

**Washougal School District 112-6  
Board of Directors Meeting Minutes  
Tuesday, December 11, 2018**

**Work Session - 5:00 p.m.; Regular Meeting - 6:30; Executive Session to Follow  
Gause Elementary School Library**

Generated by Cassi Marshall on Tuesday, December 11, 2018

**PRESENT:** Cory Chase, Board Director (Regular Meeting only); Teresa Lees, Board Director (Regular Meeting only); Ron Dinius, Board Director; Donna Sinclair, Board Director; Angela Hancock, Board Director; Renae Burson, Assistant Superintendent; and Mary Templeton, Superintendent and Secretary to the Board.

**1. Work Session, 5:00 p.m.**

**A. Gause Elementary School Improvement Plan**

Mary Templeton introduced Tami Culp, principal of Gause Elementary School (GES). Tami introduced her staff presenting the 2018-21 school improvement plan (SIP). She highlighted staff and student breakdowns and statistics, as well as "great things" happening at Gause. Tami spoke about curriculum, social and emotional learning, special incentive programs for students, and the school's focus on student attendance. For each subject area, staff presented baseline data, the school's goals for improvement, and an action plan to reach those goals. Marvina Bugajski spoke about English Language Arts (ELA), Rebecca Woodings about math, Erin Smith on technology, and Jerolyn Friesen about the school's culture and climate and student attendance. Tami thanked staff members and a parent representative present, and the board thanked all for the great information.

The board recessed at 5:50 p.m. for a break prior to the regular meeting.

**2. Opening Items - Regular Meeting, 6:30 p.m.**

**A. Call to Order, Regular Meeting - Pledge of Allegiance**

Cory Chase called the meeting back to order at 6:30 p.m. and led the pledge of allegiance.

**B. Agenda Revisions**

None.

**C. Comments - Board of Directors**

Teresa Lees shared that Washougal won the Stuff the Bus friendly competition with Camas School District. There are many community events happening right now, and it is great to see people coming together to support good causes. Angela Hancock announced that the district's middle school wrestling team won districts. The Canyon Creek Middle School (CCMS) band concert was great, with a good turnout, and the Cape Horn-Skye (CH-S) Elementary 5th grade band students had the opportunity to join. Donna Sinclair was excited to hear the Stuff the Bus results. She thanked Gause staff members for coming to the SIP presentation, noting her appreciation for the staff's work on parent communication. Ron is glad to be going out to schools for board meetings. The board appreciates hearing about the hard work being done in the schools daily. Cory apologized for missing the SIP presentation due to a work conflict, but he noted that it was good to be at Gause, where his own kids attended. There are many great events in the schools right now -- programs, sports, music, etc. It is nice that the district's facilities are being well used beyond the regular school day. Cory has received positive feedback about CCMS students joining the Club 8 programming at Jemtegaard Middle School (JMS).

**D. Superintendent's Update**

Mary Templeton spoke about the strong community support and partnerships with the district. A highlight for her last week was participating in a waste audit with students at Gause. The annual Festival of Trees was a huge success, and it was fun to be a part of the event. The Washougal High School (WHS) culinary team made breakfasts for Saturday morning Festival attendees, once again making the district proud of their work. Mary introduced Marian Young to explain the alternative route to certification program that some district staff members are participating in. This program requires the board to approve "limited certification" positions, which are included in the regular personnel report. Alternative Route participations continue to work for the district while earning certification over 1-2 years, depending on each individual's educational background. They receive additional support and mentoring during this process. Mary and the board thanked Marian for the information. Renae Burson shared information about recent trainings she has attended, including Learning Forward and AVID. She provided highlights from the recent CH-S holiday concert, and talked about the Rater Reliability training that building administrators participated in earlier in the day.

**E. Student Representative Report**

Emmy Campen and Annabelle Palmer, seniors at WHS, shared a presentation with the board about students' use of technology. They provided student survey data, quotes from other students about technology use, and their own personal favorite apps and sites used by their teachers in the classroom. The board thanked the students for the information.

**F. Comments - Citizens**

None.

**3. Consent Agenda**

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

**A. Minutes (November 27, 2018)**

## **B. Accounts Payable (First Run December 2018; Pre-Authorization Second Run December 2018)**

Vouchers audited and certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing which has been made available to the board. As of this date the board, by a unanimous vote, does approve for payment those vouchers included in the below list and further described as follows:

### ASB Fund

Warrant numbers 41882 - 41894 totaling \$10,214.39 (Pay date: 11/30/2018)

Warrant numbers 41895 - 41899 totaling \$4,974.97 (Pay date: 12/14/18)

Manual check #23 (BMO) totaling \$13,767.30 (Pay date: 11/10/2018)

### Capital Projects Fund

Warrant numbers 4476 - 4477 totaling \$6,058.80 (Pay date: 11/30/2018)

Warrant numbers 4478 - 4479 totaling \$9,047.66 (Pay date: 12/14/2018)

### General Fund

Warrant numbers 222372 - 222414 totaling \$150,829.15 (Pay date: 11/30/2018)

Warrant numbers 222416 - 222417 totaling \$501.07 (Pay date: 12/03/2018)

Warrant numbers 222418 - 222432 totaling \$62,879.24 (Pay date: 12/14/2018)

Manual check #23 (BMO) totaling \$48,278.94 (Pay date: 11/10/2018)

ACH numbers 181900123 - 181900127 totaling \$2,097.01 (Pay date: 11/30/2018)

## **C. Payroll (November 2018; Pre-Authorization December 2018)**

### General Fund (\$3,147,806.76)

Warrant Numbers 1000257-1000266 totaling \$3,738.82 (Pay date: 11/30/2018)

Warrant Numbers 222352 - 222371 totaling \$290,487.33 (Pay date: 11/30/2018)

ACH Numbers 181900120 - 181900122 totaling \$221,878.35 (Pay date: 11/30/2018)

Non-Warrants, totaling \$2,631,702.26 (Pay date: 11/30/2018)

## **D. Personnel**

### Appointments:

Anna Stanton, Para, HES, effective 11/27/18

Stephanie Carlucci, Server II, CCMS, effective 12/3/18

Ken Frisch, Weight Coach, WHS, effective 11/24/18

Charlene Fischer, Playground Assistant, JMS, effective 12/7/18

### Resignations:

Laura Spangenberg, Cashier, WHS, effective 11/26/18

Tabitha Johnston, Para, CHS, effective 12/10/18

### Leaves of Absence:

Connie Allred, Driver/Playground/Custodian, CHS, effective 11/26/18-2/29/19

Tracey Carroll, Secretary, HES, effective 1/7/19 - 1/25/19

### Approval of Limited Certification

Stephanie Tackett, Special Ed Teacher, HES, effective 9/7/18 - 6/17/19 (Conditional Teacher Certification)

Britney Knotts, Special Ed Teacher, WHS, effective 9/7/18 - 6/17/19 (Emergency Teacher with Special Education Endorsement)

## **E. Contracts**

## **F. Field Trips**

## **G. Approval of Consent Agenda**

Teresa Lees moved to approve the consent agenda as presented. Donna Sinclair seconded and the motion carried unanimously.

## **4. Annual Board Organizational Meeting**

### **A. Call for nominations/elections for President, Vice-President, and Legislative Representative (roll-call vote)**

Cory Chase called for nominations for president. Angela Hancock nominated Cory Chase to continue as president. Donna Sinclair seconded the nomination. There were no further nominations or discussion. Cory Chase was re-elected president by a unanimous roll call vote (Lees, aye; Dinius, aye; Chase, aye; Sinclair, aye; Hancock; aye).

Nominations were opened for vice president. Cory Chase nominated Ron Dinius for the position. Donna Sinclair seconded. There were no additional nominations or discussion. Ron Dinius was elected as vice president unanimously (Lees, aye; Dinius, aye; Chase, aye; Sinclair, aye; Hancock; aye).

Nominations were opened for legislative representative. Angela Hancock nominated Donna Sinclair. Ron Dinius seconded the nomination. There were no additional nominations or discussion. Donna Sinclair was elected as legislative representative unanimously (Lees, aye; Dinius, aye; Chase, aye; Sinclair, aye; Hancock; aye).

## **5. Proposals for Action**

### **A. Fuel bid Award**

Mary Templeton recommended the approval of the fuel bid award. Joe Steinbrenner answered board questions regarding the bid process. Angela Hancock moved, seconded by Donna Sinclair, to approve the fuel bid award as presented. The motion carried unanimously.

**B. Resolution 2018-19-02: Acceptance of Completed Project**

Mary Templeton introduced Joe Steinbrenner and Adam Cormack to share information about the completion of the Jemtegaard Middle School/Columbia River Gorge Elementary School project. Adam and Joe shared a slideshow featuring before, during and after construction photos. Board members shared enthusiasm for the inspiring new building. Ron Dinius thanked Adam and Joe for keeping to a very ambitious timeline to get students into the new schools -- incredible job! Joe read the recommendation to approve Resolution 2018-19-02. Donna Sinclair moved, seconded by Ron Dinius, to approve the resolution as presented. The motion carried unanimously.

**C. Resolution 2018-19-03: Acceptance of Building Commissioning Report**

Joe Steinbrenner read a recommendation to approve Resolution 2018-19-03 regarding the acceptance of the building commissioning report. Ron Dinius moved to approve the resolution as presented. Teresa Lees seconded, and the motion carried unanimously.

**6. Future Agenda Items for the Planning Calendar**

None.

**7. Board Evaluation**

Cory Chase collected the board's self-evaluation forms.

**8. Recess to Executive Session**

Cory Chase recessed the regular meeting to executive session at 7:16 p.m., noting that the board would return to regular session for adjournment only, with no action to be taken.

**A. RCW 42.30.110(1)(b) - Real Estate**

**9. Return to Regular Meeting for Adjournment only**

The board returned to regular session for adjournment only at 8:32 p.m.

**10. Adjourn**

Ron Dinius moved to adjourn the meeting at 8:32 p.m. Donna Sinclair seconded, and the motion carried unanimously.

**Dated this 8th day of January, 2019**

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President

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Secretary to the Board