

**Washougal School District 112-6
Board of Directors Meeting Minutes
Tuesday, August 26, 2025**

Regular Meeting, 6:30 p.m.

Washougal School District Office & Online Zoom Meeting

Webinar ID: 814 5210 7794

Generated by Kori Kelly on Tuesday, August 26, 2025

PRESENT: Sadie McKenzie, Board Director; Jim Cooper, Board Director; Ida Royer, Board Director; Jane Long, Board Director; and Aaron Hansen, Superintendent and Secretary to the Board.

1. Opening Items – Regular Meeting

A. Call to order, Regular Meeting – Pledge of Allegiance

Sadie McKenzie called the meeting to order at 6:30 p.m. and led the pledge of allegiance.

B. Agenda Revisions

None.

2. Consent Agenda

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

A. Minutes (June 10, 2025; August 12, 2025)

B. Accounts Payable

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:

General Fund

Check Numbers 251649 - 251651, totaling \$33,613.34 (6-5-25)
Check Numbers 251652 - 251671, totaling \$54,052.93 (6-13-25)
Check Numbers 251672 - 251672, totaling \$2,215.00 (6-13-25)
Check Numbers 251673 - 251673, totaling \$1,000.00 (6-20-25)
Check Numbers 251687 - 251739, totaling \$286,500.17 (6-27-25)
ACH Numbers 9000000859 - 9000000875, totaling \$7,771.66 (6-13-25)
ACH Numbers 9000000876 - 9000000924, totaling \$227,898.52 (6-27-25)
ACH Numbers 9000000937 - 9000000938, totaling \$12,710.25 (6-30-25)
Wire Transfer Payments 000000215 - 000000215, totaling \$61,237.97 (6-10-25)
Check Numbers 251740 - 251740, totaling \$982.72 (7-2-25)
ACH Numbers 9000000939 - 9000000960, totaling \$65,078.75 (7-14-25)
Check Numbers 251767 - 251767, totaling \$2,579.36 (7-15-25)
Check Numbers 251781 - 251794, totaling \$100,560.25 (7-25-25)
Check Numbers 251741 - 251766, totaling \$370,597.72 (7-10-25)
Check Numbers 251795 - 251795, totaling \$535.00 (7-31-25)
ACH Numbers 9000000961 - 9000000974, totaling \$91,243.57 (7-22-25)
Wire Transfer Payments 000000220 - 000000220, totaling \$61,918.36 (7-10-25)
Check Numbers 251796 - 251849, totaling \$120,972.35 (8-15-25)
Voids/Cancellations, totaling (\$10,008.00) (8-18-25)
ACH Numbers 9000000987 - 9000000995, totaling \$73,612.30 (8-18-25)
ACH Numbers 9000000996 - 9000001001, totaling \$10,484.80 (8-18-25)

ASB Fund

Check Numbers 25144 - 25148, totaling \$2,730.97 (6-13-25)
Check Numbers 25149 - 25152, totaling \$9,930.36 (6-27-25)
ACH Numbers 9000000928 - 9000000931, totaling \$2,516.40 (6-27-25)
Wire Transfer Payments 000000216 - 000000216, totaling \$38,330.68 (6-10-25)
Wire Transfer Payments 000000222 - 000000222, totaling \$5,390.29 (8-10-25)
Wire Transfer Payments 000000221 - 000000221, totaling \$40,448.82 (8-10-25)
Check Numbers 25153 - 25153, totaling \$457.86 (8-15-25)

Wire Transfer Payments 000000219 - 000000219, totaling \$37,063.16 (7-10-25)

Capital Projects Fund

Check Numbers 4586 - 4586, totaling \$181,912.51 (6-18-25)
Check Numbers 4587 - 4591, totaling \$202,907.31 (6-27-25)
Check Numbers 4592 - 4592, totaling \$538,715.78 (6-30-25)
Check Numbers 4593 - 4593, totaling \$35,079.15 (6-30-25)
ACH Numbers 9000000925 - 9000000927, totaling \$195,652.16 (6-27-25)
Check Numbers 4594 - 4594, totaling \$1,680.00 (7-2-25)
Check Numbers 4595 - 4596, totaling \$63,680.45 (7-25-25)
ACH Numbers 9000000982 - 9000000982, totaling \$11,922.00 (7-30-25)
ACH Numbers 9000000980 - 9000000981, totaling \$394,356.77 (7-28-25)
Check Numbers 4597 - 4601, totaling \$240,241.25 (8-15-25)
ACH Numbers 9000000983 - 9000000986, totaling \$936,710.77 (8-18-25)

C. Payroll (June 2025, July 2025)

General Fund (\$3,433,768.35) June 2025

Warrant Numbers 1001259 - 1001260, totaling \$2,090.50 (Pay date: June 30, 2025)
Warrant Numbers 251674 - 251686, totaling \$630,296.07 (Pay date: June 30, 2025)
ACH Numbers 9000000932 - 9000000936, totaling \$86,346.56 (Pay date: June 30, 2025)
Non-Warrants, totaling \$2,715,035.22 (Pay date: June 30, 2025)

General Fund (\$3,561,727.91) July 2025

Warrant Numbers 1001261-1001263, totaling \$4,116.97 (Pay date: July 31, 2025)
Warrant Numbers 251768 - 251780, totaling \$599,554.57 (Pay date: July 31, 2025)
ACH Numbers 9000000975 - 9000000979, totaling \$84,425.55 (Pay date: July 31, 2025)
Non-Warrants, totaling \$2,873,630.82 (Pay date: July 31, 2025)

D. Budget Status (May 2025, June 2025, July 2025)

E. Contracts

- Chartwells, District, General. Contract provides for vendor to manage and operate the district's food service program. Based on usage. 25-26 FY
- Environmental Controls, District, General. Vendor to provide maintenance support with the district's HVAC, plumbing and lighting systems. \$34,509.00 9/1/25 - 8/31/26
- EOCF - Facility Use, AR, \$15,000. 25-26 FY
- ESD Audiological Cooperative Services, Special Education, General. Contract provides audiological services through the use of the audiometric van and testing equipment. \$11,901.00. 25-26 FY
- ESD Behavioral Health, Special Education, General. Contract provides for an onsite behavioral health professional. \$150,000.00. 25-26 FY
- ESD Commercial Driver Drug & Alcohol Testing, Transportation, General. Contract provides for drug and alcohol testing for the district's commercial drivers. Based on usage. 25-26 FY
- ESD Communication Retainer Services, District, General. Contract provides the Annual Report to the community; four issues of the community newsletter, Community Connections; quarterly Staff Insider newsletters; news releases throughout the year; website and good news blog content updates; two podcasts; Facebook and Twitter updates; teacher poster for Teacher Appreciation Week; staff appreciation notepads; district phone directory; graduation program; and printing of branded materials such as letterhead, envelopes and business cards and website maintenance. \$21,000.00. 25-26 FY
- ESD Cooperative Information Management Qmlativ, District, General. Contract provides the District with cooperative data processing, software, support and product coordination services. \$142,285.00. 25-26 FY
- ESD Curae Center Specialized Education Services, SpEd, General. Contract is for a day treatment program that provides academic services and behavioral support in a therapeutic environment for district identified students. Varied based on enrollment. 25-26 FY
- ESD Fiscal Manager Services, District, General. Contract is for fiscal manager services. \$204,000.00. 25-26 FY
- ESD Gorge Academy Specialized Education Services, SpEd, General. Contract is for a day treatment program that provides academic services and behavioral support in a therapeutic environment for district identified students. varied based on enrollment. 25-26 FY
- ESD School Nurse Services, District, General. Contract provides school Nurse services to the District. \$384,881.00. 25-26 FY
- ESD SPERO Center Specialized Student Services, District, General. Contract provides eligible students with provisional academic services and mental health support in a therapeutic environment. Varied based on enrollment. 25-26 FY

- Samsara, District, General. Contract is for Transportation use of the Vehicle Gateway program. \$16,405.20. 25-26 FY
- Walsworth Yearbook, WHS, ASB. Vendor to print high school 25-26 yearbooks. \$20,250.00. 25-26 FY
- ESD Associate Membership for TV ETC Consortium, District, General. Contract provides the district with Associate Member level access to educational and cable television service through the TV ETC Consortium. 25-26 FY
- ESD Career Connect Southwest STEM, District, General. Contract is to provide support for the STEM collaborative to expand the services for STEM & Career Connected Learning and further science, technology, engineering and math learning and innovation. 25-26 FY
- ESD Certification Services, District, General. ESD agrees to provide the District with the services of a qualified certification specialist for five days weekly for 12 months. 25-26 FY
- ESD Clark County Mobilization Assistance Response Team SMART, District, General. Contract provides the district with services to support utilization of the Clark County School Mobilization Assistance Response Team. 25-26 FY
- ESD Clock Hour Services, District, General. Contract provides for the processing of completed applications for clock hour classes/workshops prior to their submission to the regional clock hour committee; necessary forms and printing; all state-required record keeping for the participants and the District; an annual transcript for each certificated staff member to the participating district personnel office with a copy to the participants. 25-26 FY
- ESD Flashalert Newswire, District, General. Contract allows for notifications to the media and subscribers for emergency notifications and other news through the Flash Alert Newswire and Flash Alert Texting. 25-26 FY
- ESD Hearing Screening Services, Special Education, General. Contract provides for hearing screening services through the use of the audiometric testing equipment, and assigned ESD staff at times and places issued to the district during the school year. 25-26 FY
- ESD Specialized Transportation Service Cooperative, District, General. Contract provides transportation for Inter-district SpEd students, Inter-district McKinney Vento "homeless", Inter-district 504 required transportation and Inter-district after school SpEd academic programs. 25-26 FY
- ESD Student Threat Assessment, Special Education, General. Contract provides training and consultation regarding threats, violence, management of situations, coordinating multi-agency responses and conducting threat assessments. 25-26 FY
- Oaks, Phil, District, General. Vendor to conduct First Aid and AED Classes. 25-26 FY
- Mt. Pleasant SD Technology Support Agreement, District, General. Washougal School District to provide Technology Support Services including desktop computer and basic network support services to the Mt. Pleasant School District. 25-26 FY
- Eastern Washington University Memo of Understanding allowing district's high school students to participate in the College in High School Program. 25-26 FY
- EOCF - Emergency Use Agreement. The general purpose of this Agreement is to provide temporary shelter, in the event of an emergency situation for an early childhood population under care of the EOCF agencies. 24-25 FY
- EOCF - Interagency Agreement. The general purpose of the agreement is to provide communication and support to all EOCF children to support transition information and for early intervention education and therapy services to children with developmental delays ages three to five years within the district. 24-25 FY
- Fred Bell Studios. Contractor will take individual photographs of students and staff for the 25-26 school year. Families will purchase photos directly from contractor. 25-26 FY

F. Personnel

Appointments:

- Jenna Rourick-Johnston, Teacher, CRGE, 8/25/25
- Katherine Stewart, Teacher, CRGE, 8/25/25
- Natalie Hendren, Teacher, WHS, 8/25/25
- Alicia Snow, Teacher, CRGE, 8/25/25
- Courtney Woodward, Teacher, CRGE, 8/25/25
- Jessica Fischer, Para, WHS, 9/2/25
- Jessica Fischer, Night Custodian, WHS (EHS), 9/2/25
- Facundo Picho, Bus Driver, BB, 9/2/25
- Penelope Porche, Secretary, CRGE, 8/19/25
- Malcolm Stewart, Teacher, WHS, 8/25/25
- Sydney Martindale, Teacher, CRGE, 8/25/25
- Morgyn Asplund, Assistant Volleyball, WHS, 8/25/25-11/22/25
- Leon Coons, Head Football Coach, JMS/CRGE, 8/25/25-10/17/25
- Tracey Stinchfield, Assistant Cross Country, JMS/CRGE, 8/25/25-10/17/25
- Caleb Shira, Assistant Boys Golf, WHS, 8/25/25-11/15/25

Resignations:

- Jacey Godinez, Lead Cook, JMS/CRGE, 7/31/25
- David Duarte, Teacher, WHS, 8/12/25
- Jodi Ellis, Para, CRGE, 8/31/25

Retirements:

- Deana DeGrande, HR Registrar Tech, WHS, 10/3/25
- Keely Neketuk, Para, HES, 8/14/25

Positions Eliminated:

- Johnattan Curiel, Executive Chef Supervisor, DO, 6/30/25
- Penelope Porche, Family Community Resource Coordinator, DO, 6/30/25
- Barbara Houser, Payroll Assistant, DO, 8/29/25
- Sheri Cranford, Culinary Service Office Manager, DO, 8/29/25

Leaves of Absence:

- Dina Sawyer, Teacher, GES, 8/25/25 - 10/31/25
- Kathy Sloop, HiCap/Community Ed Coordinator, CHS, 7/27/25-7/26/26 (intermittent)
- Leave of Absence, Joanne Perry, Bus Driver, BB, 9/2/25-12/31/25
- Leave of Absence, Michelle Rindt, Teacher, CRGE, 8/25/25 - 10/31/25

Out-of-Endorsement Placements:

- James Bennett, Teacher, WLA, 8/25/25 - 6/16/26. Jay has a Physics endorsement. Jay will be teaching at WLA and does not have the following endorsements: Mathematics, Social Studies, English, Art, PE/Health and Spanish
- Patrick Rice, Teacher, CCMS, 8/25/25 - 6/16/26. Patrick will be teaching .20 FTE PE/Health, he does not have a PE/Health Fitness Endorsement
- Elise Piet, Teacher, CCMS, 8/25/25 - 6/16/25. Elise will be teaching .20 FTE PE/Health, she does not have a PE/Health Fitness Endorsement
- Donna Schatz, Teacher, WHS, 8/25/25 - 6/16/25. Donna is teaching AP Biology, she does not have a biology endorsement
- Janet Franklin, Teacher, WHS, 8/25/25 - 6/16/25. Janet is teaching AP Environmental Science, she does not have a Biology Endorsement

Limited Certificate:

- Lori Kim, Teacher, GES, 8/25/25 - 6/16/26. Lori has an Emergency Sub Certificate

G. Compliance Officers 2025-26

- Civil Rights & Equity Coordinator – Connor McCroskey
- Section 504 Coordinator – Connor McCroskey
- Title IX Officer – Brian Wilde
- ADA Compliance/Support Coordinator – Cindie Persons
- Harassment, Intimidation and Bullying Compliance Coordinator – Connor McCroskey
- Language Access Coordinator – Connor McCroskey
- McKinney-Vento Liaison – Mark Castle
- Foster Care Liaison – Mark Castle
- Alternative Learning Experience (ALE) Official – Mark Castle
- Certification Officer – Cindie Persons
- Claims Agent – ESD 112 Risk Management
- Gender-Inclusive Schools Coordinator – Connor McCroskey
- Environmental Impact Statement Official – Jessica Beehner
- Wellness Official – Shelese McConnell
- Public Records Officer – Les Brown
- Copyright Compliance Officer – Les Brown

H. Donations

- National Christian Foundation - Smead Family Foundation, \$10,000, contribution will go directly toward the purchase of a new pole vault pit
- McDonald Excavating, \$15,000, donation will be used to purchase a Lincoln Aspect 375 Ready-Pak, a high-performance welding machine

I. Executive Responsibility 10

J. Approval of Consent Agenda

Jim Cooper moved to approve the consent agenda as presented, and Ida Royer seconded. The motion carried unanimously.

3. Recess to Public Budget Hearing

Sadie McKenzie recessed to the Public Budget Hearing at 6:31 p.m.

A. Budget Overview

Business Manager Shelese McConnell gave a budget summary as part of the budget hearing process. Shelese gave a brief overview of each fund and addressed enrollment, the four-year budget forecast, and said it is the same budget as presented in June with two corrections. The board asked questions and discussed.

B. Public Comment

None.

C. Return to Regular Meeting

Sadie McKenzie closed the public budget hearing at 6:51 p.m. and returned to the regular meeting.

4. Proposals for Action & Comments

A. Citizen Comments Specific to Action Items Below

None.

B. Resolution 2024-25-13: 2025-26 District Budget

Jim Cooper moved to approve Resolution 2024-25-13: 2025-26 District Budget as presented, and Ida Royer seconded. The motion carried unanimously.

C. Adopt Math Instructional Materials: Illustrative Math/Amplify Desmos

Jane Long moved to adopt Amplify Desmos K-5 Math Curriculum as presented, and Jim Cooper seconded. The motion carried unanimously.

D. Approve Strategic Plan 2026-2031

Jane Long moved to approve the 2026-2031 Strategic Plan as presented, and Ida Royer seconded. The motion carried unanimously.

E. Approve Food Service Contract

Ida Royer moved to approve the Food Service contract as presented, and Jane Long seconded. The motion carried unanimously.

F. Approve Capital Facilities Plan

Jane Long moved to approve the Capital Facilities Plan as presented, and Ida Royer seconded. The motion carried unanimously.

5. Policy Revision

A. Policy 6022 - Minimum Fund Balance, second reading & approval

Jane Long moved to approve Policy 6022 - Minimum Fund Balance as presented, and Ida Royer seconded. The motion carried unanimously.

6. Board Organization

A. Oath of Office - Board Director District 5

Aaron Hansen administered the Oath of Office for our newest board director, Paul Hooper.

7. Informational Presentations

A. Middle School Gate Fees

Aaron Hansen shared that his recommendation is to no longer pursue collecting gate fees at middle school sports. Jake Healea will work with the league regarding their SOP.

B. Discuss Optimization Task Force

Aaron Hansen shared that a group of staff, parents and community members are coming together on Thursday to discuss long term planning, evaluating property holdings, and reviewing under capacity elementary schools. The board asked questions and discussed.

8. Comments

A. Comments – Board of Directors

Paul Hooper thanked everyone and said he is happy to be here.

Jane Long said she is excited about the new math curriculum and is ready to kick off a great year.

Jim Cooper said thank you for the generous donations and said private support is increasingly important. Jim also said he is happy to see that 20 superintendents are working on the broken funding model, and shared we need policies surrounding AI.

Ida Royer said she is excited with school starting, but recognizes it can be stressful for staff due to added responsibilities.

Sadie McKenzie thanked McDonald Excavating and the Smead family for their donations, said she is excited to join staff at the welcome back event, and said has been watching the progress of the high school roof.

B. Superintendent’s Update

Aaron Hansen welcomed new staff, shared the staff welcome back agenda, and welcomed Paul Hooper to the board.

C. Citizen Comments – General

None.

9. Future Agenda Items

None.

10. Board Evaluation

The evaluation form is available online for board members to complete.

11. Adjourn

Jane Long moved to adjourn at 7:50 p.m., and Ida Royer seconded. The motion carried unanimously.

Dated this 23rd day of September, 2025

President

Secretary to the Board