

**MINUTES
of the Regular Meeting of the Board of Directors
of the ENUMCLAW SCHOOL DISTRICT #216
6:30 p.m., District Office
August 21, 2017**

I — PRELIMINARY

A. Call to Order:

The regular meeting of the Board of Directors was called to order by Mrs. April Schroeder, Board President, 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 Mr. Gamblin and student representative, Foster Barnhart, who were excused.

D. Minutes:

Mr. Stanwood moved and Mrs. Merrill seconded a motion to approve the minutes of the regular board meeting of July 17, 2017, and the special board meeting of July 24, 2017 as presented.

Motion carried.

II — BOARD OF DIRECTORS COMMUNICATIONS

A. Good News of the District:

Mrs. McGann shared her Black Diamond dedication t-shirt and exclaimed that the event was absolutely amazing. She shared that she was extremely proud of the district and was proud to be from Black Diamond. Mrs. McGann gave kudos to Mr. Nelson and his staff for a job well done.

Mrs. McGann shared news of a planned pep rally at Pete's Pool on August 31st. The event will be free to the community and will feature an outdoor movie on the field. Mrs. McGann invited everyone to join and support the district's sports teams, cheerleaders and band!

Mrs. Merrill agreed that the dedication of the new Black Diamond Elementary building was amazing and really showed the community that "everything great CAN happen."

Mr. Stanwood shared his enjoyment in driving by the new high school and viewing the construction progress. He thanked Mr. Nelson for his photo updates.

Mrs. Schroeder added that she was happy to see the excitement of the children who attended the Black Diamond Elementary dedication event. She also shared that Hornet Days are coming and exclaimed that summer has gone by quickly!

Mrs. Schroeder called for a fifteen minute recess to honor outgoing Executive Assistant to the Superintendent and Board of Directors for the district, Mrs. Diana Aaby. The board presented Mrs. Aaby with a gift and expressed appreciation for her many years of service. The recess allowed for meeting attendees to share fond memories of Diana and express gratitude for the impact she has made within the community.

The meeting was called back to order by Mrs. Schroeder at 7:05 p.m.

B. Superintendent Report:

Mr. Nelson began by informing the board of the two day leadership advance training for the district's leadership team. The training focused on creating instructional experts with a mission of supporting all students. With many new leaders in the system, the advance was a great way of training to calibrate and connect while presenting a new version of framework for teaching and learning.

Charles Leitch, attorney, visited the district on August 15th to provide instruction and support for the district's prevention of harassment, intimidation and bullying (HIB). The HIB policy for the district has not changed, but with new members in the leadership team, it provided a chance to review and connect with the current policy. Beau Chevassus and Rossi Ensign are planning a district video to feature students supporting the HIB policy through Safe School Ambassadors and empowering students to connect with one another in an effort to proactively prevent harassment, intimidation and bullying.

Thunder Mountain Middle School will host two days of professional development at Boundless Learning on August 22nd and 23rd. There are 180 registered attendees. Keynote speakers will begin at 8:00 each morning and multiple break-out sessions will occur throughout the day.

The Muckleshoot Indian Tribe has invited all new certificated staff to attend a luncheon on August 22nd. The district will be bussing approximately 20 staff members to attend. Nearly 100 percent of the new certificated staff is able to join! It is a great opportunity for the district to learn about and connect with students of Native heritage.

The New Teacher Breakfast will be held on Monday August 28th at 7:30 a.m. at the Enumclaw VFW hall. The breakfast provides an opportunity for local businesses to connect with new staff members in an effort to build a strong local economy!

Construction projects are progressing. While there is still a lot of work to do in the next two weeks prior to Black Diamond Elementary housing students for the first time, we are well on our way! Ms. LeRoy will continue with an updated report.

C. Construction Update:

Liz LeRoy updated the board on construction with photos of the new asphalt, commons area, stair railings and stage. NAC was impressed with the turnout for the building dedication and Mrs. LeRoy encouraged everyone to watch the video of the event, created by Beau Chevassus.

Black Diamond Elementary

Construction budget:

- Construction Contract \$15,168,000
- Potential Changes \$850,000
- Furniture & Movers
 - All furniture has been delivered
 - Magnetic marker boards for shared learning spaces should be installed by the first day of school. There is a slight delay due to vendor stock.

Progress:

- Toilet partitions delivered
- Gym lines painted
- Stair railings complete
- Tech installation is ongoing
- Commissioning and light process is far ahead of schedule!

Exterior:

- Paving along 2nd street completed
- Reader board finished
- Exterior flag pole installed
- Exterior railings are not quite finished
- Covered play area to be completed this week
- Playground equipment to be delivered August 28th
- Striping of the parking lot scheduled
- Ms. LeRoy shared another sweeping of the parking lot will occur prior to the first day of school

Enumclaw High School

Budget:

- Forma \$41,864,000
- Contingency \$1,212,000
- Updates:
 - Athletic offices are open as of August 11th!
 - Bleachers will be installed on August 25th
 - The “E” from the old gym floor has been saved and will be hung in the new gym lobby
 - Ms. LeRoy shared details of the work currently happening in each phase and what will begin next week
- Focus is on finishing:
 - Bleacher installation
 - Floor mural painting
 - Locker installation
- The first high school event in the new gymnasium will be a volleyball game held on September 7th

D. Strategic plan:

Mr. Nelson explained that the strategic plan for the 2017-18 school year is a collaboration between cabinet members and school administration teams. This month's leadership advance was used as a time to connect and further develop the ideas for the plan moving forward.

Mr. Beals showcased a document highlighting four areas of focus: whole child, system capacity, tiered system, and instructional improvement. He presented the primary initiatives and activities for the year and explained an emphasis on the whole child and instructional improvement areas. This school year will focus on linking the district's plan with what is being implemented in each of the schools to create a better alignment in the common goals within all four areas of focus.

Mrs. Marquand added that the current initiatives are no longer grouped by cabinet member. The cabinet worked hard to come together in a coherent way promoting the leadership team to take responsibility with the cabinet in the background for support. When the buildings bring back the School Improvement Plans (SIP), they will mimic a similar template to the strategic plan. Everything will cohesively flow from the same idea.

E. Capital Facilities Update:

Mr. Hatzenbeler provided a recap of Resolution #1064, the Capital Facilities Update, for those that were unable to attend the special board meeting on July 24th, 2017.

F. Birth to 5 Update:

Mrs. Arbury's update to the board on the Birth to Five Center included:

The Birth to Five Center is now located at JJ Smith! There will be six preschool classrooms. Mrs. Arbury highlighted the fact that there are plans for an interactive child development room in the library. She hopes to create a nature theme throughout the room with sections for different developmental stages. Example photos were shared of some different ideas including a section labeled "Leaping Lizards" and another called the "Snail Trail." Mrs. Arbury hopes to use a Grant to fund the creation of different murals of nature, possibly using community or student artists.

Other updates included a confirmation of increased funding from the PSESD for added support staff for the Birth to Five Center! Mrs. Arbury also mentioned potential for the PSESD to provide funding, up to \$73,000, for new playground equipment.

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, Virco, Green River Community College, NAC/Architecture, Heritage Bank, Neeley Construction, KCDA, Puget Sound Energy, Alliance Construction Management, and Johnson Exteriors Inc.

Mr. Hatzenbeler shared a list of local businesses with which the district conducted business. The grand total of moneys spent within the Black Diamond, Enumclaw and Ravensdale communities added up to \$64,561.38 for the month.

After reviewing all vouchers, Mrs. McGann moved and Mr. Stanwood seconded to approve general fund vouchers in the amount of \$768,477.58; capital projects fund in the amount of \$3,528,445.23; associated student body fund in the amount of \$52,582.09; and ratification of the general fund payroll warrant for July in the amount of \$3,766,923.59.

Motion carried.

B. Consent Agenda:

- 1. Part-time, Temporary and Substitute Personnel Salary Schedule 2017-18**
- 2. Attendance Officers 2017-18**
- 3. Waiver of Senior Citizen Fees**
- 4. Personnel Report**

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

1. Part-time, Temporary and Substitute Personnel Salary Schedule 2017-18
2. Attendance Officers 2017-18
3. Waiver of Senior Citizen Fees
4. Personnel Report

Certificated:

A. New Hire:

1. Allison Abrahamse, teacher, EHS, effective 9.5.2017
2. Sara Mongrain, teacher, EHS, effective 8.28.2017
3. Scot Robertson, .5 teacher, Kibler, effective 8.28.2017

B. Resignation:

1. Jodi Maras, teacher, EHS, effective 6.30.2017

C. Leave Request:

1. Ashley Stuenkel, .5 teacher, Southwood, effective 9.5.2017

D. Rehire:

1. Nancy Stangland, .5 teacher, Southwood, effective 8.29.2017

Classified:

A. New Hire:

1. Shelley Hall, ECEAP lead teacher, JJ Smith, effective 9.5.2017
2. Jinifer Mapes, ECEAP lead teacher, JJ Smith, effective 9.5.2017
3. Erika Gulan, ECEAP assistant teacher, JJ Smith, effective 9.5.2017
4. Tami Melcher, ECEAP assistant teacher, JJ Smith, effective 9.5.2017
5. Jennifer Watts, Preschool paraeducator, JJ Smith, effective 9.5.2017
6. Lisa Phinisee, office manager, EHS, effective 8.1.2017
7. Kristine Anderson, transportation specialist, effective 8.21.2017

- B. Retirement:
 - 1. Terry Epps, paraeducator, Kibler, revised date: 6.30.2017

- C. Change of Assignment:
 - 1. Tiffany Triplett, from kitchen assistant (SW/EHS) to kitchen manager (JJ Smith), effective 9.5.2017
 - 2. Sara Hershey-Faul, kitchen assistant, from Southwood to EHS, effective 9.5.2017
 - 3. Margaret Laush, from resource para to ISS para, EHS, effective 9.5.2017
 - 4. Jerrinne Haas, from para at TMMS, to resource para, Sunrise, effective 9.5.2017

- D. Additional Assignment:
 - 1. Heather Kohl, kitchen assistant, Southwood, effective 9.5.2017
 - 2. Janette Layton, ECEAP Family Support Specialist, JJ Smith, effective 9.5.2017
 - 3. Monica Parker, general para, Sunrise, effective 9.5.2017

Supplemental:

- A. Coaching Authorization:
 - 1. Richelle Carel, assistant volleyball coach, EHS, effective 8.21.2017

Motion carried.

C. Resolution #1065: 2017-18 Budget Adoption:

Mr. Hatzenbeler presented the 2017-18 budget which has been available for public review and was advertised in the paper as the law requires. He used a PowerPoint presentation that explained the five funds that comprise the budget (General Fund, ASB, Capital Projects, Transportation Vehicle, and Debt Service); Three of those budgets, ASB, Transportation and Debt Service, have not changed. Mr. Hatzenbeler explained a last minutes change to the budget adoption memo on Thursday last week, and stated the ESD has now reviewed the data and all is final. He highlighted some of the information on F195, sharing how capacity has been built into the budget.

Mr. Hatzenbeler included the impacts of expected enrollment vs actual enrollment, and Mr. Nelson added that a few districts in the area over estimated enrollment last year and are now experiencing difficulty with funding. Mr. Hatzenbeler projects a K-12 enrollment of 3,942 students for the 2017-18 school year, including running start students and reengagement numbers.

Beginning balances and revenues were highlighted for the Capital Projects portion of the budget adoption. Mr. Hatzenbeler explained that the district should be receiving the Black Diamond Elementary match in its entirety, as well as a match for the high school furniture and impact fees within this year.

At the end of his presentation, Mr. Hatzenbeler called for questions. Mr. Nelson offered huge kudos to the amount of work that Mr. Hatzenbeler has done to balance the budget for the district. Mr. Stanwood added how nice it has been to watch Mr. Hatzenbeler “rewire” the budget. Mrs. Schroeder, Mrs. Merrill and Mrs. McGann all agreed and extended thanks.

Mrs. McGann moved and Mrs. Merrill seconded to approve the consent agenda.

Motion carried.

D. First Reading:

Policy 1410: Executive or Closed Sessions

Policy 3115: Homeless Students: Enrollment Rights and Services

Policy 3116: Students in Foster Care

Policy 3122: Excused and Unexcused Absences

Policy 3416: Medication at School

Policy 3432: Emergencies

Policy 4040: Public Access to District Records

Policy 5005: Employment and Volunteers: Disclosures, Certification Requirements, Assurances and Approval

Policy 6100: Revenues

Policy 6220: Purchasing: Bid Requirements

Policy 6590: Continuity of Operations Plan

Policy 6905: Site Acquisition

Policy 6950: Contractor Assurances, Surety Bonds and Insurance, and Change Orders

Mr. Nelson presented the thirteen policies for first reading and information.

These will come to the board for approval next month.

E. General Fund Report:

Mr. Hatzenbeler presented the general fund report.

78.30% of the 2016-17 budget has been expended with 85.71% of revenues received.

The beginning of the year fund balance was \$5,354,534.84. Total resources available: \$49,901,656.03. Expenditures to date: \$44,839,082.59. 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: \$1,688,981.44.

Capital Projects beginning fund balance was \$64,730,486.63 with an ending balance of \$35,202,505.73.

The Debt Service Fund beginning fund balance was \$4,721,444.25 with an ending balance of \$5,965,175.75.

ASB Fund beginning fund balance was \$480,842.10 with an ending balance of \$516,130.29.

Transportation Fund beginning fund balance was \$859,300.87 with an ending balance of \$463,699.41.

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

The board debriefed the meeting and wished Mrs. Aaby well in her retirement. Mrs. Aaby thanked them and responded that she is leaving the board in very capable hands with Mrs. Newell!

VII — ADJOURNMENT

This meeting adjourned at 8:47 p.m.

President, Board of Directors

Secretary, Board of Directors