

WASHOUGAL SCHOOL DISTRICT NO. 112-06
Board of Directors' Meeting Minutes
Tuesday, April 21, 2015
5:30 p.m. Executive Session; 6:30 p.m. Regular Meeting
Washougal School District Office

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

1. EXECUTIVE SESSION

Legal Counsel – RCW 42.30.110(1)(i)

Ron Dinius called the meeting to order at 5:30 p.m. The board recessed immediately for Executive Session to meet with legal counsel.

2. CALL BACK TO ORDER, PLEDGE OF ALLEGIANCE

Ron Dinius called the regular meeting back to order at 6:31 p.m. and Karen Rubino and led the pledge of allegiance.

3. AGENDA REVISIONS (none)

4. COMMENTS—BOARD OF DIRECTORS AND ADMINISTRATORS

Elaine Pfeifer welcomed Mike Stromme to the meeting, noting that the superintendent search was a great process, and the district was fortunate to have such wonderful candidates. A Unite! meeting was held today. Recent survey information indicates that students report feeling better supported and that positive feedback to them has increased.

Ron Dinius also welcomed Mike Stromme and his wife Erin, and provided background information related to Mike's career and experience. Mike thanked the board for the wonderful interview process, and expressed his appreciation for the confidence of the board and community. He and Erin spent time in Washougal recently, and enjoyed the feeling of the community. He is looking forward to being able to start working in the district, and especially appreciates the upcoming transition time with Dawn Tarzian.

Karen Rubino provided a legislative update for the board and audience.

5. SUPERINTENDENT'S UPDATE

Dawn Tarzian welcomed Larry Mayfield, the district's recently hired Business Manager, and provided background information about his career. She highlighted some of the transition work that Larry and current Business Manager Brian Wallace have been able to do. Larry added that he is looking forward to being in Washougal full-time.

Washougal's Transportation Department has received a Certification of Achievement for Outstanding WSP School Bus Inspections for the 2013-14 school year, and was given a 100% rating from OSPI for efficiency. On behalf of the district, Dawn expressed her deep appreciation to Theresa Thomsen and her staff, including Lead Mechanic Jesse Miller, for their fine leadership and dedication.

Fifteen Washougal High School (WHS) and 10 Jemtegaard Middle School (JMS) students from the district's Future Business Leaders of America (FBLA) groups qualified for state-level competition and traveled to Spokane last week to compete. Dawn shared specifics about the competitions and feedback from students involved. Susan Nesmith is the advisor for JMS and Nicole Simek and Kathy Scobba are the WHS advisors.

Summer School will begin on July 7 this year, running for six weeks through August 13. The structure has been revised from last year to help best utilize the funds available for the program to keep as many students involved as possible.

Dawn congratulated the WHS Jazz Band on their second place finish at the University of Portland Jazz Festival last Thursday. Senior trombonist Riley Miller also received an Outstanding Soloist award for his performance. This group will be performing, along with the Symphonic Band and Wind Ensemble, at the annual Pops Concert on May 5.

Cape Horn-Skye Elementary School was one of 31 schools in the region selected to receive a prestigious Washington Achievement Award. Cape is being recognized for the high progress over the last several years. The school will receive a banner to display and have been invited to a special ceremony on April 28.

A letter from the State Superintendent's Office about testing for Juniors was sent out right after Spring Break. Dawn shared a copy of the letter with board members.

The Battle of the Books qualifying event took place last week. 145 students from Cape, Gause and Hathaway Elementary Schools qualified to compete by reading at least 6 of the 15 designated Battle Books. The Battle is scheduled for April 24. The board will receive a report of this program and other library sciences work happening in the district at an upcoming meeting.

Dawn asked the board and audience to join her in expressing deep appreciation to the Human Resources (HR) department and particularly to the HR Director, Marian Young, who has led an incredible level of work with experience, high quality, grace and style. She designed and implemented very inclusive processes to gather input and feedback throughout each hiring process this spring (which included an elementary principal, an associate high school principal, a business manager, a curriculum director... and a superintendent!) so that staff and community members could be involved. Thank you, Marian.

6. COMMENTS—CITIZENS

Connie Jo Freeman asked the board and presenters to explain the acronyms used, if possible. It is sometimes confusing for someone not working in education to follow the lingo. Connie Jo is the City Council member recently designated as the liaison to the school district. She is thrilled to serve in this capacity, and asked for input as to how to best work with the board. Ron Dinius will set up a meeting time with Connie Jo.

7. CONSENT AGENDA

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

A. Meeting Minutes (March 24, 2015)

B. Accounts Payable

General Fund

Warrant Numbers 206166 – 206170, totaling \$24,415.94 (Pay date: March 31, 2015)

Warrant Numbers 206173 – 206253, totaling \$180,142.32 (Pay date: April 10, 2015)

Warrant Numbers 206254 – 206313, totaling \$138,260.56 (Pay date: April 24, 2015)

ASB Fund

Warrant Numbers 20454 – 20456, totaling \$4,144.03 (Pay date: March 31, 2015)

Warrant Number 20457 totaling \$76.50 (Pay date: March 31, 2015)

Warrant Numbers 20458 – 20470, totaling \$12,389.21 (Pay date: April 10, 2015)

Warrant Numbers 20471 – 20480, totaling \$12,439.46 (Pay date: April 24, 2015)

Capital Projects Fund

Warrant Number 3885 totaling \$50,743.22 (Pay date: April 10, 2015)

ACH

ACH Numbers 141500368 – 141500370, totaling \$202,020.62 (Pay date: March 31, 2015)

ACH Numbers 1415000371 – 141500401, totaling \$16,506.80 (Pay date: April 10, 2015)

ACH Numbers 141500404 – 141500423, totaling \$66,373.06 (Pay date: April 24, 2015)

C. Payroll (March 2015)

Warrant Numbers 206112 – 206132, totaling \$2,014,439.84 (Pay date: March 31, 2015)

D. Personnel Report

Certificated Leave of Absence: Erin Hayes, 5th grade teacher (HES), 2015-16 school year; Chelsea McClement, 7/8 grade math teacher (JMS), 9/2/2015 – 1/22/2016.

Certificated Resignations: Susan Conway, Kindergarten teacher (HES), 6/15/2015; Devon Crane, 2nd grade teacher (GES), 6/30/2015; Caley Deighton, Title I teacher (HES), 4/21/2015; Susan Donnelly, Social Studies/History teacher (JMS), 6/16/15; Kathryn Evans, Special Education teacher (HES), 6/15/2015; Craig Grable, French & PE Teacher (WHS), 6/30/2015; Molly Hayes, Social Worker (HES), 8/31/2015; Linda Herrmann, English/Language Arts teacher (JMS), 6/16/2015.

Classified Leave of Absence: Sandra Alcantara, Bus Driver (Transp.), 3/30 – 4/17/2015; Peggy Denny, Paraeducator (HES), 3/30 – 4/28/2015; Suzie Richards, Cook/Server I (CH-S), 4/2 – 5/15/2015; Gina Rotundo, Paraeducator (WHS), 3/10 – 4/13/2015; Laura Spangenberg, Cashier (WHS), 3/25 – 4/17/2-15.

Classified Resignation: Sandy Ladd, Receptionist/Secretary (DO), 5/29/2015; Kay Ritter, attendance secretary (WHS), 8/31/2015; Katharine Stanton, Librarian (HES), end of 2014-15 schoolyear; Rebecca Vredenburg, Tech Support Asst. (DO), 6/15/2015.

District Office Administrative Appointment (2015-16): Larry Mayfield, Business Services Manager; Laura Miltenberger, Curriculum Director; Michael Stromme, Superintendent.

Spring Sport Coach: Jameson Futter, Asst. Track Coach (JMS).

Supervisor Resignation: Theresa Thomsen, Transportation Manager (Transp.), 10/31/2015.

E. Contracts

F. Travel

G. Field Trips

H. Donations

I. LOA requests longer than 20 days

Elaine Pfeifer moved to approve the consent agenda as presented. Karen Rubino seconded and the motion carried unanimously.

8. INFORMATIONAL PRESENTATIONS

A. Capital Bond Financial Team & Partners

Brian Wallace overviewed the responsibilities of each of the partners involved in the Capital Bond process: Washougal School District Board of Directors and administrators; Bond Counsel (Jim McNeill, Foster-Pepper LLC); Financial Advisor (Mark Prussing, ESD 112); Bond Underwriter (Trevor Carlson, Piper-Jaffray); and the Bond rating agency (Moody's). Brian explained how those in the above roles work together for a successful bond project.

B. Draft Resolution – Bond Sales

Jim McNeill walked board members through the resolution that will allow the issuance of the voter-approved bonds. He thanked Dawn Tarzian, Brian Wallace and Mark Prussing for assisting in the gathering of information needed to complete the resolution. The resolution will be brought back to the board at the next regular meeting for a vote on its approval. Board members thanked Jim for the detailed information.

C. Overview of Construction Management Process

Joe Steinbrenner provided an update on the project management hiring process. He shared the selection committee's feedback related to the review of the three statements of qualifications (SOQs) received. Karen Rubino asked for more time to review the edits made to Scope of Services

document. Dawn Tarzian spoke about the frequently asked questions (FAQ) document that was included in the board meeting materials.

D. Study & Survey Overview

Joe Steinbrenner provided an overview of the study and survey process and final document, which is an OSPI requirement for districts to complete every six years. A resolution for the board to approve the Study and Survey will be brought to the board at the next regular meeting.

E. Bus Purchase Quotes

Brian Wallace overviewed quotes for the purchase of 2 small and 3 regular buses. If the buses are not purchased by this August, capacity in the 2015-16 budget will allow for the purchases.

9. PROPOSALS FOR ACTION

A. Construction Manager Contract

The board will vote on the approval of the construction manager contract at the April 28, 2015 meeting.

10. POLICY REVISION

A. Policy 3520 – Student Fees, Fines or Charges, first reading

Dawn Tarzian explained need to clarify district practice in this policy, which will be brought back to the board for approval at the next regular meeting.

11. POLICY GOVERNANCE

A. Executive Responsibilities 16—Student Conduct and Discipline

Allan Fleck presented information related to student conduct and discipline in support of Executive Responsibilities (ER) 16. He shared district-wide discipline data, and overviewed recent changes in district policy related to student discipline. Ron Dinius collected monitoring report response forms from all board members present, noting the approval of ER 16.

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

None added.

12. BOARD EVALUATION

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

13. ADJOURN

Bruce Westfall moved to adjourn the meeting at 8:39 p.m. Elaine Pfeifer seconded, and the motion carried unanimously.

Dated this 28th day of April, 2015

President

Secretary to the Board

BOARD MEETING EVALUATION SUMMARY

MEETING DATE: April 21, 2015

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

S I U

- | | |
|---|------------------------------------|
| 1. I was prepared for the meeting. | 4 |
| | <u>YES</u> <u>NO</u> |
| 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 | 3 |
| 4. The board demonstrated a sense of responsibility for excellence in governing the district. | 3 |

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