

**WASHOUGAL SCHOOL DISTRICT NO. 112-06**  
**Board of Directors' Meeting**  
**Tuesday, October 9, 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; Alexa Eddy, Student Representative 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**

None.

**3. COMMENTS – BOARD OF DIRECTORS**

Elaine Pfeifer commented about the new play structure at Cape Horn-Skye Elementary School (Cape). It is a wonderful addition to the school, and she is impressed with the number of dedicated parents who made it a reality. Terrie Hutchins attended the dedication event for the Cape structure. The community is very excited about it, and the event was great. Karen Rubino shared that she is part of the Prevention Redesign Community Coalition, and that the group is looking for a new coordinator and continuing strategic planning to allow the coalition's work to progress to the next stage. She thanked this group for their work, and especially the outgoing coordinator, Camille Saari. Ron Dinius announced that next Wednesday is the Washington State School Directors' Association (WSSDA) regional meeting. He encouraged board members to sign up for this meeting as well as the Teacher/Principal Evaluation Pilot (TPEP) training immediately prior to the meeting, if interested. County commissioner candidates will be participating in an open forum tomorrow night at the Camas Library. Alexa Eddy, student representative, shared that Washougal High School (WHS) welcomed a huge freshman class this year – the hallways are crowded and classes are full. Senior project approvals were done last week, and students received great feedback and comments. Stuff the Bus meetings are being held. Homecoming was last Saturday. The dance had a great turnout and went really well. The annual Holiday Bazaar will be held on November 17, and student leadership is working to prepare for this big event. Cheer camp started this week, and the participants will be performing at a Junior Varsity game on Monday. The football team had a bad week last week, but in general, all sports are doing well. Blaine Peterson shared highlights from today's edition of the Post-Record. He noted that the support from Cape parents for the new playground structure has been stupendous, considering what a large project this was. Hathaway Elementary celebrated spirit week last week – lots of students were sporting the black and orange colors. Blaine was able to witness a couple of the Senior Projects presentations, which provided him a better understanding of how that process works. He also attended a Rotary Interact Club meeting at WHS, and is happy to report that over 115 students were in attendance. The club is working this week on a project to support the local Share House. Blaine is impressed with what these students are accomplishing.

**4. SUPERINTENDENT'S UPDATE**

Dawn Tarzian announced that the week of October 15-19 is "National School Lunch Week". Mark Jasper, Sodexo's Nutrition Services Director for the district, will be "Serving Up Smiles" as a variety of fun activities are planned to help students celebrate. Mark has invited local

community leaders to be part of a “guest chef” program. October 17-18, local celebrities (including board members) are being asked to donate an hour or two to help serve elementary school student lunches. Dawn echoed Karen’s comments about Camille Saari and the Washougal Community Coalition. Camille has accepted a position with Discovery Middle School as their Prevention Intervention Specialist. She will continue to work with the Washougal Coalition to finish the Strategic Plan, which is due on October 31. Dawn expressed her appreciation on behalf of the district to Camille for her leadership work. State Superintendent Randy Dorn released long-awaited information about the Annual Measurable Objectives (AMO) on September 27, 2012. AMO is a new federally approved accountability system which is part of the Elementary and Secondary Education Act (ESEA) flexibility request for a waiver. AMOs are derived by calculating proficiency gaps for all students and for student subgroups. The state’s goal is to cut all proficiency gaps in half by 2017. David Tudor has provided the board with good information specific to how each school will be setting the goals to cut the district’s achievement gaps in half. The district’s Transportation Department has adopted a new policy for kindergarten and preschool students. Parents of these children will be required to provide parent/guardian contact information and drop off location prior to transportation. This is imperative since drivers are required to make sure that a parent or guardian is at the stop before they let kindergarten or preschool student(s) off the bus. Dawn shared previously that Washougal schools have received the Energy Star Certification. The district now qualifies for an Energy Star Leader designation, one of just 219 districts in the nation to receive this distinction. A press release went out today heralding the \$379,000 in energy savings since efficiency efforts began two years ago. Money saved from lowering energy costs has been used to support facility operations and to fund future energy-saving measures throughout the district. Dawn thanked former superintendent Teresa Bladwin, Resource Conservation and Retro-Commissioning Manager Geert Aerts, the district’s facilities and maintenance crew, and staff and students of the schools for their visionary thinking and work done to realize these savings. Dawn closed by reading an email received from La Center Middle School football coach D.J. Millay, thanking the middle school football program for training such a great group of kids. Students helped the opposing coach carry equipment after the game, and were very pleasant and positive. Scott Dizmang coaches the middle school football team.

## **5. COMMENTS - CITIZENS**

None

## **6. CONSENT AGENDA**

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

### **A. Meeting Minutes (September 25, 2012)**

### **B. Accounts Payable (September, October 2012)**

#### General Fund

Warrant numbers 186871 – 186914 in the amount of \$105,921.35 (Pay date: Sept. 28, 2012)

Warrant numbers 186915 – 186981 in the amount of \$95,075.01 (Pay date: Sept. 28, 2012)

Warrant numbers 186987 – 186993 in the amount of \$49,264.95 (Pay date: Oct. 12, 2012)

Warrant numbers 186994 – 187083 in the amount of \$101,069.54 (Pay date: Oct. 12, 2012)

#### ASB Fund

Warrant numbers 19352 – 19354 in the amount of \$4,508.66 (Pay date: Sept. 28, 2012)

Warrant numbers 19355 – 19367 in the amount of \$9,034.24 (Pay date: Sept. 28, 2012)

Warrant number 19368 in the amount of \$7,014.84 (Pay date: Oct. 12, 2012)

Warrant numbers 19369 – 19392 in the amount of \$17,775.94 (Pay date: Oct. 12, 2012)

### Capital Projects Fund

Warrant numbers 3821 – 3822 in the amount of \$58,737.13 (Pay date: Sept. 28, 2012)

Warrant numbers 3823 – 3825 in the amount of \$2,529.82 (Pay date: Sept. 28, 2012)

Warrant number 3826 in the amount of 530.08 (Pay date: Oct. 12, 2012)

### ACH

ACH numbers 121300019 – 121300043 in the amount of \$6,329.85 (Pay date: Sept. 28, 2012)

ACH numbers 121300043 – 121300059 in the amount of \$11,803.39 (Pay date: Oct. 12, 2012)

#### **C. Payroll (September 2012)**

Warrant numbers 186806 – 186870 in the amount of \$1,851,476.77 (Pay date: Sept. 28, 2012)

Warrant numbers 186982 – 186985 in the amount of \$1,080.13 (Pay date: Sept. 28, 2012)

#### **D. Personnel Report**

##### **E. Executive Responsibilities 6 – Staff Evaluation**

##### **F. Executive Responsibilities 11 – Communication and Counsel to the Board**

##### **G. Contracts**

##### **H. Travel**

##### **I. Field Trips**

##### **J. Donations**

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

## **7. INFORMATIONAL PRESENTATIONS**

### **A. McKinstry Audit Results and Grant Planning**

Gabe Johnson and Joe Fuetsch, from McKinstry Consulting, shared information regarding possible scenarios the district could consider toward energy efficiency work through a Jobs Now Energy Efficiency Grant. For each scenario, they described the project value, the amount that would need to be financed, the grant amount that would be requested, district capital or bond amount, the projected energy savings and the grant scoring for the proposed project. The deadlines for the grant are November 9 for Round 1 and February 15 for Round 2. The board discussed how much investment should be made into Jemtegaard Middle School, since it will eventually need to be replaced. McKinstry will be meeting with district administrators again next week, and will be back with more information at the October 23 board meeting. The board will make a decision as to how to proceed at this upcoming meeting.

### **B. Class Size Report**

Dawn Tarzian presented enrollment data for district schools. A decision was made at the start of the year to hire a new teacher at Hathaway Elementary based on enrollment numbers the first week of school. Dawn reviewed with the board the guidelines used to process and make decisions about boundary exception requests.

### **C. Levy Renewal Timeline**

At a work session held last month, the board was provided historical information about maintenance and operations levies and technology levies. Dawn shared a proposed timeline for the board to make decisions regarding 2014 levies. The board is scheduled for a work session around this issue at its January 8, 2013 meeting. Dawn recommends that the board make its decision regarding the levies at the January 22 meeting. This is an important decision, since currently levy funds represent about 20% of the district's budget.

**8. PROPOSALS FOR ACTION**

**A. Resolution 2012-13-02: Sole Source Vendor Authorization**

Ron Dinius moved, seconded by Karen Rubino, to approve Resolution 2012-13-02 as presented. The motion carried unanimously.

**B. Resolution 2012-13-03: Delegation of Authority**

Elaine Pfeifer moved, seconded by Ron Dinius to approve Resolution 2012-13-03 as presented. The motion carried unanimously.

**9. POLICY GOVERNANCE**

**A. Executive Responsibilities 3 – Treatment of Parents, Students and the Public**

Dawn Tarzian presented information in support of Executive Responsibilities (ER) 3. Blaine Peterson collected monitoring report response forms from each board member, noting that the approval of ER 3 will be on the consent agenda for the next regular meeting.

**10. WORK SESSION**

**A. Board Meeting Evaluation Tool**

Blaine Peterson asked the board to consider a new board self evaluation form that might better address the board's priorities and values, such as being prepared for the meeting, adhering to the board's governing style, etc. The board will try this new evaluation tool at the next regular meeting.

**11. FUTURE AGENDA ITEMS**

The board would like to discuss the Cape boundary line issue, the possibility of a demographics and feasibility study, the WHS turf replacement timeline and update, levy timeline, policy work on minimum fund balance, the WHS gym floor replacement, and the Gause play field drainage issues at upcoming meetings.

**12. BOARD EVALUATION**

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

**13. ADJOURN**

At 8:31 p.m., Terrie Hutchins moved to adjourn. Blaine Peterson seconded, and the motion carried unanimously.

**Dated this 23<sup>rd</sup> day of October 2012**

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**President**

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**Secretary to the Board**

<b>Board Self Evaluation Results</b>											
<b>October 9, 2012</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	5	3	4	4	4.0
2. The agenda was well planned to focus on the real work of the board.						5	5	5	4	4	4.6
3. The meeting started on time and proceeded in a timely manner.						4	5	4	5	5	4.6
4. The meeting proceeded without interruptions or distractions.						5	5	4	4	5	4.6
5. The board's deliberations and decision-making processes were public.						5	5	5	5	4	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.						5	5	5	4	5	4.8
8. Work was conducted in an atmosphere of trust and openness.						5	5	6	5	4	5.0
9. Meeting participants treated each other with respect and courtesy.						5	5		5	5	5.0
Point scoring system:											
1 Failed											
2 Unacceptable											
3 Acceptable											
4 Commendable											
5 Met Best Expectations											