

**MINUTES
of the Regular Meeting of the Board of Directors
of the ENUMCLAW SCHOOL DISTRICT #216
6:30 p.m., District Office
April 24, 2017**

I — PRELIMINARY

A. Call to Order:

The regular meeting of the Board of Directors was called to order by April Schroeder, President of the Board of Directors, at 6:30 p.m. in the boardroom of the district office.

B. Pledge of Allegiance:

Mrs. Schroeder led the pledge of allegiance to the flag.

C. Roll Call:

All board members were present except board student representative, Peyton Brueher.

D. Minutes:

Mrs. Merrill moved and Mr. Stanwood seconded a motion to approve the minutes of the regular board meeting of March 20, 2017 and the board/cabinet retreat of April 7, 2017 as presented.

Motion carried.

II — BOARD OF DIRECTORS COMMUNICATIONS

A. Good News of the District:

Mrs. Merrill said the Black Diamond Elementary tour during the board retreat was amazing!

Mrs. Schroeder shared the board retreat in April included a tour of both construction sites. Black Diamond Elementary is coming together. She said it was a good day. Mrs. Schroeder also shared the high school Equestrian team had their final meet and will be sending a large group to the Moses Lake competition.

Brooke Humphreys wanted to highlight the wonderful art on display at the high school in the Commons. The display includes art from students across the district. Art is very important and fun! She hopes people will take the opportunity to go by and see the art on display.

Mrs. McGann attended the Annual PowWow and enjoyed the evening. She said it is fun to see the Native American culture honored, as well as Mr. Parker and his family. Mrs. McGann also

attended the Enumclaw Schools Foundation fundraiser luncheon. It was a wonderful event and she is thankful for the partnership with the foundation. The presentations by staff and students were great. Mrs. McGann and Mr. Nelson attended the WSSDA Regional meeting in Issaquah. She and her family spent the weekend at the Washington State Fair with FFA and 4H students. The students placed well and there were lots of ribbons earned. It was a fun event.

Mrs. Schroeder shared the next Ready for K session is May 11th with orientation for new families at 6:00 p.m. and the class at 6:30 p.m. This class is for 3,4, and 5 year olds coming into the district.

B. Superintendent Report:

Mr. Nelson announced kindergarten registration continues to be open for any children who will be 5 years of age by September 1st. Enrollment looks good for next year and we may see some growth.

Each board member had an insert from the Seattle Times before them. The WE Day insert included a front page story about Mr. Karkainen and the leadership students at Enumclaw Middle School. It was a great article. WE Day was last Friday at Key Arena and there was a great crowd. Mr. Karkainen, his leadership students, and Mr. Murphy with his AP Geography students all attended. Mr. Murphy and his daughter, Emma, were asked to be speakers. Mr. Nelson will share the link to their presentation with the board.

Brooke Humphreys will be moving on to college at the end of the school year which will open our junior board representative position as Peyton moves into the senior spot. Brooke is going to champion the application process for us this year and will be promoting the position with this year's sophomores. We also have students serving on the Enumclaw City Council as representatives for a tri-mester.

The Enumclaw Middle School principal interviews are scheduled for this Friday. Next Wednesday, May 3rd are the community and staff meetings with the 2 finalists. The staff meeting is in the library and the community meeting in the Commons at 6:00 p.m.

The filing date for three board positions is May 15-19. Board members April Schroeder, Tyson Gamblin (completing Corey Cassell's term) and Bryan Stanwood are all up for re-election this year. We want to be open and transparent with our public by announcing the filing date.

Mr. Nelson will be attending his annual WASA Superintendent Workshop this weekend. Board work study will be Tuesday, May 2nd at Southwood.

Mr. Nelson shared a Powerpoint with high points from the board retreat. It is important for the public to know about the work the board and cabinet are doing. The Powerpoint will also be posted on the website.

- Began the day discussing the mission of the district. The word "equity" has been added. We want the best education for all students.
- Head, Heart, Hands and Habits are still the focus.
- Leading with Grace and Gratitude
- The board took a field trip to Plateau Outreach Ministries where they met the boards of other community agencies and organizations to discuss the difference these groups make to our students and their families.
- Toured the two construction sites

- After the tours, the board heard from the directors who shared information on their work toward the board goals increasing: Numeracy, Graduation, Literacy, and lowering the achievement gap
- At a mini-retreat last week, the board worked on the Strategic Plan and “ensuring equity for all students achieving at high levels”. The directors of Curriculum and Instruction, Instructional Technology and Student Support Services will comprise the Teaching and Learning Team. Human Resources and Business and Operations make up the Organizational Management Team. They are setting unified goals within these areas. Mr. Nelson explained the processes that will take place in creating the strategic plan and goal setting. These goals will have an impact on the mission of the district and provide more focus.
- Rotary speaker, Jeff Perlot, shared about a book called *One Thing*. A school system is complex. We want to elevate ourselves to the goals that will make a difference for kids.
- Mr. Nelson shared a chart with the thoughts that are behind the Strategic Plan.

Mrs. Schroeder thought it was great meeting community board members and sharing district goals. She likes the idea of the two teams and believes the strengths of the individuals will help push each other. It is always amazing to hear the work happening on a daily basis in the district. Mr. Stanwood added that the growth mindset the team has encompassed is amazing. When he ran for the board, he wanted to be able to work with the superintendent and the team. The direction and focus has not varied but it has evolved which is the only way to improve. He said it is a joy to be around and to be a part of it. The retreat was a great day. Mr. Stanwood stated that this is exactly how a for-profit would run things. He thanked Mr. Nelson and the cabinet for their work. Mrs. McGann agreed that the focus never changes. The mission is the same and the leaders are never comfortable with the way things are but look for new ways to grow and evolve. She agreed that the retreat was an amazing day and left feeling inspired. They thanked Mr. Nelson and the cabinet for all of the effort and time consuming work.

C. **Construction Update:**

Liz LeRoy updated the board on construction.

Black Diamond Elementary

Black Diamond is starting to take shape. The turnaround area is being developed. This is a small site and the school will be very successful and different.

The board toured the site on April 7th.

Construction budget:

- Construction Contract \$15,168,000
- Potential changes \$725,000
- Furniture complete Delivery July 17-28
- Staff tour June 2

Progress:

- Casework being installed
- Tile is ongoing
- Metal doors arrived
- Elevator is arriving
- Gypsum wall board and taping complete. Paint to follow
- Vinyl wall covering is complete

- Flooring is scheduled
- Building wrap is complete
- Mechanical commissioning will start next month. Power and gas will be in up soon.
- Concrete curbs complete. Asphalt prepped.

Mr. Nelson commented that we are looking for a dedication of Black Diamond Elementary the first part of August. We want the community to see the building before staff moves in. Ms. LeRoy added that the students are coming; school has to be open!

Enumclaw High School

Budget:

- Forma \$41,864,000
- Contingency \$950,000 (tied to Phase 0 and the old building) \$325,000 permit

Schedule:

- Phase 0 Punch list ongoing: Meeting weekly with Neely regarding the punch list
- Phase 1A Gymnasium: ongoing including locker rooms and athletic offices

Staging/Mobilization:

- Commons wall and fire sprinklers
- Power and technology planning
- Ag bathroom work

Demolition:

- Mostly underground work. Tech team was a great help.

Mr. Nelson commended Ms. LeRoy and Rossi Ensign for keeping the public updated on the construction progress with current photos and information.

D. Certificated Staff Appreciation

EEA President Tara Myers was invited forward. Mr. Nelson shared May 8-12 is our Certificated Staff Appreciation week. All members will get home-made cinnamon rolls. On behalf of the board, cabinet and himself, Mr. Nelson presented a proclamation and sweet treats to share with the EEA executive board. The certificated staff was thanked for all they do for students. Many staff were at the science curriculum adoption meeting at the end of their work day today. The board expressed their appreciation to certificated staff.

E. Life Skills Curriculum

Mrs. Marquand met with Monica Robbins to discuss drug and alcohol prevention. Ms. Robbins suggested Life Skills as the best curriculum for kids. Shortly after, Mrs. Marquand learned of a grant opportunity for this curriculum through OSPI.

Mrs. Marquand gave an overview and shared the components of the curriculum:

- Drug resistant skills
- Personal self-management skills
- General social skills

This is being taught to all 6,7, and 8th graders in their health classes. Normally, the grant only covers 6th graders. Our budget was amended to cover all three grades. This has added an extra challenge for principals and health teachers as they are teaching grade level curriculum to classes with mixed levels. The schools are working this out. Mindi Dribnak, Enumclaw Middle School

PE teacher, and Laura Albrecht, Thunder Mt. Middle School PE teacher, were present and Ms. Dribnak shared how the curriculum is being taught in their classes, sharing a lesson and how it is facilitated with students. Charly and Olivia, middle school health students, were present to share one thing they have learned. Charly shared that she learned marijuana has a bunch of long-term impacts and it is bad for you. Olivia shared what she learned about the immediate impact on decisions media and advertising has. If a celebrity is promoting something, it brings more attention to it with the idea that others should do it. This would include ads for alcohol.

Monica Robbins, who runs the Foothills Drug Free Coalition, said she is thankful and impressed with the PE teachers and Mrs. Marquand for making the facilitation of this curriculum happen quickly. Ms. Robbins saw the results personally when she taught this curriculum. And believes it is one of the best practices in drug and alcohol prevention. She has worked in substance abuse for 20 years. The mission of the Coalition is to reduce the use of drugs and alcohol and raise awareness. She is coordinating events in the district in the coming weeks. A flyer will go out to all elementary students. Ms. Robbins shared the events that are planned and expressed her appreciation to the superintendent and principals who have been amazing, greeted her warmly and have been very receptive.

Mrs. Schroeder commented that addressing drug and alcohol has been a board goal and this is great. Education has to begin earlier and 6th grade is perfect. Mrs. McGann asked how the data is collected. Ms. Robbins said they receive their data from the Healthy Youth Survey. The numbers are trending down. Enumclaw is not different from other like communities. Mr. Nelson stated that we need the district/community partnership to make this work.

F. Birth to 5 Update:

Mrs. Arbury updated the board on the Birth to Five Center:

- Frontiers of Innovation First 1000 Days. Grant decision postponed
- Private Providers Network: had a second meeting
- Advisory committee met and work in small groups to provide input
- St. Elizabeth meeting with Danielle Uhler, Director of Nursing Operations, Shelly Pricco, and Linda Hassenauer about providing groups for new mothers
- Monica Sands and Phillis Bodle: shared library resources
- Grant information
- Volunteers will be trained to facilitate parent and child experiences

Mr. Nelson stated that the community partnerships are developing and a vision for the center is being created.

Mrs. Schroeder asked if anyone present wished to address the board as a whole to please step forward and state their name and complete an information card for the board secretary. She explained we want to properly record and recognize those who present during the meeting. Anyone wishing to address the board has two minutes to speak.

III — HEARING OF PERSONS DESIRING TO ADDRESS THE BOARD AS A WHOLE

No one present wished to address the board.

IV — ADMINISTRATION/BUSINESS

A. Payroll and Vouchers:

Mr. Hatzenbeler presented the list of top ten expenditures in the district as follows: Forma Construction; Bryson Sales & Service; Neeley Construction Co.; Green River Community College; City of Enumclaw; NAC Architecture; Alliance Construction Management; Food Services of America; Zones Inc; and Puget Sound Energy.

Mr. Hatzenbeler shared a list of local businesses with whom the district conducted business. The district did \$223,407.67 of business in the month of March in Enumclaw and Black Diamond. The district is pleased to support local businesses and purchase their products.

Mrs. Schroeder reminded the audience that the board receives their packets a week ahead to review and ask any questions regarding the vouchers.

After reviewing all vouchers, Mrs. McGann moved and Mr. Gamblin seconded to approve general fund vouchers in the amount of \$767,866.68; capital projects fund in the amount of \$1,616,760.37; associated student body fund in the amount of \$43,240.61; transportation fund in the amount of \$407,213.68 and ratification of the general fund payroll warrant for March in the amount of \$3,443,418.17.

Motion carried.

B. Consent Agenda:

1. **Donation of \$20,000 from the Garneau-Nicon Family Foundation to the Southwood Magic Strings Program**
2. **Donation of \$602.69 from Southwood PTA to the Green Team Recycling Team at Southwood**
3. **Donations of \$1,220.76 from TMMS PTSO to be used for: water filter system (\$500); 6th grade English books (\$300); 8th Grade Robotics for autocad printing (\$300); and for a Holocaust speaker for 8th grade English (\$120.76)**
4. **Donation of \$500 from Kellen Hall to the EHS Special Olympics program**
5. **Donation of \$2,500 from the Muckleshoot Tribe to the EHS Transitions Program**
6. **Out of State travel for the EHS basketball team to attend a tournament in Wasilla, AK - December 20-24, 2017**
7. **Out of State travel for EHS volleyball team to attend the Tournament of Champions in Phoenix, AZ - September 28-October 1, 2017**
8. **Out of state travel for EHS FCCLA to attend the National Conference in Nashville, TN - July 1-7, 2017**
9. **Personnel Report**

The consent agenda was presented by Mrs. Schroeder. Mr. Stanwood moved and Mrs. Merrill seconded to approve the consent agenda.

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 9. Personnel Report

Certificated:

- A. Change of Assignment:
 1. Jill Burnes, from EHS principal to Director of Curriculum & Instruction, district office, effective 7.1.2017
- B. Resignation:
 1. Kevin Smith, assistant principal/CTE director, EHS, effective 6.30.2017
 2. Steve Rabb, principal, EMS, effective 6.30.2017
 3. Connor Williams, teacher, EMS, effective 6.30.2017
 4. Charles Orser, teacher, EMS, effective 6.30.2017
- C. Leave of Absence:
 1. Amy Ihde, teacher, TMMS, 2017.18 school year

Classified:

- A. New Hire:
 1. Debbylynn Hookano, cultural program manager, district office, effective 4.24.2017
 2. Caren Noehl, LPN Para, EHS, effective 9.5.2017
 3. Robin Burow, driver, transportation, effective 3.20.2017
- B. Change of Assignment:
 1. Bryan Lucas, from groundskeeper to custodian, Southwood, effective 3.27.2017
 2. Dave Kneeland, from EHS custodian to assistant groundskeeper, district office, effective 3.27.2017
- C. Retirement:
 1. Rick Tyler, licensed maintenance technician, district office, effective 8.18.2017
 2. Diana Aaby, exectutive assistant, district office, effective 9.1.2017
- D. Additional Assignment:
 1. Patricia Love, summer site supervisor, Nutrition Services, effective 6.26.2017
 2. Tisha Riccardo, summer feeding program, Nutrition Services, effective 6.26.2017

Supplemental:

A. Coaching Authorization:

1. Jeffrey Johnson, assistant football coach, EMS, effective 3.16.2017
2. Colby Meske-Thompson, assistant football coach, EMS, effective 3.16.2017
3. Lucas Duncan, assistant football coach, EMS, effective 3.16.2017

Motion carried.

C. **Resolution #1060: Authorizing Increase of the General Fund Imprest Account**

Mr. Hatzenbeler stated that the amount on the imprest account has been stagnant for years and on occasion we have gotten close to the limit. This will increase the amount to cover imprest checks in emergency situations.

Mrs. McGann moved and Mr. Stanwood seconded a motion to approve Resolution #1060: Authorizing Increase of the General Fund Imprest Account.

Motion carried.

D. **First Reading:**

Policy 5006: Certification Revocation

Policy 6810: Energy management, Education and Conservation

Mr. Nelson presented two policies for first reading and information. Policy 5006 represents necessary updates per WAC/RCW. These are substantial changes. Policy 6810 is a new policy and covers the work we are doing in the area of energy management and conservation. We don't have to have it in policy but it is a good one.

Mrs. Merrill asked a question in regard to the "physically fit" verbiage in the 5006 policy. Mr. Nelson said he would research this and include it in his Friday Update. (Note: the language comes directly from a WAC)

E. **General Fund Report:**

Mr. Hatzenbeler presented the general fund report.

54.26% of the 2016-17 budget has been expended with 57.54% of revenues received.

The beginning of the year fund balance was \$5,354,534.84. Total resources available: \$32,603,083.79. Expenditures to date: \$27,981,936.42. Reserved grant carry-over: \$200,000.00; reserved inventory – commodities carried over: \$23,140.00; turf replacement: \$500,452.00; and 5% reserve: \$2,650,000.00. Unreserved ending fund balance: \$1,247,555.37.

Capital Projects beginning fund balance was \$64,730,486.63 with an ending balance of \$49,543,901.11.

The Debt Service Fund beginning fund balance was \$4,721,444.25 with an ending balance of \$1,127,086.14.

ASB Fund beginning fund balance was \$480,842.10 with an ending balance of \$592,045.69.

Transportation Fund beginning fund balance was \$859,300.87 with an ending balance of \$456,289.58.

Mrs. Schroeder asked Mr. Nelson if an executive session was necessary. Mr. Nelson stated that he would need a 20-minute executive session to discuss the performance of a public employee. No action would be taken. Mrs. Schroeder announced the board would take a 5-minute break before moving to executive session at 8:12 p.m. and would reconvene at 8:32 p.m.

V — EXECUTIVE SESSION

The board came out of executive session at 8:32 p.m.. No action was taken.

VI — BOARD PROCESS DEBRIEF

The board debriefed the meeting.

VII — ADJOURNMENT

This meeting adjourned at 8:35 p.m.

President, Board of Directors

Secretary, Board of Directors