

**WASHOUGAL SCHOOL DISTRICT NO. 112-06**  
**Board of Directors' Meeting**  
**Tuesday, January 24, 2012, 6:30 p.m.**  
**WASHOUGAL SCHOOL DISTRICT BOARD ROOM**

**PRESENT:** Blaine Peterson, Board Director; Elaine Pfeifer, Board Director; Ron Dinius, Board Director; Terrie Hutchins, Board Director; Karen Rubino, Board Director; Dawn Tarzian, Superintendent and Secretary to the Board.

**1. CALL TO ORDER – PLEDGE OF ALLEGIANCE**

Blaine Peterson called the meeting to order at 6:30 p.m. and led the pledge of allegiance.

**2. AGENDA REVISIONS:** Item #8 Policy Change Presentation was moved to after Item #10, and under #7 Presentations, as an informational item: Refund Bond Issue was added.

**3. COMMENTS – BOARD OF DIRECTORS AND ADMINISTRATORS**

Terry Hutchins shared that at her place of work, Camas cheerleaders were shopping, she spoke with them and said that she was from their rival Washougal. The girls stated that their new rival is Union!

Karen Rubino said that she had nothing to share tonight.

Ron Dinius shared that on February 2 from 3:30 pm. to 5:30 p.m. @ the auditorium @ WHS, Marc Bolt will be giving the State of the County. Ron shared that he had been in Olympia this past weekend at the Legislative Conference.

Elaine Pfeifer stated that she had attended a Counseling Committee meeting. She shared a brochure about Friendship Week in schools, and a poster at the high school for Bucket Week. March 6 is designated as Challenge day with up to 100 students, selected by staff, and 30 adults that will include certificated, classified and community members. This is a workshop where teens, teachers, and community members experience for themselves that compassion and connection are indeed possible in the school setting.

Blaine Peterson said that he was going to concentrate on sports tonight. Washougal Basket Ball is doing great and the girls Wrestling Team is #1 and also doing very well. He also noted that the Equestrian Team will be performing at the Clark County Fair Grounds this coming weekend. Blaine showed an ad from the Post Record where a senior student is focused. This is a great way of recognizing students and their achievements in a very positive manner.

#### **4. SUPERINTENDENT'S UPDATE**

Dawn Tarzian stated that this is School Board Appreciation Month as proclaimed by Governor Gregoire. She thanked the board on behalf of the Washougal School District for the contribution that they have made and continue to make, and the great care they show for our district. "Thank you for your work!" Dawn passed out certificates of appreciation to Board members. Superintendent Tarzian also thanked Rhea Bohlin for providing goodies for the meeting.

#### **Snow Make-Up Days:**

Dawn Tarzian said that she is hoping to announce the end of winter. Our snow make up days are March 16 and April 27. We will be communicating this by way of newsletters and on the webpage.

#### **Bus Garage Inspection:**

State Patrol showed up yesterday at our bus garage and inspected 25% of our district bus fleet for winter inspection. All the buses that were examined passed with flying colors! There was a perfect safety score. Congratulations to Theresa and her staff.

#### **Food Service Audit:**

Our OSPI food service program review will be conducted February 7–9, 2012. This process requires considerable work up front on the part of district staff. Michael will be returning to provide support to our new Food Service manager, Doug Gillepsie.

#### **Cape Horn Skye Outdoor Covered Play Shed:**

The Booster group has raised funds to pay for a covered play shed to be built next to their play area facilities to allow for outdoor play on days when the weather is poor. The district currently puts many bark chips in this area to help soak up the water and to create an elevated surface that is dryer than the mud that would be there otherwise. The Booster Club leaders and Mary Lou have worked closely with Doug Bright to assure that proof of bond, insurance and the construction contractor is licensed and up to date. Construction has or will soon begin.

#### **Enrollment:**

January enrollment: 2984 is our student "head count" and 2844.05 our FTE. Total head count in November was 3013 and FTE 2871.75. Down a bit from November. 29 by head count and 27.7 by FTE. Our budgeted enrollment was 2749

### **Equestrian Team Meet:**

Washougal High School Equestrian Team would like to extend an invitation to the board to attend their first district meet to be held at the Clark County Fairgrounds on 1/26 – 1/29.

### **Next Steps Student Member**

We continue to follow up with our high school administrators and counseling staff to create the process that they would like to use to select a student to serve as a student member to the board:

- The Board would like to add a student member
- The student member would make a one year commitment
- The student member would be required to attend one board meeting a month. The second meeting would be optional for the student
- The student member would provide the board with a “report” on what is going on in the high school and with students at one meeting a month
- The student member would be encouraged to add to the discussions being held by the board on agenda topics during the public meeting

### **Next Steps Snow Routes:**

Dawn shared that she has created the first draft of the letter to go out to families to notify them of the board’s consideration of snow route changes discussed at the last meeting. Theresa Thomson is reviewing the letter and adding detail to content and dates. The goal is to have the letter go out by February 3 with the board putting time on the meeting agendas on February 28 and March 27 with a decision to be made by April 24.

### **Baseball Field Drainage Pipe:**

I have only one bid, but it does give us an idea how much pipe we will need.

If you notice, this only covers half of the varsity fields. This is also only one idea. Dawn stated that she has spoken with Mr. Randall who works for the city and he isn't sure this will take care of the problem because we still need to move the water. He seems willing to work with us as well and was going to talk to his people at the city.

### **Immunization Exclusion**

Dawn shared with the board in an earlier report that the district will be looking at the option of implementing the state allowed immunization school exclusion date. This change would obligate parents to provide the district with the appropriate paperwork to verify that their children meet the state immunization requirements by the date, or they will be excluded from school attendance until this obligation is met. Our school nurses and principals have advocated for this step, concerned for the safety of all students. District work

on this proposal has continued and October 15 is being proposed as the date that should be identified by the district. This would be put in place during the 2012 – 2013 school year and communication with parents would begin almost immediately.

### **Washougal HS Challenge Day:**

Dawn shared that the staff of the Washougal HS counseling department received a competitive grant through Clark County that will support a day-long event for 100 students, selected by the school staff, and 30 adults that will include certified, classified, and community members. The event is scheduled to occur on March 6 at WHS. Challenge Day is an interactive workshop where teens, teachers, and community members experience for themselves that compassion and connection are indeed possible in our schools. Through thought-provoking games, activities, and discussions, Challenge Day provides participants with tools to break down the walls of separation and isolation and build new levels of respect and communication. Volunteers are being sought and if you are interested in helping please contact Rhea Bohlin or the high school counseling office. More information at [www.challengeday.org](http://www.challengeday.org) or on [teachertube.com/viewVideo](http://teachertube.com/viewVideo)

## **5. COMMENTS – CITIZENS**

Brian Corbett, CCMS/CH-S & JMS coach and parent, and also a pediatric nurse, shared concerns for protecting cardiac arrest during practices and games. As a parent and nurse, he said that he was impressed with the speed and attentiveness in correcting the items that he had pointed out as his concerns, and making sure that there were working AED's in the schools in our district. All have units that are working, batteries and pads have been updated and they will be checked each month. The District Office and Excelsior are the only two buildings that are lacking an AED. Doug Bright shared that we will continue to look for grants to increase the number of units we have in the District. Mr. Corbett also stated that he felt it was important to have a landline phone available to the fields and play areas in case of an emergency due to the fact that cell phones are sometimes out of range in the CH-S/CCMS area.

Frank Zahn and Sheila Good, WAE Co-Presidents, expressed thanks to the Board on behalf of the WAE. Frank expressed that as representative of the WAE, they were present to share their appreciation of the Washougal School District School Board. He said that they also wanted to take the opportunity to welcome Karen Rubino, the newest member of the board.

He continued by saying, we appreciate the board's contribution to the success and welfare of our students. As employees of the board, we have come to you on numerous occasions to bring you our concerns to further the same goals:

working together to develop educated, healthy, responsible and successful citizens. We may not have always agreed, yet ultimately, we recognize that board members and district educators are bound together by this shared responsibility. We thank you for your service and look forward to the continued success of the Washougal School District.

Rhea Bohlin pointed out that the Board is seen each month at meetings, at a time when you are reading and considering issues. The Board also has additional meetings and workshops, as well as trips to Olympia and retreats. The Board shows a continued interest in our schools. Rhea said that all of this is just leading up to how much we appreciate the Washougal School Board and the service you provide to our schools and community.

Rhea also shared that not all of the students and families at the WHS receive the Post Record, so the highlighted students are also posted in the halls at the high school.

Mr. Corbett asked to share one more comment regarding the AED's, that Mike Adams with the ECLL here in town provides CPR training for all managers and trainers. Terri Hutchins asked if practice runs are every done? This was discussed and it was agreed that training and practice are always good.

## **6. CONSENT AGENDA**

Board members received and reviewed the following documents in advance of the meeting:

- A. Minutes (January 10, 2012)
- B. Payroll Pre-Authorization (January 2012)
- C. Accounts Payable (January 2012)
- D. Budget Status (December 2011)
- E. Personnel Report
- F. Contracts
- G. Executive Responsibilities 7 – Budget Planning
- H. Policy 6970 – Naming Facilities
- I. Travel
- J. Field Trips
- K. Donations

Elaine Pfeifer moved, seconded by Ron Dinius, to approve the consent agenda as submitted. The motion carried unanimously.

## 7. PRESENTATIONS

### A. Student Fees and Fines

Dawn Tarzian shared that the purpose of this issue is to provide the Board with time to consider information that the Strategic Team is proposing to discuss concerning Student Fees and Fines. One of the questions is regarding equity. Should students on Free and Reduced Lunches be required to pay for ASB cards, missing or damaged uniform costs and texts, at a reduced price, while others would be required to pay the whole price for the same infraction. The District needs to follow-up when fees need to be recovered. We have a lot of work to do to determine what the process is and how do we communicate it. Doug Cox, Athletic Director, was not present at the strategic planning meeting and he is one of the individuals who should be included in this discussion. It is not known if all WSD staff is aware of the policies concerning this matter. This issue is informational at this time and is not ready to be placed on the agenda for action at this time, Superintendent Tarzian said. We will bring this back to you for further discussion as we continue to work on it. Should the District collect per policies? Should we consider a consequence for failure to pay? What type of a time-line are we looking at?

Blaine said that he thinks we need to reinforce and collect fees and fines. There is some leverage with seniors, but if they graduate or leave, can the fees or fines be assessed to a younger sibling?

Regarding Free and Reduced students and families, athletic fees, and other fees are implemented per schedule.

The question was raised about how much is outstanding district wide, and the uncollected fees and fines at the high school totaling \$60,000.

Sheila Good, teacher from Washougal High School, said that they are required to submit a list of fees and fines before teachers can check-out at the end of the year. Does everyone do this?

Is there a place in the student system that fees and fines can be noted? Do letters or bills go out from the schools or district office for unpaid fees and fines?

The Board felt additional information needs to be obtained on this issue before further discussion takes place. Some suggestions were:

- Support is encouraged by and from the Board.

- Must carefully weigh the cost of collection against the recovery.

- Analyze strategic times for recovery

- Review policy and procedures through orientations and student handbooks.

The Board agreed unanimously to support the administrations initiative to put in place a plan for collection of all outstanding fees and fines owed to the district, including past, present and future.

#### B. AED'S and Community Request

Doug Bright thanked Mr. Corbett for his interest in this matter. Doug felt it was critical to have the AED devices check out and make sure they were in working order. All of the devices in the district have now been checked out and updated with replacement pads, making sure that all of the batteries were in proper working order. Our school nurses have been checking our units and reporting to Sandi Christensen, who is their supervisor. They will be checking and reporting to her on the 1st of each month. There are two AED's at Cape/Canyon & Gause, JMS has one in the main office, WHS in the Commons, and Hathaway in the Library. We need to have at least four more. We need to start looking to see if there are any Grants available to help with the purchase of additional AED's for the District. The question was asked about whether the AED units might be taken outside for sports events. WSD policy says that the AED may be moved by and AED trained employee to an outside event. It was asked by the Board why there is not an AED unit at Excelsior and why it is not planned to have one there. It was thought that due to the close proximity of the WHS that the unit could be moved to Excelsior in an emergency. This will be checked out and a report provided to the Board.

#### C. Linkage Meeting Next Steps

Blaine had a concern about whether we are getting enough feedback. Are we not getting the word out or just poor attendance. Originally it was thought that through volunteers and patrons attending the board meetings at their site location would provide feedback. There was thought given to having a meeting mid year at a central location. Is that necessary? Elaine suggested that there be links on the website so that parents could respond to or ask questions, provide information through booster meetings, or just by phoning the building. Our next Board meeting will be at Excelsior. It was suggested that parents be called prior to the board meeting and invite them to attend. A copy of proposed linkage meetings and topics is attached hereto.

#### D. Refund Bond Issue-Informational Item

Blaine Peterson shared that he had met with Mark Prussing. It was discussed that by refunding bonds that we currently have, we could save the patrons up to \$2.3 million. The only cost to the District would be \$100.00 to the state. It is believed that now is the right time to do this. We would like to start things in place so we would be ready for a bond refunding. We could put the bonds out there now (4 to 6 weeks) and not close until September. The sum of \$350,000 would be paid out of the bonds, and it would still save the patrons \$2.3 million. He said that he would like to bring this back to the February 14 meeting and would be looking at a Resolution and commitment

of \$15,000 for a rate at the rating agency. A good rating is favorable for the refunding. He said that he would like to present this proposal on February 14.

## **9. POLICY GOVERNANCE**

### **A. Executive Responsibilities 15 – District Calendar**

This matter is being brought before the Board for their input. In the District calendar process, it is the Board that can set the start day and the end day of the school year. It was proposed to the Board that they might want to consider a two-year calendar. Some considerations for start dates are neighboring school calendars, boundaries, ESD for some support services count days. Three additional areas to be considered are: planning, budgets, and parent comments.

After consideration by the Board, they agreed that start day for the next two years should be after Labor Day and that they would be in favor of a two-year calendar.

This matter is to be placed on a subsequent agenda and be brought back for vote of the Board.

## **10. FUTURE AGENDA ITEMS**

- a. Update on Commissioning of buildings-
- b. Retrofitting @ CH-S/CCMS is substantially complete.
- c. AirRite Controls complete, Geert Hertz is monitoring
- d. AI is finalizing at the high school with Gordon Washburn, in transition of handing it off.
- e. Before starting @ Hathaway, need to come back with a timeline
- f. Work seems to be going slowly...backlog on part of AirRite Controls.
- g. Only one school per year.
- h. Ron Dinius will provide some additional names of contractors
- i. Rebates re: PUD

## **8. POLICY CHANGE PRESENTATION**

### **A. Policy 3130—School Attendance Areas and Emergency Boundary Changes**

Minimal changes...a copy of the proposed revised policy has been provided to the Board for review. This will be brought back for a second reading.

### **B. Policy 3131 – In-District Boundary Transfers**

David Tudor presented Policy 3131 complete with proposed revisions to all Board members. He then reviewed the policy with the Board and answered questions concerning revisions. With the changes noted discussion ensued and questions were asked by the Board.

In starting school in August, this provided problems when our neighboring district waited until after school started in September to

complete boundary requests. Camas revoked may requests and students were looking for their site school or in-district transfer. The initial incorrect information regarding CCMS and AYP resulted in unclear processes. David reviewed the In-District Boundary Transfer Guidelines noting a change in #5..adding *academic progress*. The Board discussed the changes in the window of transfer. This policy will be brought back for a second reading.

C. Policy 3141- Nonresident Students–

Minimal changes...a copy of the proposed revised policy has been provided to the Board for review. This will be brought back for a second reading.

## **11. BOARD WORK SESSION**

### **a. Establishing Budget Priorities for 2012-2013**

The Board discussed between themselves and asked questions of Rosann Lassman, Doug Bright, and David Tutor. The following items were discussed as priorities or consideration for further information:

- ESL above Federal dollars
- Community Education
- Sports
- Professional Development Funds
- Transportation
- Performing Arts
- Excelsior
- Delay of Turf
- Classified Staff

Elaine Pfeifer made the recommendation that the Board hold a workshop dedicated entirely to the topic of Budget Priorities for 2012-2013. The other Board members agreed unanimously.

## **12. BOARD EVALUATION**

Blaine Peterson collected the board's self-evaluation form from each board member present. The results are attached.

## **13. ADJOURN**

Terri Hutchins moved to adjourn, seconded by Karen Rubino, at 9:30 p.m. The motion carried unanimously.

**Dated this 14<sup>th</sup> day of February 2012**

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**President**

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**Secretary to the Board**

<b>Board Self Evaluation Results</b>												
<b>January 24, 2012</b>						board member:	1	2	3	4	5	<b>Average</b>
1. The board followed its agenda and did not allow itself to get sidetracked.						5	4	4	5	4	4.4	
2. The agenda was well planned to focus on the real work of the board.						5	4	5	5	5	4.8	
3. The meeting started on time and proceeded in a timely manner.						5	4	5	5	5	4.8	
4. The meeting proceeded without interruptions or distractions.						5	5	4	4	5	4.6	
5. The board's deliberations and decision-making processes were public.						5	5	4	5	5	4.8	
6. Participation was balanced; all participated; no one dominated.						5	5	5	5	5	5.0	
7. Members listened attentively, avoiding side conversations.						5	5	5	4	5	4.8	
8. Work was conducted in an atmosphere of trust and openness.						5	5	5	5	5	5.0	
9. Meeting participants treated each other with respect and courtesy.						5	5	4	5	5	4.8	
Point scoring system:												
1 Failed												
2 Unacceptable												
3 Acceptable												
4 Commendable												
5 Met Best Expectations												