

**Washougal School District 112-6  
Board of Directors Meeting Minutes  
Tuesday, October 13, 2020**

**Work Session, 5:00 p.m.; Regular Meeting, 6:30 p.m.**

**Online Zoom Meeting**

**Webinar ID: 869 5655 8886**

**Passcode: 564715**

Generated by Kori Kelly on Monday, October 13, 2020

PRESENT: Cory Chase, Board Director; Angela Hancock, Board Director; Donna Sinclair, Board Director; Jim Cooper, Board Director; Chuck Carpenter, Board Director; Renae Burson, Assistant Superintendent for Teaching and Learning; Aaron Hansen, Assistant Superintendent for Human Resources and Student Services; and Mary Templeton, Superintendent and Secretary to the Board.

**1. Work Session, 5:00 p.m.**

**A. Jemtegaard Middle School Improvement Plan**

The work session began at 5:00 p.m. Principal David Cooke and Associate Principal Tiffany McCormick presented Jemtegaard Middle School's (JMS) Improvement Plan for 2020-21.

**2. Opening Items - Regular Meeting, 6:30 p.m.**

**A. Call to Order, Regular Meeting**

Cory Chase called the regular meeting to order at 6:33 p.m.

**B. Agenda Revisions**

None.

**C. Comments - Board of Directors**

Donna Sinclair shared that she recently attended the WSSDA General Assembly, and the group came up with their top 20 legislative positions. Donna will share the full list with the board. Donna thanked everyone in the district for their time. Angela Hancock thanked the JMS team for their SIP presentation. Angela shared this is not an easy time for anyone, and to see what has been done in the last 7 months is amazing, and the work is greatly appreciated. Jim Cooper thanked everyone for the great JMS SIP, and shared that he is proud to be part of this community. He recently participated in WSSDA's board boot camp, sharing it has been great to elevate his knowledge base. Chuck Carpenter enjoyed meeting with Mary and the Executive Team for a very informative 2.5 hours of very good information, and he appreciates how data driven the district is. Cory Chase thanked David and Tiffany for their presentation, and gave his appreciation for the parents who participated in the survey. We want honest feedback.

**D. Superintendent's Update**

Superintendent Mary Templeton thanked Chuck Carpenter for joining the meetings with the Executive Team. Mary recognized the PR team (Les Brown, Rene' Carroll and Amelia Holmes) for winning a Washington School Public Relations Association (WSPRA) award for branding and marketing. Mary also was able to attend a first grade zoom meeting for a virtual ice cream tour last week. Coming later in the year, the board will do virtual classroom visits and will be able to witness the amount of energy it takes to teach online. Mary also gave a big thanks to Exterior Wood for the generous donation.

Assistant Superintendent Renae Burson gave a brief update on some of the equity work going on in the district, specifically with the Spanish-speaking Family Nights on September 9th and October 6th, led by Jason Foster, which began at JMS last year. The outreach has allowed the district to increase zoom participation.

Assistant Superintendent Aaron Hansen shared that Monday was Indigenous Peoples' Day, and used his time to read the district's Land Acknowledgement, as a way to acknowledge and honor those who first inhabited this land.

**E. Citizen Comments - General**

None received.

**3. Consent Agenda**

**Board members received and reviewed these documents in advance of the meeting.**

**A. Minutes (September 22, 2020)**

**B. Accounts Payable**

Vouchers audited and certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing which has been made available to the board. As of this date the board, by a unanimous vote, does approve for payment those vouchers included in the below list and further described as follows:

#### General Fund

Warrant Numbers 245388-245423, totaling \$129,945.84; Voids/Cancellations, totaling \$3,099.79 (Pay date: 9-25-20)  
Warrant Numbers 245424-245424, totaling \$43.62 (Pay date: 9-25-20)  
Warrant Numbers 245425-245455, totaling \$230,040.57 (Pay date 9-28-20)  
Warrant Numbers 245456-245458, totaling \$12,677.37; Voids/Cancellations, totaling \$15,950.66 (Pay date: 9-29-20)  
Warrant Numbers 245456-245458, totaling \$12,677.37; Voids/Cancellations, totaling \$15,950.66 (Pay date: 9-29-20)  
Warrant Numbers 245471-245472, totaling \$164.30; Voids/Cancellations, totaling \$384.82 (Pay date: 10-1-20)  
Warrant Numbers 245473-245473, totaling \$66.65 (Pay date: 10-1-20)  
Warrant Numbers 245474-245474, totaling \$37.50 (Pay date: 10-1-20)  
Warrant Numbers 245475-245475, totaling \$70.00 (Pay date: 10-8-20)  
Warrant Numbers 245476-245476, totaling \$158.32 (Pay date: 10-8-20)  
Warrant Numbers 245477-245477, totaling \$375.40 (Pay date: 10-8-20)  
Warrant Numbers 245478-245478, totaling \$535.90 (Pay date: 10-8-20)  
Warrant Numbers 245479-245479, totaling \$335.20 (Pay date: 10-8-20)  
Warrant Numbers 245480 --245480, totaling \$488.31 (Pay date: 10-8-20)  
Warrant Numbers 245481-245481, totaling \$225.00 (Pay date: 10-8-20)  
Warrant Numbers 245482-245482, totaling \$50.00 (Pay date: 10-8-20)  
Manual Checks #45, totaling \$1,018.03 (Pay date: 9-10-20)  
Manual Checks #45, totaling \$29,258.20 (Pay date: 9-10-20)  
Manual Checks #46, totaling \$16,304.33 (Pay date: 10-10-20)  
ACH Numbers 202100004-202100016, totaling \$12,144.81 (Pay date: 9-28-20)

#### ASB Fund

Warrant Numbers 24409-24412, totaling \$3,457.73 (Pay date: 9-25-20)  
Warrant Numbers 24413-24413, totaling \$1,100.20 (Pay date: 10-1-20)  
Warrant Numbers 24414-24414, totaling \$160.00 (Pay date: 10-1-20)  
Warrant Numbers 24415-24415, totaling \$230.00 (Pay date: 10-1-20)  
ACH Numbers 202100003-202100003, totaling \$875.72 (Pay date: 9-28-20)

### **C. Payroll (September 2020)**

#### General Fund (\$3,193,876.10)

Warrant Number 1000683 totaling \$2,256.95 (Pay date: 9-3-20)  
Warrant Numbers 1000684 - 1000688 totaling \$355.86 (Pay date: 9-3-20)  
Warrant Numbers 245459 - 245470, totaling \$569,343.98 (Pay date: 9-3-20)  
ACH Numbers 202100017 - 202100018, totaling \$13,841.42 (Pay date: 9-3-20)  
Non-Warrants, totaling \$2,608,077.89 (Pay date: 9-3-20)

### **D. Personnel**

#### Appointments:

Alaina Smith, Para, HES, effective 9/28/20  
Sarah Howe, Para, HES, effective 9/28/20  
Sara Arnold, Teacher, CRGE, effective 9/21 - 6/16/21  
Jered Barker, Teacher, WHS, effective 9/21 - 6/16/21  
Colten Fox, Teacher, JMS, effective 9/21 - 6/16/21  
Alice Joubert, Teacher, CRGE/JMS, effective 9/21 - 6/16/21  
Tabitha Johnston, Teacher, JMS, effective 9/21 - 6/16/21  
Kieandra Koch, Teacher, JMS, effective 9/21 - 6/16/21  
Paige Jones, Teacher, CCMS, effective 9/21 - 6/16/21  
Kristin Maris, Teacher, WHS, effective 9/21 - 6/16/2  
Elise Piet, Teacher, WHS, effective 9/21 - 6/16/21  
Cortni Morris, Para, CRGE, effective 10/1/20  
Jessica Minnis, Para, CRGE, effective 10/1/20  
Michael Isotalo, Teacher, JMS, effective 9/21 - 6/16/21

#### Leaves of Absence:

Patricia Jones, SLP, District Wide, effective 9/21 - 10/16/20  
Alan Bruce Chilcote, Para, WHS, effective 9/24 - 11/5/20  
Heather McFadden, Para, CRGE, effective 9/22 - 1/4/21  
Victoria Anderson, Para, JMS, effective 9/25/20 - 6/30/21

### **E. Donations**

Taiga Exterior Wood, \$5,000.00, payoff for past due food service balances for WSD students.

#### **F. Approval of Consent Agenda**

The board recognized the significant donation from Exterior Wood, and thanked them for their generosity.

Cory Chase moved to approve the consent agenda as presented, and Angela Hancock seconded. The board voted by roll-call vote as follows: Chase, aye; Hancock, aye; Sinclair, aye; Cooper, aye; Carpenter, aye. The motion carried unanimously.

### **4. Informational Presentations**

#### **A. Special Education Presentation**

Superintendent Mary Templeton introduced Director of Special Education Penny Andrews. Penny shared her vision of the future of special education in the district, sharing that while she does not come from a special ed background, she has been a teacher, math coach, behavior coach, and principal. She also has tremendous support from Mary Pursley, Leslie DeShazer, OSPI, and ESD 112. Penny focused on Inclusionary Practices, Universal Design for Learning to anticipate barriers and create meaningful instruction.

#### **B. Equity Presentation**

Superintendent Mary Templeton introduced the district's Equity Officer, Assistant Superintendent Aaron Hansen. Mary stated that equity has been at the heart of this meeting, and we have an obligation to disrupt unjust educational systems. Aaron shared the formation of equity teams, the work on a district equity policy and procedure, and the ongoing trainings for staff. The goal is to ensure educational equity. It is the team's intention to have an Equity Plan and an updated equity policy for the board to approve in April 2021.

#### **C. COVID-19 Safety Measures Presentation**

Aaron Hansen also presented on the district's work on COVID Safety. Aaron was joined by COVID Safety Coordinator Lisa Bennett and Custodial Supervisor Debbie Kelley. Topics included the reopening template that was submitted to OSPI, the 3 W's campaign of Wear a Mask/Wash Your Hands/Watch Your Distance, the attestations process, screening flow charts, and cleaning protocols. Aaron shared that most importantly, if you feel sick, stay home.

### **5. Proposals for Action & Comments**

#### **A. Citizen Comments Specific to Action Items Below**

None received.

#### **B. Resolution 2020-21-01: District Reopening - Suspension of Policy**

Mary shared that the resolution is an update to the one the board approved in March.

Cory Chase moved to approve Resolution 2020-21-01: District Reopening - Suspension of Policy as presented, and Chuck Carpenter seconded. The board voted by roll-call vote as follows: Chase, aye; Hancock, aye; Sinclair, aye; Cooper, aye; Carpenter, aye. The motion carried unanimously.

### **6. Policy Revision, first reading**

#### **A. Policies 3122, 3414, 3418, 6512**

Mary shared that this group of policies all have COVID related updates. The board discussed, and Mary stated they will be back for a second reading at the next board meeting.

### **7. Policy Governance**

#### **A. Executive Responsibilities 11 - Communication and Counsel to the Board**

Superintendent Mary Templeton presented Executive Responsibilities 11 - Communication and Counsel to the Board. Mary gave an overview of how the superintendent keeps the board informed of district operations.

#### **B. Executive Responsibilities 12 - Communication with the Public**

Director of Communications and Technology Les Brown presented Executive Responsibilities 12 - Communication with the Public. Les shared that the public relations team includes himself, Mary Templeton, Rene' Carroll (PR consultant) and Amelia Holmes (ESD 112). The successes of the past year have included: winning a Washington School Public Relations Association (WSPRA) award for branding and marketing, passing the levies in February, and the strong relationships with the media. Ongoing work includes: press releases, quarterly newsletters, social media posts, staff appreciation, and inclement weather communications. The focus for 2020-21 will be COVID safety communications, reopening plans, updates on the progress of the district's equity work, and revamping the district website.

### **8. Future Agenda Items**

None.

**9. Adjourn**

Cory Chase moved to adjourn at 9:52 p.m., and Chuck Carpenter seconded. The board voted by roll-call vote as follows: Chase, aye; Hancock, aye; Sinclair, aye; Cooper, aye; Carpenter, aye. The motion carried unanimously.

**Dated this 27th day of October 2020**

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**President**

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**Secretary to the Board**