

**Washougal School District 112-6
Board of Directors Meeting Minutes
Tuesday, October 22, 2024**

**School Improvement Plan Presentations, 4:00 p.m.; Regular Business Meeting, 6:30 p.m.
District Office & Online Zoom Meeting**

<https://washougalsd-org.zoom.us/j/81452107794>

Webinar ID: 814 5210 7794

Generated by Kori Kelly on Tuesday, October 22, 2024

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

1. Work Session, 4:00 p.m.

A. School Improvement Plan Presentations - All Elementary

The work session began at 4:00 p.m. Elementary Principals Wendy Morrill (Hathaway), Tami Culp (Gause), Hannah Hartman (Columbia River Gorge), and Brooke Henley (Cape Horn-Skye) presented their school improvement plans for 2024-25.

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

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

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

B. Agenda Revisions

None.

3. Consent Agenda

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

A. Minutes (September 24, 2024)

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 250969 - 250969, totaling \$2,278.50 (Pay date: 9-26-24)

Check Numbers 250970 - 250979, totaling \$109,247.16 (Pay date: 9-30-24)

Check Numbers 250980 - 250981, totaling \$3,442.45 (Pay date: 10-1-24)

Check Numbers 250985 - 251012, totaling \$38,809.87 (Pay date: 10-2-24)

Check Numbers 250983 - 250984, totaling \$1,399.15 (Pay date: 10-2-24)

Check Numbers 250982 - 250982, totaling \$7,649.60 (Pay date: 10-1-24)

Check Numbers 251013 - 251026, totaling \$120,443.47 (Pay date: 10-16-24)

ASB Fund

Check Numbers 25045 - 25045, totaling \$3,665.11 (Pay date: 9-30-24)

Check Numbers 25046 - 25046, totaling \$750.00 (Pay date: 10-2-24)

Check Numbers 25050 - 25050, totaling \$587.33 (Pay date: 10-2-24)

Check Numbers 25047 - 25049, totaling \$10,692.50 (Pay date: 10-3-24)

AP ACH Numbers 9000000498 - 9000000498, totaling \$1,843.42 (Pay date: 10-4-24)

C. Payroll (September 2024, Pre-Authorization October 2024)

General Fund (\$3,366,173.65)

Warrant Numbers 1001226-1001231, totaling \$6,481.53 (Pay date: 9-30-24)

Warrant Numbers 250957 - 250968, totaling \$567,229.28 (Pay date: 9-30-24)

ACH Numbers 9000000490 - 9000000494, totaling \$77,573.58 (Pay date: 9-30-24)

Non-Warrants, totaling \$2,714,889.26 (Pay date: 9-30-24)

D. Contracts

- ESD Drug and Alcohol Testing Transportation, General. Contract provides for drug and alcohol testing for district staff, based on usage, 24-25 SY
- ESD SPERO, SpEd, General. Contract provides the opportunity for WSD students to receive academic services and mental health support in a therapeutic environment. Based on student FTE, 24-25 SY
- Ashdown Studios, Contractor will take student sports photos at various schools and parents will purchase desired photos directly from vendor, 24-25 SY
- Kaiser Permanente Agreement allows the district to select items from Kaiser's surplus warehouse at no cost. 10/9/24 - 11/30/24

E. Budget Status Report (August & September 2024)

F. Personnel

Appointments:

- Marion Alonzo Fuentes, Cook/Cashier/Assistant (Temp), CRGE/JMS, 9/17/24
- Keely Neketuk, Paraeducator, HES, 10/3/24
- Jessica Horton (Kaady), Playground Assistant, GES, 10/7/24
- Stephanie Johnson, Paraeducator, WHS, 10/21/24
- Darcy Petruna, Paraeducator, JMS, 10/28/24
- Benjamin Yung, Teacher, GES, 10/14/24
- Lori Kim, Teacher, GES, 10/21/24

Resignations:

- Hillary Chapman, 1st Grade Teacher, HES, 9/23/24
- Alyssa Baxter, Spec Ed Teacher, HES, 10/14/24
- Jocelyn Pratt, Spec Ed Teacher, GES, 10/22/24
- Cindy Schroeder, Paraeducator, WHS, 10/31/24

Retirements:

- Glenda Huddleston, Lead Cook, CRGE/JMS, 2/14/25

Leaves of Absence:

- Amanda Klackner, Secretary/District Attendance Co, WHS, 10/14/24-6/30/24
- Della Baisden, Paraeducator, JMS, 10/1/24-11/22/24

Limited Certificate

- Lori Kim, Special Ed Teacher, GES, 10/21-24-6/17/25. Lori holds an Emergency Substitute Certificate and is completing a Special Education Teaching Program.

G. Donations

- Kaiser Permanente, \$1500 to support the District's Wellness Initiatives

H. Executive Responsibilities 11, 12, ENDS

I. Approval of Consent Agenda

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

4. Informational Presentations

A. Budget Year-End Closeout Report

Finance Manager Shelese McConnell presented the Budget Year-End Closeout Report. Highlights included: decreased enrollment, staffing information, and the fund balance ending at 5.71%. The board asked questions and discussed.

B. 2024-25 Budget & Staffing Update

Finance Manager Shelese McConnell presented the Budget and Staffing Update. Highlights included: enrollment came in above what was budgeted, staffing percentages, and legislative priorities. The board asked questions and discussed.

5. Proposals for Action

A. Citizen Comments Specific to Action Items and Policies Below

None.

B. Resolution 2024-25-01: Authorization to Acquire Land

Interim Superintendent Aaron Hansen gave some background on the resolution, including having a sale and purchase agreement since 2020 that will expire in December, the property being included in the Capital Facilities Plan in 2022, and the district having available impact fees. Ida Royer stated that impact fees can only be used for capital projects and not for any other use. Sadie McKenzie said the purchase is in the district's best interest, and Chuck Carpenter said it is prudent. Aaron said that there wouldn't be any building considered for 10-15 years. The board asked questions and discussed.

Chuck Carpenter moved to approve Resolution 2024-25-01: Authorization to Acquire Land as presented, and Jim Cooper seconded. The motion carried unanimously.

C. Resolution 2024-25-02: Capital Projects Commitments

Aaron Hansen shared that this resolution covers moving funds that were committed for land purchase to other project needs.

Ida Royer moved to approve Resolution 2024-25-02: Capital Projects Commitments as presented, and Jane Long seconded. The motion carried unanimously.

6. Policy Revision, second reading & approval

A. NEW Policy 6550 - Capitalization Threshold for Leases and Subscription-Based Information Technology Arrangements (SBITAs)

Ida Royer moved to approve Policy 6550 as presented, and Chuck Carpenter seconded. The motion carried unanimously.

7. Comments

A. Comments - Board of Directors

Ida Royer said it was great to hear from elementary principals, and liked the new format of having them all present on one night. She said it is disconcerting to see the numbers, and there is some work to do.

Chuck Carpenter said that he enjoyed the new format, and we have a good group of principals.

Jim Cooper asked how much the PLC program is costing the district, and wondered if the board could evaluate it at some point. He also said he liked the format and it seems more time efficient.

Jane Long said it was nice to see how passionate the principals are, thanked staff for the conservative spending, and suggested there be community messaging about the land purchase.

Sadie McKenzie said the numbers in the SIP presentation are concerning, but we are still recovering from the pandemic. She said she loved seeing the 5.71% fund balance.

B. Superintendent's Update

Interim Superintendent Aaron Hansen thanked Director of Teaching and Learning Tracey MacLachlan for her leadership and her great job supporting principals on the SIP presentations. Aaron thanked Shelese and said she did a great job on her presentations this evening. He said the board will work on setting their Legislative Priorities next month.

C. Citizen Comments - General

None.

8. Future Agenda Items

None.

9. Board Evaluation

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

10. Adjourn

Ida Royer moved to adjourn at 7:38 p.m., and Chuck Carpenter seconded. The motion carried unanimously.

Dated this 26th day of November, 2024

President

Secretary to the Board