

WASHOUGAL SCHOOL DISTRICT NO. 112-06
Board of Directors' Meeting
Tuesday, April 24, 2012
6:30 p.m. at Gause Elementary School

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

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

None.

3. COMMENTS – BOARD OF DIRECTORS AND ADMINISTRATORS

Elaine Pfeifer noted that senior panel presentations are coming up. These offer great experience to the students, and she would encourage anyone interested to participate as a panelist. Ron Dinius attended the April 11 Washington State School Directors' Association (WSSDA) regional meeting in Battle Ground, along with Dawn Tarzian. Great information was given, and the new principal and teacher evaluations were discussed. There are opportunities for upcoming board trainings, which sound very promising. Ron would like for Washougal to host this event in the future. Blaine Peterson shared Post-Record highlights for the district, including the Washougal High School (WHS) track team's successes and the announcement of the Washougal Schools Foundation (WSF) Stride fundraiser. He noted that last week's paper had a great article about the 5th grade girls' mentoring program with the Camas-Washougal Rotary group. Both sides of this valuable community/schools partnership are enjoying and gaining from the experience. Several music and drama performances are coming up at WHS.

4. SUPERINTENDENT'S UPDATE

Dawn Tarzian participated as a reader/judge in the Battle of the Books competition held at Canyon Creek Middle School (CCMS) earlier today. There were 23 students from grades 5-8 participating in the "battle" during which they demonstrated their literary expertise from a long list of books. The competition was impressive, and was followed by a special lunch served by Sodexo.

At the March 27 board meeting, Rick Thomas gave a report on the progress of the Turf Fund-Raising Campaign Committee. He asked for board support of the efforts at that time. Though Rick expressed disappointment that the committee had not been more successful to date, he asked that more time be allowed, which was deeply appreciated. The Board expressed the desire to have the field inspected for safety again, to assure that it could be used again next year by students. Doug Bright added that the field was recently inspected, and some repair work has been scheduled to take place over the summer. A representative from FieldTurf reported that the turf is still in very good condition considering its age. Work will continue toward replacement of the turf for the district's current and future athletes.

Saturday, Mary Walker and the WHS Culinary Arts Team took first place at the Sedexo sponsored Culinary Arts Competition. Five high school teams met at Battle Ground High School to prepare their entrée entry. The theme this year was Asian foods. All in attendance, including Dawn, were able to judge by tasting and voting. Our Washougal Team also received the "top beef entrée" award. Congratulations to Mary and the team. It is nice to see such a variety in the types of competition available to our students.

Last Thursday, April 19 was the “Washougal’s Got Talent” talent show. The event was a fundraiser for our drama program. Sixteen student acts performed and were judged by Gordon Washburn, Owen Sanford, and Dawn. The students did an excellent job – it was very difficult to be a judge. Special thanks to Kelly Gregerson for not only making the event possible but for the many unique touches that made it very special for the student performers.

Last week Les Brown and Dawn conducted the last of the Community Visioning input sessions. Dawn shared the student input collected from Heather Carver-Santos’s yearbook class. Approximately 30 students participated – a nice mix of freshman, sophomores, juniors and seniors. The Strategic Planning steering committee will meet again on May 4. Dawn expressed her extreme appreciation to Les for attending so many input sessions with her, and working to compile the data for the steering committee to analyze.

Dawn closed by asking Gause principal, Rex Larson, to stand. Dawn read from a letter recently received from the Elementary School Principals’ Association of Washington thanking Rex for his valuable service as president of this group. She thanked Rex for his contributions to this group and for representing Washougal so well through his leadership there.

5. COMMENTS - CITIZENS

None.

6. CONSENT AGENDA

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

A. Meeting Minutes (April 10, 2012)

B. Accounts Payable (April 2012)

General Fund

Warrant numbers 185687 – 185706 in the amount of \$69,671.21 (Pay date: April 13, 2012)

Warrant numbers 185707 – 185809 in the amount of \$251,123.42 (Pay date: April 27, 2012)

ASB Fund

Warrant numbers 19165 – 19187 in the amount of \$22,856.76 (Pay date: April 27, 2012)

Capital Projects Fund

Warrant numbers 3801 – 3804 in the amount of \$8,615.08 (Pay date: April 27, 2012)

ACH

ACH numbers 111200296 – 111200315 in the amount of \$18,178.43 (Pay date: April 13, 2012)

ACH numbers 111200320 – 111200331 in the amount of \$5,111.77 (Pay date: April 27, 2012)

C. Payroll Pre-Authorization (April 2012)

D. Budget Status (March 2012)

E. Personnel Report

F. Contracts

G. Executive Responsibilities 16 – Student Conduct and Discipline

H. Travel

I. Field Trips

J. Donations

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

7. PRESENTATIONS

A. Gause Elementary School Improvement Plan

Principal Rex Larson welcomed the school board and thanked the audience for attending, especially the Gause Elementary School (GES) students and parents. He introduced the GES 1st grade teaching team to help present the school’s improvement plan: Wendy Morrill, Khrista McBride, Marie

Klemmer and Allison Such. Rex thanked David Tudor for his assistance with data protocol, and shared the school's assessment results and goals for improvement. The teaching team shared how they use assessment data to inform and guide instruction. They highlighted methods used to promote effective instruction, and how interventions are set up for students at academic risk. Wendy spoke about this process for first grade, using easyCBM to identify gaps as well as students potentially at risk in reading and math. She described how the grade level action plans (GLAPs) are used, including goal setting and monitoring of progress. The team expressed their appreciation for the support they receive from other staff members, instructional aides, and the special services department. This collaboration is especially valuable since the work being done is a learning process for all teaching teams. Rex explained how early release Wednesdays are used for professional learning community (PLC) work. He shared the building's belief that increased staff performance is necessary for increased student performance. Khrista shared sample results from the easyCBM assessment system, which can assist in individualizing programs for students. In working toward their "promoting effective instruction" goal, teachers choose instructional focus areas to work on. They work with others who have chosen the same focus as a cohort. Marie spoke about the observation and follow-up discussions with Rex. These meetings have provided the most effective feedback she has ever received toward promoting student improvement. Allison agreed that this process is especially useful, and added that there is more collaboration among staff than ever before. Rex has used the "Talk about Teaching" text by Charlotte Danielson to guide his work toward effective professional conversations with staff. Allison shared that these conversations have been honest and reflective, and teachers are able to share frustrations as well as successes. Rex thanked the board for supporting the PLC time for teachers. This work could not be done without that time set aside. Rex spoke about the enrichment activities supported by funding from the GES Sport-a-thon, including an Artist in Residence program at every grade level, family nights, special events, etc. He is most proud of the student leadership opportunities. He introduced Marvina Bugajski, who in turn introduced the student safety patrol leaders. Marvina is very proud of these students and the excellent job they do. Marlene Leifsen introduced some of her morning announcer students, who spoke about this experience. Wendy Morrill introduced Green Team students, who described their leadership regarding waste reduction and energy savings. The board thanked the Gause team for their very informative presentation. Elaine Pfeifer shared her appreciation of the cohort work. Ron Dinius congratulated Rex and his staff for the amazing job they are doing at this school. Karen Rubino is very impressed with the current numbers and the school's lofty goals, which she is confident will be reached. Blaine Peterson is also impressed with the professionalism within this community.

• Staff Feedback Forum

Cecilia Goodling appreciates the support from other staff members, the principal and district office. Class sizes for kindergarten have gone from 28-29 students per class last year to 20-21 this year. This makes a huge difference for the students. Students have reached amazing levels this year.

Marie Klemmer noted that it has been difficult with the large class sizes they have had in first grade this year, but the team is making the best with what they have. She was happy to see the Skills and Knowledge goals shared from the WHS student input, and is glad that all the work done to teach kids to think at the lower grade levels is paying off when they are at the high school level. She shared that there is a trust in the professionalism of staff throughout the school. There is a confidence that the hard work done in first grade will be built upon in second, and all the way through grade 5. She feels that the district is beginning to gel, and that there has been good growth from the work done in various committees and trainings.

Erin Maier expressed that Gause is a community of lifelong learners, that the staff here is excited about getting better. The entire culture here focuses on excitement for learning, which is transferred to the kids.

Allison Such shared that staff members take turn leading staff meetings. There are opportunities for teachers to be students, to learn from each other. There is also more opportunity to share skills, and the staff is very proactive in the planning of staff meetings.

Wendy Morrill is in her 11th year of teaching here. It is a different culture than when she started. Gause students are impacted by every teacher who works here. There have been struggles, but the group has pulled through. It is a great feeling to see how your students are doing after they move on to the next grade.

In response to Blaine's question about what the board can do to support teachers, both Marie and Cecilia answered that continuing to support time for teachers to create lessons and work on implementations is valuable. They need time for the "grunt work". Wendy added that with all of the new standards coming, teachers need time to learn about and adapt to them. There are constantly new challenges. Marie said that it also takes time to talk with parents.

Julie Taie said that the staff here is very conscientious, taking their jobs very seriously. The trainings and staff development opportunities are very valuable, whether at the district level, collaborating with other districts or bringing in presenters. Class size is also hugely important.

Speaking more on the time pressures for teachers, Allison Such gave the example of giving timed oral reading assessments to each of her 30 students. Smaller class sizes would definitely help.

Eric Engebretson would value even more time for teachers to share knowledge with each other. Cecilia would like more collaboration with other buildings. Marie shared that some teachers had the opportunity to visit Hathaway, which was very helpful.

Khrista McBride shared how learning new initiatives (PLC, now easyCBM, etc.) eats up more time as teachers are processing something new. She would like to see the staff be able to focus deeply on the current initiatives. Staff is not yet where they need to be with the new tools. They would like to become more proficient.

The board thanked the staff for this feedback.

• Volunteer Feedback Forum

No volunteers present at this time of the meeting.

8. INFORMATION ITEMS

A. 2012-13 Board Meeting Calendar, first reading

Dawn shared a proposed calendar for board meetings for 2012-2013. The board asked to have the calendar brought back to the next meeting with a proposed schedule of school site visits, similar to what was done this year.

9. PROPOSAL FOR ACTION

A. Snow Route Proposal for 2012-13

Blaine Peterson asked for comments from the board regarding the proposed change in snow routes for the 2012-13 academic year. Ron Dinius said that he would recommend leaving the snow routes as they currently are. It seems to work well as it is. He also understands that when it is "raining down here" but a parent has to go to work, a problem is created by cancelling school. Karen commented that while the board is concerned about the families that would be impacted by a change in snow routes, about 2600 students are not impacted, the majority of the students in the district. Elaine would be in favor of the new proposed snow routes.

Karen Rubino moved, seconded by Elaine Pfeifer, to add to the existing snow routes as proposed for the upcoming year. The motion carried, though all votes were not audible. (An email request following the meeting to confirm all votes showed that the motion carried unanimously, with a 4-0 vote in favor.)

Theresa Thomsen will make sure that all families impacted are notified. Elaine would like to monitor the effects of the changes and re-evaluate the decision next year if necessary.

B. Policy 2022 – Instructional Technology and Electronic Resources, third reading

Elaine Pfeifer moved, seconded by Ron Dinius, to approve Policy 2022 as presented. The motion carried unanimously.

C. Policy 5211 – Transfers and Reassignment, third reading

Ron Dinius moved to approve Policy 5211 as presented. Karen Rubino seconded and the motion carried unanimously.

D. Policy 5221 – Part-time Staff, third reading

Karen Rubino moved to approve Policy 5221 as presented. Elaine Pfeifer seconded and the motion carried unanimously.

E. Policy 5230 – Job Descriptions and Responsibilities, third reading

Elaine Pfeifer moved, seconded by Karen Rubino to approve Policy 5230 as presented. The motion carried unanimously.

F. Policy 5231 – Length of Work Day, third reading

Karen Rubino moved, seconded by Ron Dinius, to approve Policy 5231 as presented. The motion carried unanimously.

10. POLICY GOVERNANCE

A. Executive Responsibilities 10 – Asset Protection

Dawn Tarzian introduced Les Brown to provide backup documentation regarding the district's inventory process and progress in support of Executive Responsibilities (ER) 10. Les informed the board of the processes that have been streamlined over the past couple of years to account for the approximately 6,000 items in the district's inventory. Work is also being done to surplus older items in buildings, such as overhead projectors that have been replaced by document cameras. Les appreciates the board's focus on asset protection, which lends credence to the entire inventory process. Blaine Peterson collected the monitoring report response forms from all board members present. The approval of ER 10 will be on the consent agenda at the next regular meeting.

B. Executive Responsibilities 17 – Technology

Les Brown again presented evidence in support of ER 17 related to the district's technology. He explained the replacement schedule for teacher and classroom computers, and highlighted the machines that were purchased for the GES computer lab, which will help the school prepare for upcoming online state testing. Funds are being set aside to replace computers for administrators, secretaries, pre-school staff, district office, food service and libraries, since these machines cannot be paid for from the Tech Levy. Les described participation in technology professional development. Fourteen courses were offered this year, for 39 hours of clock hours. Classes are free and voluntary, with about 45% of teachers participating in at least one course. The district will be looking at a February 2014 election date for a replacement tech levy. The board thanked Les for the information. Blaine Peterson collected the board's monitoring report response forms, noting that the approval of ER 17 will be on the consent agenda at the next regular meeting.

11. BOARD WORK SESSION

A. District Volunteers Linkage Discussion

Dawn Tarzian asked the board if they have received enough input from district volunteers through the process used this year, or if they would prefer another method of gathering data. The board agreed by consensus that the current structure for input gathering will work for the remainder of this

year. Elaine added that she would like to connect with local businesses again for a future linkage discussion, with specific actions taken following such a meeting.

B. 2012-13 Budget Development

Rosann Lassman presented information related to budget planning for next year's Transportation Vehicle Fund. She highlighted the importance of the depreciation schedule for the district's student transport buses. She shared a 5-year trend of fund balance for this account, as well as the 2011-12 budget and proposed 2012-13 budget. Plans for the future would yield 45 buses total. The district Transportation Manager is currently exploring the possibility of purchasing some propane buses in the future, which should run both cheaper and cleaner than diesel buses. Rosann also shared the simple roll-up enrollment figures that are being used to determine staffing levels for next year. Using this roll-up method from the March 2012 numbers, projected student FTE would be 2835 for 2012-13, with the high school seeing a significant increase in population. Rosann will calculate these grade-level estimates again using the May enrollment data. She is also working to offset the increases in costs related to fuel prices that impact many expenditure line items. The good news in budget planning is that there are no significant new cuts to state funding, and that the district's enrollment numbers are holding.

12. FUTURE AGENDA ITEMS

None mentioned specifically.

13. BOARD EVALUATION

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

14. RECESS TO EXECUTIVE SESSION

A. RCW 42.30.110(1)(g), RCW 42.30.140(4)(a) – Negotiations

At 9:25 p.m., Ron Dinius moved to recess to executive session for approximately 30 minutes, returning for adjournment only. Elaine Pfeifer seconded, and the motion carried unanimously.

RETURN TO REGULAR SESSION

ADJOURN

The board returned to regular session at 10:15 p.m. Elaine Pfeifer moved, seconded by Karen Rubino, to adjourn, and the motion carried unanimously.

Dated this 8th day of May 2012

President

Secretary to the Board

Board Self Evaluation Results											
April 24, 2012					board member:	1	2	3	4	5	Average
1. The board followed its agenda and did not allow itself to get sidetracked.						4	4	5	5		4.5
2. The agenda was well planned to focus on the real work of the board.						5	5	5	3		4.5
3. The meeting started on time and proceeded in a timely manner.						4	4	4	4		4.0
4. The meeting proceeded without interruptions or distractions.						5	5	5	5		5.0
5. The board's deliberations and decision-making processes were public.						5	5	5	5		5.0
6. Participation was balanced; all participated; no one dominated.						5	5	5	4		4.8
7. Members listened attentively, avoiding side conversations.						5	5	5	5		5.0
8. Work was conducted in an atmosphere of trust and openness.						5	5	5	5		5.0
9. Meeting participants treated each other with respect and courtesy.						5	5	5	4		4.8
Point scoring system:											
1 Failed											
2 Unacceptable											
3 Acceptable											
4 Commendable											
5 Met Best Expectations											