

WASHOUGAL SCHOOL DISTRICT NO. 112-06
Board of Directors' Meeting
Tuesday, November 13, 2012, 6:30 p.m.
At Jemtegaard Middle School

PRESENT: Blaine Peterson, Board Director; Elaine Pfeifer, Board Director; Karen Rubino, Board Director; Terrie Hutchins, Board Director; Dawn Tarzian, Superintendent and Secretary to the Board. The prearranged absence of Board Director Ron Dinius was excused.

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

Blaine Peterson stated that the Board Work Session agenda items may be postponed to a future meeting, depending on the length of earlier presentations.

3. COMMENTS – BOARD OF DIRECTORS

Elaine Pfeifer received a very positive call from a district patron whose daughter participates in an online math program. Karen Rubino noted that the district's public relations campaign seems to be working well. She thanked those involved for doing a good job getting great information out to the public. Blaine Peterson attends the Rotary Interact Club meetings at Washougal High School (WHS). There are often 90-100 students at these meetings, which is very impressive. The group recently held a "Monster Mash" event for younger students, and Interact members have been spending time placing faceplates and bookmarks in the 3rd grade dictionaries to be handed out in the near future. The students have an ambitious schedule over the next couple of months, and Blaine is very impressed that so many kids are consistently participating. Washougal high schoolers understand the importance of giving back to the community. Blaine added that Board Director Ron Dinius is traveling to the Washington State School Directors' Association (WSSDA) conference tonight, since he will be attending an "Early Bird" session tomorrow morning.

4. SUPERINTENDENT'S UPDATE

Dawn Tarzian announced a \$1,000 donation from Wells Fargo to Hathaway Elementary School. The donation will be used to help fund the school's motivational math program, "First in Math", in which points are awarded and medals given, as well as language arts curriculum materials, "Rewards", that help students develop word analysis skills. Thank you, Wells Fargo, for your support of students.

Dawn shared enrollment numbers for November: 2920.87 FTE, 3070 head count. Projected enrollment for the year is 2749 FTE, so current count is 171.87 FTE above projected.

The Jobs Now Act energy grant was submitted last Friday, November 2.

Dawn thanked Theresa Thomsen for her on-going commitment to running an efficient and energy-wise Transportation Department. Board members received a copy of Theresa's November 1, 2012 memo to Transportation staff about Fuel Conservation. Dawn shared copies of the memo with the audience.

Dawn acknowledged Life Port, Inc. for a very generous donation in support of Washougal High School (WHS) and particularly the Career and Technical Education (CTE) program. Over

\$38,000 in sheet metal, Corian, hardwoods and veneers will be received. Special appreciation to John Ferry for this generous donation and tremendous support to our students.

Stuff the Bus has officially started and will run through December 7. Non-perishable canned or boxed foods, household supplies and unwrapped toys will be accepted at any Washougal school. The Holiday Bazaar will be held at WHS this Saturday, November 17. The bazaar offers 200 booths, and is well worth attending.

Congratulations to Cross Country State competitors, who competed on November 3 in the Tri-Cities: Sean Eustis, Isaac Stinchfield and Thomas Normdeau for the boys' team, and Karina Miller, Paige Roberts, Merrideth Collins, Hannah Wright, Yaneli Martinez, Megan Anderson, Brooke Croeni and Serene Dunn for the girls' team. Washougal is very proud of you for a great season!

Dawn shared information about how Conference Week worked at WHS. She highlighted single and multiple-teacher conferences, counseling support, computer lab access, assistance related to graduation requirements, informational sessions for parents about the school's new math curriculum, and additional study time.

The WHS X-Tet group held a special performance at Orchard Hills recently for a long-time Washougal resident celebrating her 90th birthday. During the Community Visioning process last year, the district heard from patrons the importance of students having mixed generational learning experiences. Dawn expressed her appreciation to Jen Mahorney for supporting this event. Attendees commented about how good it was that our young students put in the effort to learn old classic songs for the celebration.

Kathy Douglas, from Community Education, represented the District at the City Council meeting on November 6, 2012. Dawn highlighted the information that was shared. The District has been partnering with the City for over 32 years to bring residents of all ages quality, affordable recreational opportunities. This fall, 565 registered students have participated in the offerings.

Dawn shared the new "Honored Guest Pass" cards with board members. Washougal residents aged 65 and older will be able to attend athletic events and the district's two middle schools and at WHS for free. Many of the presentations for the arts will be free as well. The program will be launched at the first boys' home basketball game on Tuesday, November 27.

A test call went out to all subscribers of our AlertNow phone notification system last Friday. The message informed patrons that the 360-954-3279 line would be used for weather closures and other district emergency communications only. This decision was based on feedback received last year. Individual schools will continue to decide how to use the system to communicate with parents and patrons about school events.

Eight WHS band and choir students were recently accepted into the annual National Association for Music Educators' All-Northwest/All-State honor groups. The students completed a rigorous audition and competed against thousands of other applicants from Washington, Oregon, Idaho, Wyoming, Montana and Alaska to be accepted into this highest of honors for a high school musician. Congratulations to: Allix Fisher (bass clarinet) - All-Northwest Wind Symphony; Sydney Niemi (baritone saxophone) - All-Northwest Wind Symphony; Riley Miller (trombone) - All-Northwest Wind Symphony; Nick Stevens (bassoon) - All-Northwest Wind Symphony; Crystal Saltmarsh (percussion) - All-State Concert Band; Bret Wade (tenor voice) - All-State Symphonic Choir; Austin Smith-Brown (tenor voice) - All-State Symphonic Choir; Zoe West (soprano voice) - All-State Symphonic Choir.

Dawn reminded board members of the November 27, 10:00 a.m. to noon Annual Legislative Forum hosted by ESD 112.

5. COMMENTS - CITIZENS

None.

6. CONSENT AGENDA

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

A. Meeting Minutes (October 23, 2012)

B. Accounts Payable (November 2012)

General Fund

Warrant numbers 187252 – 187391 in the amount of \$141,233.13 (Pay date: Nov. 16, 2012)

ASB Fund

Warrant numbers 19421 – 19448 in the amount of \$14,063.19 (Pay date: Nov. 16, 2012)

ACH

ACH numbers 121300084 – 121300112 in the amount of \$17,529.44 (Pay date: Nov. 16, 2012)

C. Payroll (October 2012)

Warrant numbers 187183 – 187247 in the amount of \$1,844,915.60 (Pay date: Oct. 31, 2012)

Warrant numbers 187248 – 187251 in the amount of \$434.29 (Pay date: Nov. 1, 2012)

D. Personnel Report

E. Executive Responsibilities 4 – Staff Treatment

F. Contracts

G. Travel

H. Field Trips

I. Donations

Blaine Peterson noted the addition to the personnel report since the original board packets were sent. Elaine Pfeifer moved, seconded by Karen Rubino, to approve the consent agenda as presented, with the noted addition. The motion carried unanimously.

7. INFORMATIONAL PRESENTATIONS

A. School Improvement Plan presentation – Jemtegaard Middle School

Ron Carlson, Jemtegaard Middle School (JMS) principal, shared information about the Veterans' Day assembly held at the school today. Ron shared assessment results showing great improvement in JMS scores since the 2007-08 school year. JMS has met proficiency requirements the past two years, with special education and low-income students making particular progress. Ron shared trend data from OSPI, and highlighted the techniques JMS is using to raise achievement, including Positive Behavior Intervention Support (PBIS), academic delivery strategies (with Response to Intervention (RTI)), and multi-tiered interventions. Missy Cole and Chelsea McClement shared discipline data and gave examples of PBIS activities, trainings and rewards. Shannon Hatfield described how JMS staff provides "double dosing" for students who need extra work in reading. Staff is focused on literacy gains, and writing scores increased significantly last year, likely due to the focus on writing across all content areas. Mona Davies spoke about science curriculum and instruction, and the school's recent changes in scheduling that allow for greater flexibility in placing students at the appropriate level of instruction. Tim Davis shared math scores, noting that Algebra End of Course (EOC) scores were very high for JMS 8th graders, though Measurements of Student Progress (MSP) results in that same grade level have much more room for improvement. Tim spoke of professional learning community (PLC) time that teachers are spending with WHS and Canyon Creek Middle School (CCMS) staff members, which is proving to be very valuable. Ron Carlson thanked the board, and invited them to visit JMS. He is proud of this very distinguished staff and their work with students. The board thanked

the JMS staff for the presentation. Karen Rubino closed with thanks for the great job they are doing.

Dawn Tarzian asked JMS staff members present for feedback and input. In response:

Tim Davis thanked the board and district for their support through the purchase of the new Algebra textbooks. He realizes that there is a plan in place for updating the math curriculum at other grade levels, and shared that this will be a great help once realized. Tim appreciates district support for teachers meeting with the other middle school staff for horizontal teaming as well as with the WHS staff for vertical teaming. He feels very strongly that this is beneficial for the entire district, especially since there is quite a bit of movement between JMS and CCMS students. The biggest challenge is in finding the time for teachers to plan together.

Mona Davies appreciates that the school has had the same set of administrators for the past three years. This consistency is valued. She sees a lack of time as the biggest challenge for teachers, especially considering the many outside obligations that teachers have, including coaching, clubs, Green Team, etc. She has appreciated being able to focus on teaching one subject area, and feels that she has become a more proficient science teacher because of this. A big challenge for students and families is a lack of technology for many kids at home. Staff is unable to communicate with families via email, and kids cannot do research at home.

Ron Carlson appreciates that the board has not pressured JMS through its improvement process, but has been supportive in its encouragement to do a good job. Ron and his staff celebrate the progress that has been made.

Blaine Peterson expressed his appreciation for the work being done. JMS is doing an amazing job and the board is grateful that staff members are doing what's best for kids.

B. 2011-2012 Year End Budget Report

Rosann Lassman, Business Services Manager, presented the final revenues and expenditures totals for the 2011-12 academic year. She shared beginning and ending fund balances for each of the district's five funds: Transportation Vehicle, the Debt Service, Associated Student Body, Capital Projects, and General. She provided examples of areas of expenditure variances from budgeted amounts. Rosann shared the calculations showing that the district maintained the board-required 6% ending fund balance. She closed with information about how the district spends its levy dollars. Extra-curricular activities, including music and athletics, counselors, services for special needs students, food service, transportation, Community Education, services for Highly Capable students and English language learners are all covered at least in part by levy dollars. The board thanked Rosann for the year-end presentation.

C. Small Works and Consultant Roster

Rosann Lassman explained the district's recommendation to enter into an agreement with a statewide agency that would manage a small works and consultant roster for the district. After significant discussion, the board decided to table this agenda item, and bring it back to the next regular meeting. Director of Facilities and Operations, Joe Steinbrenner, will be present at the next meeting to answer board questions regarding this proposed agreement.

D. Authority to Assign Fund Balance – New State Recommendation

Dawn Tarzian shared information about new state recommendations that ask boards to designate a district's superintendent and/or designee to have the authority to assign fund balance to budget line items that are not restricted or committed funds.

8. PROPOSALS FOR ACTION

A. Resolution 2012-13-05: Small Public Works and Consultant Roster

This resolution will be brought back to the next regular meeting for consideration.

B. Resolution 2012-13-06: Authority to Assign Fund Balance

Terrie Hutchins moved, seconded by Elaine Pfeifer, to approve Resolution 2012-13-06 as presented. The motion carried unanimously.

9. BOARD POLICY

A. Policy 3421 – Child Abuse, Neglect and Exploitation Prevention, first reading

Dawn Tarzian highlighted revisions made to Policy 3421. She also shared a new last page to the procedure, which is a summary of district employees' responsibilities related to mandatory reporting. This policy revision will be brought back to the next regular meeting for a second reading.

10. BOARD WORK SESSION

A. Policy Development – Minimum Fund Balance

B. Board Planning Calendar

Both of the work session agenda items were moved to the next regular board meeting, to be held on November 27, 2012.

11. FUTURE AGENDA ITEMS

The board will carry forward the work session agenda items, and will also bring back the discussion and possible decision regarding the proposed small works and consultant roster agreement.

12. BOARD EVALUATION

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

13. ADJOURN

Elaine Pfeifer moved to adjourn at 9:38 p.m. Karen Rubino seconded and the motion carried unanimously.

Dated this 27th day of November

President

Secretary to the Board

BOARD MEETING EVALUATION SUMMARY

MEETING DATE: November 13, 2012

Instructions: S = Satisfactory I = Needs Improvement U = Unsatisfactory

	<u>S</u>	<u>I</u>	<u>U</u>
1. Board members were prepared for the meeting.	2	2	0
2. Our agenda was well designed.	2	1	1
3. Each board member was given an adequate opportunity to participate in discussion and decision-making.	4	0	0
4. The board's treatment of all persons was courteous, dignified, and fair. There was a respectful atmosphere.	3	1	0
5. We practiced good parliamentary procedure.	3	1	0
6. The board demonstrated a sense of responsibility for excellence in governing the district.	3	1	0
	<u>Yes</u>		<u>No</u>
7. The board adhered to its adopted governance style:			
a. It emphasized the future and the total community:	3	1	0
b. It encouraged diversity in viewpoints:	4		0
c. It exercised policy leadership more than overseeing administrative detail:	3		0
d. It maintained a clear distinction between the roles of board and staff:	4		0
e. It worked for group agreement and responsibility:	4		0
f. Progress toward board goals:	4		0
8. Your suggestions on where we could do better: "more info from others"			
9. Additional Comments: Agenda was a "little long or ambitious"			