

**Washougal School District 112-6  
Board of Directors Meeting Minutes  
Tuesday, November 26, 2024**

**Executive Session, 6:00 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 Julie Ferguson on Tuesday, November 26, 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. Executive Session, 6:00 p.m.**

**A. Personnel - RCW 42.30.110(g)**

Sadie McKenzie called the meeting to order at 6:01 p.m. and immediately recessed to executive session for approximately 30 minutes.

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

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

Sadie McKenzie called the regular meeting back 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 (October 22, 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 251027 - 251056, totaling \$201,650.75 (Pay date: 10-24-24)

Check Numbers 251069 - 251083, totaling \$32,840.54 (Pay date: 10-31-24)

Check Numbers 251084 - 251084, totaling \$2,200.00 (Pay date: 11-7-24)

Check Numbers 251085 - 251138, totaling \$164,100.93 (Pay date: 11-13-24)

AP ACH Numbers 9000000522 - 9000000532, totaling \$95,139.60 (Pay date: 10-25-24)

AP ACH Numbers 9000000539 - 9000000541, totaling \$52,964.35 (Pay date: 10-31-24)

AP ACH Numbers 9000000542 - 9000000561, totaling \$11,743.60 (Pay date: 11-15-24)

Wire transfer Payments 000000197 - 000000197 totaling \$62,665.69 (Pay date: 10-10-24)

ASB Fund

Check Numbers 25051 - 25054, totaling \$7,7873.20 (Pay date: 10-24-24)

Check Numbers 25055 - 25055, totaling \$266.00 (Pay date: 11-7-24)

Check Numbers 25063 - 25063, totaling \$342.00 (Pay date: 11-13-24)

Check Numbers 25056 - 25062, totaling \$4,418.52 (Pay date: 11-13-24)

AP ACH Numbers 9000000533 - 9000000533, totaling \$300.00 (Pay date: 10-25-24)

AP ACH Numbers 9000000562 - 9000000563, totaling \$2,796.73 (Pay date: 11-15-24)

Wire transfer Payments 000000196 - 000000196 totaling \$4,323.69 (Pay date: 10-10-24)

Capital Projects Fund

Check Numbers 4571 - 4571, totaling \$6,563.90 (Pay date: 10-24-24)

Check Numbers 4572 - 4572, totaling \$4,130.40 (Pay date: 11-13-24)

### **C. Payroll (October 2024)**

General Fund (\$3,385,945.46 )

Warrant Numbers 1001232 - 1001235, totaling \$3,193.49 (Pay date: 10-31-24)

Warrant Numbers 251057 - 251068, totaling \$572,287.78 (Pay date: 10-31-24)

ACH Numbers 9000000534 - 9000000538, totaling \$78,449.11 (Pay date: 10-31-24)

Non-Warrants, totaling \$2,732,015.08 (Pay date: 10-31-24)

### **D. Budget Status (October 2024)**

#### **E. Contracts**

- In Touch, General. Agreement for a district wide payment processing system, \$10,750.00, 24-25 SY
- Walsworth Yearbooks, WHS ASB. Agreement for the production of the high school 24-25 yearbooks, \$18,000.00, 24-25 SY
- Huddle Tickets/GoFan, Agreement for digital event ticket sales to be used district wide, 24-25 SY
- ESD-BEST Grant, Agreement for the district to participate in the Beginning Educator Support Team grant, 24-25 SY
- Diffit, License agreement for CTE program that allows teachers to adapt content to reading levels that support student comprehension, 24-25 SY
- Dramatic Publishing, Performance license for the high school drama group to perform the play "Miss Holmes", 24-25 SY
- Edmentum, Program license for Courseware Library Software for the high school CTE, electives and health/PE Library, 24-25 SY
- Luna Global Solutions, Agreement for vendor to service the high school's microscopes, 24-25 SY
- Securly, Licensing agreement for student hall pass kiosk software for the high school and Jemtegaard, 24-25 SY

#### **F. Personnel**

##### Appointments:

- Lydia Lyall, Paraeducator (Temporary), JMS, 10/14/24-11/22/24
- Melanie Kessinger, Secretary (Temporary), CRGE, 10/21/24
- Michelle Schultz, Playground Assistant (Temporary), CHS/CCMS, 10/21/24
- Desiree Bowen, Paraeducator, WHS, 10/28/24
- Rebekah Call, Cook/Cashier/Assistant (Temporary), HES, 10/28/24
- Amanda Whetzel, Cook/Cashier/Assistant (Temporary), CRGE/JMS, 10/28/24
- Jessica Read, Paraeducator (Temporary), HES, 11/4/24
- Merideth Lucas, Paraeducator-Overload (Temporary), GES, 10/30/24
- Stephanie Johnson, Paraeducator, WHS, 10/31/24
- Nicole Prince, Paraeducator, CHS, 11/14/24
- Roxane West, Dev PreK Instructor, HES, 11/18/24

##### Winter Coaches:

- Eric Johnson, Boys Basketball-Head , JMS, 10/21/24-12/16/24
- Jacob Ross, Boys Basketball-Assistant, JMS, 11/4/24-12/16/24
- James Sylvester, Boys Basketball-Assistant, JMS, 10/24/24-12/16/24
- Nathan Kellar, Boys Basketball-Assistant, JMS, 11/7/24-12/16/24
- Travis Lambert, Boys Basketball-Head , CCMS, 10/21/24-12/16/24
- Randy Lees, Wrestling-Head, CCMS, 10/21/24-12/14/24
- Abby Smetana, Wrestling-Assistant, CCMS, 10/21/24-12/14/24
- Brandi Leonard, Wrestling-Assistant, CCMS, 10/21/24-12/14/24
- Bradley Haase, Wrestling-Assistant, CCMS, 11/7/24-12/14/24
- Elizabeth Uelmen-Johnston, Girls Basketball-Head, WHS, 11/18/24-2/14/25
- Kevin White, Girls Basketball-Assistant, WHS, 11/18/24-2/14/25
- Aaron LaBree, Boys Basketball-Head , WHS, 11/18/24-2/14/25
- Michael Isotalo, Boys Basketball-Assistant, WHS, 11/18/24-2/14/25
- Jake Klackner, Boys Basketball-Assistant, WHS, 11/18/24-2/14/25
- Greg Guiles, Unified Basketball, WHS, 1/7/25-2/8/25
- John Carver, Wrestling-Head, WHS, 11/18/24-2/3/25
- Heather Carver, Wrestling-Head, WHS, 11/18/24-2/3/25
- Robert Anderson, Wrestling-Assistant, WHS, 11/18/24-2/3/25
- Michael Lawson, Wrestling-Assistant, WHS, 11/18/24-2/3/25
- Jeffrey Lindstrom, Wrestling-Assistant, WHS, 11/18/24-2/3/25

##### Resignations:

- Marion Alonzo Fuentes, Cook/Cashier/Assistant (Temporary), JMS/CRGE, 11/15/24

#### Probation Period Discharge:

- Sandra Garces, Paraeducator, HES, 11/21/2024

#### Leaves of Absence:

- Diana Larson, Paraeducator, JMS, 10/24/22-12/13/24
- Leslie Gillispie, Teacher, CRGE, 10/14/24 - 2/21/25
- Danielle Bruno, Counselor, JMS, 2/3/25 - 6/17/25
- Carla Morgan, Health Room/Student Support Assistant, HES, 10/23/24-12/4/24
- Nichol Yung, Teacher, CHS, 11/15/24 - 1/3/25
- Stefanie Townsend, SLP, GES, 12/03/24-1/16/25
- Robert Johnson, Bus Driver, BB, 10/14/24-11/13/24
- Chiska Leigh, Systems Coordinator, DO, 10/21/24-2/29/25
- Gerald Adams, Maintenance, DO, 12/9/24-1/6/25
- Sandra Renner, Family Outreach Liaison Coordinator, DO, 11/13/24-3/25/25
- Kiley Harper, Teacher, JMS, 11/19/24-1/3/25

#### Out-of-Endorsement:

- Jessica Fetko, Teacher, GES, 11/18/2024. Jessica has a Designated Visual Arts endorsement and will be an Elementary Kindergarten teacher. Ms. Fetko does not have an Elementary Education Endorsement.

#### **G. Donations**

- Careers in Construction, \$5,900 to CTE Woods Technology Program for tools and equipment to support high school student outreach to elementary students
- The Panther Foundation, \$5,941.29 to provide support to the WHS Baseball Team
- The Panther Foundation, \$6,778.45 to provide support to the WHS Girls Basketball Team
- The Panther Foundation, \$3,436.84 to provide support to the WHS Girls Soccer Team
- The Panther Foundation, \$4,131.17 to provide support to the WHS Track & Field Team
- The Panther Foundation, \$2,120.42 to provide support to the WHS Cross Country Team

#### **H. Executive Responsibilities 3, 17**

##### **I. Approve Legislative Priorities**

##### **J. Approval of Consent Agenda**

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

#### **4. Informational Presentations**

##### **A. CTA Programs at Excelsior Building: Forest Management Teaching Academy**

Interim Superintendent Aaron Hansen introduced Director of CTE and Culinary Services Margaret Rice who presented more detailed information on WHS Excelsior being a satellite site for Cascadia Tech to provide two programs: Forestry Management and Teaching Academy. Both of these programs expand opportunities for students, creating new pathways and allow for field experience. The project is financially supported by Cascadia Technical Academy and Margaret said there is the opportunity for growth and adding other programs in the future. The board discussed and asked questions.

##### **B. Presentation by Board Member - Financial Health Discussion**

Board Director Jim Cooper led a discussion and presentation on the financial health of the district. He expressed concern that the board was unaware that the state had put Washougal in a Financial Warning status. He went over what Financial Warning means and how a "health score" is determined. He stated that the district needs a plan to improve our financial condition.

#### **5. Proposals for Action**

##### **A. Citizen Comments Specific to Action Items and Policies Below**

None.

##### **B. Resolution 2024-25-03: Certification of 2025 Excess Property Taxes**

Interim Superintendent Aaron Hansen explained that this resolution pertains to past levy dollars that were not collected. By approving the resolution, the district may go back and tax the remaining uncollected portion of a levy or bond still owing. Jim Cooper moved to approve Resolution 2024-25-03, and Chuck Carpenter seconded. The motion carried unanimously.

#### **6. Policy Revision, second reading and approval**

### **A. Policy 4200 - Parent Access and Safe and Orderly Learning Environment**

Aaron Hansen reminded the board that this is the second reading and asked for questions. No questions were noted and Chuck Carpenter moved to approve Policy 4200-Parent Access and Safe and Orderly Learning Environment, and Jane Long seconded. The motion carried unanimously.

### **B. Policy 6114 - Gifts or Donations**

Board Director Jim Cooper asked questions and the board discussed. Chuck Carpenter moved to approve Policy 6114-Gifts or Donations, and Jane Long seconded. The motion carried unanimously.

## **7. Comments**

### **A. Comments - Board of Directors**

Jane Long expressed her appreciation of Jim's presentation on the budget and said she agrees that continuing to be diligent with finances is critical.

Jim Cooper stated how valuable the WSSDA conference was for him.

Chuck Carpenter said he's been working with the Vancouver Symphony for the past year in forming a partnership with WSD and this morning a brass quartet put on a performance for the kids and the kids were very responsive. He extended an invitation to the board to attend upcoming concerts.

Ida Royer said that as deep as Jim's concern is about finances, hers is about academic achievement and would like more frequent updates. She extended wishes for a Happy Thanksgiving and said she is thankful for the board members she gets to work with.

Sadie said she learned a lot at the WSSDA conference, it being the best one she has attended. She feels they are growing as a board and wished all a Happy Thanksgiving. She also thanked the Panther Foundation for their donations.

### **B. Superintendent's Update**

Aaron said the WSSDA conference was his first and he appreciated all the information and he looks forward to more. He attended the Salvation Army's season of giving kickoff and the symphony performance at Hathaway which were both excellent events. He shared that Stuff the Bus is currently in full swing and he sent out a communication regarding this amazing community event which is student led. He shared his thankfulness of the board and their commitment.

### **C. Citizen Comments - General**

Washougal citizen Megan Light said this is the first school board meeting she has attended and shared her concerns about the 31 acre property that the district is looking at purchasing. She said she has history with the property and the various attempts at getting the property put into the urban growth boundary. She asked why the district is rushing to get this purchase completed.

## **8. Future Agenda Items**

Jim asked that Ida's request for academic performance updates be added to a future agenda.

## **9. Board Evaluation**

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

## **10. Adjourn**

The board adjourned at 8:10 p.m.

**Dated this 10th day of December, 2024**

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**President**

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**Secretary to the Board**