

**WASHOUGAL SCHOOL DISTRICT NO. 112-06**  
**Board of Directors' Meeting Minutes**  
**Tuesday, June 23, 2015, 6:30 p.m.**  
**Washougal School District Office**

**PRESENT:** Ron Dinius, Board Director; Teresa Lees, Board Director; Elaine Pfeifer, Board Director; Bruce Westfall, Board Director; and Dawn Tarzian, Superintendent and Secretary to the Board. The pre-arranged absence of Board Director Karen Rubino was excused.

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

Ron Dinius called the meeting to order at 6:33 p.m. and Teresa Lees led the pledge of allegiance.

**2. AGENDA REVISIONS**

Ron Dinius noted that the approval of the Highly Capable Program (HCP) application would not take place at this meeting. Agenda item 8.A. was removed.

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

Ron Dinius presented retiring superintendent Dawn Tarzian with a gift from the board. Each board member expressed appreciation for Dawn's work at the district and especially for her ability to listen and be able to make very thoughtful decisions. Board members included "hand written notes" with their gift, an acknowledgement of the many notes that Dawn has written to staff, students and community members in her tenure. Dawn thanked the board. She has appreciated getting to know and work with each board member.

**4. SUPERINTENDENT'S UPDATE**

Dawn Tarzian did not have any comments for this meeting, so incoming superintendent Mike Stromme took the opportunity to share information about the recent "Think Tank" symposium focused on the design of a new Excelsior High School (EHS). Sixteen very engaged participants provided input related to what types of spaces would be needed to further improve the academic program at the school. Mike reported that this was a very productive meeting.

**5. COMMENTS—CITIZENS**

Gail Anderson thanked Dawn Tarzian for getting to know the staff and patrons of the district. She praised Dawn for restoring trust in the community and thanked her for this huge accomplishment.

Lisa Young thanked Dawn for working here with heart, intelligence, integrity and honesty and for valuing every person that she meets. All of Dawn's interactions are impactful and thoughtful. She embodies everything that leadership should be. The entire community is better for having Dawn here.

**6. CONSENT AGENDA**

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

**A. Meeting Minutes (June 9, 2015)**

**B. Accounts Payable (including pre-authorization of July 2015)**

General Fund

Warrant Numbers 206679 – 206756, totaling \$133,951.15 (Pay date: June 26, 2015)

ASB Fund

Warrant Numbers 20554 – 20608, totaling \$29,595.99 (Pay date: June 26, 2015)

Capital Projects Fund

Warrant numbers 3890 – 3891, totaling \$33,684.00 (Pay date: June 26, 2015)

## ACH

ACH Numbers 141500512 – 141500542, totaling \$5,470.21 (Pay date: June 26, 2015)

### **C. Budget Status Report (May 2015)**

### **D. Payroll (Pre-authorization of June and July 2015)**

### **E. Personnel Report**

Certificated Appointments (2015-16): Samantha Dudley, 4<sup>th</sup> grade Teacher, 1 year only (HES); David Hollingsworth, 5<sup>th</sup> grade Teacher (HES); Hana Laphan, 5<sup>th</sup> grade Teacher, 1 year only (HES); Christina McDonald, SpEd Life Skills Teacher (HES); Eric Storm, CTE Construction/Woodworking (WHS); Kendal Vom Baur, SpEd Resource Teacher (GES).

Certificated Resignation: Julie Bristol, School Social Worker (JMS).

Classified Appointments: Heather Christofferson, Library Assistant I (HES); Kathy Elkinton, Para-educator (HES).

Classified Leave of Absence: Lucy Akers, Para-educator, for 2015-16 school year (GES); Michelle Smyth, Early Learning, for 2015-16 school year (CH-S).

Classified Resignations: Nicole Mael, Early Learning (GES); Lisa Walters, Early Learning (GES).

Extra-Curricular Appointment: Emily Field, Volleyball Coach (JMS).

Extra-Curricular Resignations: Mona Davies, Cross Country Coach (JMS); Eric Balholm, Girls' Tennis Coach (WHS); Linda Balholm, Head Girls' Tennis Coach (WHS).

Summer Casual Hires: Connie Allen, Grounds/Maintenance; Gina Brasuell, Para-educator; Kim Daniels, Grounds/Maintenance; Peggy Denny, Custodian; Tina Edwards, Grounds/Maintenance; John Goza, Grounds/Maintenance; Emily Higley, Para-educator; Rachel Juarez, Grounds/Maintenance; Loretta Layton, Para-educator; Michelle Lewis, Para-educator; Autumn Martin, Grounds/Maintenance; Ron Schlauch, Grounds/Maintenance; Tracey Stewart, Para-educator; Cynthia Sweet, Para-educator; Greg Tuhulski, Grounds/Maintenance.

### **F. Contracts**

### **G. Travel**

### **H. Field Trips**

### **I. Donations**

The addition to the Personnel Report since the original meeting materials were produced was noted. Bruce Westfall moved to approve the consent agenda as presented. Elaine Pfeifer seconded, and the motion carried unanimously.

## **7. INFORMATIONAL PRESENTATIONS**

### **A. Highly Capable Program**

Kathy Sloop, the district's HCP Coordinator, provided the Board with an update on the program. She explained the process used in the Multiple Disciplinary Selection Committee's student identification process. She gave data related to the numbers of students served, by grade level and school, and highlighted the program's 5-year professional development plan. She gave special thanks to District Office staff member Betty Gabel for her support of the HCP. Kathy answered board members' questions, and the board thanked her for the information.

### **B. 2015 District Asset Inventory Report**

Les Brown presented information about the district's inventory process, including the tracking of missing items.

### **C. Technology Update – 1:1 Implementation**

Les Brown gave an update on the status of the district's work toward a 1:1 student to device implementation. Grades 5-8 currently use iPads, and grades 9-10 will begin using Chromebooks at the start of the 2015-16 school year. Les described staff development plans and new staffing support around the implementations. The board thanked Les for the presentation.

#### **D. 2015-16 Budget Update**

Larry Mayfield and Dawn Tarzian shared prioritized project expenditures coming out of the current 2014-15 budget as well budget priorities for 2015-16. Larry closed by sharing the assignment of levy dollars to the prioritized expenditures. The board thanked Larry and Dawn for the information.

#### **E. BBL and LSW Architectural Firm Contracts**

Rick Yeo and Joe Steinbrenner shared information related to the two proposed contracts with architectural firms. Since the board was not prepared to vote on the approval of the contracts at this meeting, Dawn Tarzian recommended that the board convene a special meeting in July, to be able to take action prior to the next regularly scheduled meeting on August 11, 2015. Ron Dinius and Karen Rubino will meet with the Construction Management Team on June 24, 2015 to clarify the terms of the contracts, and will likely schedule a special meeting to take place over the next few weeks.

### **8. PROPOSALS FOR ACTION**

#### **A. Approval of Highly Capable OSPI Application**

No action taken at this time.

#### **B. Adoption of Resolution 2014-15-11: Public Access to School District Records**

Bruce Westfall moved to approve Resolution 2014-15-11 as presented. Elaine Pfeifer seconded and the motion carried unanimously.

#### **C. Adoption of Resolution 2014-15-12: Delegation of Authority**

In response to Elaine Pfeifer's concerns, Joe Steinbrenner explained that the regular bid process is not changed by the proposed revisions to the Delegation of Authority resolution. The revisions are designed to be able to expedite processes that would otherwise be delayed due to the board's meeting schedule. Bruce Westfall moved to approve Resolution 2014-15-12 as presented. Teresa Lees seconded and the motion carried unanimously.

#### **D. Adoption of 2014-2015 Inventory**

Bruce Westfall moved, seconded by Elaine Pfeifer, to approve the 2014-15 Inventory as presented. The motion carried unanimously.

### **9. POLICY REVISIONS (second reading and approval)**

#### **A. Policy 4040 – Public Access to District Records**

Teresa Lees moved, seconded by Bruce Westfall, to approve Policy 4040 as presented. The motion carried unanimously.

#### **B. Policy 6210 – Purchasing: Authorization and Control**

Bruce Westfall moved, seconded by Teresa Lees, to approve Policy 6210 as presented. The motion carried unanimously.

### **10. POLICY GOVERNANCE**

#### **A. Executive Responsibilities 10 – Asset Protection**

Les Brown highlighted several line items included in Executive Responsibilities (ER) 10. Ron Dinius collected monitoring report response forms from all board members present. The board thanked Les for his work to track and protect the district's technology and other equipment.

#### **B. Executive Responsibilities 17 – Technology**

Les Brown expressed his deep appreciation to Heather Kassel and Jay Bennett for their incredible work organizing technology professional development opportunities for fellow teachers. He also thanked Kristina Wambold for her great work as a technology coach for district staff members. Les gave kudos to Jodi Thomas and Rene' Carroll for providing such excellent communications content,

which makes it easy to keep the district website current and useful. Ron Dinius collected monitoring report response forms from all board members present. The board thanked Les for the report.

**11. FUTURE AGENDA ITEMS TO BE ADDED TO THE BOARD PLANNING CALENDAR**

Dawn Tarzian provided an overview of items already scheduled for the next board meeting. No additional items were added to the planning calendar.

**12. BOARD EVALUATION**

Ron Dinius collected the board's self-evaluation forms. The results are attached.

**13. ADJOURN**

Elaine Pfeifer moved to adjourn the meeting at 8:54 p.m. Bruce Westfall seconded and the motion carried unanimously.

**Dated this 11<sup>th</sup> day of August, 2015**

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**President**

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**Secretary to the Board**

BOARD MEETING EVALUATION SUMMARY

MEETING DATE: June 23, 2015

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

	<u>S</u>	<u>I</u>	<u>U</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.	3		1

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