

WASHOUGAL SCHOOL DISTRICT NO. 112-06
Board of Directors' Meeting
Tuesday, October 23, 2012, 6:30 p.m.
At Cape Horn-Skye Elementary School

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

1. CALL TO ORDER, REGULAR MEETING – PLEDGE OF ALLEGIANCE

Blaine Peterson called the meeting to order at 6:30 p.m. and led the pledge of allegiance. Dawn Tarzian shared a video of Washougal School District (WSD) staff member Mary LaFrance singing the National Anthem at a recent Portland Winter Hawks game opening.

2. AGENDA REVISIONS

None.

3. COMMENTS – BOARD OF DIRECTORS

Terrie Hutchins asked those in attendance to remember to vote in the upcoming election. Karen Rubino thanked the Cape Horn-Skye Elementary School (Cape) staff for hosting the meeting. Ron Dinius thanked the Cape staff for all that they do, and also for the tour provided prior to the meeting. He is impressed with the new covered play area, and thanked local patrons for making that structure a reality. Ron, along with Elaine Pfeifer and Dawn Tarzian, attended a recent Washington State School Directors' Association (WSSDA) Regional Meeting at the Clark County Skills Center. The Skills Center students prepared dinner for the directors. The program was amazing, and directors received great information about the Teacher/Principal Evaluation Pilot (TPEP). Elaine Pfeifer recently participated in Sodexo's "Serving Up Smiles" event at Cape. She enjoyed the interaction with the students, the mayor and principal. She thanked Mary Lou Woody for the wonderful job she does as Cape principal. Blaine Peterson highlighted the Partners for Schools meeting held last week. This was a great opportunity to share the district's story with the community. The Blue Note Café was also held at the high school that same evening, which made for a nice combination. Blaine continues to be amazed at the talent Washougal students have. Blaine encouraged the audience to attend the "44 Plays for 44 Presidents" production at Washougal High School (WHS).

4. SUPERINTENDENT'S UPDATE

Dawn Tarzian spoke about the Partners for Schools communications. This group of more than 60 people has convened with the purpose of getting information about the district out to patrons and receiving feedback from the community.

The enrollment count for September was 3031 (headcount) as compared to 3052 for October. Of these numbers, the counts for students receiving special services are 411 for September and 428 for October. Staff has been added at the high school to address some of the needs related to these increased numbers.

WSD now has 100 percent of our students meeting the state's immunization requirements. Dawn will be treating the district's secretaries at their next meeting with a special show of appreciation.

It has been an incredible amount of work, and our nurses, secretaries and building administrators are to be appreciated for helping to keep our schools as safe and healthy as possible.

Dawn shared a few photos from the “Serving Up Smiles” event planned by Food Services Director, Mark Jasper. “Guest chefs” included Board Director Elaine Pfeifer, Fire Chief Nick Swinhart, City Councilors Jennifer McDaniel, Joyce Lindsay and Caryn Plinski, HR Specialist Carol Baker, Hathaway Principal Laura Bolt, Superintendent Dawn Tarzian, and last, but certainly not least, Mayor Sean Guard, who stole the show on three different days that he volunteered.

Dawn shared an email that Special Services Director Allan Fleck received on October 9. The parent wrote to share her appreciation for her student’s teacher, para-educator and program. She thanked Allan for the encouragement and support he and his department offer, closing with, “Washougal sure gives their best when it comes to serving children. Thank you.”

5. COMMENTS - CITIZENS

Rhea Bohlin commented about a district student who took full advantage of the music programs while here, and then went on to do graduate work in Germany. We don’t know where the opportunities we provide our kids will take them. Rhea is so grateful for the multitude of opportunities our district provides.

Blaine Peterson reminded everyone that the Stuff the Bus friendly competition with Camas begins on November 19.

Angela Hancock noted that public information cards that were created through Partners for Schools to give to local real estate firms and agents are available if anyone would like one.

6. CONSENT AGENDA

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

A. Meeting Minutes (October 9, 2012)

B. Accounts Payable (October 2012)

General Fund

Warrant numbers 187084 – 187084 in the amount of \$1,171.78 (Pay date: Oct. 26, 2012)

Warrant numbers 187085 – 187182 in the amount of \$144,858.29 (Pay date: Oct. 26, 2012)

ASB Fund

Warrant numbers 19393 – 19420 in the amount of \$12,472.57 (Pay date: Oct. 26, 2012)

Capital Projects Fund

Warrant number 3827 in the amount of \$516.09 (Pay date: Oct. 26, 2012)

Warrant number 3828 in the amount of \$4,096.00 (Pay date: Oct. 26, 2012)

ACH

ACH numbers 121300063 – 121300082 in the amount of \$58,055.96 (Pay date: Oct. 26, 2012)

C. Payroll pre-authorization (October 2012)

D. Personnel Report

E. Executive Responsibilities 3 – Treatment of Parents, Students and the Public

F. Contracts

G. Travel

H. Field Trips

I. Donations

Elaine Pfeifer moved to approve the consent agenda as presented. Karen Rubino seconded the motion, which carried unanimously.

7. INFORMATIONAL PRESENTATIONS

A. School Improvement Plan presentation – Cape Horn-Skye Elementary

Mary Lou Woody, principal, presented the Cape Horn-Skye (Cape) School Improvement Plan (SIP). She asked the school staff and students present to introduce themselves. Mary Lou spoke about Cape's Back to School Night, and how the school wanted to do something different this year. They focused on letting parents know how important they are though Partners in Education (PIE) meetings. A focus of the meetings was student attendance, letting parents know the importance of getting kids to school on time every day. Tardies and absences are down for students in families who attended PIE night. Mary Lou highlighted Cape's school wide goals including source-based answers in reading and problem solving in math. EasyCBM score reports were shared with the board, and in-class assessments were discussed. Cape staff members shared a skit that reflected how everyone should work together for the benefit of students. Performers included Michele Mederos, Darcy Hickey, Alice Yang and Kam Lawrence. Students shared with board members what they have been learning using their iPad technology. Mary Lou and her staff answered board questions about their school goals, reading assessment, and the iPad pilot program.

Dawn Tarzian asked the Cape staff members for feedback and input. In response:

Kam Lawrence said that she appreciates the class sizes that she has this year, 21 students per class.

Cindy Coons mentioned the challenges families have with school and home life. Schools need to balance what can be asked of families and what can be provided to them. Staff really needs to be available for students and families.

Alice Yang is new to the state and to this school. She has particularly noticed the amazing level of parent involvement here.

Heather Warta is a volunteer parent. She thanked the school for letting her volunteer. Her kids were previously enrolled in Home Link, but she really likes it here and she has been made to feel very welcome.

Michele Mederos appreciates that this district provides diversity in curriculum, by stressing the importance of not only academics, but also PE and music. This truly helps students.

Blaine Peterson thanked all of the attendees for their comments and participation.

B. Debrief WSSDA Regional Meeting

Ron Dinius, Elaine Pfeifer and Dawn Tarzian attended the November 17 Washington State School Directors' Association (WSSDA) Regional meeting. Prior to the meeting, they participated in WSSDA's Teacher/Principal Evaluation Pilot (TPEP) training.

Dawn encouraged other Board members to attend the Regional meeting next time. The TPEP information was some of the best that she has received. Eight criteria of TPEP were covered, pointing toward the goal of consistent and fair evaluations. Dawn shared a handout that showed three models that met all eight criteria. Ron Dinius added that it would be valuable for the board to attend the legislative meetings as well. Dawn spoke about the proposed training that the board has been discussing. She will be looking for a date in January or February when all five board members could attend this training. Elaine added that TPEP will require a great deal of time from principals. Dawn agreed, noting that the district needs to find ways to help principals accomplish the work related to the new evaluations.

C. Gause/Washougal High School Fields Update

Joe Steinbrenner, Director of Facilities and Operations, shared what has been done to minimize the drainage issues on the fields between Gause Elementary and WHS so far. Joe met with Gause principal Rex Larson to better assess the school's needs. Gause would appreciate having year-round grass play areas. WHS needs improvements to this area to better serve the baseball program. Joe also met with the City engineer. A proposal has been given and schematic designs completed for an improved drainage system. A current schedule for analysis and work would have actual construction on the field beginning in the summer. Cindy Coons asked if the Jemtegaard Middle School (JMS) fields could also receive some attention, since they have issues as well. JMS fields are not part of the currently proposed work.

8. PROPOSALS FOR ACTION

A. McKinstry Energy Efficiency Grant Proposal

Gabe Johnson and Joe Feutsch from McKinstry Consulting were present to discuss possible scenarios that the board might consider regarding energy efficiency facilities work through a Jobs Now Act grant application process. The board engaged in a discussion surrounding the various scenarios presented by McKinstry. Elaine Pfeifer noted that the lighting updates have a really long payback period. Joe responded that the lighting at JMS very outdated, so that replacement bulbs are difficult to obtain. Bulbs in a new lighting system won't need to be changed as often and are less expensive. Dawn added that the quality of light currently at JMS is not good, and the fixtures make a buzzing sound. Student environment would be improved with better lighting. The board discussed financing options, and how to proceed if the district was not awarded a grant.

Joe recommends Scenario 4B (as listed in the proposal) for the district. The board agreed by consensus that 4B is a good option at this time. Terrie moved to authorize McKinstry to move ahead with Scenario 4B as presented. Elaine Pfeifer seconded, and the motion carried unanimously.

B. Resolution 2012-13-04: Operating Transfer

Rosann Lassman provided a brief description of the operating transfer request. Elaine Pfeifer moved to approve Resolution 2012-13-04 as presented. Ron Dinius seconded, and the motion carried unanimously.

9. POLICY GOVERNANCE

A. Executive Responsibilities 4 – Staff Treatment

Dawn Tarzian presented information in support of Executive Responsibilities (ER) 4 related to the district's treatment of staff, volunteers and parents. Dawn shared information about the district's need to update job descriptions. Blaine Peterson collected the monitoring report response forms from board members. The approval of ER 4 will be on the consent agenda at the next regular meeting.

10. FUTURE AGENDA ITEMS

At future meetings, the board would like to discuss the JMS athletic playing fields, WSSDA meeting attendance, the November 27 Legislative Forum, and facilities planning.

11. BOARD EVALUATION

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

13. ADJOURN

Terrie Hutchins moved to adjourn at 9:00 p.m. Ron Dinius seconded, and the motion carried unanimously.

Dated this 13th day of November

President

Secretary to the Board

BOARD MEETING EVALUATION SUMMARY

MEETING DATE: October 23, 2012

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

	<u>S</u>	<u>I</u>	<u>U</u>
1. Board members were prepared for the meeting.	4	1	0
2. Our agenda was well designed.	5	0	0
3. Each board member was given an adequate opportunity to participate in discussion and decision-making.	5	0	0
4. The board's treatment of all persons was courteous, dignified, and fair. There was a respectful atmosphere.	5	0	0
5. We practiced good parliamentary procedure.	5	0	0
6. The board demonstrated a sense of responsibility for excellence in governing the district.	4	1	0
	<u>Yes</u>		<u>No</u>
7. The board adhered to its adopted governance style:			
a. It emphasized the future and the total community:	5		0
b. It encouraged diversity in viewpoints:	5		0
c. It exercised policy leadership more than overseeing administrative detail:	5		0
d. It maintained a clear distinction between the roles of board and staff:	5		0
e. It worked for group agreement and responsibility:	5		0
f. Progress toward board goals:	4		0
8. Your suggestions on where we could do better:			
9. Additional Comments: "went over time"; "great amount of time on McKinstry"			