

**WASHOUGAL SCHOOL DISTRICT NO. 112-06**  
**Board of Directors' Meeting**  
**Tuesday, January 25, 2011, 6:30 p.m.**

**PRESENT:** Blaine Peterson, Board Director; Elaine Pfeifer, Board Director; Tom Huffman, Board Director; Ron Dinius, Board Director; Orlan Gessford, Board Director; Teresa Baldwin, Superintendent and Secretary to the Board.

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

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

**2. AGENDA REVISIONS**

None.

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

**A. School Board Appreciation**

**B. Honoring Retiring Board Members**

Blaine Peterson – Blaine reflected that Orlan Gessford was first appointed to the board in 1984, and Tom Huffman in 1991. Both retiring board members had children go through the school system, and both have witnessed a great amount of change in the district over the years.

Ron Dinius – Ron shared his remembrances of the first time he met Orlan and Tom, how easy they were to speak with, and how much he respected the way they handled the concerns of district patrons. He has enjoyed working with both of them on the board, and acknowledged how much they have brought to the community. He thanked them for their service.

Elaine Pfeifer – Elaine commented how both Tom and Orlan have worked with multiple superintendents, and how they have provided steady leadership and direction for the district through the years. She appreciates how they also serve as district historians and are able to lead with so much experience. She remembered some of the lessons they taught her, including learning about “unfunded mandates.” She has especially appreciated Tom’s ability to keep the board on schedule, make quick decisions and help guide newer board members. She commented that during Orlan’s recent absence, the board was somewhat of a “ship without a rudder” since they have always relied on his expertise and experience, especially in the areas of child welfare and financial planning. Both board members will be greatly missed.

Blaine Peterson – Blaine thanked both Orlan and Tom for being such great assets to him personally when he joined the board. They are both a wealth of knowledge and experience, the kind that cannot be replaced. Their institutional knowledge has been invaluable and will be sorely missed.

**4. COMMENTS – CITIZENS**

Brent Garrett – Tom and Orlan are two gentlemen who have given a great deal to the district. Brent said that he couldn’t put into words how much he appreciated working with them through the years. He will always hold both of them dearly in his heart, remembering and appreciating their commitment to the children of Washougal.

Bob Donaldson – Bob reminisced that both Orlan and Tom were on the board that hired him as superintendent. Washougal was a great place to come to and he was fortunate to work with such a great board at the time. His 8-year tenure was a time of great change in the district, and he thanked the retiring board members for their support throughout. Bob closed with a “job well done” to both Tom and Orlan.

Phil Rohn – Phil echoed the comments of the others, and expressed his thanks. Tom and Orlan have put in a tremendous amount of work on behalf of the students of Washougal, and the community owes them a great debt of gratitude.

Laura Bolt – Laura spoke, on behalf of the principals of Washougal School District schools, of their gratitude for both Orlan and Tom being willing to make tough decisions when necessary. She especially appreciates all of the time they spent at the schools for student events and programs, and she remembered fondly the time Orlan took care of a student with a toothache. Thank you from the principals.

Amanda Klackner – Amanda appreciates how Tom, Orlan and the board have always listened, even when her comments were not happy ones, and responded with integrity and honesty.

Rhea Bohlin – Rhea commented that Orlan and Tom have been “rocks” for the district. It has been an honor to see them work together, bringing consensus to the district in such an honorable way. She thanked them for all of the time and sacrifices they have made to serve on the board so many years.

Teresa Baldwin thanked Orlan and Tom again. The audience applauded in a standing ovation for the two retiring board members. They were presented with a token gift of appreciation.

Teresa Baldwin noted that in addition to celebrating the retiring board members, it is time to celebrate the entire board, since January is Board Appreciation Month. She read Governor Gregoire’s proclamation regarding board member service, noting that this particular board acts as a team, solves problems together and shares opinions respectfully. It is a pleasure to work with them as they come to consensus working toward what is best for the children of Washougal. The audience stood to shake hands with each member in a reception line.

Rhea Bohlin – Rhea attended an ASL winter show last week. It was a creative and beautifully done performance. The students involved chose music, then signed the songs for the audience. It was a good example of students being able to share their learning through their own individual personalities. This week was national No Name Calling Week. Events have been coordinated district wide, and the district’s policies on the prohibition of bullying and harassment have been highlighted.

Amanda Klackner seconded Rhea’s comments regarding the ASL concert, noting that the performances were amazing.

## **5. CONSENT AGENDA**

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

### **A. Meeting Minutes (January 11, 2011)**

### **B. Accounts Payable (January 2011)**

#### General Fund

Warrant numbers 181657 – 181798 in the amount of \$222,921.16 (Pay date: January 26, 2011)

#### ASB Fund

Warrant numbers 18496 – 18526 in the amount of \$24,930.17 (Pay date: January 26, 2011)

#### Capital Projects Fund

Warrant numbers 3720 – 3725 in the amount of \$15,613.72 (Pay date: January 26, 2011)

### **C. Payroll (January 2011)**

Warrant numbers 181799 – 181855 in the amount of \$1,786,174.66 (Pay date: January 31, 2011)

### **D. Personnel Report**

### **E. Budget Status (November 2010)**

### **F. Budget Status (December 2010)**

### **G. Contracts**

### **H. Travel**

### **I. Field Trips**

### **J. Donations**

Tom Huffman moved to approve the consent agenda as presented. Orlan Gessford seconded and the motion carried unanimously.

## **6. BOARD WORK SESSION**

### **A. Superintendent Search**

Teresa Baldwin introduced Melissa Kreuder and Jodi Thomas from ESD 112 to speak about the process planned for the superintendent search and recruitment. Melissa explained that tonight's presentation was a broad overview of the process, and more detailed information will be shared at the board's next meeting on February 8, 2011. Jodi shared a draft of the recruitment brochure, asking for board input regarding the brochure content. Melissa shared the recruitment timeline. The ESD will authenticate applications, and then bring all applications to the board along with recommendations as to the top candidates. The board will screen applications on March 9 at 4:00 in an executive session meeting, at which time the finalist candidates will be selected. Finalists are scheduled to visit the district, touring schools and the community on March 25-26. During this time, staff groups will also conduct interviews to provide additional feedback to the board and the candidates will be available to meet staff and community members at an open house at Washougal High School on the 25th. Following formal interviews on Saturday, March 26, the ESD will present formal feedback to the board. Melissa asked that any board input regarding the process be directed to her this week.

### **B. Board Member Replacement**

Five applications have been received for the two opening board positions, three for District 1 and two for District 4. The Board will meet in executive session as part of this Board meeting to review all of the applications and select finalists for interviews. Interviews for the positions will be held in special meetings of the Board that will be open to the public. Interviews for the District 1 position will be held on Tuesday, February 1 at 6:30 p.m., and for the District 4 position on Wednesday, February 2 at 6:30 p.m. Following each interview session, the Board will meet in executive session and select the candidate who will be appointed to the position. The Board will return from executive session with a motion to appoint the individual, by name, who will finish the remainder of the term through December 2011. The appointees will take the Oath of Office at their first meeting on February 8, 2011.

### **C. Legislative Watch**

Ron Dinius – Ron provided an update for the board regarding the current proposed state budget, highlighting the impacts to educational funding for both the current year and the next biennium. The State of the County meeting will be held on February 17 at 6:30 at Skyview High School.

## **7. INFORMATIONAL PRESENTATIONS**

### **A. Board Policy 3240, Student Conduct and Discipline, Administrative Procedure**

Board Policy 3240 was reviewed by the Board in response to Ron Dinius's observation at the last meeting that there needed to be some reference in the procedure regarding student responsibility for damages to school property. Since there are no changes to the policy, this is just a public review by the Board verifying that the administrative procedure addresses responsibility for damages to school or school-related property.

### **B. Board Policy 3207, Prohibition of Bullying and Harassment – first reading**

Teresa Baldwin presented the most recent recommendations from WSSDA regarding the district's prohibition of bullying and harassment policy for a first reading of the proposed revisions. The policy will be brought back to the next regular meeting for a second reading.

### **C. Board Policy Manual Revision, 3400, 3500 Series – first reading**

Teresa Baldwin presented the first reading of the 3400 and 3500 Series Board Policy Manual Revision. She clarified for board members changes to the Emergency policy and procedure, explaining that the district's regularly updated Emergency Plan is much more thorough than what was formerly outlined in the procedure accompanying Policy 3432. This also allows for updates to be made to emergency planning without having to change policy and procedure. She will arrange for Doug Bright and Ron Carlson to present the Emergency Plan at a future meeting. Ron Dinius asked Teresa to look into the policy and procedure documents regarding student fees and fines

(#3520) to make sure the two documents are consistent. The 3400 and 3500 Series will be brought back to the next regular meeting for a second reading.

**8. PROPOSALS FOR ACTION**

**A. Board Policy 1110, Board Member Election**

Elaine Pfeifer moved to approve Policy 1110 regarding board member election as presented. Tom Huffman seconded and the motion carried unanimously.

**B. 2011-2017 Capital Facilities Plan**

Teresa Baldwin complemented Doug Bright for his work with Marnie Allen in producing the district's 2011-2017 Capital Facilities Plan. Teresa clarified terms in the formula used to calculate impact fees. Elaine Pfeifer moved, seconded by Tom Huffman, to approve the 2011-2017 Capital Facilities Plan as presented. The motion carried unanimously.

**9. POLICY GOVERNANCE**

**A. Executive Limitation 8, *Financial Administration***

Teresa Baldwin presented the monitoring report for Executive Limitation (EL) 8 regarding financial administration. Rosann reported that the district's audit is scheduled to begin the week of March 7 or March 14. Board members will be invited to attend the entrance and exit interviews associated with the audit. Blaine Peterson collected the monitoring report response form from each board member, noting that the approval of EL 8 will be on the consent agenda at the next regular meeting.

**B. Linkage Meeting Date (Service Organizations)**

The board agreed by consensus to reschedule the upcoming linkage meeting with service organization representatives for Tuesday, March 1, 2011 at 6:30 in the district office board room.

**10. FUTURE AGENDA ITEMS**

An Emergency Plan presentation will be scheduled for a future meeting. Linkage meeting planning will take place in February. A discussion about the district's turf field will take place at the February 8 meeting. On February 8, the board will also hear an update regarding the district's progress in energy conservation. The board expressed appreciation for Tonette Sweet's monthly energy reports.

**11. BOARD EVALUATION**

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

**12. BOARD ADJOURNMENT OR ADJOURNMENT TO EXECUTIVE SESSION**

Tom Huffman moved, seconded by Orlan Gessford, to recess to executive session for approximately 30 minutes, returning for adjournment only, at 8:10 p.m. The motion carried unanimously.

**A. RCW 42.30.110 (A) (8) Qualifications of Board Applicant**

**RETURN FROM EXECUTIVE SESSION FOR ADJOURNMENT OR ACTION**

The board returned from executive session at 8:45 p.m. Tom Huffman moved, seconded by Orlan Gessford, to adjourn at 8:46 p.m. The motion carried unanimously.

**Dated this 8<sup>th</sup> day of February 2011**

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**President**

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**Secretary to the Board**

<b>Board Self Evaluation Results</b>												
<b>January 25, 2011</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.							5	5	5	4	5	4.8
2. The agenda was well planned to focus on the real work of the board.							5	5	4	5	5	4.8
3. The meeting started on time and proceeded in a timely manner.							5	5	5	4	5	4.8
4. The meeting proceeded without interruptions or distractions.							4	5	5	5	4	4.6
5. The board's deliberations and decision-making processes were public.							4	5	5	5	5	4.8
6. Participation was balanced; all participated; no one dominated.							5	5	5	5	5	5.0
7. Members listened attentively, avoiding side conversations.							4	5	5	5	4	4.6
8. Work was conducted in an atmosphere of trust and openness.							4	5	5	5	5	4.8
9. Meeting participants treated each other with respect and courtesy.							5	5	5	5	4	4.8
Point scoring system:												
1 Failed												
2 Unacceptable												
3 Acceptable												
4 Commendable												
5 Met Best Expectations												