

**WASHOUGAL SCHOOL DISTRICT NO. 112-06**  
**Board of Directors' Meeting**  
**Tuesday, August 28, 2012**  
**6:00 p.m. Executive Session**  
**6:30 p.m. Budget Hearing, followed by Regular Meeting**

**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.

The meeting was called to order at 6:00 p.m. and recessed immediately to executive session.

**EXECUTIVE SESSION**

**A. RCW 42.30.110(1)(g) – Performance of an Employee**

**1. CALL TO ORDER, REGULAR MEETING – PLEDGE OF ALLEGIANCE**

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

**2. RECESS TO PUBLIC BUDGET HEARING**

Blaine Peterson recessed the regular meeting to the public budget hearing at 6:31 p.m.

**A. Presentation of the 2012-13 Budget**

Rosann Lassman presented information about the district's funds: General, Associated Student Body (ASB), Debt Service, Capital Projects, and Transportation Vehicle Funds. She provided a summary of the 2012-13 budget for each of these funds, and described how the General Fund revenues are driven, primarily through full time equivalent (FTE) enrollment and the state's staff mix factor. The enrollment figure used to determine this budget is 2872 FTE. Rosann closed with graphical representations of the sources of budgeted revenue and expenditures.

**B. Public Testimony**

Jennifer McDaniel asked about the General Fund's allocation for the Washougal High School (WHS) Turf Fund, specifically how the potential revenues generated from the Washougal Schools Foundation (WSF) are accounted for. Rosann explained that there is contingency capacity for these funds held under the "other categorical" revenues section of the budget.

Gail Anderson commented about the importance of the district's savings toward the WHS gym floor replacement. She hopes that the community understands the significance of the need for this replacement, especially since PE classes and community events, as well as team sports practices and games, are held in this gym.

Dawn Tarzian explained that the input received from the many community meetings held during the 2011-12 Strategic Visioning process was taken into consideration in the proposed budget. She believes that this budget represents the wishes of district families and community.

**RECONVENE REGULAR MEETING**

The regular meeting reconvened at 7:18 p.m.

**3. AGENDA REVISIONS**

None.

#### **4. COMMENTS – BOARD OF DIRECTORS AND ADMINISTRATORS**

Terrie Hutchins works in retail. She has overheard numerous complaints from store patrons regarding school supplies. Specifically, some parents don't appreciate that teachers ask for specific brand name supplies that may cost more than off brands. School supplies can be expensive for families with more than one student. Ron Dinius shared that the Washington State School Directors' Association (WSSDA) will come out with legislative updates regarding Initiative 1240 tomorrow. Ron will forward this information to the other board members. Today is the last day to vote for WSSDA officers. Ron encouraged board members to do this online tonight if they haven't already. WSSDA will also be providing Teacher/Principal Evaluation Pilot (TPEP) overview material. Ron asked the board to take the time to review this information. Blaine Peterson attended lunch with the district's new teachers at their orientation training today. Sheila Good, Washougal Association of Educators (WAE) co-president, shared with Blaine her appreciation to the board and district for the mentoring program for these new teachers. Blaine announced that the district-wide welcome back rally will be held tomorrow, August 29, at 2:30 at WHS. Board members are welcome to attend.

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

Dawn Tarzian shared a letter recently received from State Superintendent Randy Dorn and Chief John Batiste from Washington State Patrol stating that the Washougal School District's recent school bus inspections were outstanding. Dawn congratulated Transportation Supervisor Theresa Thomsen and her staff and thanked them for their phenomenal work. She deeply appreciates Theresa's effective leadership. The first event of the year-long New Teacher Orientation began today with 18 new employees participating. David Tudor and Mary Lou Woody have worked together to develop this program. David received a BEST grant through the state, which will provide compensation to experienced teachers who will be mentoring first and second year teachers. Dawn thanked Laura Bolt for stepping up to support the placement of student teachers in the district. There are nine student teachers in the district for the upcoming year. New controllers have been installed at WHS and Cape Horn-Skye/Canyon Creek by Randy Short from Air Right. Randy will be in the district for the rest of this week to do the required programming of these new controls. Joe Steinbrenner, interim Facilities Manager, is recommending that the smaller controllers be installed at Hathaway and Gause schools. Staff training on these systems will take place next week. Dawn, reflecting on her recent involvement with the district's facilities, expressed her deep appreciation for how much work was done over the summer. She shared special thanks to Bob Widner, Al Seaman, Rod Heller and Jack Walker for their tremendous work. The summer custodians and summer maintenance workers did an amazing job with painting, carpet cleaning and other seasonal work. Thank you! Dawn presented the board with a certificate of appreciation for the district's sponsorship of the summer meals program. 397 student and 37 adult meals were served this summer. Mark Jasper is looking to refine the program for next year. Thanks also to Living Purpose Church, Calvary Community Church and Bethel Community Church for financial donations that made the parent lunches possible. Relay for Life sent a certificate of appreciation to the district for its participation in the 2012 relay. The event had been previously held at WHS, but was not this year due to the possibility of turf replacement work taking place, which will be the same issue for June 2013. Relay for Life deeply appreciates the district's support, and the participants are looking forward to being able to be back at WHS eventually.

## 6. COMMENTS - CITIZENS

Angela Hancock, a Relay for Life participant, concurred that the East County group definitely wants the event back at Washougal.

Gail Anderson asked the board and district to continue to reinforce an accountability system to make sure that the district is recovering the costs for any lost items (books, uniforms, etc.) since students need to have access to these materials and supplies.

## 7. CONSENT AGENDA

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

### **A. Meeting Minutes (August 14, 2012)**

### **B. Accounts Payable (August 2012)**

#### General Fund

Warrant numbers 186611 – 186688 in the amount of \$180,980.98 (Pay date: August 31, 2012)

Warrant numbers 186689 – 186694 in the amount of \$14,066.79 (Pay date: August 31, 2012)

#### ASB Fund

Warrant number 19344 in the amount of \$205.42 (Pay date: August 31, 2012)

Warrant number 19345 in the amount of \$5,346.00 (Pay date: August 31, 2012)

#### Capital Projects Fund

Warrant numbers 3818 – 3819 in the amount of \$4,766.05 (Pay date: August 31, 2012)

#### ACH

ACH numbers 111200541 – 111200553 in the amount of \$14,226.51 (Pay date: August 31, 2012)

### **C. Payroll pre-authorization (August 2012)**

### **D. Budget Status (July 2012)**

### **E. Personnel Report**

### **F. Contracts**

### **G. Travel**

### **H. Field Trips**

### **I. Donations**

Blaine Peterson asked board members to consider the additions that were made to the personnel report since the original board packet documents were prepared. He also noted that the superintendent's 2-year contract is listed under the personnel report. Elaine Pfeifer moved to approve the consent agenda as presented. Ron Dinius seconded and the motion carried unanimously.

## 8. PROPOSALS FOR ACTION

### **A. Resolution 2011-12-15 – Kerr Property Loan Payoff**

Rosann Lassman presented the resolution related to early payoff of the district's Kerr property, as well as additional documentation showing the potential interest savings to the district. Rosann clarified for Elaine Pfeifer that the county has not indicated any early payoff fees. Board members and Dawn Tarzian discussed the potential upcoming needs for impact fees, as well as the possibility of the board paying off just a portion of the loan. Elaine Pfeifer moved to approve Resolution 2011-12-15 as presented, for a full payoff of the loan. Karen Rubino seconded, and the motion carried unanimously.

### **B. Resolution 2011-12-16 – 2012-13 Budget**

Karen Rubino moved, seconded by Elaine Pfeifer, to approve Resolution 2011-12-13 regarding the upcoming year's budget. The motion carried unanimously.

**9. WORK SESSION**

**A. Transportation Facility update**

Theresa Thomsen, Transportation Supervisor, expressed her appreciation to Hi Way Fuel for their donation of lunch for the bus driver inservice meeting. She thanked her amazing staff for the wonderful job that they continue to do, which shows in the exceptional inspection results that the department receives. She shared photos of the current transportation facility, which was built during WWII. There are several significant issues with the facility, including the need for paving in the staff parking lot, replacement of much of the siding, broken, cracked and leaking windows, some water damage inside, and the need for improvements to the staff restrooms. Transportation staff would like to see a new building, perhaps with the next bond, and would ask that the district consider the new facility placement for buses, dispatch and parking at the District Office property, while keeping the shop at its current location. Dawn Tarzian expressed the need to keep the board aware of the transportation facility issues, so that the district can ensure that the facility is appropriate for employees there.

**10. FUTURE AGENDA ITEMS**

The board would like to discuss the transportation facility in further detail at a future meeting. Ron Dinius would like the board to discuss the possibility of the district contracting an independent demographics study, to be used in future planning.

**11. BOARD EVALUATION**

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

**12. ADJOURN**

Elaine Pfeifer moved, seconded by Karen Rubino, to adjourn at 8:23 p.m. The motion carried unanimously.

**Dated this 11<sup>th</sup> day of September 2012**

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**President**

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**Secretary to the Board**

<b>Board Self Evaluation Results</b>												
<b>August 28, 2012</b>						board member:	1	2	3	4	5	<b>Average</b>
1. The board followed its agenda and did not allow itself to get sidetracked.							4	5	4	4	4	4.2
2. The agenda was well planned to focus on the real work of the board.							5	4	5	5	5	4.8
3. The meeting started on time and proceeded in a timely manner.							5	5	4	4	5	4.6
4. The meeting proceeded without interruptions or distractions.							5	5	5	5	4	4.8
5. The board's deliberations and decision-making processes were public.							5	4	5	5	5	4.8
6. Participation was balanced; all participated; no one dominated.							5	4	5	5	4	4.6
7. Members listened attentively, avoiding side conversations.							5	5	4	5	5	4.8
8. Work was conducted in an atmosphere of trust and openness.							5	4	5	5	5	4.8
9. Meeting participants treated each other with respect and courtesy.							5	5	5	5	5	5.0
Point scoring system:												
1 Failed												
2 Unacceptable												
3 Acceptable												
4 Commendable												
5 Met Best Expectations												