

**MINUTES
of the Special Meeting of the Board of Directors
of the ENUMCLAW SCHOOL DISTRICT #216
6:30 p.m.
December 5, 2016**

I – PRELIMINARY

A. Call to Order:

The meeting of the Board of Directors was called to order by Tina McGann, President of the Board of Directors, at 6:30 p.m. at Enumclaw High School.

B. Roll Call:

All board members were present.

C. Minutes:

Mrs. Schroeder moved and Mrs. Merrill seconded a motion to approve the minutes of the regular board meeting of November 21, 2016 as presented. Mr. Nelson explained the minutes were being approved at the work study as they were needed for the construction process.

Motion carried.

II – COMMUNICATIONS

A. Enumclaw High School Presentation:

Mr. Nelson introduced Enumclaw High School Principal Jill Burnes. Mrs. Burnes welcomed the board, stating she appreciates the opportunity to share as it gave the administration an opportunity to reflect and see what has been accomplished. She presented the board with a look at what was launched with staff at their in-service days in August.

The focus for this year:

- Improving Instructional Practice: using the 5D Framework. The following should be evident in every classroom:
 - 5D Framework
 - Common school-wide goals
 - One to one Chromebook Initiative
 - Use of PLC time (huge gift to staff)
- Staff Culture: in times of change it is essential to keep everyone together and develop team particularly during the construction process

Mrs. Burnes shared details on both of these focus areas of instruction and culture building activities.

Mrs. Burnes introduced Mr. Engebretsen, Assistant Principal and Athletic Director, to share about One-to-One Chromebook. Chromebooks are a blessing to high school staff and students

and have become another piece of instructional learning. The impact on learning has been amazing. While going through classes and doing formal observations, the difference this tool has made on teaching and learning is remarkable, resulting in more efficiency and greater quality. When Mrs. Burnes asked teachers to share the impact the technology has had on students, they shared that the changes in the classroom have been powerful. Mr. Engebretsen expressed his gratitude to Mr. Beals for his leadership in the roll-out of the Chromebooks.

Mrs. Burnes remarked they are heading into a big change. Classrooms are packed and ready for the move. They are building teamwork and collaboration in preparation for January. Even with everything happening in the building, Mrs. Burnes wanted the board to know the focus is on what's happening in the classroom – teaching and learning.

Mrs. McGann commented that the Chromebooks have been a lifesaver at her house. The kids are more focused and have become more organized. The collaboration with staff is great.

The board expressed their appreciation for the presentation.

B. WSSDA Conference Debrief:

The board debriefed the WSSDA Conference learnings.

C. Operations Update:

Mr. Nelson stated that board minutes have been challenged in the last year which prompted him to the next step of gathering information from a legal stand-point and what is actually required in meeting minutes. Two attorneys, Heidi Maynard (WSSDA) and David Hokit, confirmed that succinct language should be used in the minutes. Action items are recorded along with who made motions and the outcome. In other districts, minutes are managed in this manner with those making public comments recorded by name and topic only. Our information card submitted by those wishing to make public comments includes name, address and topic. Mr. Nelson wanted to inform the board of the attorney recommendations regarding minutes and asked the board to discuss and decide how minutes should be recorded. The board told Mr. Nelson to move toward a more succinct style of minutes for business meetings.

III – EXECUTIVE SESSION

Mrs. McGann asked Mr. Nelson if an executive session was necessary. Mr. Nelson stated that no executive session was needed.

IV — BOARD PROCESS DEBRIEF

The board discussed the mumps concern and the weather forecast.

The EHS staff was thanked for their presentation.

V — ADJOURNMENT

This meeting adjourned at 7:45 pm.

President, Board of Directors

Secretary, Board of Directors