

WASHOUGAL SCHOOL DISTRICT NO. 112-06
Board of Directors' Meeting
Tuesday, June 26, 2012, 6:30 p.m.

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.

2. AGENDA REVISIONS

Dawn Tarzian will not give a Superintendent's Report tonight, due to the length of the planned meeting. She would also like to pull two items from the consent agenda for further discussion prior to the vote on their approval: agenda items 6.E. Personnel Report and 6.K. Field Trips.

3. COMMENTS – BOARD OF DIRECTORS AND ADMINISTRATORS

Elaine Pfeifer acknowledged retiring staff member Rhea Bohlin. She thanked Rhea for all of her work for the district, knowing first-hand how many students she has helped, keeping them on track to graduation and helping them prepare for college. She will be very missed. Terrie Hutchins and Karen Rubino also thanked Rhea. Karen extended her appreciation to all district staff, encouraging all to enjoy the summer. Ron Dinius thanked Rhea for her many contributions to the district. Blaine Peterson appreciates Rhea's positive attitude about all things related to the district. Blaine highlighted the Post-Record article about the iPad pilot project and the district athletic awards and honors listed. He also recognized Doug Bright, Human Resources and Operations Director, for his many years of service to the district. Doug responded, "In light of my termination from the district, I respectfully decline this gesture of appreciation."

4. SUPERINTENDENT'S UPDATE

None.

5. COMMENTS - CITIZENS

Rhea Bohlin thanked the board members for their kind words, adding that she will continue to support the district in her retirement. Cassi Marshall also thanked Rhea for her positive words at board meetings as well as her positive actions that make a very real difference in Washougal schools and the community.

6. CONSENT AGENDA

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

A. Meeting Minutes (June 12, 2012)

B. Accounts Payable (including pre-authorization for July 2012)

General Fund

Warrant number 186043 in the amount of \$5,611.02 (Pay date: May 25, 2012)

Warrant numbers 186222 – 186302 in the amount of \$127,510.69 (Pay date: June 29, 2012)

ASB Fund

Warrant number 19230 in the amount of \$94.00 (Pay date: May 25, 2012)

Warrant numbers 19273 – 19297 in the amount of \$15,641.12 (Pay date: June 29, 2012)

Capital Projects Fund

Warrant numbers 3811 – 3812 in the amount of \$5,169.43 (Pay date: June 29, 2012)

ACH

ACH numbers 111200460 – 111200493 in the amount of \$77,596.80 (Pay date: June 29, 2012)

C. Payroll (pre-authorization, June and July 2012)

D. Budget Status (May 2012)

E. Personnel Report

F. Contracts

G. Executive Responsibilities 13 – Instructional Program

H. Ends – Educating the Whole Child

I. iGrant approvals, 2012-13 (Highly Capable and RIG)

J. Travel

K. Field Trips

L. Donations

Consent agenda items E. (personnel report) and K. (field trips) were removed. Ron Dinius moved to approve the remainder of the consent agenda as presented. Karen Rubino seconded and the motion carried unanimously.

Dawn Tarzian addressed the content of the personnel report (6.E.). District administrators' contracts for 2012-2013 are listed in this report, per an agreement between the district and the Principals Association of Washougal (PAW). Contract negotiations included the discussions related to the 1.9% reduction in state funding. Administrators took this cut in salary for the 2011-12 school year, but asked to have the amount reinstated for the upcoming year, using \$13,381.40 in unspent professional development funds to cover the majority of the \$15,013 it will take to reinstate the portion of their salaries that were cut. The memo of agreement signed with PAW supports using this reserve for one year, and the current agreement will expire at the end of the 2012-13 school year. Taking into consideration the information given, Ron Dinius moved, seconded by Elaine Pfeifer, to approve Consent Agenda item 6.E. (Personnel Report) as presented. The motion carried with a 4-1 vote, with Terrie Hutchins opposing.

Dawn also addressed the content of agenda item 6.K. regarding field trips. The Washougal High School band program is requesting to travel out of state, and would like to begin fundraising. They would appreciate board approval prior to a large fundraising effort, however, the board typically approves such travel once the funds have been raised. Dawn described this situation as a "horse and cart" question. Band director Kelly Ritter described the trip, the plans for fundraising and the parents' agreement to cover a portion of their students' expenses for the majority of the families. Elaine Pfeifer expressed her appreciation to Kelly for such advance planning, which allows families and students time to fundraise and save. She believes this to be a great opportunity for the students involved. The board expressed unanimous support for the trip and the fundraising plans, but asked that this agenda item be brought back for final approval once the funds have been raised. Kelly will provide updates to the board regarding the progress made in fundraising.

7. INFORMATIONAL PRESENTATIONS

A. Fiscal Review Committee Report

Dawn Tarzian invited members of the Fiscal Review Committee to present their report to the board. Committee members present included Ron Wysaske, Norm Paulson, Bert Duncan, Jennifer McDaniel and Randy Curtis. Dawn noted that other committee members had conflicts this evening, and also that Board Director Blaine Peterson served on this committee. Dawn thanked the committee for providing tremendous support to her as a new superintendent. Their work together

was extremely valuable. She added that the group hopes to meet with the board for a more extended amount of time at a later date, perhaps at the upcoming board work session later in the summer. Norm provided an overview of the process and mandate. The group met nine times for a total of approximately 20 hours to analyze the district budget and compare expenditures and funds to those of other districts of comparable size and makeup. Several district staff members presented to the group to provide needed information, including Dawn, Rosann Lassman, Doug Bright, Les Brown, David Tudor and Lisa Young. Kathy Rodeman, the group's facilitator, prepared the final report. Norm noted that the committee very intentionally did not address issues related to salaries and benefits, since this would not have been appropriate as the district was in the process of labor negotiations. Since this category of spending accounts for about 80% of the district's budget, it is an area of great importance. The committee looked in depth at expenditures related to the human resources department, central administration costs, fund balances and reserves, technology and phone systems, facilities/maintenance, communications, public relations and fee-based preschool and after school care. They brought forth recommendations for each of these areas. Randy overviewed the committee's five basic recommendations, related to: a long-term capital facility plan; further policies related to reserves and fund balances; adequate funding plan for curriculum, turf replacement and other major capital needs; user fees and the community's interest related to subsidizing any programs; and public relations. Randy stressed the importance of a future review of employee compensation and its impact on district operations. Unfunded liabilities need to be known so that the district is able to deal with them effectively. The committee commends the district and board for their work related to fund balance. They would recommend that the district further focus on funding strategies for major expenditures, and would also recommend increased coordination with other local governmental organizations. Randy thanked Dawn for the opportunity to serve on this committee. It has been a valuable learning experience. Ron emphasized the fact the committee gives the board a great deal of credit for the planning that has been done, and applauds those efforts. It has been a pleasure working with this group, and it has been a good, productive exercise. Jennifer echoed Ron's comments, adding that the committee worked by consensus, and the report is a compilation of everyone's thoughts and ideas, vetted by the group. Committee members thanked Kathy Rodeman for her amazing moderating skills. Bert enjoyed the group of participants and felt like he learned a great deal. Blaine Peterson thanked the committee for all of their hard work. The board looks forward to discussing the report in further detail at a future date.

B. Strategic Plan

Dawn Tarzian introduced Strategic Plan committee members who were present: Les Brown, Jodi Thomas, Marcia Hershaw and David Tudor. Dawn explained the order of listings in the report. The more an idea was represented in community and staff meetings, the higher it rose in the report. She shared examples of high-interest topics, and explained the committee's vetting process for the input received. Jodi will continue to work to put the information in a format that can be easily shared with the community. David will also include this input in improvement plan considerations. Marcia shared that she appreciated the very authentic process used to gather information. Input was welcomed from everyone who offered it, and all input was given equal weight. Les added that the input was remarkably consistent from the various groups. Karen Rubino agreed that this was a great process with enthusiastic input given from the community. Ron Dinius and Elaine Pfeifer also concurred. Elaine appreciates that the district's strengths are listed as well as its areas for improvement. Blaine Peterson appreciates the community work done through this committee as well as the Fiscal Review group to provide the board and district clear tools for moving forward. Dawn shared that the report will be taken back out to the community next year. The district will follow through with the recommendations made and bring these ideas into the improvement process. Dawn expressed her appreciation for the board's support for this process. She is also very

appreciative to the community for its involvement, and added thanks to the committee, and especially to Les, for his phenomenal organization and data-collection throughout the process.

C. District Inventory

Les Brown presented information regarding the district's recent inventory report. WHS principal Aaron Hansen was also present to discuss new inventory procedures at the high school. Dawn shared her appreciation for the inventory work done, as well as the work done at all schools to track district items and streamline these processes.

8. PROPOSALS FOR ACTION

A. 2012-13 Calendar – final adoption

Dawn Tarzian reported that the release times for professional learning community (PLC) teacher work times are still being discussed in contract negotiations. The PLC release schedule for secondary students will remain as it was this year for the 2012-2013 school year, which is reflected in the final version of the calendar. Elaine Pfeifer moved to approve the calendar as presented. Ron Dinius seconded and the motion carried unanimously.

B. Public School Employees of Washougal Collective Bargaining Agreement (2012-2015) Adoption

Indra Purcell, field representative for Public School Employees (PSE), was present. She announced that PSE has reached a three-year agreement with the district. She voiced her appreciation for the work of Doug Bright and Rosann Lassman, and feels that a really good agreement was made. Doug echoed her thoughts, noting that it was a positive process and that Indra sets a very good tone for negotiations. The one holiday that was lost last year will be reinstated for PSE employees, and the group would like to look further into a more comprehensive pay structure that honors longevity in payment in future discussions. Doug shared that he believes this is a fair contract, that he would recommend approving. Dawn Tarzian thanked Indra and Doug, as well as the entire PSE membership, for its ongoing support of the district, especially during the more financially difficult times. Board members added their appreciation. Ron Dinius moved to approve the PSE collective bargaining agreement for 2012-2015. Elaine Pfeifer seconded, and the motion carried with a 4-1 vote, with Director Terrie Hutchins opposing.

C. Adoption of Advanced Placement Government curriculum materials

David Tudor and WHS teacher Brian Amundson presented information regarding the curriculum recommendation process for the Advanced Placement (AP) Government course. Brian considered a number of books, and felt that the recommended Government in Action textbook aligned best with the AP exam coverage as well as the state's civics course standards. The students that he shared the book with were very excited about the format and content. David added that the Instructional Materials Review Committee also found it to be an excellent text. Ron Dinius moved, seconded by Karen Rubino, to approve the adoption of the AP Government course materials as presented. The motion carried unanimously.

D. Adoption of secondary mathematics curriculum materials

David Tudor and WHS math teacher Karen Wyseske spoke about the process used to evaluate the recommended math curriculum materials, Holt McDougal Algebra 1, Algebra 2, and Geometry, Common Core editions. WHS has engaged in a pilot program for this set of materials. Benefits to the materials include their tight alignment to state performance expectations, information and lessons available online, as well as the automatic updating of electronic materials for seven years after purchase. Karen Rubino moved to approve the adoption of the presented materials. Elaine Pfeifer seconded and the motion carried unanimously.

9. WORK SESSION

A. 2012-13 Staffing Plan

Dawn Tarzian presented the staffing plan that is being used in the establishment of the 2012-13 budget. She and Rosann Lassman shared projected student-teacher ratios at the secondary level and projected classroom sizes for the elementary grade levels, as well as the district's recommended staffing changes and additions.

10. FUTURE AGENDA ITEMS

The final approval of the band field trip will come to the board at a future meeting. The board would like to include the Fiscal Review Committee in their upcoming Board Work Session, date to be determined.

11. BOARD EVALUATION

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

12. RECESS TO EXECUTIVE SESSION

A. RCW 42.30.140(4)(b) – Negotiations

At 9:13 p.m., Elaine Pfeifer moved to recess to executive session for approximately one hour, returning for no action. Ron Dinius seconded, and the motion carried unanimously.

RETURN TO REGULAR SESSION

ADJOURN

The board returned from executive session for adjournment only at 10:20 p.m. Elaine Pfeifer moved, seconded by Karen Rubino, to adjourn. The motion carried unanimously.

Dated this 14th day of August 2012

President

Secretary to the Board

Board Self Evaluation Results												
June 26, 2012						board member:	1	2	3	4	5	Average
1. The board followed its agenda and did not allow itself to get sidetracked.							4	5	4	5	4	4.4
2. The agenda was well planned to focus on the real work of the board.							5	5	5	4	5	4.8
3. The meeting started on time and proceeded in a timely manner.							4	4	4	5	5	4.4
4. The meeting proceeded without interruptions or distractions.							5	5	4	5	4	4.6
5. The board's deliberations and decision-making processes were public.							5	5	5	4	5	4.8
6. Participation was balanced; all participated; no one dominated.							5	5	5	4	4	4.6
7. Members listened attentively, avoiding side conversations.							5	5	4	5	4	4.6
8. Work was conducted in an atmosphere of trust and openness.							5	5	5	4	5	4.8
9. Meeting participants treated each other with respect and courtesy.							5	5	5	4	5	4.8
Point scoring system:												
1 Failed												
2 Unacceptable												
3 Acceptable												
4 Commendable												
5 Met Best Expectations												