

**WASHOUGAL SCHOOL DISTRICT NO. 112-06**  
**Board of Directors' Meeting**  
**Tuesday, September 11, 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**

An executive session will be added following the regular meeting for legal counsel, per RCW 42.30.110 (1)(i).

**3. COMMENTS – BOARD OF DIRECTORS AND ADMINISTRATORS**

Elaine Pfeifer noted that it is good to be back in school – kids on playgrounds, busses on the roads. Ron Dinius attended the Clark County Community Framework meeting, related to the county's growth plan. Issues related to schools will be included in these planning discussions. Ron will also try to attend the Southwest Washington Quality Education Coalition meeting on September 25. Terrie Hutchins is sad to hear that Lemecia Lindsay won't be at Excelsior High School any longer, but wishes her the best with her busy private practice. Blaine Peterson introduced Alexa Eddy, the new student representative to the board. He shared the Post-Record coverage of the district's ACT scores, the recent bonfire event, the Rotary backpack service project and the kick off to the turf fundraiser. Blaine recently toured the district's Transportation facility, which confirmed for him the board's need to continue to look at the issues with this building.

**4. SUPERINTENDENT'S UPDATE**

Dawn Tarzian echoed Blaine's welcome to Alexa Eddy. She added that Alexa is a senior at Washougal High School (WHS), and serves as ASB president. Her leadership is greatly appreciated. She also appreciates this time of year, and expressed her thanks to district staff and parents for the smooth start to the school year. She invited Amanda Klackner to speak about the paving brick turf fundraiser. Amanda shared samples of the bricks as well as pricing information. Dawn shared that WHS and Cape Horn-Skye/Canyon Creek schools have received Energy Star awards. Thirty 4<sup>th</sup>-graders at Cape Horn-Skye Elementary will participate in a pilot of the new state assessment, Smarter Balance, this year. This is a computer-based test formulated around the content of the core standards. The WHS Cross Country team took second place at their meet last week.

**5. COMMENTS - CITIZENS**

None.

**6. CONSENT AGENDA**

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

- A. Meeting Minutes (August 28, 2012)**
- B. Meeting Minutes (September 5, 2012)**

### **C. Accounts Payable (September 2012)**

#### General Fund

Warrant numbers 186738 – 186790 in the amount of \$93,026.79 (Pay date: September 14, 2012)

Warrant numbers 186791 – 186805 in the amount of \$197,158.42 (Pay date: September 14, 2012)

#### ASB Fund

Warrant numbers 19346 – 19348 in the amount of \$1,005.42 (Pay date: September 14, 2012)

Warrant numbers 19349 – 19351 in the amount of \$1,513.69 (Pay date: September 14, 2012)

#### Capital Projects Fund

Warrant number 3820 in the amount of \$4,254.67 (Pay date: September 14, 2012)

#### ACH

ACH numbers 121300001 – 121300016 in the amount of \$6,224.41 (Pay date: September 14, 2012)

### **D. Payroll (August 2012)**

Warrant numbers 186709 – 186736 in the amount of \$1,727,563.83 (Pay date: August 31, 2012)

### **E. Personnel Report**

### **F. Contracts**

### **G. Travel**

### **H. Field Trips**

### **I. Donations**

Ron Dinius asked for clarification about the contract for public relations (PR) work. Dawn shared information about how the district is contracting for PR work this year, which will use the same total amount of funding as previous years. Blaine noted the addition to the personnel report since the original board preparation materials were prepared. Elaine Pfeifer moved, seconded by Karen Rubino, to approve the consent agenda as presented, with the noted addition. The motion carried unanimously.

## **7. INFORMATIONAL PRESENTATIONS**

### **A. First Week of School Enrollment Report**

Rosann Lassman shared the most recent enrollment data. Current student full time equivalent (FTE) is at 2885, which is about 50 FTE above what was budgeted. She pointed out that the number of students at the high school level has gone down, while the number of elementary students has gone up considerably (by 78 FTE). The district is currently in the process of studying class sizes at all buildings, and will meet with union representatives next Tuesday, September 18, to discuss class loads.

### **B. Facilities Maintenance and Grounds Report**

Joe Steinbrenner, Interim Facilities Manager, provided an overview of the facilities maintenance projects from the past month. He commended the grounds and maintenance crews for the great work they accomplished over the summer, getting everything ready for the new school year. The crews have focused on required inspections over the past few weeks. A recent structural survey of the district's stadium grandstands, including the crow's nest, showed them to be in good shape. Two playground inspectors from ESD 112 surveyed all of the district's playground equipment. The inspectors commended Jack Walker and Rod Heller for keeping the equipment in such excellent condition. HVAC controls continue to be a challenge, and one of the highest priorities. The new controllers can now be accessed from the maintenance office and managed by district staff members. The district and maintenance department continue to work on energy efficiency issues, as well as support for the custodial staff. Joe announced that the district has recently ordered a preventative maintenance support module, which should greatly aid in the scheduling of required routine maintenance and inspections. A recycling program was set up a few weeks ago,

and the district is looking to have an on-call architect for small remodeling projects that require an architect's stamp for the permitting process. Blaine Peterson and the other board members thanked Joe for the information and for the great amount of work that he has been able to oversee in a few short weeks.

### **C. Minimum Basic Education Requirements Compliance**

David Tudor provided back up documentation showing the average hours of instructional time at district schools. The district is in compliance with the annual certification process for the state's minimum basic education requirements.

## **8. POLICY GOVERNANCE**

### **A. Executive Responsibilities 1 – Global Executive Constraint**

Dawn Tarzian presented information related to Executive Responsibilities (ER) 1 regarding the superintendent's global executive constraint. Blaine Peterson collected the monitoring report response forms from all board members, noting that the approval of ER 1 will be on the consent agenda at the next regular meeting.

### **B. Executive Responsibilities 2 – Emergency Superintendent Succession**

Dawn Tarzian presented a revised model for emergency superintendent service, which highlights the strengths of the district's Executive Team related to covering superintendent duties until an interim superintendent could be found. Blaine Peterson collected the monitoring report response forms from all board members, noting that the approval of ER 2 will be on the consent agenda at the next regular meeting.

## **9. WORK SESSION**

### **A. Agenda Planning for September 17, 2012 Board Work Session**

Dawn Tarzian shared a proposed agenda for the upcoming all-day board work session. She asked board members to contact her with any suggested edits to this agenda.

### **B. School Improvement Plan presentation content planning**

Dawn Tarzian asked for board input for the content of the School Improvement Plan (SIP) presentations that the board will hear from each school. Karen Rubino asked for an updated list of educational acronyms, since so many are used during the presentations. Terrie Hutchins appreciated the format used last year. Blaine Peterson thought that the teacher presentations and participation in open discussions with the board were valuable, and would like to continue. Elaine Pfeifer would like to continue the facility tours as well. Ron Dinius would like to ask staff and parents for input about long-term plans, including full-time kindergarten. Rosann Lassman and Dawn Tarzian will bring back to a future meeting information about the financial cost of providing this programming to the district, as well as information about any possible facilities limitations.

## **10. FUTURE AGENDA ITEMS**

The board will receive financial and facilities information related to a discussion about the possibility of full-time kindergarten at a future meeting. Alexa Eddy will bring news and issues from the student body to the board at future meetings. She will also share board news with the ASB at WHS.

## **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**

At 8:05 p.m., Ron Dinius moved to recess to executive session for approximately 10 minutes, returning with no action. Karen Rubino seconded, and the motion carried unanimously.

**RCW 42.30.110 (1)(i) – Legal Counsel**

The board returned to regular session at 8:23 p.m. for adjournment only. Elaine Pfeifer moved, seconded by Ron Dinius, to adjourn, and the motion carried unanimously.

**Dated this 25<sup>th</sup> day of September 2012**

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**President**

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**Secretary to the Board**

