

WASHOUGAL SCHOOL DISTRICT NO. 112-06
Board of Directors' Meeting
Tuesday, June 25, 2013
Executive Session, 6:00 p.m.; Regular Meeting, 6:30 p.m.
District Office Board Room

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

Blaine Peterson called the meeting to order at 6:00 p.m. The board immediately recessed to Executive Session to discuss employee performance, per RCW 42.30.110 (1)(g). The board returned to regular session at 6:25 p.m. for a short recess 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

Ron Dinius attended the Excelsior High School (EHS) and Washougal High School (WHS) graduations last Friday and Saturday. Both ceremonies went very well and he was impressed with the students, who presented themselves well. He received wonderful comments from community members about the graduations. Ron also shared that board development materials can be accessed online, through the Washington State School Directors Association (WSSDA).

Terrie Hutchins also enjoyed the graduation ceremonies. She was impressed with how many graduating students are planning to join the military.

Elaine Pfeifer began one of the WSSDA webinars, noting that board members can choose to hear the information live with the ability to post questions, or at any time on their own. Elaine shared that the graduations were touching. It is apparent that Principal Aaron Hansen cares deeply for the students.

Blaine Peterson was sorry to be out of town (for a college graduation) during the district's graduation ceremonies. The Relay for Life event will be held at WHS this weekend, and Blaine has heard appreciation from many patrons for the district's willingness to host this event. Blaine highlighted a recent Post-Record article about the "living museum" project at Gause Elementary.

Blaine and the rest of the board acknowledged retiring Business Services Manager, Rosann Lassman. They each shared their appreciation for her many contributions to the district during her tenure here. They wished her the best in her retirement and presented her with a gift from the board.

4. SUPERINTENDENT'S UPDATE

Dawn Tarzian introduced Marian Young, the district's recently hired 0.5 FTE Human Resources Director. She highlighted Marian's experience and skills and welcomed her to the district.

The 55-piece New Horizons band performed with the Hathaway Elementary Band on June 12 in a very special event. This was a great opportunity for elementary students to interact with senior citizens with so much life experience and wisdom, and the combined bands created a big and professional sound.

Dawn provided an enrollment update, noting that June enrollment was 2890.36 FTE, with a head count of 3041, still above the projected enrollment number of 2835 FTE.

Gause second graders in Julie Taie's class provided the community with an opportunity to hear from historic people through their "Famous Person Museum" on June 14. Dawn highlighted this creative sharing of student research.

5. COMMENTS - CITIZENS

Rhea Bohlin recently attended the wedding of a district staff member. A number of former students also attended. Rhea mentioned this because the relationships that staff members have with their students impacts students' learning and their futures.

6. CONSENT AGENDA

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

A. Meeting Minutes (June 11, 2013)

B. Accounts Payable

General Fund

Warrant numbers 201296 – 201377 in the amount of \$112,229.29 (Pay date: June 28, 2013)

ASB Fund

Warrant numbers 19723 – 19733 in the amount of \$5,383.39 (Pay date: June 28, 2013)

Capital Projects Fund

Warrant numbers 3841 – 3842 in the amount of \$205,696.58 (Pay date: June 28, 2013)

ACH

ACH numbers 121300462 – 121300480 in the amount of \$72,803.35 (Pay date: June 28, 2013)

C. Accounts Payable Pre-Authorization (July 2013)

D. Payroll Pre-Authorization (June and July 2013)

E. Personnel Report

Administrative Appointment 2013-14: Marian Young, Human Resources Director, 0.5 FTE.

Certificated Appointments 2013-14: Thomas Hazel, school psychologist (district-wide); Nicole Simek, CTE Financial Fitness Teacher (WHS); Michael Wareham, English Teacher (1 year only - WHS).

Certificated Leave of Absence 2013-14: Kellie Dizmang (JMS) September 3-October 10, 2013.

Certificated Resignations: Kay Ball, Language Arts and Cooking Teacher (CCMS); Rhonda Lim, Early Childhood Teacher (HES).

Classified Leave of Absence 2013-14: Cheryl Trent, Certified Occupational Therapist Asst.

Extracurricular Appointments 2013-14: Jessica Hoesly, Asst. Volleyball Coach (WHS); Amanda Kennedy, Asst. Volleyball Coach (WHS); Willie Gary, Asst. Football Coach–Special Teams (WHS).

F. Contracts

G. Travel

H. Field Trips

I. Donations

J. Executive Responsibilities 13 – Instructional Programs

K. Ends Report

Blaine Peterson noted the addition to the personnel report since the original board packets were distributed. Elaine Pfeifer moved to approve the consent agenda as presented, with the above-noted addition. Terrie Hutchins seconded, and the motion carried unanimously.

7. INFORMATIONAL PRESENTATIONS

A. 2013-14 Budget – Update on State Budget Action

Rosann Lassman presented enrollment trend data for the past 10 years. She explained how the staff mix ratio works, and what the state is doing to try to restore the 1.9% cut that has been in place in

previous years. The district is still awaiting final funding information from the state. The board will see a draft of the 2013-14 budget at the August 13 board meeting.

B. Fees and Fines Update

Rosann Lassman and David Tudor shared information related to the district's work to collect owed fees and fines. Letters went out on May 9 to families owing fees and/or fines. An estimated \$7400 was collected following this mailing. David thanked Boo Stevens, Theresa Nelson and Beth Nelson for all of their time and effort toward updated student information and collection of fees. Dawn Tarzian highlighted the rules around athletic equipment use and the consequences to students if the equipment is not returned at the end of the season.

8. BOARD WORK SESSION

A. Long-Range Facilities Planning

Dawn Tarzian shared a draft of the plan for a long-range planning committee to make recommendations to the board and district. She overviewed the purpose of this committee, highlighted organizations that she would like to have represented on the committee, and provided a process and timeline for the work.

B. 2014 Levy Discussion – Technology

Les Brown explained how the District Technology Committee has been meeting throughout the year. Part of their work has been to evaluate the iPad pilot project. The committee is looking to the new Technology Levy to expand the iPad project to a 1:1 (one device per student) throughout the district by 2018. The committee looked at the assessment gains experienced by the pilot students, and believes that, given this compelling data, the community would support the needed increase in the Tech Levy in order to provide iPads to all students. The board will continue levy discussions at future meetings.

C. Date for Fall Board Work Session

D. Date for Board Development Work Session

The board set tentative dates for extended work session time outside of their regular meetings. They will meet on September 17, 2013 to discuss the district's upcoming levies, and on October 15, 2013 for board development follow up, including how the board can best support new board members. It was proposed that both meetings take place at 4:00 p.m. and provide approximately four hours of extra board work time.

9. POLICY GOVERNANCE

A. Executive Responsibilities 10 – Asset Protection

Blaine Peterson explained the change in the board's approval process for policy governance monitoring reports. The board will now consider the approval of each report at the meeting at which it is presented. If the board agrees on the approval, the monitoring report will not need to be brought back to the following meeting's consent agenda.

Les Brown presented evidence related to Executive Responsibilities (ER) 10 related to asset protection. In general, Les is very happy with the inventorying being done. District staff has better buy-in of the process than a few years ago and there is more awareness about the process and accountability. Les thanked the building level inventory designees for their enormous amount of work throughout the inventory process. They have made huge improvements in accounting for all of the district's assets. Dawn Tarzian also acknowledged Les's phenomenal work in this area, and presented him with an "Inventory Super Hero" award. Blaine Peterson collected the monitoring report response forms from all board members present, noting the approval of ER 10.

10. BOARD POLICY

A. 3000 Series, second reading

Elaine Pfeifer moved, seconded by Ron Dinius, to approve the 3000 Series of Board Policy as presented. The motion carried unanimously. Ron commended the staff members involved for the tremendous amount of time and commitment they have put into the policy revision process.

11. FUTURE AGENDA ITEMS

The board will hear a report on the revenues and expenditures for the Community Education programs at a future meeting. They will also continue to look at policy related to facility use, hear an annual fees and fines report, as well as an energy use update.

12. BOARD EVALUATION

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

13. ADJOURN

Elaine Pfeifer moved to recess to executive session for approximately 5 minutes at 8:40 p.m. to finish the discussion held prior to the regular meeting. Ron Dinius seconded and the motion carried unanimously.

The board returned from executive session for adjournment only at 8:53 p.m.

Dated this 13th day of August 2013

President

Secretary to the Board

BOARD MEETING EVALUATION SUMMARY

MEETING DATE: **June 25, 2013**

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

	<u>S</u>	<u>I</u>	<u>U</u>
1. I was prepared for the meeting.	1.5	1.5	
	YES	NO	
2. Our agenda was designed to meet our obligations and objectives (district governance, future planning, board goals)	4		
3. Meeting Elements:			
a. The Board President facilitated management of the meeting time and agenda	4		
b. Ample time was given to discuss agenda topics	4		
c. Each board member was given the opportunity to speak	4		
d. Directors, presenters and the public were treated in a dignified and respectful manner	4		
e. Adherence to policy leadership vs administrative detail	4		
4. The board demonstrated a sense of responsibility for excellence in governing the district.	4		

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

“Good Job”