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next meeting.

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
OLYMPIA SCHOOL DISTRICT  
January 27, 2003**

**REGULAR MEETING AGENDA**

The regular meeting of the Board of Directors of the Olympia School District was called to order by President Barclift at 7:00 p.m., Monday, January 27, 2003, at Capital High School, 2707 Conger Avenue NW, Olympia, Washington. Present were: President Barclift, Directors Keeffe, Lehman, McGee and Parvinen, and Superintendent Lahmann.

Capital High School student Sarah Gavin led the flag salute.

**MINUTES**

Director Barclift asked that "President Parvinen" be changed to "President Barclift" on the first paragraph of page 1, and that the third paragraph of page 7 be changed to read "Zandra Brown asked how it was decided who would be involved in the discussion of these issues." **WITH THE ABOVE CHANGES, DIRECTOR PARVINEN MOVED AND DIRECTOR MCGEE SECONDED APPROVAL OF THE JANUARY 13, 2003, REGULAR MEETING MINUTES, AS AMENDED. MOTION CARRIED.**

**PRESENTATION**

Capital High School Principal Teri Poff welcomed everyone to the Board meeting and introduced Capital Site-Based Team Co-Chair Anita Goin. Ms. Goin said this is her seventeenth year as a volunteer in the district. She gave a summary of the work the site team is conducting including recruiting new members, revising its bylaws, reviewing the open/closed campus issue, food offerings at the school, and WASL goals and issues toward student improvement. Ms. Poff commented that she has appreciated all the work that Ms. Goin has done, and how helpful she has been. Ms. Poff introduced staff members present. Teachers Allison Oatman, Scott LeDuc and Jennifer Fabritius, along with students Ashley Child, Mel Degler, Sarah Gavin, Caitlin Jensen, Robert Leslie, Lindsey Melvin, Kathy Plantenberg and Erika Siekkinen, presented an update on the technology lab. They spoke about keyboarding using DigiTools by 2004, voice recognition training, Microsoft Office Specialist certification, digital design, marketing education activities, and student leadership skills and activities. Director McGee asked if DigiTools will change the profile of the students taking classes. Allison Oatman said no, that a lot of students have typing skills and this provides the steppingstone into preparatory classes. Director Lehman asked if there are any holes in the technology. Allison Oatman said her classes are pretty well set, but they are still unpacking. Scott LeDuc said they are using four-year-old IMACs, but there is a plan in place to upgrade them. Jennifer Fabritius said they need more computers for the yearbook program. Director Parvinen asked at what age the students enter the pathways. Teri Poff said it is all ages and grades. President Barclift asked about the expense for students getting Microsoft certification. Allison Oatman commented that because it is through an educational institution, the costs are considerably lower.

### **COMMUNITY COMMENT**

Jacki Gavin said the Thurston-Mason County Medical Society and Alliance, and the Washington State Medical Association Alliance Health Foundation, are presenting a symposium on bullying on February 12, 7 p.m., at the Olympia Center. The guest speaker will be Washington State Attorney General Christine Gregoire. Ms. Gavin also announced that she and Cheryl Helpenstell have created a website for the citizens for schools ([olympiacitizensforschools.com](http://olympiacitizensforschools.com)), and are encouraging people to vote yes.

### **ITEMS BROUGHT UP BY MEMBERS OF THE BOARD**

Director McGee said that on January 14 the city had around 25,000 people march to the Capitol Campus for a Day of Awareness. He commented that the ponchos they wore were quite a touch, that it was like a sea of blue.

Director McGee said that eleven days ago, his best friend passed away from brain cancer. He said that he gathered stories about his friend which were wonderful. Director McGee said he contrasted this with last year when he nearly lost his job, and people shared stories about him. He said he learned a real lesson that we need to recognize one another now.

Director Parvinen said she had an opportunity to attend an OSPI conference on education reform, and said she has materials to share with the Board.

President Barclift said she would like to have a discussion about the length of the Board meetings. She said it is not fair to staff to stay until midnight. She commented that the Board has expressed a desire to have a student representative, but she would not like to have a student on the Board if the meetings are going to go so long. She suggested that perhaps the Board could have a third meeting in the month, study sessions, or getting Board packets out sooner. She asked the Board members to think about this and have discussion at the next Board meeting.

President Barclift said the district held a second bond forum, and that there were some very interesting questions asked.

President Barclift said the Washington State School Directors' Association (WSSDA) Legislative Conference will be held March 2 and 3, 2003. She said she would like to hear from the Board issues that need to be addressed that may not be on the WSSDA platform. She commented that the second day appointments have been made to talk with legislators, and she, Jay Wood from Tumwater, Tom Nelson from North Thurston and Ed Sorger from Yelm have additional meetings with the legislators to discuss school issues.

Superintendent Lahmann commented that the Board members received a letter about a bus driver who was seen sweeping out his bus on the road. Superintendent Lahmann gave the letter to Director of Facilities and Operations Bob Wolpert for investigation. Transportation Supervisor Fred Stanley said the bus was from a neighboring district. He notified the other district and the individual who wrote the letter as well. Superintendent Lahmann commented that the person appreciated the district following up on this.

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### **ACTION ON CONSENT AGENDA**

**DIRECTOR KEEFFE MOVED AND DIRECTOR McGEE SECONDED APPROVAL OF THE FOLLOWING CONSENT AGENDA ITEMS. MOTION CARRIED.**

**1. SCHOOL DIRECTORS**

**1.1 Board Meeting Schedule**

- Monday, January 27, 2003, 7:00 p.m., Regular Board Meeting, Capital High School, 2707 Conger Avenue NW, Olympia, Washington.
- Monday, February 10, 2003, 7:00 p.m., Regular Board Meeting, Rogers Elementary School, 2001 26th Avenue NE, Olympia, Washington.
- Monday, February 24, 2003, 7:00 p.m., Regular Board Meeting, Washington Middle School, 3100 Cain Road SE, Olympia, Washington.

Superintendent Lahmann noted that the Board will have a joint meeting with the Griffin School District Board of Directors on February 11, 6:00 p.m., at Rogers Elementary School.

Superintendent Lahmann commented that the Board needs to have a study session on high school graduation requirements. After discussion, it was decided to have the study session on February 26, 6:30 p.m., at Capital High School.

**2. CERTIFICATED PERSONNEL**

**2.1 Certificated Personnel Report**

**Release from Contract**

**Rich Bakala** - Math at Jefferson Middle School, released from his 2002-03 contract effective January 24, 2003.

**Reduction in Contract**

**Dawn Cope** - Science at Capital High School, a continuing .40 FTE reduction in contract (from 1.0 to .60) beginning the 2003-04 school year.

**New Contracts**

**Joy Cox** - Special Education at McKenny Elementary School, a one-year-only .50 FTE contract effective the 2002-03 school year, beginning January 6, 2003.

**2.2 Executive Session**

An Executive Session was requested for personnel and legal matters.

**3. CLASSIFIED PERSONNEL**

**3.1 Classified Personnel Report**

The Board approved the Classified Personnel Report for January as submitted.

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**4. PUPILS AND SCHOOL PROGRAMS**

**4.1 Technology Plan Extension**

The Board approved an extension of the current district technology plan "Technologies for Learning and Teaching" to June 2004 as presented at the January 13, 2003, Board meeting.

**8. FINANCES**

**8.1 Approval of Vouchers**

The Board approved General Fund Voucher General Fund Voucher 120474 through 120726 in the amount of \$292,856.41, Capital Projects Fund Vouchers 6889 through 6897 in the amount of \$31,039.71, and ASB Fund Vouchers 23392 through 23478 in the amount of \$88,958.53, dated January 13, 2003, and warrants were issued in their payment.

## **8.2 Financial Report**

Board members received the December Revenue and Expenditure reports for the General, Debt Service, Capital Projects, ASB and Transportation Vehicle Funds.

### **REGULAR AGENDA**

#### **1. SCHOOL DIRECTORS**

##### **1.1 Revised Policy No. 4137, Business Involvement in Our Schools**

**DIRECTOR McGEE MOVED AND DIRECTOR KEEFFE SECONDED APPROVAL OF REVISED POLICY 4137, BUSINESS INVOLVEMENT IN OUR SCHOOLS, FOR SECOND READING AND ADOPTION.** After the discussion and motions below, **MOTION CARRIED, WITH DIRECTOR LEHMAN VOTING NO.**

Director Parvinen said she would like to remove the word "however" from the first paragraph, change "should" to "will" in Item 2, and "should" to "will" in Item 3. Director McGee asked what the difference would be legally. Director of Personnel Dr. Rick Wilson said that essentially there is no difference. He commented that the difference would be between "will" and "shall". Director McGee said he did not want "shall".

**DIRECTOR PARVINEN MOVED AND DIRECTOR BARCLIFT SECONDED AMENDING POLICY 4137 WITH THE ABOVE CHANGES. MOTION CARRIED WITH DIRECTOR LEHMAN VOTING NO.**

Director Keeffe said he proposed using Amendment #1. **DIRECTOR KEEFFE MOVED AND DIRECTOR PARVINEN SECONDED APPROVAL OF POLICY 4137, AMENDMENT #1. MOTION DID NOT CARRY. DIRECTORS KEEFFE AND PARVINEN VOTED YES, PRESIDENT BARCLIFT, DIRECTOR LEHMAN, DIRECTOR McGEE VOTING NO.**

**DIRECTOR KEEFFE MOVED AND DIRECTOR PARVINEN SECONDED APPROVAL OF POLICY 4137, AMENDMENT #2. MOTION CARRIED WITH DIRECTOR LEHMAN AND DIRECTOR McGEE VOTING NO.**

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##### **1.2 Revised Policy No. 5145, Distribution of Materials to Students and Promotions by Community Organizations**

**DIRECTOR KEEFFE MOVED AND DIRECTOR McGEE SECONDED APPROVAL FOR REVISED POLICY NO. 5145, DISTRIBUTION OF MATERIALS TO STUDENTS AND PROMOTIONS BY COMMUNITY ORGANIZATIONS. MOTION CARRIED WITH DIRECTOR LEHMAN VOTING NO.**

#### **4. PUPILS AND SCHOOL PROGRAMS**

##### **4.1 OSPI Consolidated Program Review**

Assistant Superintendent for Educational Services Dr. Pam Farr and Director of Special Services Dr. Paula Akerlund presented an overview and results of a comprehensive federal and state program review held in the district on January 23 and 24 by the Office of the Superintendent of Public Instruction (OSPI). The consolidated review has been established to streamline program monitoring. Programs monitored were Title I/LAP (including Even Start), Title II (Professional Development/Technology), Title III (Limited English Proficiency), Title IV (Safe and Drug Free

Schools), Title V (Libraries), State Highly Capable (PATS), McKinney-Vento (Homeless), Carl Perkins (Vocational Education), and Special Education. The OSPI review team went to every school in the district for site visits to ensure that programs are administered in accordance with state and federal requirements, and to ensure accountability for the use of state and federal funds. The commendations for the Elementary and Secondary Education Act (No Child Left Behind) programs included that there are a variety of extended learning opportunities, community involvement and support, use of assessment data, strong professional development program, commitment to small schools/small class size, systematic/focused early childhood programs, English Language Learners opportunities, teacher commitment to students and families, career/technical staff knowledgeable and understand professional development needs, exemplary school improvement planning process, use of Title IV funds for Chemical Dependency Specialist and Title IV required signage in schools. The monitor team noted that overall there were no compliance issues related to ESEA programs at this time, and the review process was extremely open and collaborative between the district and schools. Exit items included: Title V--implement needs assessment process and consider highest priority for use of Title V Innovative Program Funds (most flexible ESEA funds); Highly Capable--expand identification to include exceptionally creative, create education plan for each identified student that continues through middle and high school; Title IV--update district policies and data collection processes, coordinate curriculum implementation at the elementary level (i.e., PeaceBuilders, Second Step); Carl Perkins--include more diversity in advisory committee membership and keep meeting minutes; Fiscal--ensure that Title I school-wide program funds are combined correctly, revise 5-day sample for time and effort to account for all paid hours; and Title IV--update district policies and data collection processes, coordinate curriculum implementation at the elementary level. The preliminary results for special education included excellent continuum of services (i.e., Preschool, TEACCH, LEAP), training opportunities for certificated and classified staff, procedural notices in good order, full time support staff at each building, teachers in the buildings feel supported by the building and district administration, informative progress reports, excellent collaboration and communication between basic and special education staff, high percentage of parents in IEP meetings, and students are happy, engaged and on-task. The team said that overall special education is a very strong program and they had a wonderful visit. Exit items include: IEP implementation--inconsistencies between evaluation, IEP and goals/ objectives; some IEP goals not written in measurable terms; pending--implementation of "specially designed instruction"; and pending--

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#### **4.1 OSPI Consolidated Program Review (continued)**

transition services. The final ESEA and Special Education reports should be complete in a few weeks. When the final results are available, a corrective action plan must be submitted, and items may be contested within thirty days. Director Parvinen asked how many middle schools have a highly capable program. Dr. Farr said they all have something but they are different at each school. Director Lehman asked about the direction to review the five-day sample for time and effort to account for all paid hours. Dr. Akerlund said currently there is some overlap because a teacher might have students in Title I and Special Education. She said this needs to be looked at carefully. Director Lehman asked how Olympia compared to other school districts. Dr. Akerlund said that ESEA has typically been commended in other districts, but more often special education compliance issues have been found. She said she thought Olympia came out pretty well. Superintendent Lahmann said at the superintendents' meeting, there was a great deal of concern about what was going on, especially for special education monitoring. He said after the district de-briefing, he spoke with the special education monitors and they were very complimentary of district staff.

### **8. FINANCES**

#### **8.1 Potential Financial Impact of Changes in Federally Funded Program Rules**

Assistant Superintendent for Human and Financial Resources John Nugent spoke about the potential new costs resulting from federal ESEA funding requirements including new requirements

for screening, diagnostics, and classroom-based reading assessments; added professional development for administrators, teachers and paraprofessionals; coordination and integration of existing programs such as Even Start, Preschool, ESL, Special Education and services to homeless students; supplemental funds for the Even Start program; transportation of students to facilitate school choice when a school fails to meet its improvement goals; supplemental services, such as tutoring, when a school fails to meet its improvement goal; transfer of students to another district if all schools in the district are in need of improvement by federal standards; requirements for parent involvement activities such as childcare, home visits and transportation; bargaining implications of new qualification requirements for teachers and paraprofessionals; and limits on any building budget reductions in future years. Director Lehman asked when some of these costs would be known. Mr. Nugent said some costs may be known by the end of the calendar year. Other costs may not be known until parents begin to exercise new rights under the ESEA statutes. Many of the newly required services have been provided by our district voluntarily for several years. Director Lehman asked Dr. Akerlund if she could lay out the difference for students under ESEA before "No Child Left Behind" was passed. Dr. Akerlund said the re-authorization has created an overlay of state administrative procedures. She said the legislators have put new administrative requirements on school districts.

#### **10. Board Member Comments**

Director Lehman said he was talking with a friend from Bellevue, and found that the Bellevue Board members spend a portion of one day each month at a school. He said that over the four-year period, they get to each school. He said his friend felt it is an interesting, valuable and successful project. He said it is done in a coordinated way, and that he would be happy and willing to do it.

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#### **10. Board Member Comments (continued)**

Director McGee said that, now that the commercialism policy is in place, he would like to have some sort of feedback on how it is working sometime between January and June of 2004. He said the report might be short, but he would like to know what is happening so the Board can make adjustments accordingly.

President Barclift reminded Director Lehman that, as Board Vice President, he would need to start looking into a Board retreat, perhaps sometime in March or April.

Superintendent Lahmann said the Chamber Education Committee asked if they could have a representative on the Budget Advisory Committee. The Board said they would like to get a name, and then appoint that person to the committee.

Director Parvinen said that Superintendent Lahmann was nominated as a "Champion for Kids" by United Way for the second annual celebration sponsored by Together.

#### **11. Future Agenda Items**

- Discussion on Length of Board Meetings -- February 10
- Student Representative on the School Board
- Nutrition

Director Lehman asked when the other two items would be on the agenda. Superintendent Lahmann said that Paul Flock is working with an advisory committee right now about nutrition, and will give a presentation when they are done. President Barclift said the Board needs to talk about the length of the meetings before the discussion of a student representative on the Board. She said the student needs to be given a realistic amount of time the position would require.

The Board recessed into Executive Session at 9:50 p.m.

The Board reconvened and adjourned at 10:30 p.m.

Respectfully submitted,

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Secretary

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President