

MINUTES
of the Regular Meeting of the Board of Directors
of the ENUMCLAW SCHOOL DISTRICT #216
7:00 p.m., District Office
November 19, 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:

Katie Carlson led the pledge of allegiance to the flag.

C. Roll Call:

All board members were present.

D. Minutes:

Chris VanHoof moved and Cathy Dahlquist seconded to approve the minutes of the regular board meeting of October 15, 2007 and the special board meeting of November 5, 2007 as printed. Motion carried.

II — BOARD OF DIRECTORS/COMMUNICATIONS

A. Board Communications:

Mr. Holland thanked the public for getting out to vote. He stated the vote for Simple Majority was close and subsequently passed. Mr. Holland went on to explain the difference between running levies and bonds. Bonds still require a 60% majority. He added that on tonight's agenda we have roll back on levy money. We can't collect more money than is dictated by the state. Mr. Holland thanked those who spent time and energy on Simple Majority.

The two new board members, Gerd Weyer and Corey Cassell, were introduced. Mr. Holland explained the election will be certified by the end of November and the new board members assume their positions at the regular December board meeting where they will be sworn in.

Ms. Merrill thanked Bryan Garton for heading up the Simple Majority Campaign here. She and Mr. Nelson attended a planning meeting in Olympia where she received phone numbers to call voters. Ms. Merrill expressed her appreciation to Lorianne Taff, Chris VanHoof, Mike Nelson,

Tim Madden, and Gerrie Garton for phone calling and said she especially appreciated Rose Becker who came every night to call. 3000 - 4000 calls were made to voters.

Mr. VanHoof reported that he, Ms. Merrill, Mr. Cassell, Mr. Weyer and Mr. Nelson attended the WSSDA State Conference for board members. He stated that he attended many good breakout sessions and enjoyed the opportunity to network with other districts. The days were well spent.

Ms. Taff shared that she accompanied the Native American Dance Troop to the Coast Guard Base in Seattle where they performed for a packed house of soldiers. She said it was a great opportunity to share the Native American culture and to honor soldiers. Students were able to tour the Polar Icebreaker which they found a fascinating learning opportunity. Ms. Taff also reported that she attended the NIEA Conference where there was much discussion on the reasons Native students can be left behind. They also discussed ways to engage the community into schools. This year, the focus was on how to give back to the community. Ms. Taff asked, as a district, what we can give to our community.

Mr. Holland received a letter from Lisa Bjork, Department Co-chair of the Educational Leadership Department at Seattle Pacific University. Mr. Nelson spent his own time presenting at a Superintendent/Executive Leadership class there. She stated, in part, "His leadership style impressed the students because Mr. Nelson so clearly demonstrates that he understands the importance of building trusting relationships as well as thinking 'out of the box'. He described approaches to problem-solving that utilized a combination of creativity, reflection, and principle. The Enumclaw School District is fortunate to have someone of his caliber as superintendent." Mr. Holland concluded by stating that it is nice to hear those things from someone outside of the community.

The Southwood presentation was moved up on the agenda to accommodate the young participants.

1. Southwood Elementary Report:

Susan Arbury, Principal at Southwood, opened by sharing they had a gift for each of the board members as well as the new members. This is her eleventh year in the district. She had a poster which showed all the programs housed at Southwood: the regular K-5 school, developmental preschool, ECEAP program, IA pullout, IA 1-3 and 4-5, as well as Magic Strings. As a staff, one of their identified goals is to become one school. This is the third year with their combined staff. Ms. Arbury shared their agenda for the evening which included students reporting about student government and a DVD on math and reading strategies. She also stated one of their goals is introducing the arts to students. Southwood has a grant from the ESD as well as several others. They have been involved with the arts since 2004. The staff development piece comes from the grants. She sees a difference in the way students respond to the arts. Art is considered a core class for No Child Left Behind. Southwood has had great support from the local Arts Commission.

The student body officers, led by Jody Emerson, were introduced: Katie Carlson, ASB president; Kaylee Moergeli, vice-president, and Kylie Traub, spirit coordinator. Katie stated many students ran for office and their goal is to promote Southwood and make it the best school possible. Each of the students was poised and articulate, and did a wonderful job sharing the responsibilities involved in their positions as well as projects and programs they have implemented.

Faith Lindley introduced herself as a first grade teacher and principal intern who is working on both her National Boards and Masters. She shared a delightful DVD in which children talked about their math and reading strategies as well as the books they are reading. Ms. Lindley stated when they work together, everyone achieves more.

Mr. Nelson shared the Southwood ASB officers' picture would be in the *Connection* in the paper tomorrow. He also stated Ms. Arbury presented at the WSSDA conference regarding the arts. Ms. Merrill responded that she did a great job in her presentation. Mr. Nelson asked the students to do their Southwood "silent waves" as they departed following their presentation.

C. Vital Signs:

Mr. Parker stated he and Gerrie Garton would be sharing two pieces of information for Vital Signs. He would share the most recent update regarding the progress toward WASL certification of senior/junior students in the classes of 2008 and 2009. Then Ms. Garton would present the National Board Certificate recipients.

Mr. Parker presented a second snapshot of progress toward the WASL Certificate. His documentation included statistics for both classes of 2008 and 2009 and the number of students who have met the CAA requirements as well as those who are working on CIA. He also disaggregated the special ed students of whom there were 38. There is no state database to access student data so we must contact the previous school to try to get WASL data. Ms. Merrill asked if we could make it a school entrance requirement that student's must bring their WASL results when she learned we have 24 students in our district with no data. Ms. Taff suggested it must be a problem in all schools. Mr. Parker stated the information in his report is already outdated as they continue to get test scores including some of the data from summer tests. Paul Iacabozzi just processed 69 special education WASL tests at EHS. Mr. VanHoof asked what happens to the students who don't meet standards. Mr. Parker responded they can return for a 5th year and will be welcomed and supported so they can earn their diploma. Mr. Nelson affirmed that the culture in our school system has to change so that it is alright for a student to return for a 5th year. It will take all of us to develop a system to support that. Ms. Taff added that many college students take five years to complete their program and it would be wonderful if we can remove the stigma attached to high school students returning. She hopes students will take advantage of the opportunity. Mr. Nelson stated the Tacoma News Tribune has requested WASL information from our school and Terry Parker and Liz Hendrickson have done an exemplary job in gathering data.

Ms. Garton was pleased to acknowledge and honor the most recent recipients of the National Board Certification. She stated these amazing individuals join 484 others in the state of Washington who passed their national board exams. Twelve individuals have now earned their

certification in our district. Amy Weber, Eric Fiedler, Desi Gibb, Kathie Ross, and Bridget McNassar have already attained their certification. The process sometimes takes two to three years. Our teachers completed it in 13-14 months. Terry Bergeson will announce these teachers on December 4th. Ms. Garton invited the candidates to come forward to receive a certificate and rose. They were: Diahn Boline, Jody Emerson, Melanie Hanson, Laura Johnson, Brian Patrick, Lori Patrick and Seth Polson. Lori and Brian are the first husband and wife team to receive their certification. Seth is the first special ed teacher.

Diahn Boline thanked the board for their support. She stated that we have a unique situation here in Enumclaw. With built-in professional development in our district, as the candidates read through the National Board standards, it wasn't new to them. They were well prepared because of our system.

Ms. Garton concluded by sharing Enumclaw School District is above the state average right now with those who are Nationally Certificated. Twelve more teachers are presently working on their certificates.

D. Superintendent's Report

Mr. Nelson introduced Chad Marlow as the new Technology Coordinator after going through a rigorous hiring process. Mr. Marlow has family here and recently relocated. He began his new position today.

Mr. Nelson was pleased to acknowledge and honor Judy Bruggeman, Transition Specialist at Enumclaw High School, for being awarded the Golden Apple by KCTS Television. She will be officially presented with their award in January. Ms. Bruggeman will be at the dinner and celebration then. Mr. Nelson said he was so proud of her and that she is an amazing human being. Many have attended the luncheon the transition students prepare at the high school in the spring. She has also implemented the student market place which students operate to learn life skills. Ms. Bruggeman does a stellar job. Ms. Bruggeman stated there is nothing like being honored twice for doing something you love to do. She stated that it is a pleasure guiding students in the community, getting them jobs, watching them grow and blossom. She encouraged those who haven't been to the high school to come on a Wednesday to observe the totally student operated market place. She concluded by acknowledging those involved in the program and stated that it takes a team to make something successful.

Mr. Nelson reported that at the WSSDA Conference Friday evening banquet, the South Whidbey Board of Directors received the Board of the Year Award. Mr. Nelson nominated our Board of Directors for the honor. The selection committee was impressed with the work that is occurring here in Enumclaw. With 40 years of combined service, Mr. Nelson wanted to publicly recognize our board for their accomplishments and dedication.

There are two major coaching positions open in our district in football and soccer. Because of retire/rehire and leave replacements, we have a number of teaching positions open at the high school. Teaching positions will be posted which may also draw candidates with coaching skills. After Thanksgiving, the positions will be posted for football and girls soccer along with the teaching jobs. We hope to acquire incredible teachers as well as incredible coaches. The

community will have the opportunity to provide input for the football coach and will be involved in the process. Mr. Nelson shared the tiers involved in the hiring process which concludes with a second level interview with the superintendent. It is an extensive process. Interviews are expected to be held the second week of January with the selections presented to the board in February. Ms. Lockyer is the internal contact for the positions. Ms. Merrill wanted to clarify that the priority is to hire the best teachers first, then coaches. Mr. Nelson affirmed that is the full intent. He went on to explain we are in a good place because we have several positions open. Mr. Nelson believes we will have a nice pool of candidates.

Mr. Holland stated that this concluded the communication piece of the agenda and opened the meeting to anyone wishing to address the Board.

III — HEARING OF PERSONS DESIRING TO ADDRESS THE BOARD

Mr. Ted DeVol introduced himself and stated that he attended the three candidate forums and still had a question he would like answered. He asked about the two hours of staff development time on late arrival days as it relates to student seat time. He is concerned about the cumulative affect on class time. Ms. Merrill stated she would respond to that issue. Mr. DeVol would like to see the response in the paper.

Dennis Mickleberry introduced himself and expressed his concern over a student behavior situation at an elementary school. He stated his specific concerns and reported that he had talked to Mr. Stanton, Director of Student Support Services, who had been helpful, shared the actions already taken, and agreed to meet with the parents. Agencies Mr. Mickleberry contacted suggested he share his concerns with the board. He concluded stating he has high expectations that there will be disciplinary actions for the student and a plan that ensures safety for the other students in the school. Mr. Holland responded that this was the first the board was hearing of the situation. He stated that Mr. Mickleberry is pursuing the proper avenue with Mr. Stanton and this is not the usual area in which to discuss a student issue because of the right to privacy for all students. Further, it is an administrative issue that can be addressed behind the scenes rather than in this venue.

IV — ADMINISTRATION/BUSINESS

A. Payroll and Vouchers:

Mr. Madden presented the payroll and voucher report. The ten largest vouchers from the general fund for the month of October were presented to the Board. They were: Puget Sound Energy, Food Service of America, Associated Petroleum Products, City of Enumclaw, Puget Sound ESD, Speech Connections, NW ESD 189; MicroComputers, Teacher Development Group, and Overlake Hospital Medical Services.

He asked for approval of the expenditures. After reviewing all vouchers, Ms. Merrill moved and Ms. Taff seconded to approve payroll and general fund vouchers #40998 through #41266, in the amount of \$602,074.28; associated student body fund vouchers #18423 through #18517, in the amount of \$73,066.75; capital projects vouchers #1566 through

1568, in the amount of \$3,925.89; and ratification of the general fund payroll warrant issue for October in the amount of \$2,786,323.98. Motion carried.

B. Career and Technical Education Plan

Mr. Smith, CTE Director, used a PowerPoint presentation to share a snapshot of the Career and Technical Education program at Enumclaw High School and thanked the board for the opportunity to present.

The Cosmetology Program is a dual credit program in which two students are currently enrolled at Cascade Beauty College in Auburn. They attend the cosmetology program from 10:30 – 4:30 daily, fulfilling their core requirements at EHS in the morning. At program completion, students receive their cosmetology license, earn industry certification and are eligible for employment.

Mr. Smith explained that they are planning how to best expand programs, stating it is a two-year process to get a new course approved. The Sports Medicine course was added this year. Classes are being developed for students who wish to continue beyond the advanced classes currently being offered. Three general education teachers are working on their CTE certificates.

Mr. Kilmer, a teacher on special assignment, was introduced. Mr. Smith stated he is assisting CTE staff with curriculum development this year.

The CTE mission is to offer students industry and general workplace skills, applied academics, and leadership skills to transition into post-high school opportunities. The vision is that CTE resources are focused on the needs of all students in their acquisition of career and life skills.

Mr. VanHoof noted there are now twelve CTE programs and asked how many there were five years ago. Mr. Smith responded that the health occupations are new this year as well as the glassworks class. He noted the student FTE several years ago was at 200 and this year it is 309. One reason for the growth is that students no longer have to drop their CTE classes to retrieve credit because of the Credit Retrieval Class.

Mr. Smith introduced Cynthia Lang, Family & Consumer Science Teacher. She thanked Mr. Smith for inviting them to present and turned the presentation over to Marissa Torti, who introduced herself as Culinary Arts Club President. Kendel Davis and Mary Nygaard also presented. The students served a delicious pumpkin toffee cheesecake to the board members and the audience.

The presenters shared the opportunities they have had to cater different events including: the Transition Luncheon which served 350 people, monthly coach's luncheons, Coronation Dinners, a retirement party, CTE Advisory meeting, as well as other events. Interspersed with the presentation, students seated throughout the audience were invited to share what the Culinary Arts Program means to them. Several responses came from students who have chosen Culinary Arts as their career. Others shared the opportunities they have had to be creative, developing recipes and menus. Several students stated they eat healthier because of

what they have learned. One student poignantly shared that not all students are good at athletics or academics; in this program students can succeed in other ways as well as developing leadership and life skills with no skills needed to start. Some of the life skills included customer service, using money wisely, and time management.

Mr. Smith concluded the presentation and stated that a third tier, Restaurant Management, would be added to the Culinary Arts program next year because of strong student interest. Mr. Nelson stated he is excited about another article on our CTE program coming out in the South Seattle Times.

Ms. Taff moved and Mr. VanHoof seconded to accept the Career and Technical Plan as written. Motion carried.

C. Affirmative Action Plan

Ms. Kathy Lockyer began by stating she is so proud to work here. The Affirmative Action plan has to be written every five years. The plan will go out to all staff members electronically and will also be posted on the website. The Affirmative Action Plan reflects on what is, as well as what should be, and comes to the board annually. She asked for questions. Ms. Merrill stated it is the most thorough report she has seen. Ms. Lockyer credited Joe Kristof for assisting with the report. She also said the report reflects difficult-to-fill positions. Ms. Taff asked if hiring reflects the changes in our community demographics. Ms. Lockyer responded that we are not keeping up though advertising is done in journals that target minorities. She is also attending recruiting fairs, inviting minorities to be involved in our volunteer program, and encouraging minorities to apply for coaching positions. Recruitment is expanding.

Ms. Merrill made a motion to accept the Affirmative Action Plan as written. Ms. Dahlquist seconded and the motion carried.

D. School Improvement Plans

The updated School Improvement Plans for 2007-08 were presented. This is the first school year in which School Improvement Plans have been presented to the Board in the fall at the beginning of the school year. Ultimately, it is believed this to be a more effective, timely cycle since our buildings will have received their WASL scores in August, and can better develop data-driven improvement goals for the upcoming school year.

The format of these SIPs will also change as we transition to utilizing the OSPI School Improvement Technology Tool in all of our buildings by next year. The principals received initial training in this state-sponsored technology support program last week. Further trainings and discussion will occur in the coming months. Mr. Nelson stated it is hoped next year there will be a flow to the plans.

Mr. VanHoof moved and Ms. Taff seconded to accept the School Improvement Plans as written. Motion carried.

E. Facility Study and Survey Information

Mr. Madden re-introduced Butch Reifert from Mahlum Architects who presented a status report on the Facility Study and Survey. Mr. Reifert distributed a document which showed the 12 chapters required by the state, most of which are complete. Information is being re-verified. The Timeline, chapter X, will come from the board. Mr. Reifert stated he would work with Mr. Nelson and Mr. Madden to assess the school surveys and apply cost scenarios. A draft form of the report has been completed. The meat of the work will happen over the next couple of months. Following this process makes the district eligible for state matching funds. The report will be submitted electronically and is relatively simple to update. Mr. Reifert asked if there were questions. Ms. Dahlquist asked if a copy of the report would be available for review at the December meeting. Mr. Reifert responded that the facility needs could be available for that meeting and the complete plan for January. He added that time is best spent figuring costs. Ms. Dahlquist asked if recommendations would be presented in January. Mr. Reifert responded affirmatively, stating the information would include how to prioritize, based on cost and immediate needs. Mr. Nelson added that all these things can be adjusted. This is a different study than the board is used to seeing. It is a very thorough study which will help us to be transparent with the public if we decide to run a bond. Mr. Reifert concluded by stating the district can then determine how to communicate to the public and educate the community.

F. Consent Agenda:

Mr. Holland stated this was one of the longest consent agendas we have had and expressed his appreciation for the generosity of those who have donated. He then read through the consent agenda:

1. Donation of \$1,500 from Muckleshoot Charitable Fund to Black Diamond Elementary to be used for technology and field trips
2. Donation of 70 cases of color paper valued at \$1,745 from Mutual of Enumclaw to be used district-wide
3. Donation of \$1,000 from JDL Tractor to the Westwood Spanish Enrichment Program
4. Donation of \$1,000 from Nancy Becker to the Westwood Spanish Enrichment Program
5. Donation of \$500 from JDL Tractor to Liz Walsh at Westwood for a TV
6. Donation of books, CDs, tapes, etc valued at \$766.27 from Wilma Heber to Southwood
7. Field Trip: EHS Choir to Oregon
8. Carl Perkins Grant: \$24,589
9. Teacher Assistance Grant: \$1,580

With appreciation for all of the gifts our district receives, Ms. Taff moved and Ms. Merrill seconded to approve the following items on the consent agenda:

1. Donation of \$1,500 from Muckleshoot Charitable Fund to Black Diamond Elementary to be used for technology and field trips
2. Donation of 70 cases of color paper valued at \$1,745 from Mutual of Enumclaw

to be used district-wide

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7. Field Trip: EHS Choir to Oregon
8. Carl Perkins Grant: \$24,589
9. Teacher Assistance Grant: \$1,580

Motion carried.

G. Resolution #918: General Fund Excess Levy Rollback

Mr. Madden explained the Maintenance and Operations Levy for 2008 was set by the Board of Directors in October of 2005 and approved by the voters in February 2006. The amount of the levy, \$8,096,265, was based on the best information available at the time. The maximum 2008 Levy Authority has now been calculated by the Superintendent of Public Instruction and is set at \$7,625,056. The 2008 Maintenance and Operations Levy has been reduced by \$471,209. This isn't money that has been collected and we are giving back. The levy base is based on property evaluation, expenditures, etc.

Ms. Merrill moved and Ms. Dahlquist seconded a motion to approve Resolution #918. Motion carried.

H. Resolution #919: Cancellation of Warrants Outstanding Over One Year

According to state RCW, warrants over one year can be cancelled with passage of a resolution. These warrants are high school ASB warrants. Ms. Merrill moved and Ms. Taff seconded approval of Resolution 919. Motion carried.

I. Resolution #920: Newly Elected Board Members Attending WSSDA Conference

This Resolution designates that the newly elected board members attend the WSSDA Conference as representatives of the district. Mr. Holland explained there is a prohibition against making a gift of public funds. This resolution covers that. Mr. VanHoof moved and Ms. Merrill seconded approval of Resolution 920. Motion carried.

J. Policy 2125: Health, Family Life and Sex Education

This policy adds the new language required by the state. Mr. Parker will take the lead in implementing this policy. Mr. Nelson stated there may be a reorganization of the language in this policy so that it flows better before the meeting next month. This is first reading which is informational. No action was required.

K. General Fund

Mr. Madden gave the general fund report. He stated the beginning fund balance was \$4,015,838.50. Total resources available were \$12,679,644.96.

Capital Projects beginning fund balance was \$119,785.47 with an ending balance of \$125,865.22.

The Debt Service Fund beginning fund balance was \$1,973,163.18 with an ending balance of \$3,242,840.02.

ASB Fund beginning fund balance was \$360,851.14 with an ending balance of \$537,216.37.

Transportation Fund beginning fund balance was \$433,114.66 with an ending balance of \$743,075.79.

Mr. Holland thanked Mr. Madden for the positive numbers on his report.

At 9:20 p.m., Mr. Holland announced the board would take a short break and return for a 15 minute executive session at 9:25 p.m. to discuss personnel. The board returned to regular session at 9:43 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. Ms. Taff moved and

Mr. VanHoof seconded to accept both the personnel report and the supplemental personnel report.

Classified:

A. New Employee:

1. Kathryn Dell'Osa, kitchen assistant, EMS, effective 9/18/07 (2 hrs)
2. Wendy Hokinson, paraeducator, Sunrise, effective 10/15/07 (2.72 hrs)
3. John Kirkendall, custodian, TMMS, effective 10/9/07 (4 hrs)
4. Terra Higginbotham, paraeducator, Southwood, effective 11/5/07 (3.5 hrs)
5. Chad Marlow, technology coordinator, District, start date TBD

B. Resignation:

1. Eli Holm, auditorium tech, EHS, effective 10/12/07
2. Kayla Holm, auditorium tech, EHS, effective 10/12/07
3. Renee Gardenhire, health room professional, Westwood, effective 11/30/07

- C. Rehire
 - 1. Marci Clare, paraeducator/LPN, EHS, effective 10/10/07

- D. Additional Hours:
 - 1. Stacy Thompson, ELL paraeducator, TMMS/EMS, effective 10/18/07 (2.8 hrs)

- E. Change of Assignment
 - 1. Sara Bellack, custodian, to district office from TMMS, effective 10/9/07
 - 2. Charles Holyan, from custodian at Sunrise to courier for district, effective 10/19/07
 - 3. Ramona Bray, from counseling secretary to EHS office manager, effective

11/16/07

From the supplemental personnel agenda:

Certificated:

- A. Retirement:
 - 1. Janice Titus, teacher, Southwood, effective 6/13/07

Motion carried.

VI — ADJOURNMENT

This meeting adjourned at 9:46 p.m.

President, Board of Directors

Secretary, Board of Directors