

**Regular Meeting of the Board of Directors
OLYMPIA SCHOOL DISTRICT 111
June 29, 2004**

REGULAR MEETING AGENDA

The regular meeting of the Olympia School District Board of Directors will be held at 7:00 p.m., Tuesday, June 29, 2004, at the Knox Administrative Center, 1113 Legion Way SE, Olympia, Washington 98501.

PLEDGE OF ALLEGIANCE

PRESENTATION

Recipients of Community Recognition Awards, initiated by the Board, will be honored. Shelley Carr, Director of Communications, will introduce the ceremony.

APPROVAL OF MINUTES

The minutes of the regular meeting of June 7, 2004, have been delivered to the Board. These should be amended, if necessary, and approved.

The minutes of the special meeting of June 10, 2004, have been delivered to the Board. These should be amended, if necessary, and approved.

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

		<i>Presentation Time</i>
	1 DIRECTORS	
(D/A)	1.1 Election of Washington State School Directors' Association (WSSDA) Legislative Representative In accordance with Policy 1210, the Board's WSSDA Legislative Representative will be elected for a two-year term.	<i>Five Minutes</i>
(I/D)	1.2 Selection of Administrators Superintendent Lahmann will present the administration's recommendation for the positions of Boston Harbor Elementary principal, McKenny Elementary principal, and Assistant Superintendent for K-12 Teaching and Learning.	<i>Five Minutes</i>
(I/D)	1.3 New and Revised Policies – Section 3000, <i>Students</i> New and revised Policies under Section 3000, <i>Students</i> , are presented for first reading. <i>See addendum for listing.</i>	<i>Ten Minutes</i>
(I/D)	1.4 New and Revised Policies – Section 4000, <i>Community Relations</i> New and revised Policies under Section 4000, <i>Community Relations</i> , are presented for first reading. <i>See addendum for listing.</i>	<i>Ten Minutes</i>
	6 BUILDING AND GROUNDS – NEW CONSTRUCTION	
(D/I)	6.1 Educational Specifications – L.P. Brown Elementary Additions and Modernization Bob Wolpert, Director of Facilities and Operations, will introduce representatives of Erickson McGovern Architect, who will present the educational specifications for the L.P. Brown Elementary School project.	<i>Fifteen Minutes</i>
	8 FINANCE	
(I/D)	8.1 Budget Update Jim Crawford, Assistant Superintendent for Business and Support Services will update the Board on budget development, and will provide additional budget information requested by the Board at the Thursday, June 24 th budget work session.	<i>Ten Minutes</i>

ITEMS TO BE BROUGHT UP BY PERSONS PRESENT

BOARD MEMBER COMMENTS

FUTURE AGENDA ITEMS

- Budget Updates
- Policy Updates
- Board Email Communications

EXECUTIVE SESSION

ACTION AS A RESULT OF EXECUTIVE SESSION

ADJOURNMENT

Consent Agenda

1 SCHOOL DIRECTORS

1.1 Board Meeting Schedule

- Monday, July 12, 2004, 7:00 p.m., **Public Hearing on the 2004-2005 Budget**, Knox Administrative Center, 1113 Legion Way SE, Olympia, Washington 98501.
- Monday, July 19, 2004, 7:00 p.m., **Regular Board Meeting**, Knox Administrative Center, 1113 Legion Way SE, Olympia, Washington 98501.
- Monday, August 9, 2004, 7:00 p.m., **Regular Board Meeting**, Knox Administrative Center, 1113 Legion Way SE, Olympia, Washington 98501.
- Monday, August 23, 2004, 7:00 p.m., **Regular Board Meeting**, Knox Administrative Center, 1113 Legion Way SE, Olympia, Washington 98501.

2 CERTIFICATED PERSONNEL

2.1 Certificated Personnel Report

The administration recommends approval of three retirements, two resignations, one release from contract, one change in contract status, one change in employment status, one change in leave of absence status, eight leaves of absence and two new contracts.

2.2 Issuance of 2004-05 Certificated Administrator Contracts

The administration requests authorization to issue 2004-05 contracts to those administrators determined by the Superintendent to be entitled.

2.3 Executive Session

An Executive Session is requested for personnel and/or legal matters, and the Superintendent's evaluation.

3 CLASSIFIED PERSONNEL

3.1 Classified Personnel Report

The administration recommends approval of the Classified Personnel Report dated June 29, 2004.

3.2 Unrepresented Classified Salary Schedule

The administration recommends approval of the Unrepresented Classified Salary Schedule to be presented in Executive Session.

4 PUPILS & PROGRAMS

4.1 Instructional Materials Review

The Instructional Materials Committee recommends approval of the list of instructional materials earlier submitted to the Board for review.

4.2 iGrant Applications for Title V and Highly Capable Programs

The administration recommends approval of the OSPI online iGrant applications for the Title V Innovative Programs federal grant, and the Highly Capable state grant.

4.3 Categorical Program Grant Applications

The administration recommends approval of the Learning Assistance Program (LAP) and State Bilingual (ESL) grant applications for the 2004-2005 school year.

5 BUILDINGS & GROUNDS

5.1 Facility use – District Summer Sports Camps and Clinics, Capital High School

The administration recommends approval of the use of District facilities and equipment for the following Capital High School summer sports camps:

Girls Volleyball	June 28 – July 1
Girls Basketball	June 21-24
Boys & Girls Basketball	July 5-8 and 16-17

6 BUILDINGS & GROUNDS – NEW CONSTRUCTION

6.1 Award of Bid – OHS Junior Varsity Baseball Field Reconstruction

The administration recommends award of bid to Athletic Fields Inc., in the amount of \$345,000, for the reconstruction of the junior varsity baseball field at Olympia High School.

6.2 Washington Middle School Additions and Modernization – Value Engineering Study

The administration recommends approval of the value engineering study conducted by Roen Associates for the Washington Middle School Additions and Modernization project.

8 FINANCES

8.1 Approval of Vouchers

8.2 Financial Reports

The administration recommends approval of the May 2004 Revenue and Expenditure Report for the General, Capital Projects, Debt Service, Associated Student Body and Transportation Vehicle Funds.

**Addendum to Agenda
New and Revised Policies for Board Consideration
*First Reading***

Agenda Item 1.3 New and Revised Policies, Section 3000 – Students

New Policy 3410 Student Health

A new and appropriate policy that defines the global health-related services the District shall provide.

New Policy 3413 Student Immunization and Life Threatening Conditions

This is a health-related policy providing guidance and standards for student immunizations and for dealing with life threatening conditions. We have followed the WSSDA model with few exceptions. Policy is consistent with our current practices and will now clearly be defined within Board policy.

New Policy 3414 Infectious Diseases

This is a health-related policy found in other school districts that has not existed here. We have followed WSSDA model with few exceptions. Policy is consistent with our current practices and will now be clearly defined within Board policy.

New Policy 3415 Accommodating Students with Diabetes

This is a required health-related policy found in school districts that has not existed here. We have followed WSSDA model with few exceptions. Policy is consistent with our current practices and will now be clearly defined within Board policy.

Revised Policy 3416 Administration of Medication to Students

There are no substantive changes to policy, but we are defining procedures to accompany.

New Policy 3417 Catheterization

This is now a required policy; the language reflects statute and WSSDA model, and is consistent with our practices.

New Policy 3418 Emergency Treatment

This policy will clearly define responsibilities of the school district related to the care of students who are in need of emergency treatment and will set forth the standards by which that treatment shall be administered, to include guidelines for transport of students in need of emergency treatment. This policy and its accompanying procedures are consistent with our current practices.

Agenda Item 1.4 New and Revised Policies, Section 4000 – Community Relations

Revised Policy 4000 Public Information Program

Minor revisions include the addition of “electronic means” as a communication tool, and changing “parents” to “families”.

New Policy 4010 Staff Communications Responsibility

Comes from Washington State School Directors Association (WSSDA); addresses and provides guidance to internal communications.

New Policy 4020 Confidential Communications

This policy will provide a tool for principals and supervisors to emphasize to staff annually; should be included in New Staff Orientation.

Revised Policy 4040 Public Access to District Records

Language is changed to match current practice and legal requirements through a blending of our policy with WSSDA's, and to add separate procedures.

Renumbered Policy 4050 Business Involvement in Our Schools

Shifts policy from Section 5000, *Personnel*, Policy 5911, to Section 4000; retains our title, rather than adopting WSSDA's "Endorsement of Educational Materials"; our policy is broader than WSSDA's.

Revised Policy 4110 Citizens' Advisory Committees and Task Forces

Proposed to adopt WSSDA language and add their procedures.

Revised Policy 4215 Use of Tobacco on School Property

Proposed to include language consistent with WSSDA policy, but retains our cessation program.

New Policy 4300 Political Relationships with Governmental Agencies

Proposed to adopt WSSDA policy pertaining to lobbying during school time, and incorporate the requirements for reporting to the Public Disclosure Commission.

Revised Policy 4310 Relations with Law Enforcement, Fire Department, Children's Agencies, and County Health Department

Proposes the broader, more encompassing WSSDA policy, adding their explicit procedural process.

New Policy 4330 Cooperation with Private and Parochial Schools and Day Cares

Establishes new policy to comply with legal requirements.

New Policy 4400 Election Activities

Establishes new policy to comply with legal requirements.