

**WASHOUGAL SCHOOL DISTRICT NO. 112-06**  
**Board of Directors' Meeting**  
**Tuesday, November 8, 2011, 6:30 p.m.**  
**Jemtegaard Middle School**

**PRESENT:** Blaine Peterson, Board Director; Elaine Pfeifer, Board Director; Jim Gadberry, Board Director; Ron Dinius, Board Director; Terrie Hutchins, Board Director; Dawn Tarzian, Superintendent and Secretary to the Board.

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

Blaine Peterson called the meeting to order at 6:32 p.m. and led the pledge of allegiance.

**2. AGENDA REVISIONS**

Agenda item #3 was removed from the agenda. Director Jim Gadberry will be completing his term of office, and the director elect will be sworn in following certification of the election results by the County Auditor, most likely at the December 13, 2011, regular meeting.

**3. RESIGNATION OF BOARD MEMBER  
OATH OF OFFICE, BOARD MEMBER APPOINTEE**

This agenda item removed. Blaine is pleased that Jim will be able to finish his term, and is appreciative of his service on the board.

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

Terrie Hutchins reminded the board and audience of the upcoming Washougal High School (WHS) play, “Guys and Dolls” which should be a good one. Jim Gadberry shared an example of things working the way they are supposed to in the district. While running, he saw one of the district’s buses stopped in front of his house for an extended period of time. The bus had broken down and was awaiting a replacement. He was impressed with the orderliness of the driver, students and mechanics. The entire event was non-chaotic and handled very well. Ron Dinius attended a legislative meeting at ESD 112 last Friday with Elaine Pfeifer and Dawn Tarzian. By the end of this meeting, legislators agreed that they would work to deny proposed cuts to levy equalization funds. Elaine added that she noticed that budgeting issues were being looked at differently, and this new long-term vision must be taken into account, since circumstances will not likely be improving anytime soon. Blaine highlighted Post-Record coverage of Washougal sports. Also included in the most recent edition of the paper was a short article about the district’s Field Turf Committee. A great article covers the “Guys and Dolls” show. Schools have started collecting for Stuff the Bus. Students are at the Safeway store now and will be there tomorrow, and are gladly accepting donations from all. This friendly Camas-Washougal competition will benefit the entire East County area. Legislators are discussing additional cuts that will be made to this year’s budget. Please contact your legislators and ask them to make cuts that will impact kids the least.

**5. SUPERINTENDENT’S UPDATE**

Dawn Tarzian spoke about the upcoming joint board gathering. Washougal, Camas and Hockinson boards will meet on November 18 while at the WSSDA conference to discuss issues between the districts, how to support newer board members starting their role during particularly difficult financial times, and ways in which the boards might wish to partner. The WASA/WSSDA Legislative Conference will be held January 29-30, 2012 in Olympia. There will be a Gubernatorial Candidate Forum, information about the State’s economic forecast, a report from State Superintendent Randy Dorn, a Legislative Budget Panel and regional caucuses. Dawn will be unable to attend. Ron Dinius is planning to attend, and Dawn encouraged any other interested board members to attend with him. Dawn provided an updated enrollment report. David Tudor has established three curricular teacher leadership teams, for math, science and reading. Doug Bright

received notification that Skamania County will be cutting back on the number of snowplow routes due to reduced revenue and cutbacks, which will likely impact our bus routes. Theresa Thomsen is working to adjust routes accordingly. The Camas-Washougal Rotary Club, working with Columbia Credit Union, is providing a student dictionary to every third grader attending Washougal and Camas schools. Extremely appreciative students received dictionaries today at Hathaway and Gause, with Cape's assembly to be scheduled. On behalf of the district, Dawn expressed her appreciation to the Rotary Club for its exceptional support of education and of our community's children. Laura Bolt has worked with the Hathaway staff to provide for a well-known reading consultant and trainer to conduct school-based staff development. Trainer Jan Rauth worked side by side with teachers today and will be providing a workshop tomorrow for 35 teachers. Dawn spoke about the parent-teacher conferences held last week and shared some reflections by those involved on models tried this year. OSPI has released information about proposed cuts to federal funding that school districts may receive THIS year, including 1.5% reductions to Title I, Title II, IDEA and Perkins grants. Dawn spent this morning visiting Jemtegaard Middle School (JMS) and was able to spend time in seven classrooms. She was particularly impressed with the instructional planning that went into preparing lessons, which were engaging, kept students active, provided support for struggling students and pulled all students toward high-level thinking, creative problem-solving and communication.

## **6. COMMENTS – CITIZENS**

Rhea Bohlin shared that several students attended the National College Fair field trip in Portland this past Monday. She mentioned how well our students represented us. There were thousands of students there, but ours were very punctual, organized, and respectful. Chatter on bus ride home was very upbeat and positive.

## **7. CONSENT AGENDA**

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

### **A. Meeting Minutes (October 25, 2011)**

### **B. Payroll (October 2011)**

Warrant numbers 184212 – 184289 in the amount of \$1,810,782.98 (Pay date: October 31, 2011)

### **C. Accounts Payable (November 14, 2011 pay date)**

#### General Fund

Warrant numbers 184290 – 184419 in the amount of \$126,248.59 (Pay date: November 14, 2011)

#### ASB Fund

Warrant numbers 18922 – 18944 in the amount of \$11,617.24 (Pay date: November 14, 2011)

#### Capital Projects Fund

Warrant numbers 3776 – 3777 in the amount of \$3,341.00 (Pay date: November 14, 2011)

#### ACH

ACH numbers 111200090 – 111200106 in the amount of \$12,613.36 (Pay date: November 14, 2011)

### **D. Budget Status (August 2011)**

### **E. Personnel Report**

### **F. Contracts**

### **G. Travel**

### **H. Field Trips**

### **I. Donations**

Elaine Pfeifer moved to approve the consent agenda as presented. Ron Dinius seconded and the motion carried unanimously.

## **8. PRESENTATIONS**

### **A. Jemtegaard Middle School Improvement Plan**

Dr. Ron Carlson welcomed the board and audience. He thanked Dawn for her visit to JMS earlier in the day, and introduced the JMS staff present. He announced (to much applause) that JMS met adequate yearly progress (AYP) this year, noting that the staff has worked very hard to make this

happen. Chelsea McClement spoke about the PBIS system, and how the building began working to implement this program three years ago in an effort to spend more time teaching than dealing with poor behavior. JMS's learning environment is greatly improved. Students rotate through stations of expectations, receiving rewards for positive behavior. JMS is seeing great improvement, with offenses down from 3000 two years ago to about 1000 last year. Linda Herrmann shared reading assessment data and programs, Tim Davis spoke about JMS's math offerings and assessments, and Mona Davies presented science data and instructional strategies. Ron Carlson praised his staff for their collaborative work.

#### • **Staff Feedback Forum**

Linda Herrmann has been in the district for 5 years and has learned a lot, especially in last three years at JMS, being supported by someone who says that change is needed and then offers the help to do so. She thanked David Tudor, Missy Cole and Dr. Carlson for making staff feel supported as teachers and for the ability to communicate honestly. She appreciates the opportunities that staff have to learn from each other.

Chelsea McClement agrees with Linda's comments. She added that one challenge teachers face is the lack of a system for holding students academically responsible. Even kids who are not progressing academically continue to move up grades, and their lack of progress impacts other students. The PBIS system is helping – as behavior improves, so does learning.

Principal Ron Carlson appreciates that the Board and administration allow risks to be taken in trying new things to work toward improvement. He feels supported through all of the changes his building is making.

#### • **Volunteer Feedback Forum**

Amanda Klackner says that there are plenty of opportunities to volunteer. Staff members at JMS and WHS, where she has students, are very welcoming. Amanda praised the entire district staff. When asked if she thought that more parents want to help and don't know how, she replied that the district communicates opportunities well and is encouraging of volunteers. For many parents, it is a lack of time that keeps them from volunteering more. The JMS parent group has 45 members. The students seem to love the new system (PBIS) and her student is happy to attend JMS.

Blaine Peterson praised Jemtegaard staff, students and families for the great job they are doing. Elaine Pfeifer added that she appreciates the reward system for positive behavior as opposed to a punitive system.

### **B. 2010-2011 Budget Year Close Report**

Rosann Lassman presented a report for the close of the financial books for 2010-11. The board discussed with Rosann many issues related to the budget, including proposed cuts, reserve fund balance, increases in utilities rates, future facilities needs, and student fees and fines. The board would like to further discuss procedures related to fees and fines at a future meeting.

### **C. Policy 2320 – Field Trips and School Activities, first reading**

Dawn presented proposed revisions to Policy 2320 regarding student field trips. The district will work to communicate the policy and procedure to all district staff, so that expectations and criteria for approval are clear. Elaine asked if the Field Trip Request form could be made even more specific as to where funds for the trip were coming from. Rosann noted that she reviews the requests, and always checks to make sure there are sufficient funds in the account being referenced, if ASB funds are involved. Rosann will ask her staff to review the form to offer further edits for clarification.

### **D. Public Policy Agenda, 2011-2012**

Dawn thanked Vancouver Public Schools for allowing us to use their Public Policy Agenda as a model for our own. This will be brought back to the November 22, 2011 meeting for approval. Ron Dinius noted that legislators have stressed that information to them is most useful if the actual amounts that unfunded mandates cost the district can be detailed.

## **9. POLICY GOVERNANCE**

### **A. Executive Responsibilities 4 – Staff Treatment**

Dawn Tarzian presented information in support of Executive Responsibilities (ER) 4 regarding staff treatment. She noted that all district teachers are highly qualified. Dawn praised principals for a job well done in putting together staff handbooks and communicating information to staff. Dawn will continue to communicate with the board as she has further interactions with staff throughout the year. Blaine Peterson noted that the approval of ER 4 will be on the consent agenda at the next regular meeting.

### **B. Executive Responsibilities 8 – Financial Administration**

Dawn Tarzian shared information related to ER 8 regarding financial administration. She worked with Rosann to prepare this monitoring report. Dawn praised the district staff for their tremendous work in implementing the WESPaC conversion. The Executive Team will be looking at a strategic meeting to further discuss fees and fines procedure, most likely in January 2012. Jim Gadberry asked if the district had considered the privilege of “walking” at graduation be tied to having all fines paid. Currently the district withholds a diploma to a student with fines. Elaine Pfeifer praised Rosann Lassman’s work on the budget. Blaine Peterson noted that the approval of ER 8 will be on the consent agenda at the next regular meeting.

## **10. PROPOSAL FOR ACTION**

### **A. Resolution 2011-12-04: Authorization for Depository Account**

Rosann Lassman explained that the county cannot provide the level of service required to facilitate ACH transfers, which prompts the need to open another account. Ron Dinius moved to approve Resolution 2011-12-04 authorizing a depository account. Jim Gadberry seconded and the motion carried unanimously.

## **11. FUTURE AGENDA ITEMS**

The fines/fees procedures will be discussed. The board will hear updates regarding facilities and retrofitting work at the December 13, 2011 meeting.

## **12. BOARD EVALUATION**

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

Dawn Tarzian noted that two surveys have recently gone out to the board from WSSDA. She asked the board to come to a consensus around ideas related to the governor’s proposed cuts, and reply to both surveys soon.

## **13. RECESS TO EXECUTIVE SESSION**

At 9:20, Ron Dinius moved, seconded by Jim Gadberry, to recess to executive session for approximately 30 minutes, returning with no action to be taken. The motion carried unanimously.

**RCW 42.30.110 (1)(i) – Litigation**

**RCW 42.30.110 (1)(g), RCW 42.30.140(4)(a) – Negotiations**

The board returned from executive session at 9:53 for adjournment only. Elaine Pfeifer moved, seconded by Jim Gadberry, to adjourn, and the motion carried unanimously.

**Dated this 22<sup>nd</sup> day of November 2011**

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**President**

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**Secretary to the Board**

<b>Board Self Evaluation Results</b>												
<b>November 8, 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.						4	4	4	4	5	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.						4	4	5	5	5	4.6
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	5	5	5.0
6.	Participation was balanced; all participated; no one dominated.						4	5	3	5	5	4.4
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	5	5	5	5	5.0
9.	Meeting participants treated each other with respect and courtesy.						5	5	5	5	3	4.6
Point scoring system:												
1	Failed											
2	Unacceptable											
3	Acceptable											
4	Commendable											
5	Met Best Expectations											