

**MINUTES
of the Regular Meeting of the Board of Directors
of the ENUMCLAW SCHOOL DISTRICT #216
6:30 p.m., District Office
June 19, 2017**

I — PRELIMINARY

A. Call to Order:

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

B. Roll Call:

All board members were present except Mr. Gamblin who arrived later.

C. Pledge of Allegiance:

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

D. Minutes:

Mr. Stanwood moved and Mrs. Merrill seconded a motion to approve the minutes of the regular and special board meetings of May 15, 2017 and the work study of June 5, 2017 as presented.

Motion carried.

II — BOARD OF DIRECTORS COMMUNICATIONS

A. Good News of the District:

Mr. Stanwood said it was hard saying goodbye to staff at the retirement tea but great talent is coming in! He added that the tea was well done. It was also great to see the class of 2017 graduate. Graduation went well also.

Mrs. McGann agreed that graduation was great and she is very proud of the class of 2017.

Mrs. Merrill shared it is great to see students and staff volunteering in community organizations. A new information screen was added at POM with the help of student/staff volunteers. Mrs. Merrill attended the Cultural Fiesta and said it was a fantastic family event. She expressed her appreciation to the Enumclaw Schools Foundation that helped fund the event and announced the foundation is funding \$68,000 new grants. The exit audit was clean again and worth reporting. It is an annual process that assures the community that we are accountable with public funds.

Mrs. Schroeder attended Senior Awards and said it was good to see the students awarded their scholarships and other awards. Graduation was bitter-sweet as her daughter graduated. She enjoys that graduation is a student led event. They did an amazing job of planning. Class of 2017 had a high graduation rate to celebrate.

Peyton Brueher shared that the senior breakfast, planned and facilitated by the Leadership class, held at Pete's Pool as a result of construction may become a tradition. The seniors loved it. Pete's Pool was nicely decorated and the food was plentiful. Mrs. Schroeder commented that the kids said it was great!

Mr. Stanwood welcomed Foster Barnhart, junior Board Student Representative. He shared the board interviewed three wonderful students and made a tough decision. The board is pleased to have Foster on the board. He encouraged Foster to share his thoughts and ideas at board meetings. Mr. Nelson asked Foster who his favorite Disney character was. He responded that it is Woody in Toy Story. Foster chose him because he is accepting of people and puts other people's needs before his own. Mr. Nelson credited Mrs. Burnes for the question. Foster said he is happy to be on the board and to serve. Mrs. Schroeder was sorry to have missed the interviews while attending Senior Awards.

B. Superintendent Report:

Mr. Nelson's first action was to swear Foster Barnhart in as board student representative. Foster was congratulated. Mr. Nelson stated we are thrilled to have student representatives on our board and were among the first to add students.

Mr. Nelson said the Retirement Tea and graduation were awesome events.

Only 2.5 more days of school!

Mr. Nelson shared the importance of the "distribution of voices" in our school district. Last month, letters went out awarding \$68,000 in grants funded by the Enumclaw Schools Foundation. They do great things for our district. Also meeting monthly is the STEM committee which is a subset of the foundation. This is a dedicated group doing amazing things for our students. Their vision began with the STEM Expo and has expanded to include the 8th grade Career Day. These events will be marketed together along with a parent night which will be held for both middle schools at the auditorium to prepare students for high school. After the STEM Expo, freshmen students will be registering for high school. Groups of people are coming together to do great things for kids.

The AP Human Geography class just completed their second night teaching community members how to prepare foods received from the foodbank. The students had full attendance by community members both nights. They are moving from a class to a club and hope to partner with POM to serve in the community.

Enumclaw Rotary will be sponsoring the student Interact Club at EHS. This "distribution of voices" ties to the Strategic Plan. The district is building a vision of an all inclusive place for students.

C. Construction Update:

Liz LeRoy updated the board on construction.

Black Diamond Elementary

Construction budget:

- Construction Contract \$15,168,000
- Potential Changes \$800,000
- Furniture Complete Delivery July 17-28
- Movers Scheduled July and August
- Community Dedication August 7

Progress:

- Asphalt is down
- Staff tour was very fun
- Ceramic tile in progress
- Interior/exterior railings being installed
- Interior blinds
- Carpet installation
- Main entry circulation desk installation has started

Gym and Commons:

- Salvaged beams being installed
- Kitchen equipment is in place
- Painting is complete in the gym

Students are painting rocks to be used in the courtyard to personalize the space. Staff and students will be involved in the landscaping of the area. Mrs. McGann thanked Ms. LeRoy for setting up the staff tour. She said it was gratifying to see the expressions of staff when they walked in. It was great to see them smiling, crying and taking pride in their new rooms. Liz said they are a grateful group and are very thankful to the community for their new school. Kudos to Rossi for creating the posters and hula hoop frame for picture opportunities!

Black Diamond is on schedule for completion. Mr. Nelson has visited at Black Diamond Elementary the past two days. They are in process of doing the reverse move which will take place the second or third week of August.

Enumclaw High School

Construction Budget:

- Forma \$41,864,000
- Contingency \$950,000 (no change since March)
- Phase 1A: boys lockers, athletic office, gym. Open mid-August
- Phase 1: overall new construction classroom wings
- Liz shared details of the work currently happening in each phase and the timeline

Pictures of the current work at both sites were shared. Ms. LeRoy said the students and staff at EHS have been amazing and flexible. Mr. Nelson added that the temporary wall will come down to allow access to the athletic office area. Having the gym completed for fall sports will give everyone hope. Ms. LeRoy said the remodeled gym will be wonderful.

Mr. Nelson and the board thanked Ms. LeRoy for her update.

D. Strategic Plan 2017-18:

The Strategic Plan was presented to the leadership team last week. Each building principal received a book, “What Do You Do With an Idea?” which Mrs. Merrill read to the team. Mrs. Merrill explained the story which is what to do with an idea? You change the world! The Strategic Plan should be creating a vision and is the first step that will lead to next steps.

Mr. Nelson shared the process for developing the plan connecting the process to the book. It started with a small idea and grew!

- Focusing direction. Making an IMPACT. Vision.
- Strategic Goal Setting: the plan was always divided into departments. Want to break down the silos. Needed a plan to implement the multi tiered system of support
- Strategic Plan needed to ensure equity of all students achieving at high levels; district vision; system initiative
- What if we had 4 big goals for the strategic plan?
- Shared the process they used to get to the Strategic Plan 2017-18. Many critical conversations in cabinet
- Shared the Strategic Plan video
- Poster in the back of the room: Strategic Plan with the goals

Mr. Beals then shared that there are different audiences who will see the big idea and what could expand out of that.

- Executive summary: a graphic of nested bowls illustrated how one layer lives inside the next layer. The big 4 goal areas won't be accomplished in one school year as they are the big ideas. There are multi-years worth of work. Inside those are the specific initiatives we'll take on in the coming year
- 1st area: Whole child: ACES training; equity initiative; parenting digital citizens; drug and alcohol prevention
- 2nd area: System capacity which includes principal leadership development; executive coaching with middle and high school teams; cabinet visits; levy leadership; budget management
- 3rd area: Tiered System will include homeroom data training; 9-12 focus; 6-8 math; K-5 literacy
- 4th area: Instructional improvement includes 5D instructional framework; TPEP; standards based teaching; differentiation training; K-5 literacy; elementary science adoption; 6-12 student voice; tech deployments
- These 4 big areas are the executive summary. It is now about coordination and how to deploy the initiatives in a thoughtful, timely way and strategically place them. Cabinet continues to finalize the detailed plans. In looking back at the series of slides, when nudged, Cabinet knew we weren't there yet. This is the best strategic plan yet. It is exciting to be this clear and make it work. The final layers will be presented in a few weeks.

Peyton Brueher very articulately and thoughtfully shared if we can see the potential in students, realize something is keeping the student from learning, look at the student as a whole child, and

break down the barrier by discovering what the block is, the student will achieve academically and socially.

Mr. Stanwood commented that the Strategic Plan is beautifully done. Our leadership never stops learning and keeps trying to improve. When getting into the details, it's OK if not everything goes as planned. He said the plan is exceptional as always. Mrs. Merrill agreed that the Plan is spectacularly brilliant. She likes the broader voice inclusion. Mr. Nelson shared that he hadn't expected Peyton to be so eloquent. She completely understands the vision. This has happened a lot as people see the Plan. Something has resonated differently with this work. Mrs. McGann looks forward to the opportunities to partner with the community to meet the needs of the whole child and help students break down barriers.

E. Preliminary Budget 2017-18:

Mr. Hatzenbeler distributed a copy of his Powerpoint and walked through the document from last July.

- Explained the general fund for 2016-17. Increased revenue – decreased expenditures. Reserve is same as the beginning of the year
- Majority of expenditures come from salaries and benefits
- Enrollment history. Enrollment projections are kept low so we don't have to pay money back to the state
- Shared projected enrollment growth based on new construction in the communities
- Last budget update from the state came April 4. Shared budget implications at that time
- How do we prepare for uncertain times? We have reduced expenditures. Went through the budget line by line. Aligned staffing. Met with every stakeholder to go over budgets. Moving to line item budgeting.
- Budget forecasts for 2017-18 for each of the funds was shared

Mr. Nelson explained to the board that we would normally hope to bring the budget for approval in July. He also pointed out that we have never had this kind of detail in a budget report as part of the process. Mrs. Schroeder thanked Mr. Hatzenbeler for being proactive and for all the work in the report. She appreciated that it is easily understood. Mr. Nelson stated that we may have to have a special meeting for the budget hearing in August and then approve the budget at the regular August meeting. Mrs. Merrill is grateful the district budgeted conservatively. Mrs. McGann said she is hearing the legislature is not even close to approving a budget in Olympia. Mrs. Merrill suggested doing a video when the new buses are purchased to let parents see the chains roll out automatically, and how their children are being taken care of. It would also be a thank you for passing the levies.

F. Science Curriculum Adoption Recommendation:

Mr. Parker said he was pleased to be here with Mrs. Burnes to share the science adoption recommendation. He explained curriculum adoption is a two step process. The first month, the recommendation is presented. At the July meeting, the board will take action to approve the recommendation.

Mr. Parker explained the process that took place. Six meetings were held with the full committee. Some were very long as six science programs were reviewed and scored. Kirk Robbins was instrumental in narrowing the field to the six best choices. The recommendation is to adopt the TCI - Bring Science Alive program. He shared features of the program.

Mrs. Burnes was excited to be a part of the process, sharing the elementary teachers were completely invested in the process. The science curriculum launch will be done in two stages: grades 3-5 in 2017-18 as these students will be impacted by new state testing mandates. Teachers will receive professional development opportunities during the year. Grades K-2 will be launched in 2018-19. Staff is very excited about this recommendation. Mr. Parker stated that Jill has been completely involved in the process and has been facilitating decisions. It will be a seamless transition when she assumes the director role. All committee members are unified about these materials.

Mr. Parker asked for questions. Mrs. Schroeder asked for the top two reasons for this recommendation. Mr. Parker responded that TCI has a strong alignment to next generation science standards content plus solving real world problems. The digital components also complement Chromebook initiatives. Students will have amazing opportunities. This helps Chromebooks to become value added. Mrs. Burnes added that the staff liked having specialists join the committee. The strong suit of this curriculum is that it provides support to all levels of students. Teachers can customize the curriculum. Mr. Nelson said the board is welcome to meet with Mr. Parker or Mrs. Burnes to discuss the recommendation. The rubric for scoring the programs was extensive.

G. Birth to 5 Update:

Mrs. Arbury can't believe the year is over! The preschools are getting ready to move to their new site.

Her update to the board on the Birth to Five Center included:

- Meeting of community members and their suggestions
- JJ Playground bid: Northwest Playground will install ADA compliant equipment
- Packing and moving to JJ
- Meetings, including transportation and how to transport students to JJ
- ECEAP and Developmental Preschool will benefit from the backpack program. Mutual of Enumclaw will 100% support the program
- ESF: gifted \$2,500 for the interactive center. Very grateful
- Shelly Pricco is working with CHI Franciscan. They have donated \$4,000 for parenting classes
- Shelly Pricco is also working with a new mom's group. Hoping to get nice furniture for that space
- Wednesday: Susan is heading to Olympia for a conference.

Mrs. Merrill asked about connecting with the MOPS groups for participation. Mrs. Arbury thanked her for that idea and will follow up.

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; BNCC Inc; RFI Communications and Security; Zones Inc; NAC; City of Enumclaw; Puget Sound Energy; Food Services of America; Neeley Construction; and Northwest ESD 189.

Mr. Gamblin asked if Mr. Hatzenbeler had any idea what the waste water expense will be. Mr. Hatzenbeler said there are projections but nothing definite yet.

Mr. Hatzenbeler shared a list of local businesses with whom the district conducted business. The district did \$50,543.56 of business in the month of May 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. Merrill moved and Mr. Stanwood seconded to approve general fund vouchers in the amount of \$342,826.13; capital projects fund in the amount of \$3,245,485.22; associated student body fund in the amount of \$38,621.88; and ratification of the general fund payroll warrant for May in the amount of \$3,453,466.46.

Motion carried.

B. Consent Agenda:

1. **Donation of \$3,665 from Kibler PTA to Kibler to be used for PE Equipment (\$500); 5th grade leadership celebration (\$165); and a technology building grant (\$3,000)**
2. **Donation of approximately \$600 in postage from Mutual of Enumclaw to Enumclaw School District**
3. **Donation of \$2,500 from Enumclaw Rotary Foundation to Southwood Magic Strings**
4. **Donation of \$5,000 from Enumclaw Schools Foundation to the Southwood Reads program (\$2,500) and for EMS weight room equipment (\$2,500)**
5. **Anonymous donation of \$1,000 to Kibler Elementary to be used for a classroom grant for Lori Tuttle for extra class projects (\$700) and a school grant (\$300)**
6. **Donation of \$700 from Kellen Hall to EHS (boys basketball - \$200; boys golf - \$150; girls golf \$150; wood shop \$200)**
7. **Highly Capable Plan Approval**
8. **Out of state travel for cross country to Seaside, OR to participate in the Seaside Three Course Challenge - September 22-23, 2017**
9. **Out of state travel for cross country to Portland, OR to participate in the Nike Portland Race- September 30, 2017**
10. **Out of state travel for cross country to Anaheim, CA to attend Woodbridge Cross Country Invitational - September 14-17, 2017**
11. **Personnel report**

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

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11. Personnel report

Certificated:

A. New Hire:

1. Michael Garasi, teacher, TMMS, effective 9.5.2017
2. Megan Pedersen, teacher, Kibler, effective 9.5.2017
3. Rachel Wayne, teacher, Westwood, effective 9.5.2017
4. Megan Pedersen, teacher, Kibler, effective 9.5.2017
5. Savannah Davidson, psychologist, district office, effective 9.5.2017
6. Rachel Wayne, teacher, Westwood, effective 9.5.2017
7. Danielle Petrovich, teacher, EMS, effective 9.5.2017

B. Resignation:

1. Elise Rodrigues, teacher, EHS, effective 6.30.2017
2. Shaya Maier, teacher, Southwood/Kibler, effective 6/30//2017
3. Ian Bugbee, teacher, Enumclaw High School, effective 6.30.2017
4. Kim Hatzenbeler, teacher, district office, effective 6.30.2017
5. Bev Shorter, teacher, Enumclaw High School, effective 6.30.2017

C. Reduction in Force:

1. Angela Bushmaker, teacher, EHS, 6.30.2017

D. Rehire:

1. Alexandra Steves, teacher, Southwood/Westwood, effective 8.28.2017
2. Cheryl Thomson, teacher, Southwood, effective 9.5.2017
3. Ashley Stuenkel, teacher, Southwood, effective 9.5.2017
4. Haley Christiansen, teacher (.5 LOA), Sunrise, effective 9.5.2017
5. Brianna Crossley, teacher, Kibler, effective 9.5.2017

E. Rehire LOA:

1. Erin Marquart, .5 LOA teacher, Southwood, effective 9.5.2017

2. Jamie Carnino, .5 LOA teacher, Southwood, effective 9.5.2017

F. Retirement:

1. Dianne Pedersen, teacher, Kibler, effective 6.30.2017

Classified:

A. New Hire:

1. Miranda Newell, executive assistant, district office, effective 7.1.2017
2. Robert (Dutch) Phillips, unlicensed maintenance tech, district office, effective 6.5.2017
3. Lorrie Bright, LPN paraeducator, EHS, effective 9.5.2017

B. Retirement:

1. Sharon Collette, paraeducator, Kibler, effective 6.30.2017
2. Delaura Gallatin, paraeducator, EHS, effective 6.30.2017
3. Diana Aaby, executive assistant, district office, effective 8.31.2017 (date revised)

C. Resignation:

1. Kim Miller, transportation specialist, transportation, effective 6.23.2017
2. Julie Jordison, paraeducator, Sunrise, effective 6.30.2017
3. April Gallagher, paraeducator, Westwood, effective 6.30.2017

D. Additional Assignment:

1. Elizabeth Anderson, Nutrition Services/Summer feeding program, district office, effective 6.26.2017

E. Change of Assignment:

1. Michele Bjerstedt-Almeida, ECEAP para to lead teacher, effective 9.5.2017

F. Leave Request:

1. Dianna Coutts, paraeducator, Black Diamond, 9.5.2017 – 1.3.2018

Ratification of Contracts:

A. Personnel Contracts

Motion carried.

C. Resolution #1062: Interagency Agreements for Students with Disabilities:

This is an annual resolution that comes to the board for approval of services for students with disabilities.

Mr. Stanwood moved and Mrs. Merrill seconded to approve Resolution #1062: Interagency Agreements for Students with Disabilities.

Motion carried.

D. Resolution #1063: Sale of Surplus Property:

The surplus sale is coming up in July. This is an annual resolution that comes to the board for approval of the surplus sale.

Mrs. Merrill moved and Mrs. McGann seconded to approve Resolution #1063: Sale of Surplus Property.

Motion carried.

E. First Reading:

Policy 2163: Multi-tiered System of Support

Policy 2336: Required Observances ...

Policy 2409: Credit for Competency-Proficiency

Policy 4330: Cooperation with Private and Parochial Schools (Deletion)

Policy 4400: Election Activities

Policy 5021: Applicability of Personnel Policies (Deletion)

Mr. Nelson presented four policies for first reading policy changes and two for deletion:

- 2163: New policy to meet WAC
- 2336: Required Observances. Combined policies 2236 and 2337. Mrs. Merrill thought all the specifics were excessive. Mr. Nelson explained this came to us as a separate, essential policy. We chose to fold it in with the observances. Mrs. McGann felt it was a useful list of suggestions of things to do. Mr. Nelson said we would take another stab at that one.
- 2409: New policy to reflect WAC/RCW requirements
- 4330: No longer a WSSDA policy - delete
- 4400: New policy to reflect WAC/RCW requirements. Mr. Stanwood noticed the verbiage regarding using district buildings for bond meetings but they encourage the board to create a statement supporting it. The board can take action on it but can't use a building for that. Mr. Nelson said we don't want to mess with that one. The procedure had the whole public disclosure commission language included.
- 5021: No longer a WSSDA policy - delete

These will come to the board for approval next month. If anyone has questions, please contact Mr. Nelson or Mrs. Aaby prior to the meeting.

F. Second Reading:

Policy 1220: Board and Officers and Duties of Board Members

Policy 2180: Parent, Family and Community Partnerships (Deletion)

Policy 2255: Alternative learning Experience Courses

Policy 2257: Community Initiated Schools (Deletion)

Policy 2330: Academic Freedom (Deletion)

Policy 3235: Protection of Student Personal Information

Policy 5010: Nondiscrimination and Affirmative Action

Policy 5251: Conflicts of Interest

Policy 6700: Nutrition and Physical Fitness

Mr. Nelson presented nine policies for second reading and action. Having heard no concerns, he requested board approval. Three of the policies are deletions. The others are policy updates.

Mr. Stanwood moved and Mrs. McGann seconded to approve policy updates and deletions as presented.

Motion carried.

G. Board Meeting Schedule 2017-18:

The board meeting schedule was presented to the board for approval. Dates were chosen around holidays and breaks. The principals know when they have board presentations. There are no official board work studies in July and August.

Mrs. McGann moved and Mrs. Merrill seconded a motion to approve the board meeting schedule for 2017-18.

Motion carried.

H. General Fund Report:

Mr. Hatzenbeler presented the general fund report.

69.71% of the 2016-17 budget has been expended with 80.84% of revenues received.

The beginning of the year fund balance was \$5,354,534.84. Total resources available: \$43,639,898.92. Expenditures to date: \$35,950,560.88. 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: \$4,315,746.04.

Capital Projects beginning fund balance was \$64,730,486.63 with an ending balance of \$43,809,239.92.

The Debt Service Fund beginning fund balance was \$4,721,444.25 with an ending balance of \$3,144,035.88.

ASB Fund beginning fund balance was \$480,842.10 with an ending balance of \$602,105.59.

Transportation Fund beginning fund balance was \$859,300.87 with an ending balance of \$457,281.72.

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

V — EXECUTIVE SESSION

No executive session was necessary.

VI — BOARD PROCESS DEBRIEF

Mrs. Schroeder commented that there was a lot of great information this evening.

Mrs. Merrill suggested the board begin to complete notes on the superintendent standards they receive at each meeting so they have them to refer to do at evaluation time. This would make it an ongoing process.

Mrs. McGann welcomed Foster to the board and said it is important to have student voices on the board.

Mr. Stanwood awarded Peyton a gold star for her input this evening.

VII — ADJOURNMENT

This meeting adjourned at 8:34 p.m.

President, Board of Directors

Secretary, Board of Directors