

WASHOUGAL SCHOOL DISTRICT NO. 112-06
Board of Directors' Meeting
Tuesday, April 9, 2013
Executive Session 5:15, Regular Meeting 6:30 p.m.
at Canyon Creek Middle School

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

Blaine Peterson called the meeting to order at 5:15 p.m. The board recessed immediately to executive session to discuss issues related to real estate purchase, per RCW 42.30.110(1)(c).

The meeting was recessed at 5:45 p.m. to allow for a tour of the Canyon Creek Middle School campus prior to the regular meeting.

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE

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

2. AGENDA REVISIONS

None.

3. COMMENTS – BOARD OF DIRECTORS

Terrie Hutchins was sorry to have missed the Washougal High School (WHS) Japanese Festival last weekend. She recently had the opportunity to speak with a local business owner who provided positive feedback and is interested in supporting the district.

Karen Rubino heard that the Future Chefs event went very well and thanked Mark Jasper for organizing this program. Karen received a call earlier in the day from a patron who was interested in state funding issues. She reminded the audience to contact elected officials regarding funding for schools and other issues important to education.

Ron Dinius attended the Washington State School Directors' Association (WSSDA) Regional Meeting on March 27, along with David Tudor. He shared highlights from the teacher/principal evaluation pilot (TPEP) training and general meeting, including a discussion about the Business Week opportunity for students. Ron attended the district's exit conference with the state auditors on April 8. He commended Rosann Lassman, the district's Business Services Manager, for outstanding work. Ron reminded board members that their Public Disclosure Commission (PDC) information is due to the state next week. The community is appreciative of the district's publicity work. Ron thanked Jodi Thomas, Rene' Carroll and Les Brown for their work in promoting school activities and successes.

Elaine Pfeifer noted that it is nice to be back at Canyon Creek Middle School (CCMS), as always.

Blaine Peterson expanded on Ron's comments about the Business Week program, noting that this is a great program for kids. Job Acquisition Skills (JAS) interviews are coming up at WHS again, which is a good opportunity for community members to contribute to schools.

4. SUPERINTENDENT'S UPDATE

Dawn Tarzian reminded board members that their online WSSDA surveys are due tomorrow. Elaine Pfeifer and Ron Dinius will attend a planning meeting tomorrow for the board's upcoming work session with WSSDA trainer Collen Miller. Applications are now closed for the Business Manager

position and an interview committee has been selected. Interviews will be conducted next week. Safety improvement work is underway at Jemtegaard Middle School (JMS), including new locks that can be controlled from the inside of buildings, as well as improvements to the building's Sonitrol system. David Cooke, current principal at La Center Middle School, has accepted the position of JMS principal for next year. Dawn shared some of the things learned about David through the interview process, and feels lucky to be welcoming David to the district leadership team! David spoke of his excitement to be coming to Washougal. He enjoyed the interview process and appreciates what the district staff members are working to do. He expects next year to be full of "listening and learning" and is excited to have the opportunity to work collaboratively with a fellow middle school principal.

5. COMMENTS - CITIZENS

None.

6. CONSENT AGENDA

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

A. Meeting Minutes (March 12, 2013)

B. Accounts Payable

General Fund

Warrant numbers 200616 – 200711 in the amount of \$117,310.65 (Pay date: March 29, 2013)

ASB Fund

Warrant numbers 19597 – 19616 in the amount of \$11,508.42 (Pay date: March 29, 2013)

Capital Projects Fund

Warrant numbers 3838 – 3839 in the amount of \$2,275.57 (Pay date: March 29, 2013)

ACH

ACH numbers 121300305 – 121300331 in the amount of \$58,727.28 (Pay date: March 29, 2013)

C. Payroll

Warrant numbers 200484 – 200485 in the amount of \$2,068.15 (Pay date: February 28, 2013)

Warrant numbers 200559 – 200615 in the amount of \$1,874,292.38 (Pay date: March 29, 2013)

D. Budget Status Report (February 2013)

E. Personnel Report

F. Contracts

G. Travel

H. Field Trips

I. Donations

Blaine Peterson noted the additions to the personnel report since the original board meeting materials were prepared. Elaine Pfeifer moved to approve the consent agenda as presented, with the noted additions. Terrie Hutchins seconded and the motion carried unanimously.

7. INFORMATIONAL PRESENTATIONS

A. Canyon Creek Middle School Improvement Plan

Sandi Christensen, CCMS Principal, welcomed the audience and especially David Cooke. She introduced the school's School Improvement Plan (SIP) presenters: Michele Mederos, Michele Weitman, Pete Forgey, Susan Stevens and Leanna Vaughan. Michele Mederos began by presenting information about how the school works to create a positive school climate. Michele Weitman spoke about the school's work in implementing positive behavioral interventions and supports (PBIS), which teach and reward pro-social behavior. Pete spoke about the service-focused 8th grade projects, which promote student involvement in the community. Eighth graders work on the various

components of their project throughout the year, which is great preparation for the students' Senior Projects at WHS. Susan shared information about the school-wide academic vocabulary work. Leanna described how the math department teams work with Language Arts teachers to incorporate the vocabulary words across all content areas. Leanna shared how the CCMS math professional learning communities (PLCs) teamed up with JMS PLCs to plan a unit, including an assessment, with great results. The staff answered board questions and received feedback related to goal-setting, evaluation, vertical teaming and teacher collaboration. CCMS staff appreciates the Math Leadership Team organized by David Tudor, with representation from each school building. Elaine Pfeifer commented on the impressive community service projects, noting that she has heard patron and staff feedback suggesting that the high school culminating projects should focus more on service.

Blaine Peterson asked for specific input from staff members present:

Leanna Vaughn asked for continued support from the district as staff adjusts to Language Arts and Math Common Core State Standards (CCSS) implementations.

Pete Forgey is looking forward to iPads coming to his classroom – the sooner the better. Pete added that the staff here appreciates the small school environment that CCMS provides.

Leanna acknowledged the many staff members who have stepped up to help provide support for Math Academy.

Rhonda Reeser asked for continued support for staff training with new technology.

Blaine encouraged staff to contact the board with further comments and suggestions. The board thanked the CCMS staff for the presentation and their great work with kids.

B. Energy Grant Construction Schedule Report

Joe Steinbrenner introduced Gabe Johnson and Mike Shadley from McKinstry. Mike provided an update on the work that has taken place since McKinstry's last presentation to the board. Ten measures are underway, including work on lighting, water, retro-commissioning and the addition of a heat pump chiller at Cape Horn-Skye/Canyon Creek. Gabe provided an update on the incentives programs, noting that an additional exterior lighting measure was added due to incentives. Mike thanked Joe for his support and organization during the entire process. The board thanked all involved for the great work.

C. Gym Floor Replacement Plan Update

Kelley Wilson presented an update regarding the WHS gym floor replacement. Bids have been received for both the asbestos abatement and the flooring installation. The board thanked Kelley for the work done and the information.

D. Turf Replacement Plan Update

Joe Steinbrenner shared an update about the WHS turf field replacement project. The Turf Committee has been meeting for several months. The replacement turf will be green with a "W" logo design. Work is scheduled to begin June 24, and to be completed prior to August 12, 2013.

E. Levy Renewal Timeline Update

Dawn Tarzian shared an updated proposed timeline for the February 2014 levy renewal. She noted that one of the suggestions to come out of the Fiscal Advisory Committee last year was a more coordinated plan for local taxes, levies and bonds. An Intergovernmental Coordination planning meeting will take place on April 26 to discuss this possibility.

8. WORK SESSION

A. Demographics Study

Les Brown shared information received from the agencies contacted regarding demographics study services. He recommends that the district contract with Cascade Planning Group, based on the cost

estimate as well as the data provided in the proposals. Cascade Planning is available to begin the study in October 2013, the time frame previously discussed by the board. The data from this study will be used in the long-range facilities planning process. The board further discussed possible adjustments to the time frame of the study to maximize the use of the data.

9. PROPOSAL FOR ACTION

A. Demographics Study, vendor contract

Karen Rubino made a motion to approve Cascade Planning Group as the vendor for the district's upcoming demographics study. Elaine Pfeifer seconded and the motion carried unanimously.

10. BOARD POLICY

A. 2000 Series, first reading

Dawn Tarzian explained the process of the work being done by the district, with the assistance of the WSSDA consultant, toward a complete policy series update. The board is currently reviewing the 2000 series for a first reading, which will be brought back to the next meeting for a second reading.

11. POLICY GOVERNANCE

A. Executive Responsibilities 17 – Technology

Les Brown shared data related to how teacher professional development is being utilized in the district. All certificated staff members are involved in eVAL training, which has created additional professional development hours. Unique hits to the district website reached its largest number ever (near 11,000) in January of this year. Les also highlighted the district's wireless expansion and recent technology expenditures. Blaine Peterson collected the monitoring report response forms from all board members, noting that the approval of Executive Responsibilities (ER) 17 will be on the consent agenda at the next regular meeting.

12. FUTURE AGENDA ITEMS

Terrie Hutchins asked about the "weapons free" signage at our schools as related to school safety. Dawn responded that she can bring another update to the board regarding the district's crisis planning, emergency drill status and police collaboration at a future meeting. Ron Dinius would like the board to consider possible presentation topics for next year's WSSDA fall conference.

13. BOARD EVALUATION

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

14. ADJOURN

Elaine Pfeifer moved, seconded by Karen Rubino, to adjourn at 9:22 p.m. The motion carried unanimously.

Dated this 23rd day of April 2013

President

Secretary to the Board

BOARD MEETING EVALUATION SUMMARY

MEETING DATE: April 9, 2013

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

| | S | I | U |
|--|-------------------|----------|------------------|
| 1. Board members were prepared for the meeting. | 3 | 2 | |
| 2. Our agenda was well designed. | 4 | 1 | |
| 3. Each board member was given an adequate opportunity to participate in discussion and decision-making. | 5 | | |
| 4. The board's treatment of all persons was courteous, dignified, and fair. There was a respectful atmosphere. | 5 | | |
| 5. We practiced good parliamentary procedure. | 4 | 1 | |
| 6. The board demonstrated a sense of responsibility for excellence in governing the district. | 5 | | |
| | <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 | | |
| b. It encouraged diversity in viewpoints: | 4 | | 1 |
| c. It exercised policy leadership more than overseeing administrative detail: | 4 | | |
| d. It maintained a clear distinction between the roles of board and staff: | 4 | | |
| e. It worked for group agreement and responsibility: | 4 | | |
| f. Progress toward board goals: | 4 | | |
| 8. Your suggestions on where we could do better: | | | |
| 9. Additional Comments: | | | |