

**Regular Meeting of the Board of Directors
OLYMPIA SCHOOL DISTRICT NO. 111
February 23, 2004**

AGENDA

The regular meeting of the Olympia School District Board of Directors will be held at 7:00 p.m., Monday, February 23, 2004, at Garfield Elementary School, 325 Plymouth Street NW, Olympia, WA 98502.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

The minutes of the regular meeting of February 9, 2004, have been delivered to the Board. These should be amended, if necessary, and approved.

PRESENTATION

Garfield Elementary School Principal, Bruce Walton, will present an overview of the programs currently underway at Garfield, and will introduce staff members and other Garfield supporters who are present. A group of Garfield third graders, under the direction of Lylas Aust, will sing for the Board.

IDENTIFICATION OF AUDIENCE MEMBERS WHO WISH TO SPEAK TO AGENDA ITEMS

COMMUNITY COMMENT

*The Board recognizes the value of public comment on educational issues and the importance of involving members of the public in its meetings, and so provides this opportunity. Statements or presentations may relate to any aspect of the educational system of the District; **except**, matters pertaining to specific staff or students will not be allowed to be addressed during public meetings.*

ITEMS TO BE BROUGHT UP BY MEMBERS OF THE BOARD

CONSENT AGENDA

The basic purpose of the consent agenda is to act upon routine matters in an expeditious manner. Items placed on the consent agenda are determined by the Board President in cooperation with the Superintendent, and are those which are considered common to the operation of the District and normally require no special Board discussion or debate. A Board member, however, may request that any item on the consent agenda be removed and inserted at an appropriate place on the regular agenda.

A = Action Requested

I = Informational Only

D = Discussion

REGULAR AGENDA

- 1. SCHOOL DIRECTORS**
- (I/D) 1.1 **Policies & Procedures Review, Section 3000 - Students**
Deputy Superintendent Ken Benny will present for first reading, policies under Section 3000, **Students**, recommended for additions or revision to existing policies and procedures **Presentation Time
Twenty Minutes**
- 4. PUPILS & SCHOOL PROGRAMS**
- (I/D) 4.1 **Outdoor School Fees**
Jim Crawford, Assistant Superintendent for Business and Support Services, will present information regarding the costs related to our Outdoor School program and the recommendation of the administration to increase fees to students this year. **Presentation Time
Twenty Minutes**
- 8. FINANCE**
- (I/D) 8.1 **Procurement Cards Policy**
Jim Crawford, Assistant Superintendent for Business and Support Services, will recommend that the District consider **Presentation Time
Thirty
Minutes**
adoption of a policy providing for the use of procurement cards by authorized District personnel for the purchase of materials and supplies.

ITEMS TO BE BROUGHT UP BY PERSONS PRESENT

BOARD MEMBER COMMENTS

FUTURE AGENDA ITEMS

- Volunteer Requirements - March 22
- Staff Recognition - May 10

EXECUTIVE SESSION

ACTION AS A RESULT OF EXECUTIVE SESSION

ADJOURNMENT

CONSENT AGENDA

1. SCHOOL DIRECTORS

1.1 Board Meeting Schedule

- Monday, March 8, 2004, 7:00 p.m., **Regular Board Meeting**, Knox Administrative Center, 1113 Legion Way SE, Olympia, Washington 98501.
- Monday, March 22, 2004, 7:00 p.m., **Regular Board Meeting**, Boston Harbor Elementary School, 7300 Zangle Road NE, Olympia, WA 98506.
- Monday, April 19, 2004, 7:00 p.m., **Regular Board Meeting**, Knox Administrative Center, 1113 Legion Way SE, Olympia, Washington 98501.

2. CERTIFICATED PERSONNEL

Certificated Personnel Report

The administration recommends acceptance of two resignations and approval to issue the 2004-05 contracts.

3. CLASSIFIED PERSONNEL

3.1 Classified Personnel Report

The Classified Personnel Report dated February 23, 2004, is submitted for approval.

4. PUPILS & SCHOOL PROGRAMS

4.1 Instructional Materials

The administration recommends approval of the purchase of the instructional materials recommended by the Instructional Materials Committee and previously submitted to the Board for its review.

4.2 Overnight Field Trip Request

The Board is requested to approve the following student overnight field trip:

- Capital & Olympia High Schools - State DECA Career Development Conference, Seattle; 35 students, two teacher chaperones, parent chaperones as needed; March 6-8, 2004.

5. BUILDINGS & GROUNDS

5.1 Electrical Service Easement - Marshall Middle School

The administration recommends approval of an electrical service easement for Puget Sound Energy to access an existing electrical transformer located at Marshall Middle School.

8. FINANCES

8.1 Approval of Vouchers

8.2 Financial Reports

Board members are in receipt of the January 2004 Revenue and Expenditure Report for the General, Capital Projects, Debt Service, Associated Student Body and Transportation Vehicle Funds.

8.3 Facility Use - Church of Living Water

The administration recommends approval of a facility use agreement with the Church of Living Water for Sunday worship services at Olympia High School for one year.