



Draft

Olympia School District

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Board of Directors

Carolyn Barclift

Russ Lehman

Bob Shirley

Frank Wilson

Adam Buchholz,

Student Representative

William V. Lahmann, Superintendent

**MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS
JANUARY 28, 2008**

A regular meeting of the Olympia School District Board of Directors was called to order by Vice President Bob Shirley at 6:30 p.m. on Monday, January 28, 2008, at Centennial Elementary School, 4637 45th Avenue SE, Olympia, Washington 98501. Directors Russ Lehman and Frank Wilson, Student Representative Adam Buchholz and Assistant Superintendent Jim Crawford also attended. President Carolyn Barclift was out of town and Superintendent Bill Lahmann was absent recuperating from surgery.

The Pledge of Allegiance was led by Mary Ellen Jones of the Olympia School District Education Foundation.

PRESENTATIONS

The anticipated presentation by Centennial Elementary School was postponed (date to be determined) due to the closure of district schools as a result of inclement weather.

Olympia School District Education Foundation (OSDEF) President Jim Justin offered an update on the activities of the OSDEF. He said the Foundation's purpose was to augment the programs you (the Board) fund, to promote unique learning opportunities that enable students to achieve world-class success every day and to promote business/school partnerships to access community resources. Mr. Justin reviewed their income and expenditures, including grants provided to schools, as well as to individual classrooms and/or programs.

Craig Ottavelli was introduced, and he spoke about how community dollars are invested into the District. He talked about a new program being explored that would essentially provide each school building with discretionary funds they may apply where needed, and about existing programs, including extended learning, in-class activities, and before- and after-school programs. Additionally, they offer science and technology grants, mini grants that go straight into classrooms to address needs as they arise, collaborative teaching and learning grants intended to leverage resources across multiple classrooms or buildings, artist-in-residence programs, and more. He noted that the current grant cycle had resulted in \$9,000 in requests, with \$5,000 available to disburse, an indication that efforts to increase awareness among staff had been successful. In response to a question from the Board, Mr. Ottavelli asked that interested strong, energetic individuals, community leaders and parents, be encouraged to volunteer with the Foundation.

Mary Ellen Jones provided information about past, current and future fundraising activities, with special emphasis on the musical, *Cinderella!*, being presented February 28th, 29th and March 1st. She spoke about the Ed Foundation's partnership with the OSD Players, a team of District employees and families, who serve as volunteer cast, crew and production team for the annual theatrical presentation. She talked about the sponsors who have donated funds and services, and the Foundation's exceptional relationship with Olympia High School drama teacher Kathy Dorgan and her team.

DIRECTOR LEHMAN MOVED TO APPROVE THE MINUTES OF THE REGULAR BOARD MEETING OF JANUARY 14, 2008. DIRECTOR WILSON SECONDED.

There was no one who requested to speak regarding items on the agenda.

COMMUNITY COMMENT

Mike Snodgrass asked the District to begin discussions about budget cuts, and the need for those cuts regardless of the pending levy. He stated that the cuts would need to be made from a relatively small portion of the overall budget, since the highest percentage of the budget is devoted to salaries, which cannot be adjusted. He asked the District to make information available about those sections of the budget that would be considered for possible cuts, as soon as possible.

Beth Flynn asked about Board meeting podcasts that are missing from the website, and she commented that the levy flyer does not address potential budget cuts. She suggested a Q&A format that would address the need for cuts to the budget and how that relates to the requested levy. She also noted that the flyer does not provide information on how the levy dollars will be used. Ms. Flynn asked which sports programs would be impacted by budget cuts, and if cut this year, would they be re-funded by the levy dollars being requested. She referred specifically to the gymnastics program at Olympia High School and the important role it plays in the lives of the 40+ girls currently participating in the program.

Director Lehman thanked the two speakers and said he, too, received many questions about cuts made right after the passing of a levy. He said he frequently hears concerns and rumors about middle school sports, girls' gymnastics and swimming, as well as other items that might be "on the chopping block."

Assistant Superintendent Jim Crawford responded that the District has been forecasting a \$2 million deficit in 2008-09 revenue versus expenditures for well over a year, assuming the levy passes. Were the levy not to pass, some \$9 million can be added to that deficit number. Cuts will definitely need to be considered in this next budget, and the Board will need to determine how deep to go. He went on to speak about the important and somewhat challenging communication issue with the current levy request, and clarified by saying that the levy amount requested is higher than the maximum amount the District expects to collect under the levy cap imposed by the state. Particularly in the earlier years of the levy, actual district levy revenues are likely to be below the amounts voters are being asked to approve. This levy request does not solve our underlying budget problem. That solution would require additional funding from the state or federal governments, or an increase in state levy authority.

Mr. Crawford said he will be reporting back to the Board on the budget options, and putting together teams to consider both programmatic and school-based approaches. He noted that the next two months will be crucial in pulling together information that must be available before we even begin to develop a budget. He went on to say that we will be looking at every department and every level of school.

Mr. Crawford noted that he will provide the Board with a detailed budget status and projection update in February, based on actual revenue and expenditure data through January. January is an important month because it is the first month when state revenues to the District are based on "actuals" (current year-to-date state funding data and confirmation of the actual amount of our federal grants). While we make projections every month, beginning in February the administration is able to provide the Board with a major update based on actual expenditure trends and actual revenues.

CONSENT AGENDA

Director Wilson asked for an update on Consent Agenda Item 3.1, and it was agreed to pull that item from the consent agenda for separate consideration.

DIRECTOR LEHMAN MOVED TO APPROVE THE CONSENT AGENDA, ITEM 3.1 HAVING BEEN PULLED FROM CONSIDERATION. DIRECTOR WILSON SECONDED. THREE AYES; MOTION CARRIED.

1 SCHOOL DIRECTORS

1.1 Board Meeting Schedule

- Monday, February 11, 6:30 pm, **Regular Board Meeting**, Knox Center
- Monday, February 25, 6:30 pm, **Regular Board Meeting**, CHS
- Monday, March 10, 6:30 pm, **Regular Board Meeting**, Knox Center
- Monday, March 17, 6:30 pm, **Study Session**, Knox Center
- Monday, March 24, 6:30 pm, **Regular Board Meeting**, McKenny ES
- Monday, March 31, 6:30 pm, **Joint Meeting-Olympia City Council**, Knox Center
- Monday, April 14, 6:30 pm, **Study Session (RTI)**, Knox Center
- Monday, April 21, 6:30 pm, **Regular Board Meeting**, Knox Center

2 CERTIFICATED PERSONNEL

2.1 Certificated Personnel Report

The Board approved one new contract:

Oberhansly, Jane – Third grade at McKenny Elementary. Approved a one-year 1.0 contract, beginning January 3, 2008. (Filling FTE vacated by Amanda Goulds' leave of absence.)

3 CLASSIFIED PERSONNEL

3.1 Classified Personnel Report

This item was pulled from the Consent Agenda.

8 FINANCES

8.1 Approval of Vouchers

The Board approved cancellations totaling \$79,643.53, and the following expenditures: Private Purpose Trust Voucher No. 8, in the total amount of \$637.21; Associated Student Body Fund Voucher Nos. 30078 through 30112, in the total amount of \$62,621.88; Capital Projects Voucher Nos. 9705 through 9727, in the total amount of \$165,456.67; and, General Fund Voucher Nos. 140704 through 140817, in the total amount of \$378,622.12.

8.2 Declaration of Surplus

The Board granted a request to declare as surplus: 60 Harcourt Trophies Practice Books, 1st grade volume 1; 80 Harcourt Trophies Practice Books, 1st grade volume 2; 35 Math Trailblazers, 5th grade, 1st edition; and, a variety of middle and high school math student and teachers editions, typically 2 or 3 of each. All items are surplus to the educational and operational programs of the district or are beyond functional usefulness.

8.3 Financial Report – December 2007

The Board approved the December 2007 Revenue & Expenditure Reports for the Associated Student Body, Capital Projects, Debt Service, General, and Transportation Vehicle Funds.

REGULAR AGENDA

3 CLASSIFIED PERSONNEL

3.1 Classified Personnel Report

This item was removed from the Consent Agenda to the Regular Agenda.

Director Wilson asked for an explanation as to why two employees of the Payroll Office were moving from represented to non-represented positions. Human Resources Director Beth Scouller responded that a resignation from the payroll office had resulted in a restructuring of Human Resources to include the Payroll Office, and to increase the responsibilities of the remaining payroll staff to ultimately include increased bargaining, leadership and administrative duties.

Mr. Crawford distributed an updated Classified Personnel Report to reflect the information presented by Ms. Scouller.

DIRECTOR WILSON MOVED TO APPROVE THE CLASSIFIED PERSONNEL REPORT DATED JANUARY 28, 2008. DIRECTOR LEHMAN SECONDED. THREE AYES; MOTION CARRIED.

1 SCHOOL DIRECTORS

1.1 2008-09 School Year Calendar

Director of Human Resources Beth Scouller requested Board approval of the 2008-2009 School Year calendar as presented. Director Lehman questioned why the calendar couldn't be considered as part of the bargaining process, and it was stated that many other factors go into setting the calendar for any given school year.

DIRECTOR LEHMAN MOVED AND DIRECTOR WILSON SECONDED A MOTION TO APPROVE THE 2008-2009 SCHOOL YEAR CALENDAR AS PRESENTED. THREE AYES; MOTION CARRIED.

1.2 Board Vacancy Process

Vice President Shirley noted that Director Nafziger had notified the Board on January 14, 2008, that he was resigning from the Board. As a result, the Director District 2 position is vacant, and the Board needs to determine a process for appointing a replacement for essentially two years, until the next general election. Peter Rex, Director of Communications & Community Relations, presented a draft proposal to the Board at the last meeting, and it was proposed that any Board member who wanted to make proposal suggestions should do so. Vice President Shirley did submit a proposal. Mr. Rex noted that the two proposals were similar as to timelines. He asked for approval from the Board to communicate on the District website and in the *Report to the Community* newsletter that the Board was looking for candidates.

Vice President Shirley suggested that it would not be appropriate to make a decision on a selection process in the absence of President Barclift, but that options could certainly be discussed in the interim and additional suggestions made. It was agreed that the point of contact for potential candidates would be Pam Barker in the Superintendent's office, with those contacts to be forwarded to the four Board members. It was further agreed that the process would be established at the next meeting and that the vacancy should be communicated on the District website and in the *Report to the Community* newsletter.

SUPERINTENDENT'S REPORT / HOT TOPICS

Assistant Superintendent Jim Crawford informed the Board that the petition of the Carlyon North Street Neighborhood Association to redraw the boundary between the Tumwater and Olympia School Districts had been returned to the Association by Educational Service District (ESD) 113 for clarification. Since the two school boards were not able to reach agreement, the petition went to ESD 113's Regional Boundary Committee. The petition has been clarified and is now back in the hands of the Regional Committee. The ESD will hold a public hearing on a date not yet set, but likely to be at a time to be determined on February 28th.

BOARD MEMBER COMMENTS

Director Lehman expressed his uneasiness and concern about some communication between the Board and the administration. He referred, in particular, to a request by Vice President Shirley for copies of emails regarding WEA (Washington Education Association) communications, which email copies referred to discussions on November 1, 2007, that were not passed on to the Board until December 17, 2007, a period of nearly 45 days. He asked if a hearing date had been set by the Public Employment Relations Commission (PERC), and was informed that the administration had received notification that same day of a hearing scheduled for the middle of May. Director Lehman asked if any pleadings had been received and, hearing that none had been, he asked to be copied immediately when that occurred. He asked the administration to prepare a chronology of any and all communications and/or contacts, obviously excluding any privileged communications, between all parties.

Director Wilson expressed appreciation to Kevin Evoy for a recent tour of Marshall Middle School, noting that he was very impressed with the school. Vice President Shirley thanked Centennial Elementary School for hosting the Board, and added that their presentation would be rescheduled.

The meeting was adjourned at 7:57 p.m.

Respectfully submitted,

Jim Crawford, Acting Secretary to the Board

Bob Shirley, Vice President