again. Mr. Nelson introduced Walt Bennett stating he is employed by the Enumclaw Insurance Group, is a strong Rotarian, and a former teacher. He is the driving force behind the formation of the Enumclaw-Black Diamond Tutoring Program.

Mr. Bennett began his presentation stating he hoped everyone had seen the posters and brochures around town. The tutoring program is being launched with three separate venues to reach kids. The first venue is the extended learning program which has been launched by the district. With only one teacher per session, the volunteer tutors can support and improve the adult to student ratio. The second venue, beginning in October, will be two drop-in centers for tutoring. One is located in Black Diamond at the Community Center and the other in Enumclaw at the former Kids Base location. These will be set up like coffee houses with comfortable furnishings and free refreshments. Students will be welcome to come in and be comfortable. The third venue is an on-line program called Moodle which establishes a virtual campus. It is very adaptable and volunteers can work on-line from home. Students can go to the site, click on any subject and check to see if a tutor is available. If there is no tutor, they can go into an individual class, find discussion forums or leave a note asking a tutor to respond. Students can find help somewhere all the time. Mr. Bennett shared that all venues will be staffed by volunteers (parents, community members, peers). Training will be provided and he reassured anyone willing to be involved that 75% of being a successful tutor is being present. The math coordinator at Thunder Mountain will train the math tutors. Mr. Bennett stated that his Master's in Teaching and background in math have given him a desire to support what is happening in the classroom. He feels the goal for tutors is to identify the root problem the student has and then assist him/her in keeping up in class.

Mr. Bennett then stated if the district were in charge of the tutoring program, the public's expectation would be for the district to solve any related problems. He believes the community needs to step up to help fix problems which have resulted from a shift in our culture. Mrs. Merrill asked if on-line tutors could be out of the area. The answer is yes – anyone with internet access can be an on-line tutor. Mr. Bennett is also working to get college students to assist with the program. He hopes to have the bugs worked out over the next few years, then package what has been done here and send it out to others. He believes Rotary would be a great organization to assist in doing that. Funding for the program has been provided by Enumclaw Insurance Group (\$8700), Rotary and the Chamber (\$5000 each). These funds have covered all of the purchases to date.

At the conclusion of his presentation, Mr. Nelson remarked that Walt has an incredible vision. In nine months he has worked through all the "Yes – but's" and has been passionate about making this happen. He is rallying the community to support all kids. Mr. Nelson applauds his efforts and gave his support to the vision. He further stated that Mr. Bennett has been keeping late hours to make this happen and is the magic behind the success. Mrs. Taff shared that she has been getting the updates on the program and believes the idea for a community program independent of the district is brilliant. She publicly thanked Mr. Bennett and stated, as a parent, she understands that students learn differently and she plans to have her daughter involved. Mr. Holland invited Mr. Bennett to share his website information with the public. Websites are www.enumclawtutors.org or www.blackdiamondtutors.org. The virtual campus will be launched in October. The drop-in center open houses are scheduled for Enumclaw

(1920 Division Street) on September 20th, 5-10 p.m. and for Black Diamond (Community Center) on September 25th, 5-9 p.m. Formal invitations will be sent out and in the meantime, Mr. Bennett would be glad to give personal tours. He also stated a need for wood flooring if anyone would like to donate. Mr. Nelson concluded by saying he loves partnerships such as this.

C. Superintendent's Report:

Mr. Nelson explained the luau decorations in the Board Room remained from the orientation meeting for our 18 new staff members, including Mr. Stanton. This is a very low number compared to past years. Kathy Lockyer and Gerrie Garton planned the two days of orientation. Mr. Nelson called on Ms. Lockyer to share the happenings of the morning. She stated that everyone came dressed for a luau, boarded a bus and left for a tour of the district. They enjoyed a dialogue about the schools while traveling. The teachers wanted to go down Cole Street to see the town. After the tour, they came back for a luau lunch with the principals. The principals took new staff through their buildings and made introductions. Decorations will go back up for tomorrow when the new teachers attend the Chamber breakfast first and then return to district office. Ms. Lockyer said the most important thing is for us to serve them because they teach our children. She is excited about what we are doing. Mr. Nelson added that a lot of planning by the human resources staff went in to these days.

Teachers are back this week for staff development. Next Monday, August 27th, beginning at 8:00 a.m., all staff will meet outside the high school auditorium, board buses, and head to Black Diamond Elementary for donuts, coffee, and a celebration. Buses will return to the auditorium to hear dynamic speaker Ryan Knighton, who became blind at age 18. He will be sharing what he's experienced as a teacher of writing. After the speaker, staff will again load buses and go down the main street with a bus parade. The mayor approved the event and the Chamber will attend. Mr. Nelson and Mrs. Garton met with the PTA and parent groups who will also be in attendance. The barbeque will be held downtown at Rotary Park where ice cream bars will be distributed to the public.

Mr. Nelson stated that the tech committee is completing a report in preparation for running, along with facilities, a bond. The infrastructure will run as parallel pieces. The committee met a week ago and has begun building a team who will be responsible for developing an oversight group.

Mr. Nelson distributed the draft of the newsletter which will appear in the Courier Herald as a result of a new partnership with them. It was discerned that the best way to communicate with the community is through the Courier. Eight *Connection* Newsletters were sent out last year by way of students. 75% of our population does not have students. With the new process, the document is sent to the Courier who does all of the formatting and publishes *Connection* once per month. We will reach both Enumclaw and Black Diamond communities and inform people who do not have children in the system. Mr. Holland brought this idea from the Fife School District. Mrs. Taff asked if this would be part of the sampler. Mr. Nelson responded that that is his hope. Mrs. Dahlquist confirmed the paper is being delivered to every home this month as her son is a paper deliverer. It is a good way to get information out.

Mr. Nelson stated Mrs. Garton is the key person behind this. Mrs. Merrill affirmed it as a fantastic plan.

D. Budget Hearing

Mr. Holland invited Mr. Madden to present the 2007-08 Budget. Mr. Madden opened by stating that remarkable things are going on in the district. He used a PowerPoint presentation to explain the different pieces of the district budget.

The General Fund is well named as it allows the district to use it to cover items for classrooms (teachers, supplies, textbooks, support staff), buildings (principals, office staff, librarians, counselors, nurses), transportation, food services, maintenance of facilities, and operations (superintendent's office, business office, utilities, communications and technology). 80-85% of this budget pays for personnel. The revenue source for the General Fund is student FTEs. Mr. Madden reported the enrollment history which showed a decline in enrollment from 1997 through 2007 with FTEs down by 671. He believes these numbers will stabilize in the next year or two and then begin to rise. Mr. Madden stated that our district's history of being fiscally conservative has kept us in a healthy position. Revenue assumptions for 2007-08 are: 4259 FTE; 290 vocational, 563 special education students, and increased monies from state grants.

Mr. Madden then presented the staffing history for the district from 2005 to the present. Certificated numbers are down by 29 FTE and classified numbers are up by 9 FTE. Fiscally, he made comparisons from 1997-98 when revenues were just under \$29,000,000 to this year's revenues which will exceed \$40,000,000. The highest percentage of fund balance to expenditure budget was in 1998-99 (13%) which was the result of a savings in the building of Thunder Mt. Middle School. From 2003 to the present, the fund balance has been 5-7%. This reflects sound planning and usage of funds.

The total amount of revenue for the budget, which includes local taxes, local non-taxes, state general and special, and federal taxes is \$40,950,000. New or increased revenues include \$90,000 for Promoting Academic Success; \$547,000 for the 3.7% Salary Increase; \$385,000 Levy Increase; \$47,000 Technology Allocation; and \$299,000 for the Student Achievement Grant (I-728). Mr. Madden presented a chart with tax breakdowns by type: nearly 56% comes from the state, 16.5% from special state funds, 5.7% federal, 18% local taxes and 3.9% local non-taxes.

Mr. Madden showed how the general fund is spent: Basic Education - \$31,558,048; Vocational Education - \$1,504,856; Special Education - \$4,675,513; Categorical - \$3,777,208; Other Programs (Collins, Outdoor Education, etc) - \$389,071; for a total of \$41,904,696.

New or increased expenditures in the 2007-08 budget were 3.7% salary increase (for unfunded employees) \$200,000; increase in fuel \$25,000; increase in utilities \$245,000, and I-728 expenditures \$300,000.

Mr. Madden called for questions regarding the General Fund. Mrs. Dahlquist asked if he could speak to the law suit started in King County today and what it means to us. She found it

interesting to see what the state doesn't fund in transportation and special education. Mr. Madden replied that it would mean 1.4 million dollars for us which is a significant amount of money. He said he could report more specifically on that at the next meeting.

Mr. Madden then presented the Capital Projects Fund which is used for school construction, remodeling, project management and facility planning. Revenue for Capital Projects includes: Investment Earnings \$6600 and Rentals and Leases (post office building only – JJ rental revenues go to the general fund) \$20,160.

The Debt Service Fund was explained as taxes used to pay off debt. This revenue is collected by the county, payments made for outstanding bonds approved by the voters, and payments made for outstanding bonds obligated by the district as non-voted debt. The total amount of revenue in the Debt Service Fund is \$3,350,062.

Total outstanding debt for the district is \$29,220,279 which is an important amount to consider when planning the bond. \$110,000,000 is the capacity remaining.

Mr. Madden presented the ASB Fund which is strictly a student fund. It generates nearly a million dollars to support athletics and activities program. It has a current fund balance of \$247,546.

The Transportation/Vehicle Fund was the last to be presented. Mr. Madden stated five buses would be purchased this year for \$330,000. The current transportation fund balance is \$378,484.

Mr. Madden concluded his presentation saying this was a quick overview of the five funds. Mrs. Merrill commented that this was the best budget report ever presented and expressed her appreciation for his thorough explanations.

Mr. Holland stated that this was an official hearing and time for the public to address the budget if anyone wished. After calling for public comments the third time, seeing none, he moved on to the next item on the agenda.

III – HEARING OF PERSONS DESIRING TO ADDRESS THE BOARD

Mr. Holland opened the meeting to anyone wishing to address the board. Seeing none, he moved to the next item on the agenda.

IV – ADMINISTRATION/BUSINESS

A. Payroll and Vouchers:

Mr. Madden presented the board with the ten largest vouchers from the general fund for the month of July. They were: Washington Schools Risk Mgt Pool, Green River Community College, White River School District, Micro Computer System, WSIPC (includes IEP Online services), Puget Sound Energy, KCDA, City of Enumclaw, ESD 189; and Puyallup School District. After reviewing all vouchers, Nancy Merrill moved and Chris VanHoof seconded to approve general

fund vouchers #40284 through #40440, in the amount of \$930,000.44, general fund vouchers #40441 through #40495 in the amount of \$97,381.44, associated student body fund vouchers #18329 through #18348, in the amount of \$10,664.15, capital projects fund vouchers #1563 through #1564, in the amount of \$886.55, and ratification of the general fund payroll warrant issue for July in the amount of \$2,569,143.05. Motion carried.

B. Consent Agenda:

1. Donation of \$50,000 from the Albert L. Bogdan Trust to the high school for scholarships for future educators
2. Donation for \$1,000 from the Muckleshoot Charitable Fund to Southwood Elementary for document camera/LCD projector
3. State Transitional Bilingual Grant: \$101,479
4. Indian Education Grant: \$19,122

The consent agenda was presented by Mr. Holland. Mr. Nelson shared that Albert Bogdan, a former teacher and business director in our district, has, in the past, donated several large sums of money. Brenda Sexton from the Courier Herald will do a feature article on giving and will report on Mr. Bogdan's philanthropic deeds. This particular scholarship fund will go to a graduating senior who is pursuing a degree in education. Mr. Nelson explained that we will oversee this fund and was very pleased to receive it. He stated that it is quite a legacy in Mr. Bogdan's honor. Mr. Holland said Mr. Bogdan has also given monetary gifts to Green River Community College and the hospital. Mrs. Merrill remarked that he was a quality person.

With appreciation for all of the gifts our district receives, Cathy Dahlquist moved and Nancy Merrill seconded to approve the following items on the consent agenda:

1. Donation of \$50,000 from the Albert L. Bogdan Trust to the high school for scholarships for future educators
2. Donation for \$1,000 from the Muckleshoot Charitable Fund to Southwood Elementary for document camera/LCD projector
3. State Transitional Bilingual Grant: \$101,479
4. Indian Education Grant: \$19,122

Motion carried.

C. Resolution #913: Cancellation of Warrants Outstanding Over One Year

Mr. Nelson explained that this agreement, per RCWs, states that warrants not presented within one year of the date of their call or issuance, shall be cancelled by passage of a resolution. Mr. Holland stated although these warrants have been cancelled, if someone desires payment, they can contact the business office for re-issuance of a payment. Nancy Merrill moved, and Lorianne Taff seconded, approval of Resolution 913. Motion carried.

D. Resolution #914: Adoption of Enumclaw School District's Capital Facilities Plan

Mr. Madden presented the Capital Facilities Plan stating he would highlight key items. This

same plan was presented previously at a Board Study. It has been sent to King County for approval. The plan is a solid foundation which will be updated annually by Mr. Madden and Mr. Nelson, particularly as new developments arise. This plan is in the best interest of students and community members. There are no fees attached to this capital plan but the district has to be able to show that growth exceeds facilities. Mr. Nelson added although there is a building moratorium, the district has to have a plan ready and in position when building begins.

Chris VanHoof moved and Cathy Dahlquist moved to adopt the Capital Facilities Plan in Resolution 914 as presented. Motion carried.

E. Resolution #915: 2007-08 Budget

General Fund	\$41,947,496.00
Transportation Fund	\$330,000.00
Capital Projects Fund	\$100,000.00
Debt Service Fund	\$3,299,608.00
A.S.B. Fund	\$939,108.00

Lorianne Taff moved and Nancy Merrill seconded a motion to adopt Resolution #915: 2007-08 Budget which includes the general fund, transportation fund, capital projects fund, debt service fund, and the ASB fund. Motion carried.

F. Second Reading of Policies

Mr. Holland remarked that some of the following policies were presented at work study and the board is now prepared for the second reading and a vote.

Policy 2410: Graduation Requirements

Mr. Nelson gave a quick synopsis of this policy, saying the original change in requirements added math and art credits which remain in place. The other shift was in increasing the credit requirements from 22 to 24. This policy would reduce required graduation credits to 23 for current class of 2008 and 2009 students. The graduation credit requirement of 24 credits remains in place for classes 2010 and beyond. Mr. Nelson had received no phone calls regarding this shift except from high school staff supporting this change for 2008 and 2009 classes.

Policy 3421: Child Abuse, Neglect & Exploitation Prevention

This policy regards staff training and reporting issues. The changes are legal updates. Mrs. Lockyer explained that new employees receive training and logs are kept to document the training.

Policy 5001: Hiring of Retired School Employees

Mr. Nelson stated it is important to have this policy in place. We want to build a system on positive recruiting.

Policy 5005: Certification requirements

This policy regards employees with lapses in certificates and how to help staff to get a conditional certificate. Staff can get an emergency certificate when a certificate lapses.

Mr. Holland called for individual motions for each of the policies presented for second reading.

Policy 2410: Nancy Merrill moved and Lorianne Taff seconded a motion to approve Policy 2410. Motion carried with one dissenting vote.

Policy 3421: Lorianne Taff moved and Chris VanHoof seconded a motion to approve Policy 3421. Motion carried.

Policy 5001: Chris VanHoof moved and Cathy Dahlquist seconded a motion to approve Policy 5001. Motion carried.

Policy 5005: Nancy Merrill moved and Chris VanHoof seconded a motion to approve Policy 5005. Motion carried.

G. Board Meeting Schedule

Mr. Nelson presented the board meeting schedule for 2007-08 which lists the dates for the public. This schedule follows the historical schedule: first Monday of the month for Board Study and third Monday of the month for Board Meetings. The schedule also included retreat dates.

Lorianne Taff moved and Chris VanHoof seconded a motion to accept the Board Meeting Schedule as presented. Motion carried.

H. 2007-08 Enumclaw School District Fee Schedule

Mr. Nelson pointed out minor changes in the fee schedule for 2007-08. There is a \$2 increase in ASB fees across the board, and a \$5 increase in 6th Grade Camp fees.

Cathy Dahlquist moved and Lorianne Taff seconded a motion to accept the 2007-08 School District Fee Schedule as presented. Motion carried.

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I. Architect Selection

Mr. Madden presented the Architect Selection stating that the committee worked hard on this process. He distributed portfolios to the board members. He then gave an overview of the process. Kathy Lockyer had recommended we contract with Doug Nichols at the Vancouver ESD to assist with the process. Request for Qualifications (RFQs) were sent out. The architect committee was made up of a diverse group of people including representatives from both Black Diamond and Enumclaw from Rotary, Chamber of Commerce, board members, and

community people numbering 10-12 in attendance. RFQs were received from 10 firms around the state. Each of the firms was scored by the committee members. The final four were interviewed and references checked. Mahlum Architects with offices in Portland and Seattle was the firm selected. They bring good experience with schools. Mr. Madden called the process impressive. Information has been gathered from community and staff meetings that will assist with bond information. Mr. Madden used a quote from Mr. Nelson, "We not only listen, but we hear." Butch Reifert is the principal of the Mahlum firm. Mr. Madden is excited to move ahead with the pre-bond activities and asked for board approval to enter into partnership with the Mahlum firm.

Mr. Nelson commented that he was thrilled with the process and the goal was to do what they were charged with – to be open and transparent about the process. A good reputation was built with the senior community. Committee members were: Tim Madden, Gerrie Garton, Mike Nelson, Ginger Callison, Jill Burnes, Cathy Rigg, Vicky Stratton, Jeremy Copping, Kevin Esping, Mike Thomas, Cathy Dahlquist and Lorianne Taff. This is one example of the transition we are making as a system. Mr. Nelson shared a quote from Mahlum, "The most important conversations with the Enumclaw School District will be at the onset of our relationship. We endeavor to listen closely, record all that we hear and bring to bear our depth of experience to result in successful projects throughout your community." Mr. Nelson believes Mahlum is an excellent choice and that they bring innovative designs. Their work reflects the different communities they have represented. Mr. Madden commented that Mahlum has extensive experience building sustainable, green schools – issues that have to be addressed. Mr. Holland thanked the committee members for serving and for their hard work.

Lorianne Taff moved and Nancy Merrill seconded a motion to approve Mahlum as the architecture firm for pre-bond services. Motion carried.

J. General Fund Report:

Mr. Madden reported on the general fund stating the beginning fund balance was \$3,305,152.11. Total resources available were \$38,803,147.03. Expenditures to date were \$34,243,754.06. 88.54% of the budget has been expended. The general fund report had an unreserved balance of \$4,306,946.17.

At 8:20, Mr. Holland announced the board would take a short break and return for a 20 minute executive session at 8:25 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. Taff moved to accept both the personnel and supplemental personnel reports. Mrs. Merrill seconded the motion.

Certificated:

A. New Employee:

1. Sara Hartjoy, teacher, Westwood, effective 8/29/07
2. Mari Gowin, teacher, BlackDiamond, effective 8/29/07

B. Rehire:

1. Necia Engebretsen, counselor, EHS, effective 8/29/07
2. Dan Hennessy, teacher, TMMS, effective 8/29/07
3. Bjorn Myhre, teacher, EHS, effective 8/29/07 (limited leave)

Classified:

A. New Employee:

1. Laura Jensen, payroll officer, effective 8/20/07
2. Bonnie Walkup, fiscal officer, effective 8/10/07

B. Resignation:

1. Debbie Couch, band aide, effective 6/18/07

Supplemental Personnel Agenda:

Certificated:

A. New Employee:

3. Kelly Cole, teacher, Southwood, effective 8/29/07 (leave replacement)
4. Janice Kenney, teacher, EMS, effective 8/29/07 (leave replacement)

C. Resignation

1. Julie Somers, teacher, EHS, effective 8/16/07

Classified:

B. Resignation

2. Muriel Timboe, paraeducator, Southwood, effective 8/15/07

Ratification of Agreement:

A. Principals' Association Agreement

B. Cabinet Contracts

Motion carried.

VI — ADJOURNMENT

This meeting adjourned at 9:06 p.m.

President, Board of Directors

Secretary, Board of Directors