

**WASHOUGAL SCHOOL DISTRICT NO. 112-06**  
**Board of Directors' Meeting**  
**Tuesday, August 27, 2013,**  
**Executive Session, 5:30 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; Karen Rubino, Board Director; and Dawn Tarzian, Superintendent and Secretary to the Board.

**1. CALL TO ORDER, PLEDGE OF ALLEGIANCE**

Blaine Peterson called the meeting to order at 5:30 p.m. The board immediately recessed to Executive Session per RCW 42.30.110 (1)(b) and RCW 42.30.110 (1)(g).

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

**2. RECESS TO PUBLIC BUDGET HEARING**

The board recessed to a public hearing for the presentation of the 2013-14 budget and citizen comment at 6:32 p.m.

**A. Presentation of the 2013-14 Budget**

Brian Wallace presented an overview of the district's five funds – general, capital projects, ASB, transportation vehicle, and debt service. He shared a budget summary showing projected beginning fund balance, expenditures, revenues and ending fund balance for each fund. Brian explained that the key factors driving the budget are student enrollment and staffing. He shared enrollment numbers for the current year as well as the trend for the past five years. The 2013-14 budget is based on student enrollment of 2918 FTE. The budgeted beginning fund balance is \$3,100,458. Budgeted revenues total \$29,837,141 and expenditures total \$30,138,068, leaving a budgeted ending fund balance of \$2,649,531.

**B. Public Comment**

There was no public comment.

The board returned to regular session at 6:47 p.m.

**3. AGENDA REVISIONS**

None

**4. COMMENTS – BOARD OF DIRECTORS**

Elaine Pfeifer commented that the new turf field looks wonderful. Terrie Hutchins, through her work in retail, hears quite a few parent complaints about school supply lists. Some parents don't appreciate districts requesting specific name brands for supplies. Karen Rubino thanked the maintenance department for the wonderful job they have done all summer long. The work at Washougal High School (WHS) is great, and the lighting at Jemtegaard Middle School (JMS) is a wonderful improvement. Ron Dinius informed board members that the Washington State School Directors' Association (WSSDA) officer election ballots are due. The Legislative Assembly begins on September 19, and Ron asks that the board provide input regarding its priorities for the legislative proposals. Ron and Karen will take this information to the Assembly. Blaine Peterson shared the Post-Record article about the district's new turf field. They WHS gym is also amazing. These are huge improvements for the district. A great photo from the Summer Program was also in the paper. Blaine has heard great appreciation from patrons for this offering. The New Teacher Luncheon took

place today. Blaine was honored to welcome 17 new teachers to the district, along with their teacher mentors. Blaine thanked the Camas-Washougal Rotary Club for its recent purchase of backpacks and school supplies that will be distributed to local students.

## **5. SUPERINTENDENT'S UPDATE**

Dawn Tarzian spoke about the New Teacher Orientation, and the breakdown of new teachers at each school. She also highlighted the mentoring program for first and second year teachers. She thanked Mary Lou Woody and David Tudor for their work with new teachers, and also Blaine for welcoming these staff members to the district on behalf of the school board.

Dawn and Joe Steinbrenner recently met with Scott Johnson, Clark Regional Emergency Services Agency (CRESA) regarding the planning of a tabletop school crisis simulation to occur in November 2013. This event will be held at East Clark County Fire and Rescue Station in Washougal, and will involve the Washougal School District, East County Fire and Rescue, Washougal Police Department, Camas Police Department and CRESA, with Clark County Sheriff's Office and Vancouver Fire Department supporting. Dawn described the four school crisis scenarios to be simulated, and noted that district principals and a teacher will represent the district with this group.

The Camas-Washougal Rotary Club is donating 100 backpacks with school supplies to the district. Wal-Mart is making an additional donation that will benefit secondary students and the Children's Home Society. School supply lists were revised last spring, with the district taking on the responsibility of purchasing pencils, tissues and hand sanitizer (with the safest available ingredients) in bulk for all district students.

A generous donation of a Yamaha upright piano was made by the Foster family. Dan Foster is a member of the Camas-Washougal Rotary Club. The family decided that they would like to see other children benefit from the musical instrument, which will be placed at JMS.

The new JMS principal, David Cooke, shared with the interview team that he called the family of each incoming 6<sup>th</sup> grader in his former district. I have recently learned that all of the incoming 6<sup>th</sup> graders at JMS have now talked with their new principal or the new Dean of Students. Parents have expressed their deep appreciation for the personal touch and the support their child feels transitioning into middle school as a result of the contact. David shares that his goal is to start contacting 7<sup>th</sup> & 8<sup>th</sup> grade parents as the school year begins.

Dawn shared with the board samples of the commemorative pom-poms that will be handed out at the turf and gym floor ribbon-cutting ceremonies, held at 7:00 p.m. on September 6 (turf field) and September 10 (gym floor). The board meeting on the evening of September 10 will be moved to WHS to allow the board to participate in the ribbon-cutting event at the first home volleyball game.

## **6. COMMENTS - CITIZENS**

None.

## **7. CONSENT AGENDA**

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

### **A. Meeting Minutes (August 13, 2013)**

### **B. Accounts Payable**

#### General Fund

Warrant number 201697 totaling \$167.76 (Pay date: August 13, 2013)

Warrant numbers 201698 – 201742 totaling \$90,715.03 (Pay date: August 30, 2013)

#### Capital Projects Fund

Warrant numbers 3844 – 3845 totaling \$285,191.23 (Pay date: August 30, 2013)

## ACH

ACH numbers 121300531 – 121300539 totaling \$1,222.07 (Pay date: August 30, 2013)

### **C. Payroll pre-authorization (August 2013)**

### **D. Budget Status Reports (July 2013)**

### **E. Personnel Report**

Certificated Appointments 2013-14: Brian Amundson, Dean of Students, 1.0 FTE (JMS); Mallory LeCount, 5<sup>th</sup> grade teacher, 0.8 FTE (CH-S); Cresoula Dee Garren, Special Education teacher, 1.0 FTE (GES); Keri Knight, 1<sup>st</sup> grade, 1.0 FTE (GES); David Harris, 3<sup>rd</sup> grade, 1 year only, job-share (HES); Hillary Marshall, Library/Media Teacher, 1.0 FTE (WHS); Jerolyn Mofford, counselor, 0.2 FTE (EHS).

Certificated Resignations: Kimberly Dillon, Librarian/Media Teacher (WHS); Chelsea Meats, 5<sup>th</sup> grade teacher (CH-S).

Classified Leave of Absence: Nancy Rowell, LAP para-educator (GES).

Classified Resignations: Michael Stover, para-educator, special education (WHS); Lisa Bruley, SPACE (GES) and Playground Asst. (HES).

Fall Sports Coaches: Kathy Brashers, volleyball coach + equipment (JMS); Nicole Anderson, volleyball coach (JMS); Courtney Wilkinson, volleyball coach (JMS); Kyle Eakins, volleyball coach + equipment (CCMS); Stephanie Eakins, volleyball coach (CCMS); Tracey Carroll, volleyball coach (CCMS); Scott Dizmang, football coach + equipment (CCMS/JMS); Owen Sanford, football coach (CCMS/JMS); Doug Biron, football coach (CCMS/JMS); John McLaughlin, football coach (CCMS/JMS); Robert Anderson, football coach (CCMS/JMS); Robert Jacobs, head football coach (WHS); John Carver, asst. football coach (WHS); Willie Gary, asst. football coach (WHS); Wes Duey, asst. football coach (WHS); Mike Lawson, asst. football coach (WHS); Mallorie Thompson, head volleyball coach (WHS); Amanda Kennedy, asst. volleyball coach (WHS); Jessica Hoesly, asst. volleyball coach (WHS); Harrison Martin, head girls soccer coach (WHS); Bradley Boyce, asst. girls soccer coach (WHS); Linda Balholm, head boys tennis coach (WHS); Eric Balholm, asst. boys tennis coach (WHS); Brian Anderson, head boys golf coach (WHS); David Scott Allen, asst. boys golf coach (WHS); Terry Howard, head cross country coach (WHS); Dana Seekins, asst. cross country coach (WHS); Anita Williams, head rally coach (WHS); Kyla Grant, asst. rally coach (WHS); Lisa Bennett, athletic trainer (WHS).

### **F. Contracts**

### **G. Travel**

### **H. Field Trips**

### **I. Donations**

### **J. HiCap iGrant approval**

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

## **8. INFORMATIONAL PRESENTATION**

### **A. Community Education/SPACE**

David Tudor and Lisa Young provided board members with copies of the preschool handbook as well as an expenditures/revenues report for Community Education/Preschool, showing 3-year trends for SPACE (the before and after school program for elementary school students) and pre-schools at all three elementary school locations. Lisa spoke about PLC work and professional development for preschool teachers and staff members as well as the vertical team meetings with kindergarten teachers and the partnership with the district's Special Services program. Washougal Schools Foundation provided need-based scholarships for preschoolers and SPACE attendees. The board

commented on the great improvements made in services offered versus expenditures, and thanked Lisa for her work in this program.

## **9. PROPOSALS FOR ACTION**

### **A. Mt. Pleasant Technology Support Agreement**

Les Brown provided information about the district's experiences through the technology support agreement with Mt. Pleasant School District for 2012-13. Kenneth Mai has excelled in this support role and gained great experience. Peter Tarzian, Mt. Pleasant superintendent, has shared positive feedback about having access to high quality, knowledgeable technology staff. Les provided a breakdown of costs and revenues, year-to-date, as well as projections for the coming year. Elaine Pfeifer moved to approve the agreement for the 2013-14 school year. Karen Rubino seconded and the motion carried unanimously. The board thanked Les for his work.

### **B. Purchase of Five New School Buses**

Theresa Thomsen explained the district's plans to purchase five new buses, which will replace vehicles that have come off the depreciation schedule. Ron Dinius moved, seconded by Elaine Pfeifer, to approve the purchase. The motion carried unanimously. Dawn Tarzian noted that she recently attended the Drivers' Luncheon, sponsored by HiWay Fuel, as well as staff training for Right Response. Theresa has become a certified trainer, and the de-escalation techniques used are valuable to all staff members.

### **C. Resolution 2012-13-13: 2013-14 Budget**

Elaine Pfeifer moved to approve Resolution 2012-13-13 as presented. Karen Rubino seconded, and the motion carried unanimously.

## **10. BOARD POLICY**

### **A. Policy 2414 – Community Service, second reading**

Ron Dinius moved, seconded by Terrie Hutchins, to approve Policy 2414 as presented. The motion carried unanimously.

## **11. FUTURE AGENDA ITEMS**

The board will discuss its priorities regarding the legislative proposals at the next regular meeting, in preparation for the upcoming Legislative Assembly.

## **12. BOARD EVALUATION**

Blaine Peterson collected the board's self-evaluation forms. The results are attached.

## **13. ADJOURN**

Ron Dinius moved to adjourn at 7:53 p.m. Terrie Hutchins seconded and the motion carried unanimously.

**Dated this 10<sup>th</sup> day of September 2013**

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**President**

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**Secretary to the Board**

BOARD MEETING EVALUATION SUMMARY

MEETING DATE: **August 27, 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.	5		
	<b>YES</b>	<b>NO</b>	
2. Our agenda was designed to meet our obligations and objectives (district governance, future planning, board goals)	5		
3. Meeting Elements:			
a. The Board President facilitated management of the meeting time and agenda	5		
b. Ample time was given to discuss agenda topics	5		
c. Each board member was given the opportunity to speak	5		
d. Directors, presenters and the public were treated in a dignified and respectful manner	5		
e. Adherence to policy leadership vs administrative detail	5		
4. The board demonstrated a sense of responsibility for excellence in governing the district.	5		

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