

WASHOUGAL SCHOOL DISTRICT NO. 112-06
Board of Directors' Meeting
Tuesday, August 14, 2012, 6:30 p.m.

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

None.

3. COMMENTS – BOARD OF DIRECTORS AND ADMINISTRATORS

Terrie Hutchins asked about the scheduling of the annual board work session as related to the discussion with the Fiscal Review Committee. Dawn Tarzian answered that there were board member scheduling conflicts with the date originally proposed for the work session, so a new date needs to be selected. Ron Dinius announced that the Washington State School Directors' Association (WSSDA) Regional meeting is coming up this fall, and he would like to attend. There is Teacher/Principal Evaluation Pilot (TPEP) training immediately prior to this meeting. Ron will be attending the WSSDA Legislative Assembly along with Superintendent Dawn Tarzian, September 21-22, 2012. Blaine Peterson shared that district athletics have started back up, and that the athletics meeting for parents and students held last week was well-attended. Blaine added that he will be signing the letter of support for the Regional Implementation Grant (RIG) on behalf of the board. Board members previewed this letter in their meeting packets.

4. SUPERINTENDENT'S UPDATE

Dawn Tarzian introduced Joe Steinbrenner, who has accepted an interim Facilities Manager position with the district. Joe started work here yesterday and will be with the district at least through the end of September. He brings a wealth of knowledge and experience, most recently working as a project manager at WSU-Vancouver. We are lucky to have him here, and also fortunate to have such an exceptional maintenance crew, consistently demonstrating their incredible work ethic and dedication.

Dawn also introduced Kelley Wilson, from ESD 112, who has been contracted to oversee the Washougal High School (WHS) gym floor replacement project. Kelley will present later in the meeting, but Dawn wanted to thank him for the excellent service and guidance he has been providing to the district.

Randy Short, from Air Right Controls, and Geert Aerts, Energy Management Consultant from ESD 112, will provide an update on retro-commissioning work in the district later in the meeting. Dawn introduced them both to the board.

The Back to School rally is scheduled for Wednesday, August 29, 2:30 – 3:30 p.m. in the Washburn Theater. Blaine Peterson will be present at the event to welcome staff back for the new year. All board members are invited to attend. A community sponsored Benefits Fair will run from 2:00 – 5:00 with a brief recess for the rally, and an ice cream social will begin at 3:30.

The two-day Leadership Team retreat will convene tomorrow morning. Dawn highlighted for the board the agenda items for the retreat, including the Five Dimensions of Teaching and Learning model, the Principal Evaluation model, a review of recent student achievement data, refining school improvement work for the coming year, refining and strengthening professional learning community (PLC) teamwork, and Common Core State Standards (CCSS) for language arts and math. She thanked David Tudor, Les Brown and Allan Fleck for their diligent work to prepare for this retreat.

Dawn updated the board on work done to refine the district's procedures related to fees and fines, in response to a board discussion about the issue last year. At the fall athletic meeting last week, a new model was shared with parents. Rosann Lassman described the revisions made to the athletic fees structure as well as the work being done to improve the collection of fees and fines. She also outlined the process put in place for families who are unable to pay fines or fees at the time of sports registration.

McKinstry energy consultants recently provided Dawn with an update on the progress of their work. Dawn shared this update with the board: Washougal School District (WSD) has entered into an agreement with McKinstry and the Department of Enterprise Services (DES); Clark Public Utilities District (PUD) has awarded \$10,000 to the audit efforts; McKinstry has been onsite to review the mechanical systems and will continue this effort after they have been able to review the utilities data that they recently received; McKinstry has completed a preliminary lighting design review and have solutions to propose to the district; and most importantly, the district is on track to complete its application for the Jobs Now Act grant.

The Cape Horn-Skye Elementary School (Cape) covered play structure is now under construction and going up fast! Cape families and community members raised enough money to build a 40' x 90' covered structure. Their goal is to have it completed by the start of school. Dawn expressed her appreciation to the Cape Boosters Club for this accomplishment. She specifically thanked the following individuals for their contributions: Derek Connolly, Adam Connolly, Matt Golphene, David Ferguson, Jason Mansfield, Travis Davis, John Hancock, Keith Wall and Jeremy VanDaam. McNealy Excavating picked up and delivered the lumber for the structure, which came from Hubbard, OR, and has also donated equipment and staff time to help with construction. Cemex, Inc. donated most of the concrete needed for the post holes, and B&B Tile and Masonry in Vancouver significantly discounted the cost of a forklift and concrete mixer for use during the project. Thanks to all involved! Dawn will share with the board the date for the structure's grand opening ceremony once it has been set.

5. COMMENTS - CITIZENS

None.

6. CONSENT AGENDA

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

A. Meeting Minutes (June 26, 2012)

B. Accounts Payable (July/August 2012)

General Fund

Warrant numbers 186354 – 186447 in the amount of \$123,627.53 (Pay date: July 13, 2012)

Warrant numbers 186466 – 186516 in the amount of \$124,751.87 (Pay date: July 27, 2012)

Warrant numbers 186544 – 186546 in the amount of \$5,344.00 (Pay date: July 27, 2012)

Warrant number 186547 in the amount of \$10,500.00 (Pay date: August 9, 2012)

Warrant numbers 186548 – 186610 in the amount of \$191,672.26 (Pay date: August 17, 2012)

ASB Fund

Warrant numbers 19298 – 19331 in the amount of \$19,086.76 (Pay date: July 13, 2012)

Warrant numbers 19332 – 19335 in the amount of \$14,210.52 (Pay date: July 27, 2012)

Warrant numbers 19336 – 19339 in the amount of \$13,125.29 (Pay date: July 27, 2012)

Warrant numbers 19340 – 19342 in the amount of \$32,912.46 (Pay date: August 17, 2012)

Warrant number 19343 in the amount of \$2,320.89 (Pay date: August 17, 2012)

Capital Projects Fund

Warrant numbers 3813 – 3814 in the amount of \$4,612.70 (Pay date: July 13, 2012)

Warrant numbers 3815 – 3816 in the amount of \$63,521.98 (Pay date: July 27, 2012)

Warrant number 3817 in the amount of \$2,720.70 (Pay date: July 17, 2012)

ACH

ACH numbers 111200494 – 111200518 in the amount of \$17,606.79 (Pay date: July 13, 2012)

ACH numbers 111200522 – 111200532 in the amount of \$27,460.55 (Pay date: July 27, 2012)

ACH numbers 111200533 – 111200536 in the amount of \$2,744.66 (Pay date: August 17, 2012)

ACH numbers 111200537 – 111200537 in the amount of \$369.00 (Pay date: August 17, 2012)

C. Payroll (June/July 2012)

Warrant numbers 186303 – 186353 in the amount of \$1,868,018.84 (Pay date: June 29, 2012)

Warrant numbers 186448 – 186465 and 186517 – 186543 in the amount of \$1,795,760.53 (Pay date: July 31, 2012)

D. Budget Status (June 2012)

E. Personnel Report

F. Contracts

G. Travel

H. Field Trips

I. Donations

Blaine noted the addition to the personnel report since the original board meeting materials were sent out. Ron Dinius moved to approve the consent agenda as presented, with the above-noted addition. Karen Rubino seconded, and the motion carried unanimously.

7. INFORMATIONAL PRESENTATIONS

A. ESD Energy presentation

Geert Aerts, from ESD 112, provided an update about the energy efficiency improvements made in the district to date, and the corresponding energy savings the district has realized. All schools except Jemtegaard Middle School have received an “energy star” rating, and are within the top 19% of schools based on energy efficiency measurements. Geert estimates that the district has saved \$379,000 in utility costs in two years due to the retro-commissioning and energy management work. Randy Short, with Air Right Controls, explained the long process involved in completing the programming of the district’s temperature controllers. A considerable amount of work was done on the mechanical systems at district facilities as well, in order for the systems to gain significant efficiencies. District staff is being trained to oversee the controlling of some buildings/areas. Two controllers purchased are proving to have insufficient memory for the sizes of the buildings, but could be moved to other buildings. Dawn Tarzian summarized for the board the history of the efforts toward increased energy efficiency and improved comfort for building occupants. She acknowledged how hard Geert and Randy have worked to develop a system that will perform for the district and continue to save energy. She emphasized the importance of the training of district staff in the operation of the controllers. In response to board questions, Geert reported that there is still work to do related to more energy efficient lighting, especially in

parking lots and gyms. Blaine thanked Geert and Randy for the great work and the impressive resulting energy savings.

B. Kerr property loan repayment

Rosann Lassman shared information related to interest payment savings that could be realized by paying off (or down) the balance owed on the district's Kerr property, where District Office, maintenance facilities and ball fields are located. Rosann explained the limitations of the impact fee funds, and how the district could save up to \$91,500 through an early payoff. The board will consider this request and make a decision at the next regular board meeting.

8. PROPOSALS FOR ACTION

A. Resolution 2011-12-11 – Operating Transfer

Rosann explained the need for the recommended operating transfer from the district's General Fund to Capital Projects Fund. Karen Rubino moved to approve Resolution 2011-12-11 as presented. Ron Dinius seconded, and the motion carried unanimously.

B. Resolution 2011-12-12 - Surplus

Ron Dinius moved, seconded by Karen Rubino, to approve Resolution 2011-12-12 as presented. The motion carried unanimously.

C. Resolution 2011-12-13 – Jobs Now Act Energy Operational Cost Savings Grants

Dawn Tarzian explained that this resolution is required by OSPI to confirm the district's intent to apply for the Jobs Now Act grants. Ron Dinius moved, seconded by Karen Rubino, to approve Resolution 2011-12-13 as presented. The motion carried unanimously.

D. Resolution 2011-12-14 – Kerr Property Loan Payoff

The board agreed by consensus to bring this resolution back to the next regular meeting for consideration.

9. WORK SESSION

A. WHS gym floor replacement update

Kelley Wilson, from ESD 112, Aaron Hansen, WHS principal and Lisa Bennnett, WHS Athletic Trainer, were present to speak about the replacement of the WHS gym floor. Kelley has been contracted by the district to oversee this work. He explained the process, and provided a proposed timeline and budget for the work, which may need to be modified after sample sections of the floor are removed and analyzed tomorrow. Work is scheduled to begin as soon as school is out in June 2013. Lisa spoke to the safety of the gym court as related to student repetitive injuries. The board thanked Kelley and Lisa for the information provided.

10. FUTURE AGENDA ITEMS

The board will bring back the resolution related to the Kerr property pay off. They would also like to discuss the possibility of WSSDA board training, and would like to explore the possibility of holding executive sessions before the regular meetings, instead of after. The budget hearing for the 2012-13 budget will be held at the August 28, 2012 regular meeting.

11. BOARD EVALUATION

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

12. RECESS TO EXECUTIVE SESSION

A. RCW 42.30.140(4)(b) – Negotiations

Karen Rubino moved to recess to executive session for approximately 20 minutes, returning with no action, at 8:48 p.m. Terrie Hutchins seconded and the motion carried unanimously.

RETURN TO REGULAR SESSION

ADJOURN

The board returned to regular session for adjournment only at 9:13 p.m. Karen Rubino moved, seconded by Ron Dinius, to adjourn, and the motion carried unanimously.

Dated this 28th day of August 2012

President

Secretary to the Board

Board Self Evaluation Results											
August 14, 2012					board member:	1	2	3	4	5	Average
1. The board followed its agenda and did not allow itself to get sidetracked.						4	5	5	4		4.5
2. The agenda was well planned to focus on the real work of the board.						5	5	5	5		5.0
3. The meeting started on time and proceeded in a timely manner.						4	4.5	5	5		4.6
4. The meeting proceeded without interruptions or distractions.						5	5	5	5		5.0
5. The board's deliberations and decision-making processes were public.						5	5	5	5		5.0
6. Participation was balanced; all participated; no one dominated.						5	4	5	5		4.8
7. Members listened attentively, avoiding side conversations.						5	5	5	4		4.8
8. Work was conducted in an atmosphere of trust and openness.						5	5	5	5		5.0
9. Meeting participants treated each other with respect and courtesy.						5	5	5	3		4.5
Point scoring system:											
1 Failed											
2 Unacceptable											
3 Acceptable											
4 Commendable											
5 Met Best Expectations											