

WASHOUGAL SCHOOL DISTRICT NO. 112-06
Board of Directors' Meeting Minutes
Tuesday, January 27, 2015, 6:30 p.m.
Jemtegaard Middle School

PRESENT: Ron Dinius, Board Director; Teresa Lees, Board Director; Elaine Pfeifer, Board Director; Karen Rubino, Board Director; Bruce Westfall, Board Director; and Dawn Tarzian, Superintendent and Secretary to the Board.

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Ron Dinius called the meeting to order at 6:30 p.m. and Karen Rubino led the pledge of allegiance.

Sam Barnes, Washougal High School (WHS) Student Representative to the Board, gave a brief report: First semester is finishing up, all of the winter sports teams are doing really well, and the Winter Formal dance was a success. Auditions are taking place for the upcoming performance of *39 Steps*. Career Day will be held on February 4, and there will be a student tour of the Clark County Skills Center on February 11.

2. AGENDA REVISIONS

Dawn Tarzian asked to move agenda item 4.C. (2015-16 WHS Theatre Management Plan) to the top of the work session portion of the meeting. She also noted that community member Larry Keister, who assisted in revisions to the second draft of the oil train resolution, was present, and may be able to offer helpful comment during the discussion of agenda item 4.D.

3. CONSENT AGENDA

Board members received and reviewed these documents in advance of the meeting.

A. Meeting Minutes (January 13, 2015)

B. Accounts Payable

General Fund

Warrant Numbers 2055589 – 205658, totaling \$154,879.53 (Pay date: Jan. 30, 2015)

ASB Fund

Warrant Numbers 20377 – 20386, totaling \$5,992.98 (Pay date: Jan. 30, 2015)

Capital Projects Fund

Warrant Numbers 3880 – 3881, totaling \$14,454.63 (Pay date: Jan. 30, 2015)

Warrant Number 3882 totaling \$1,303.23 (Pay date: Jan. 30, 2015)

ACH

ACH Numbers 141500245 – 141500263, totaling \$40,907.39 (Pay date: Jan. 30, 2015)

C. Budget Status Report (December 2014)

D. Payroll (pre-authorization, January 2015)

E. Personnel Report

Administrative Resignation: Marsha Spencer, Career & Technical Ed. (CTE) Director (WHS/JMS).

Classified Appointments: Jennifer Cooper, Para-educator (JMS); Lin Guiles, Para-educator (WHS);

Karen Martell, Temporary Para-educator (DO); Kathy Peterson, Para-educator (WHS).

Certified Resignation: Malcolm Estes, 5th grade teacher (GES).

Extracurricular Appointment: Erick Johnson, Asst. Baseball Coach (WHS).

F. Contracts

G. Travel

H. Field Trips

I. Donations

Additions to the Personnel Report since the original board materials were prepared were noted. Elaine Pfeifer moved to approve the consent agenda as presented. Karen Rubino seconded, and the motion carried unanimously.

4. WORK SESSION

C. 2015-16 WHS Theatre Management Plan

Gordon Washburn has put countless hours into the management of the WHS theater over many years. Since he will be retiring at the end of the current school year, the district has been working on a plan to continue this programming in Gordon's absence. Marian Young spoke about two positions that have been created to fill this void. The Theatre Manager will oversee the day-to-day district-sponsored use of the facility. Drama instructor Kelly Gregersen will have one class period per day of release from his regular teaching schedule to be able to accomplish this. The second position, the Theatre Technician, will manage the theatre for out of district use. The scheduling of the theatre will be handled by the district's Community Education staff. Elaine Pfeifer offered her congratulations to Gordon for his upcoming retirement, and thanked him for all of his years of service, noting that Gordon developed a really great program for the district. All board members shared similar thanks, adding that Gordon will be missed. The board and audience applauded.

A. Jemtegaard Middle School Improvement Plan (SIP) Presentation

Jemtegaard Middle School (JMS) principal David Cooke introduced Brian Amundson, Dean of Students, and Julie Bristol, JMS Counselor. David highlighted the school's areas of focus for the year: helping students who are not being successful; supporting students who need to be challenged; developing the whole child; developing an instructional cycle around data and interventions; and student safety. Professional Learning Community (PLC) models were shared, as well as strategies that are used to support students through targeted interventions. Julie gave information about the JMS clothes closet and the weekend food backpacks. Brian spoke about how the school is working to improve students' chances of success through the red, yellow and green card system and the use of the JMS Learning Center. The school is also working to address the needs of Latino students and families, and to improve methods of networking with parents. Dawn Tarzian shared that as she has been on walk-throughs in the building, and she can see the outcomes of the work invested by the improvements in the classrooms. The staff members' trust for their administrators is evident. David said that he is fortunate to have such a great staff. Board members thanked the presenters. Teresa Lees expressed heartfelt appreciation to the administrators for how much care they show their students.

B. Substitute Shortage Report

Marian Young shared information about the current shortage of substitute teachers in the district and throughout the state. It is of concern that the district averages about one classroom per day that substitute coverage cannot be found for, leaving schools to find ways to handle those students for the day. Teachers cover classes during their prep times, and sometimes students are combined with other classes to ensure proper supervision. The shortage is a regional problem, since the local pool is not large enough. The district continues to recruit for the sub pool, and plans to incentivize current subs to continue to work here.

D. WSD Board of Directors Oil Train Traffic Resolution, second draft

Dawn Tarzian shared the second draft of the resolution pertaining to oil by rail traffic near district schools and facilities, highlighting differences from the first draft. Board members shared consensus about the appropriateness of the revisions, and several suggestions for further small revisions were discussed. Larry Keister shared some of the changes that were made to highlight the uniqueness of the proximity of the district's schools to the tracks, and thanked the board for allowing him to participate in this process. City Councilmember Connie Jo Freeman noted that the City is working on a resolution as well, and suggested that language could be added to the district's resolution to request assistance with an off-ramp rail crossing. Tom Gordon suggested adding the fact that the first responders are on the opposite side of the tracks from the schools. Dawn will bring a third draft to the board at the next regular meeting.

5. FUTURE AGENDA ITEMS

Dawn Tarzian gave an overview of the next meeting's agenda.

6. BOARD EVALUATION

Ron Dinius collected the board's self-evaluation forms. The results are attached.

7. ADJOURN

Karen Rubino moved, seconded by Teresa Lees, to adjourn the meeting at 8:19 p.m. The motion carried unanimously.

Dated this 10th day of February, 2015

President

Secretary to the Board

BOARD MEETING EVALUATION SUMMARY

MEETING DATE: **January 27, 2015**

Instructions for 1: S = Satisfactory I = Needs Improvement U = Unsatisfactory

S I U

- | | |
|---|------------------------------------|
| 1. I was prepared for the meeting. | 5 |
| | <u>YES</u> <u>NO</u> |
| 2. Our agenda was designed to meet our obligations and objectives (district governance, future planning, board goals) | 5 |
| 3. Meeting Elements: | |
| a. The Board President facilitated management of the meeting time and agenda | 5 |
| b. Ample time was given to discuss agenda topics | 5 |
| c. Each board member was given the opportunity to speak | 5 |
| d. Directors, presenters and the public were treated in a dignified and respectful manner | 5 |
| e. Adherence to policy leadership vs administrative detail | 5 |
| 4. The board demonstrated a sense of responsibility for excellence in governing the district. | 5 |

Comments (If you answered “no” to any of the above, please provide comments):