



## SCHOOL BOARD MEETING MINUTES

A regular meeting of the Board of Directors of the Camas School District was held on **March 9, 2009**, at the Dennison Administration Center, 1919 NE Lone Street, Camas. Board members present were Doug Quinn, Connie Hennessey, Mel Cardon, Casey O'Dell and Mary Tipton.

1.	<b>BOARD WORKSHOP CALL TO ORDER – Doug Quinn – 4:00 PM</b>
	A. <u>Tour of Construction Sites of the New Helen Baller and Grass Valley Elementary Schools:</u> Capital Programs Manager Heidi Rosenberg coordinated a tour of the construction sites of the two new elementary schools. DOWA Architect Keith Johnson and Robinson Construction Company Supervisor Matt Bulke led the tour of the new Helen Baller Elementary School site; and Mahlum Architects Gregg Stewart and Diane Shiner, together with Robinson Construction Company Supervisor Eric Arritola, led the tour of the new Grass Valley Elementary School site. Board members, Superintendent Mike Nerland, Assistant Superintendent Tanis Knight, Helen Baller Principal Jerry Moss, J.D. Zellerbach Elementary School Principal Patricia Erdmann, and several others took part in the walking tour. Following the tour the board returned to the district office to begin the regular school board meeting.
2.	<b>ADJOURN WORKSHOP – 5:00 PM</b>
3.	<b>REGULAR BOARD MEETING CALL TO ORDER – Doug Quinn – 5:31 PM</b>
4.	<b>BOARD COMMUNICATION:</b> Doug Quinn announced that the kitchens at Dorothy Fox, J.D. Zellerbach, Lacamas Heights and Prune Hill elementary schools received an outstanding score by the Clark County Public Health Department, noted under the <i>Dining Out</i> section of The Columbian newspaper. He commended Food Service Director Sarah Winans and staff for a job well done. Doug Quinn also announced that he would be the representative for the district on the newly formed Clark County School Advisory Committee, with the first meeting being held on March 23.
5.	<b>ITEMS ADDED TO THE AGENDA:</b> A few human resources items, a policy development item, and a capital facilities update were added under the consent agenda.
6.	<b>CONSENT AGENDA</b>
	<p>A. <u>Board Meeting Minutes:</u> Approval of regular school board meeting minutes dated February 23, 2009.</p> <p>B. <u>Accounts Payable and Payroll:</u> Figures for March 9, 2009, accounts payable: General Fund (Employee Reimbursements), \$7,382.52; General Fund (Vendors), \$191,604.33; A.S.B. Fund, \$19,686.32; and Capital Projects Fund, \$2,658,595.22. February payroll: \$3,589,525.38.</p> <p>C. <u>Human Resources:</u></p> <ul style="list-style-type: none"> <li>• New Hiring Recommendation – Classified: Marsha Embree, J.D. Zellerbach Elementary School, effective 2/25/09.</li> <li>• Resignation: Karinna Jones, Camas High School, effective 2/20/09, following LOA 2008-09.</li> <li>• Requests for Long-Term Leave of Absence without Pay: Debbie Hacker, Dorothy Fox Elementary School, effective 2009-10 school year; and Tim Warren, Liberty Middle School, effective 2009-10 school year.</li> <li>• Special Work Assignments for Certificated Staff: Approval of special work assignments, dates of work, and pay rates for specified staff members.</li> <li>• 2008-09 Spring Extracurricular Contracts: Approval of spring extracurricular contracts for specified staff members.</li> </ul> <p>D. <u>Approval of Surplus Rationale Listings:</u> Approval of surplus rationale listing as submitted.</p> <p>E. <u>Travel Approval Request:</u> Approval of travel request as submitted.</p> <p>F. <u>Acceptance of Donations:</u> Acceptance with gratitude of the following donations: Donations made to Prune Hill Elementary School from their Parent Teacher Association as follows: A donation of \$1,500.00 for Brainpop subscription; and a donation of Atomic Clocks, valued at \$4,000.00.</p> <p><b>Motion was made by Casey O'Dell, seconded by Connie Hennessey, and carried unanimously approving the consent agenda as listed.</b></p>
7.	<b>REPORTS</b>
	<p>A. <u>Superintendent's Report:</u></p> <ul style="list-style-type: none"> <li>• Mike Nerland invited the board to attend the Kids Can Cook event taking place at Liberty Middle School on Wednesday, March 11, beginning at 4:15 PM.</li> <li>• He shared of his attendance at the robotics competition held at the Memorial Coliseum last week. He</li> </ul>

	<p>praised Camas High School's F.I.R.S.T. Robotics team for a job well done – placing fourth among 54 other teams and bringing home the General Motors Industrial Design Award.</p> <ul style="list-style-type: none"> <li>• He spoke of last Saturday evening's American Field Service (AFS) banquet, a benefit to raise money for the foreign exchange student program. He related that families from both Camas and Washougal hosted five foreign exchange students this year, two from Italy, one from Germany, Spain and Argentina.</li> <li>• Superintendent Nerland congratulated Camas High School senior Emma Sagor for winning the 2009 General George C. Marshall Youth Leadership Award and for being the first-ever Camas High School senior to receive the award.</li> <li>• He announced that State Superintendent Randy Dorn would be attending the Clark County Superintendents' meeting at the Educational Service District 112, on Friday, March 13, to speak with the Clark County Quality Education Coalition. He said that several board members from each district would be attending as well.</li> <li>• Mike Nerland handed out a letter from the Vancouver School District Foundation inviting the board to attend the Operation Fairy Godmother event, which has taken place in the county for several years, affording students the opportunity to purchase low cost prom dresses.</li> </ul> <p>B. <u>Student Representative Report</u>: Camas High School student representative Emma Sagor reported on activities underway at the high school, sharing of the success of the RSVP (Raising Student Voice and Participation) program, where students are given a chance to speak out and take action on issues in their school and community that are important to them – a program sponsored by the National Association of Student Councils and the National Association of Secondary School Principals. She also announced winter sports have concluded, with both the girls' and boys' basketball teams making it to regional playoffs; spring sports are starting up; the drama team will be performing <i>The Sound of Music</i>, March 13, 14, 19, 20 and 21; student recognition through the Prides of March is taking place this week; and the Camas Youth Advisory Council is working on a letter writing campaign directed to state legislators to voice their endorsement of CORE 24.</p> <p>C. <u>Citizens Advisory Committee (CAC) Report</u>: Superintendent Nerland reported that topics of discussion at the March 2 CAC meeting included the district's budget development process, the 2007-08 annual <i>Report to the Community</i>, and WASL changes related to the tenure of new Superintendent of Public Instruction Randy Dorn.</p> <p>D. <u>Classified School Employee Week – March 9-13</u>: Mike Nerland and the Board expressed their appreciation for the classified employees in the district for the hard work they do each and every day, contributing vitally to the education of the students in the district. In attendance were Michelle Seekins and Marilyn Reppe, representing the classified branch of PSE, and Kay Button, vice president of the secretaries union of CAEOP. Board President Doug Quinn read Governor Gregoire's proclamation declaring March 9-13 as Classified School Employee Week.</p>
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8.	<b>EXCELLENCE IN ACADEMIC, SOCIAL, AND LIFELONG LEARNING</b>
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	<p>A. <u>Policy Development, Second Reading: Policy and Procedure 6811, Resource Conservation Management Program</u>: Operations Director Bryan McGeachy shared the positive feedback he has received from teachers and staff about the resource conservation management program plan for the district and expressed that no negative responses have been received. He noted one change made to the procedure, adding Headend or MDF rooms set points in the table under the heading of Heating, Ventilation, Cooling Set Points. He related that the 65° and 72° degree set points will meet standard recommended set points for HVAC standards. The Board commended Bryan McGeachy for this work on the resource conservation management program for the district.</p> <p><b>Motion was made by Mel Cardon, seconded by Connie Hennessey, and unanimously carried approving adoption of the district's new Policy and Procedure 6811, Resource Conservation Management Program, as submitted.</b></p> <p>B. <u>Resolution No. 08-12, Supporting the Goals of the College Bound Scholarship Program</u>: Liberty Middle School Principal Marilyn Boerke spoke of the College Bound Scholarship Program, which promises college financial assistance to eligible low-income students in the seventh, eighth and ninth grades, who pledge to work hard in school, demonstrate good citizenship in the community and who enroll in a post-secondary education program when they graduate from high school. The district has been promoting this program in the middle schools and for the freshmen at the high school, with little success of receiving interested applicants. Marilyn Boerke related that a representative from ESD 112 will be visiting the school counselors to share additional ideas on how to promote the program. Mike Nerland expressed that by adoption of Resolution No. 08-12, the district will be acknowledging support of the program and more awareness to this wonderful program opportunity.</p> <p><b>Motion was made by Casey O'Dell and seconded by Mary Tipton approving Resolution No. 08-12, declaring the Board's support of the goals of the College Bound Scholarship Program. Motion carried unanimously.</b></p>
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9.	<b>OPEN AND EFFECTIVE COMMUNICATIONS</b>
	<p>A. <u>Policy Development, First Reading: Procedure 6213, Reimbursement for Travel Expenses:</u> Business Service Director Ina Evers-Martin indicated Procedure 6213 contained added language to provide employees with more specific guidelines for meal reimbursements. She answered a few questions, followed by the Board's unanimous approval of Procedure 6213.</p> <p><b>Motion made by Mary Tipton and seconded by Connie Hennessey, approving Procedure 6213, Reimbursement for Travel Expenses, as submitted. Motion carried unanimously.</b></p>
10.	<b>SAFE AND HEALTHY SCHOOL ENVIRONMENT</b>
	<p>A. <u>Food Service Truck Replacement Proposal:</u> Operations Director Bryan McGeachy provided the Board with a data sheet showing the condition of the district's eighteen year old food service truck, relating that it has over 220,000 miles on it, with 30 miles added daily, and repairs are becoming more frequent and costly. Bryan McGeachy also expressed that the food service truck is near capacity and room for additional carts will be necessary. Discussion ensued as Bryan McGeachy and Business Service Director Ina Evers-Martin answered questions prompted by the Board, followed by a request for approval to seek out and purchase a new/used food service vehicle in an amount not to exceed \$30,000.00.</p> <p><b>Motion was made by Casey O'Dell and seconded by Connie Hennessey authorizing the Operations Director to seek out and purchase a new/used food service vehicle in an amount not to exceed \$30,000.00 (taxes not included). Motion carried unanimously.</b></p>
11.	<b>QUALITY FACILITIES AND RESOURCES</b>
	<p>A. <u>Capital Projects Status Report:</u> Capital Programs Manager Heidi Rosenberg gave an update of the construction projects underway at the district, such as: construction of the new Helen Baller Elementary School is 42% complete - bricks are being added to the exterior, roofing is going on and HVAC units are being installed. The new Grass Valley Elementary School is 55% complete – with painting on the ceiling of the gym and cafeteria being done and siding being added on the gym, cafeteria and covered play areas. She said the ADA accessibility renovations on the Life Skills house are nearly complete and students should be moving in after spring break. She touched on a few other projects, such as: the many summer moves happening throughout the district; the Doc Harris Stadium being in design development phase, with permitting discussions taking place; renovation/expansion projects to begin next year at Camas High and Dorothy Fox Elementary schools; and other lighting upgrade projects. Heidi Rosenberg announced that all capital projects are on schedule and within budget.</p> <p>B. <u>Request for Approval of Fee Proposal for Dorothy Fox Elementary School Expansion Project:</u> Heidi Rosenberg shared the fee proposal from Dull Olson Weekes Architects for architectural services for the Dorothy Fox Elementary School expansion bond project, showing basic service charges of \$345,000.00, consultant services at \$89,250.00, and storm drainage record drawings for \$2,200.00. She expressed that these charges covered specifications, schematic design, design development and construction, for a combined fee of \$436,450.00, approximately 14% of the construction estimate. She expressed that the scope of the project is to provide an additional 10 classrooms, plus associated common-use spaces and bathrooms; expand the gym to allow for separated gym and cafeteria use; replace the covered play structure; and expand the student drop-off loop. A brief discussion ensued as Rosenberg responded to questions prompted by the board.</p> <p><b>Motion made by Casey O'Dell, seconded by Mel Cardon and unanimously carried, approving Dull Olson Weekes Architects' Fee Proposal for architectural services for the Dorothy Fox Elementary School Expansion Project, in the amount of \$436,450.00.</b></p> <p>C. <u>Request for Approval to Award Contract for Replacement of A/C in Computer Server Room:</u> Heidi Rosenberg requested the board's approval to accept the low bid received from Alliant Systems in the amount of \$13,762.00, as reflected on the Small Works Bid Tally sheet, for the purchase and installation of an air conditioning unit to the Liberty Middle School computer server room. She related that the existing air conditioning unit is unable to meet the cooling requirements for the servers and switches, and the district is currently leasing a unit to supplement the cooling capacity. She also expressed that the bond program budget will fund this scope of work, due to the importance of maintaining a reliable cooling system for the computer server room that affects the entire district's technology system.</p> <p><b>Motion made by Connie Hennessey and seconded by Casey O'Dell, approving an award of contract and acceptance of the low bid received from Alliant Systems, in the amount of \$13,762.00, for the purchase and installation of an air conditioning unit to the Liberty Middle School computer server room.</b></p> <p>D. <u>Request for Approval of Change Order No. 003 – Helen Baller Elementary School Construction Project:</u> Heidi Rosenberg shared specifics of Change Order No. 003 to the Robinson Construction Company contract for the new Helen Baller Elementary School project, such as: the relocation of the foundation drains at the Jack, Will &amp; Rob Center; the addition of downspouts; a change in the type of CCTV mounting</p>

	<p>brackets; the addition of five fire extinguisher cabinets; changes to the kitchen hood insulation; adding of an electrical panel; and furnishing of residential appliances originally scheduled as owner to furnish. The cost of this change order is \$40,954.21, with the total amount of change orders to date being less than 1% of the original contract, well within the project budget. She announced that the project is 42% complete.</p> <p><b>Motion was made by Connie Hennessey and seconded by Casey O'Dell, approving Change Order No. 003, submitted by Robinson Construction Company, dated March 4, 2009, for Change Order Proposals (COP) Nos. 015, 019R2, 034, 048, 054R1, 055, 057, 060, 061 and 074, in the total amount of \$40,954.21, for the new Helen Baller Elementary School construction project. Motion carried unanimously.</b></p> <p>E. <u>Request for Approval of Change Order No. 06 – Grass Valley Elementary School Construction Project:</u> Heidi Rosenberg shared specifics of Change Order No. 06 to the Robinson Construction Company contract for the new Grass Valley Elementary School project, such as: replacement of concrete stem wall and sheet metal with ground-face concrete masonry unit beneath window frames; relocating JDZ climbing wall to GV gym; contractor furnishing residential appliances originally scheduled as owner to furnish; additional insulation behind the kitchen hood; changes to light fixtures; and change in door type. The sum of this change order is \$27,301.26, bringing the change order cost to date at 1.7% of the total contract amount, which is well within budget. She announced that the project is 55% complete.</p> <p><b>Motion was made by Mel Cardon and seconded by Mary Tipton, approving Change Order No. 06, submitted by Robinson Construction Company, dated March 2, 2009, for Change Order Proposals (COP) Nos. 00039, 00056-revised, 00061, 00069, 00070, 00071, 00078, in the total amount of \$27,301.26, for the new Grass Valley Elementary School construction project. Motion carried unanimously.</b></p> <p>F. <u>Grounds Mowers Replacement Proposal:</u> Bryan McGeachy spoke of the condition of the district's grounds mowers and provided a service/repair cost summary. He discussed the repair costs on the mowers, which are used vigorously for seven months out of the year, expressing that the most-used mowers are beginning to spend more time in the shop rather than in the field. Bryan McGeachy shared a cost-savings proposal, speaking of the pros to leasing mowers rather than purchasing new/used ones. Ina Evers-Martin indicated that leasing mowers provides for a consistent monthly budget expense allocation, rather than the budget being impacted by an expensive, unexpected, repair or unknown continued repair costs. A brief discussion ensued as Bryan McGeachy answered questions prompted by the board.</p> <p><b>Motion was made by Casey O'Dell and seconded by Mary Tipton, authorizing the Operations Director Bryan McGeachy to pursue the avenue of leasing four ground mowers for the district's use, in an amount not to exceed \$41,000.00 over a 48 to 60 month period.</b></p> <p>G. <u>Capital Facilities Update – Impact Fees:</u> Heidi Rosenberg expressed that Clark County has requested the district provide their 2009 Capital Facilities Plan and recommended impact fees to them by April 1, 2009. She distributed a handout of the district's impact fee calculation that will be added as an appendix to the 2009-2015 Capital Facilities Plan. She noted that calculated maximum allowable impact fees for the district are \$5,529.58 per single family residence and \$3,269.76 per multi-family residence. Heidi Rosenberg related that the Capital Facilities Plan must go through the State Environmental Protection Act (SEPA) process, allowing for a 14-day comment period, and requested the board's approval to post the SEPA notice on Friday, March 13 and March 20, time being of the essence. She related that following the open public comment period, she will bring the Capital Facilities Plan and a resolution before the board for approval at that time. The board by consensus approved the posting of the SEPA notice as presented.</p>
12.	<b>ADJOURN REGULAR MEETING – 7:17 PM</b>
	Doug Quinn announced the board would be moving into executive session to discuss personnel, with the meeting to last approximately thirty minutes and no action would be taken.
13.	<b>EXECUTIVE SESSION: PERSONNEL – 7:30 PM</b>
14.	<b>RETURN TO OPEN SESSION AND ADJOURNMENT – 8:17 PM</b>

Meeting Minutes Prepared by Lynette Marshall

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Secretary

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President

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