

**WASHOUGAL SCHOOL DISTRICT NO. 112-06**  
Board of Directors' Meeting Agenda  
Tuesday, June 24, 2014  
5:45 p.m. Executive Session, 6:30 p.m. Regular Meeting  
Washougal School District Office

**PRESENT:** Ron Dinius, Board Director; Blaine Peterson, Board Director; Elaine Pfeifer, Board Director; Karen Rubino, Board Director; and Dawn Tarzian, Superintendent and Secretary to the Board.

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

Blaine Peterson called the meeting to order at 5:45 p.m. The board immediately recessed to Executive Session per RCW 42.30.110 (1)(g). Blaine Peterson called the meeting back to order at 6:33 p.m. and led the pledge of allegiance.

**2. AGENDA REVISIONS (none)**

**3. COMMENTS—BOARD OF DIRECTORS AND ADMINISTRATORS**

Karen Rubino commented on how nice the graduation ceremonies were. Carol and Aaron did a great job. She also appreciated that Rep. Vick was in attendance.

Ron Dinius also said nice job on the graduations. He was struck by how many students thanked the board as they walked by. He and Elaine Pfeifer visited outdoor school, and happened to go on the day Canyon Creek Middle School was there. It was amazing, and he was thankful for the opportunity.

Elaine Pfeifer reiterated the comments of the others. There were so many EHS grads, and she appreciated the connection they all had with their principals. She loved seeing Katie Daniels, who went all through the district, and is now staff. Outdoor School was a great experience.

Blaine Petersen shared that the EHS graduation was a great experience as always. There were 27 graduates, the most ever. He loved seeing the student/teacher connection. He shared that his own son graduated from WHS, it was a great ceremony. It was fun, but it will be very different without all those kids around.

**4. COMMENTS—CITIZENS**

Paul Greenlee of the Washougal City Council spoke in Jennifer's absence. Paul is also on the Unite! Coalition board. Margaret McCarthy encouraged him to go to the JMS science fair, where he said that at least two-thirds of the projects were by girls, a big change from when he was in school. He said great work, and he was very impressed.

**5. CONSENT AGENDA**

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

**A. Meeting Minutes (June 10, 2014)**

**B. Accounts Payable**

General Fund

Warrant Numbers 203922—204016, totaling \$186,963.92 (Pay date: June 27, 2014)

ASB Fund

Warrant Numbers 20168—20195, totaling \$24,211.09 (Pay date: June 27, 2014)

ACH

ACH Numbers 131401075—131401100, totaling \$63,613.98 (Pay date: June 27, 2014)

## Capital Projects Fund

Warrant Numbers 3870—3870, totaling \$396.99 (Pay date: June 27, 2014)

### **C. Accounts Payable Pre-authorization (July 2014)**

### **D. Payroll Pre-authorization (June 2014, July 2014)**

### **E. Personnel Report**

#### Certified Appointments:

Kelly Chen, Fourth Grade Teacher (HES); Brian Dryden, Fourth Grade Teacher (GES); Colleen Catching, Fourth Grade Teacher (GES); Linda Barnes, CTE: Family and Consumer Science Teacher (WHS); Christina Mackey-Greene, .8 FTE Counselor (WHS); Linda Jones, Guidance Counselor/Social Worker @ (WHS); Shoko Parker, .2 FTE Japanese Teacher (JMS); Misti Dodge, First/Second Grade Blend Teacher (CH-S); Jerolyn Friesen, Guidance Counselor/Social Worker (EHS); Jamie Anderson, Fourth Grade Teacher (GES); Donna Nolan, Chemistry Teacher (WHS); Mary Murray, Math Teacher (JMS); Glenn Rhodes, Math/Science Teacher (JMS).

Sports Appointment: David Coffing, Football Assistant Coach (WHS); Bill Gladden, Football Assistant Coach (WHS).

Classified Resignation: Rachael Birch, Paraeducator (CH-S).

Certified Resignation: Donna Nickerson, Fourth Grade Teacher (GES); Gabrielle Iversen, Art Teacher (JMS).

### **F. Contracts**

### **G. Travel**

### **H. Field Trips**

### **I. Donations**

### **J. Renewal of Food Service Management Contract**

### **K. Policy Revisions, second reading (2024, 2190, 2336, 2410, 3110, 3240, 3412, 3421)**

Blaine Peterson noted the additions to the personnel report since the original board packets were distributed. Elaine Pfeifer moved to approve the consent agenda as presented with the noted additions. Blaine Peterson seconded, and the motion carried unanimously.

## **6. INFORMATIONAL PRESENTATIONS**

### **A. Use of Force Annual Report 2013-14**

Director of Special Services Allan Fleck presented the Use of Force Report for 2013-14. Changes in the law have required districts to notify parents within 24 hours in the event their student requires staff to intervene by force, and to send a letter home within five days. Staff members are trained in de-escalation, to look for triggers, use of positive reinforcement and room clears to avoid the need to restrain students. Over the summer administrators and security officers will be trained. Blaine Petersen asked why wait 24 hours to notify parents? Allan answered that typically parents are notified by the end of the day. Blaine also asked if due to the media coverage of restraint and quiet rooms has there been any pushback from parents? Allan said no, the parents he deals with are aware of the need, and the decision to restrain students is not something we like to do. Elaine Pfeifer said it is good that the training is being expanded to administrators, but should all staff be trained? Allan answered that the training is 14 hours and expensive. His department is looking into training para-professionals with a shorter 5-hour training.

### **B. ALE Report**

Curriculum Director David Tudor presented the ALE (Alternative Learning Education) Report. Excelsior High School provides a mixed model including at school classes, online classes, correspondence courses, and educational contracts. Ron Dinius asked the total enrollment at EHS. David answered it is 76 students, with 27 students graduating this year.

### **C. 2014-15 Budget Update**

Supt. Dawn Tarzian presented the 2014-15 budget update in Business Manager Brian Wallace's absence. Dawn provided a handout for the board. The budget will cover all five funds. There are minor increases in enrollment, a small revenue increase, and adjustments for the levy collections.

Brian foresees maintaining all programs, with increases to elementary, technology, and staff development for all day kindergarten. There will be increases to special education, as well as the addition of a network specialist and a reading literacy coach. Ron Dinius asked for a forecast on kindergarten numbers. Dawn stressed that this is a financial plan, an estimate, and it based on a lot of assumptions. Ron then asked when a rough draft would be available? Dawn answered that it is available from Brian now.

## **7. PROPOSALS FOR ACTION**

### **A. Highly Capable Plan Report and Approval, 2014-15**

Highly Capable Coordinator Kathy Sloop presented the Highly Capable plan report. Kathy began by telling the board that they will be asked to approve the 2014-15 Highly Capable Plan at the end of her presentation. Kathy shared data and charts. The district is being asked by the state to identify the most highly capable students to align better with funding. Currently, 143 students are identified, while we are funded for 66 students. The program is designed to support the needs of gifted students and to measure their growth. The goal for next year is to provide professional development for 24 teachers. Karen Rubino asked why are we only funded for 66 students. David answered that the state funds for 2.3% of enrollment. Ron Dinius asked what services the program provides. Kathy answered that it is differentiation, pullouts, and professional development for teachers. Blaine Petersen asked if students are ever accelerated entire grade levels. David answered yes, but it is not exercised often. Ron asked if there is interest in neighboring districts sharing professional development costs. Kathy said yes. Karen Rubino asked if the program is being diluted with too many kids, and what they get for the money. Kathy said yes, and that they are getting access to acceleration and direct instruction. David added that the K-12 requirements are new, it used to be just grades 6-12, and the law change will help us redefine and provide continuity. Supt. Dawn Tarzian added that it was great to see the parent meetings Kathy provided this year. There was such engagement of parents and students. Elaine Pfeifer asked Kathy to email the board copies of the data she provided. Elaine Pfeifer moved, seconded by Karen Rubino, to approve the 2014-15 Highly Capable Plan as presented. The motion carried unanimously.

## **8. POLICY GOVERNANCE**

### **A. Executive Responsibilities 13—Instructional Programs**

David Tudor presented. David shared the main points of ER 13 are holding staff accountable for professional development, and ensuring curriculum is coordinated, aligned, and assessed consistently. Blaine Peterson collected monitoring report response forms from all board members present, noting the approval of ER 13 by a vote of 3-1.

### **B. Executive Responsibilities 10—Asset Protection**

Les Brown and Joe Steinbrenner presented. Les went through the missing items report from the recent inventory. Joe outlined the plan for summer maintenance, including painting projects, roof maintenance, gym floor recoating, portable siding replacement, and the classroom moves. Blaine Peterson collected monitoring report response forms from all board members present, noting the approval of ER 10 by a vote of 4-0.

### **C. ER 6—Staff Evaluation**

Marian Young presented. Marian shared that the main points of ER 6 are the hiring process, evaluation, and professional development. Blaine Peterson collected monitoring report response forms from all board members present, noting the approval of ER 6 by a vote of 4-0. Elaine shared that the quality and level of the presentations tonight have gone above and beyond.

### **D. Ends—Educating the Whole Child**

David Tudor presented. David shared that Ron, Blaine and he met to talk about the Ends Report, and how to shift the document so that it becomes a snapshot. David said that it is a fluid document, and there is still some work to be done with data and target setting. He also stated it would be helpful in the future to have input from the entire board to set the goals and targets. Blaine Peterson

collected monitoring report response forms from all board members present, noting the approval of the Ends Report by a vote of 3-1.

**10. FUTURE AGENDA ITEMS (none)**

**11. BOARD EVALUATION**

Blaine Peterson collected the board's self-evaluation forms. The results are attached.

**12. ADJOURN**

Elaine Pfeifer moved to adjourn the meeting at 8:55 p.m. Karen Rubino seconded, and the motion carried unanimously.

**Dated this 12<sup>th</sup> day of August, 2014**

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**President**

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**Secretary to the Board**

BOARD MEETING EVALUATION SUMMARY

MEETING DATE: June 24, 2014

Instructions for 1: S = Satisfactory I = Needs Improvement U = Unsatisfactory

S      I      U

- |   |                                    |
|---|------------------------------------|
| 1. I was prepared for the meeting.  | 4                                  |
|   | <b><u>YES</u></b> <b><u>NO</u></b> |
| 2. Our agenda was designed to meet our obligations and objectives (district governance, future planning, board goals) | 4                                  |
| 3. Meeting Elements:  |                                    |
| a. The Board President facilitated management of the meeting time and agenda  | 4                                  |
| b. Ample time was given to discuss agenda topics  | 4                                  |
| c. Each board member was given the opportunity to speak   | 4                                  |
| d. Directors, presenters and the public were treated in a dignified and respectful manner                             | 4                                  |
| e. Adherence to policy leadership vs administrative detail  | 4                                  |
| 4. The board demonstrated a sense of responsibility for excellence in governing the district.                         | 4                                  |

**Comments** (If you answered “no” to any of the above, please provide comments):