

WASHOUGAL SCHOOL DISTRICT NO. 112-06
Board of Directors' Meeting
Tuesday, August 23, 2011, 6:30 p.m.

PRESENT: Blaine Peterson, Board Director; Ron Dinius, Board Director; Terrie Hutchins, Board Director; Elaine Pfeifer, Board Director; Jim Gadberry, 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 6:30 p.m. and led the pledge of allegiance.

2. AGENDA REVISIONS

None

3. COMMENTS – BOARD OF DIRECTORS AND ADMINISTRATORS

Terrie Hutchins appreciated the work session meeting time with Dawn, and is excited to begin work with the new superintendent. Elaine Pfeifer agreed with Terrie's comment, adding that it was a very good meeting. Blaine spoke about fall athletics, noting that the Washougal High School (WHS) athletic meeting last week provided good and concise information for those in attendance.

Legislative Watch

Ron Dinius received a 2011 legislative summary today. He asked the board to continue to consider legislative priorities for the upcoming year. The annual WSSDA legislative conference will take place September 23-24, 2011 in Pasco, WA, and legislative representatives and other board members plan to meet with legislators in January. The issue of fully funding schools will continue to be discussed.

4. RECESS TO PUBLIC BUDGET HEARING

A. Presentation of the 2011-12 Budget

Blaine Peterson recessed to the 2011-12 Public Budget Hearing at 6:36 p.m.

Rosann Lassman presented an overview of each of the five funds making up the district budget. She presented a summary of beginning fund balance, budgeted revenue, budgeted expenditures and the resulting projected ending fund balance for each of the funds.

B. Public Testimony

Sheila Good spoke on behalf of district teachers as the Washougal Association of Educators (WAE) co-president. She asked for clarification regarding the actual ending fund balance. Rosann responded with a brief explanation of the breakdown of funds included in the balance and importance of the board-required 6% fund balance. Amanda Klackner asked for clarification about the transportation vehicle fund expenditures, which were explained by Rosann. Kay Ball asked about a curriculum adoption schedule. Rosann answered that there have not been funds for a major adoption in recent years, but she is working toward setting aside funds each year for adoptions, since they will be necessary due to the upcoming changes in state standards. Sheila expressed her appreciation for the superintendent's idea to bring together a committee to analyze the budget in greater detail in preparation for next year's budget development. She also asked the board to consider how the 1.9% salary cuts will affect staff, especially the newest teachers.

Doug Bright announced that the Washougal City Planning Commission met earlier in the evening. The district's proposed impact fees were accepted by the commission for single-family dwellings, but the commission recommended a reduced fee for multi-family buildings. This recommendation will go to the City Council for approval within the next couple of months.

Board Questions:

Ron Dinius asked for clarification about the student FTE projection as related to staffing and supplies costs. Rosann explained the increases in costs to the district for workers' compensation and pension contributions. She gave an example of the rise in fuel costs as an example of the increased budget capacity for supplies. Blaine asked for confirmation of the community education budgeted expenses and revenues. Rosann provided explanation to Elaine Pfeifer's question regarding the vocational education budget capacity, noting that the program has some carry-over funds. Rosann also answered board questions related to employee benefits compared to salaries. Elaine asked that the board be more involved in the budgeting process. She would like for the board to be able to delve into general fund line items in greater detail, in order to have a better handle on revenues and expenditures within each program. Ron Dinius commented on the small amount of budget reserved to maintain the district's capital facilities.

The budget hearing ended at 8:17 p.m. and the regular meeting reconvened.

5. SUPERINTENDENT'S UPDATE

Dawn Tarzian provided an update to the board regarding the recent network down time at all remote sites, and the related phone routing issues at Washougal High School (WHS). She thanked Les Brown for his tireless work to help locate and fix the problem. Dawn also thanked Tonette Sweet for her assistance at WHS that day, as well as her system thinking regarding potential future issues. Dawn shared highlights from the Leadership Team retreat held earlier in the month. She thanked David Tudor for his work with the team regarding moving a new practice from research to implementation. She also shared information related to enrollment numbers and the resulting staffing levels. A detailed enrollment report will be given at the first meeting in September. She thanked Sheila Good and the WAE leadership for the warm welcome she has received from their group, and she especially appreciated the coffee meeting earlier in the day. Dawn closed her update with an invitation to board members to attend the district Back to School rally scheduled for Thursday, August 25 at 10:00 a.m. at WHS. Sheila invited all board members to the WAE sponsored barbeque following Thursday's Back to School rally.

6. COMMENTS – CITIZENS

None

7. CONSENT AGENDA

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

A. Meeting Minutes (July 26, 2011)

B. Meeting Minutes (August 16, 2011)

C. Payroll (July 2011)

Warrant numbers 183349 – 183350 in the amount of \$35,438.42 (Pay date: June 30, 2011)

Warrant numbers 183474 – 183525 in the amount of \$1,767,987.86 (Pay date: July 29, 2011)

D. Payroll Pre-Authorization (August 2011)

E. Accounts Payable (August 2011)

General Fund

Warrant number 183526 in the amount of \$1,582.58 (Pay date: August 3, 2011)

Warrant numbers 183527 – 183617 in the amount of \$164,342.18 (Pay date: August 10, 2011)

Warrant numbers 183618 – 183632 in the amount of \$20,004.23 (Pay date: August 10, 2011)

Warrant numbers 183633 – 183638 in the amount of \$2,798.84 (Pay date: August 26, 2011)

Warrant numbers 183639 – 183681 in the amount of \$103,298.50 (Pay date: August 26, 2011)

ASB Fund

Warrant numbers 18822 – 18826 in the amount of \$40,278.99 (Pay date: August 10, 2011)

Warrant numbers 18827 – 18830 in the amount of \$1,183.24 (Pay date: August 26, 2011)

Capital Projects Fund

Warrant number 3759 in the amount of \$973.61 (Pay date: August 10, 2011)

Warrant numbers 3760 – 3762 in the amount of \$635.42 (Pay date: August 26, 2011)

ACH

ACH numbers 101100015 – 101100022 in the amount of \$4,133.16 (Pay date: August 26, 2011)

F. Budget Status (June 2011)

G. Personnel Report

H. Contracts

I. Travel

J. Field Trips

K. Donations

Blaine noted the personnel report additions since the original board packets were sent. Elaine Pfeifer asked for clarification regarding one of the contracts, and Rosann Lassman provided revenue and cost information for that agreement. Ron Dinius asked for employment status for one of the part-time staff members listed on the personnel report. Elaine Pfeifer moved to approve the consent agenda as presented. Ron Dinius seconded and the motion carried unanimously.

8. INFORMATIONAL PRESENTATIONS

A. Board Policy 2410, Graduation Requirements – third reading

Dawn Tarzian provided an overview of a proposed revision to Policy 2410 regarding graduation requirements to address the board's earlier concern about Running Start students participating in graduation ceremonies prior to completion of their Clark College courses. She will bring further updated procedures to the next board meeting. She plans to bring this policy back to the board later in the year with revisions to address the alternative high school graduation requirements as defined in Policy 2255. Jim Gadberry moved to approve Policy 2410 as presented. Elaine Pfeifer seconded and the motion carried unanimously.

B. Board Policy 2424, Graduation Ceremonies – third reading

The language in Policy 2424 is included in the procedural document of the newly approved Policy 2410. Elaine Pfeifer moved to remove Policy 2424 from the 2000 series of board policy. Terrie Hutchins seconded and the motion carried unanimously.

C. Adequate Yearly Progress (AYP) Report

David Tudor presented an update to the board regarding the federal adequate yearly progress (AYP) process and the AYP status of each school in the district. He highlighted the steps taken with Title I schools labeled as "in improvement" and some of the impacts, including school choice, related to improvement status.

9. PROPOSALS FOR ACTION

A. Resolution 2010-11-18: Budget

A correction was made to the general fund budget amount listed on the resolution. With the corrected figure of \$27,334,665 for the general fund balance, Terrie Hutchins moved to approve Resolution 2010-11-18 regarding the 2011-12 budget. Elaine Pfeifer seconded and the motion carried unanimously.

B. Resolution 2010-11-19: Delegation of Authority

Elaine Pfeifer moved, seconded by Terrie Hutchins, to approve Resolution 2010-11-19 as presented. The motion carried unanimously.

C. 2011-12 Board and Superintendent Working Agreement

Elaine Pfeifer moved, seconded by Terrie Hutchins, to approve the 2011-12 Board and Superintendent Working Agreement as presented by Dawn Tarzian. The motion carried unanimously.

D. Title IX and Section 504/ADA Coordinator Designations

Jim Gadberry moved to approve the designation of Allan Fleck as the district's Title IX Coordinator, and Doug Bright as the district's 504/ADA Coordinator, as presented. Ron Dinius seconded and the motion carried unanimously.

10. BOARD WORK SESSION

A. Refining Management Process Regarding Board Meeting Materials

This portion of the meeting was postponed to a future meeting due to time constraints.

11. FUTURE AGENDA ITEMS

Board members would like to hear presentations related to schedule and budget for the retro-commissioning and energy-efficiency work continuing in district facilities. They would also like to continue to work on the general fund budget, setting priorities for 2011-12 and projecting out for the future year's budgeting process. They will review additional proposed revisions to Policy 2410, and they would also like an update on the Malfait fields irrigation issue.

12. BOARD EVALUATION

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

13. RECESS TO EXECUTIVE SESSION

Jim Gadberry moved to recess to executive session for approximately 30 minutes, returning with no action. Elaine Pfeifer seconded and the motion carried unanimously at 9:35 p.m.

RCW 42.30.140(D)(b) Negotiations

RETURN FROM EXECUTIVE SESSION FOR ADJOURNMENT OR ACTION

The board returned from executive session at 10:05 p.m. Elaine Pfeifer moved, seconded by Terrie Hutchins, to adjourn. The motion carried unanimously.

Dated this 13th day of September 2011

President

Secretary to the Board

Board Self Evaluation Results												
August 23, 2011						board member:	1	2	3	4	5	Average
1. The board followed its agenda and did not allow itself to get sidetracked.							4	5	3	3	4	3.8
2. The agenda was well planned to focus on the real work of the board.							4	5	4	5	4	4.4
3. The meeting started on time and proceeded in a timely manner.							3	4	2	4	3	3.2
4. The meeting proceeded without interruptions or distractions.							3	4	4	4	4	3.8
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.							5	5	5	5	5	5.0
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	5	5.0
Point scoring system:												
1 Failed												
2 Unacceptable												
3 Acceptable												
4 Commendable												
5 Met Best Expectations												