

**MINUTES OF THE BOARD OF DIRECTORS MEETING
OLYMPIA SCHOOL DISTRICT
February 10, 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, February 10, 2003, at Rogers Elementary School, 2001 26th Avenue NE, Olympia, Washington. Present were: President Barclift, Directors Keeffe, Lehman, McGee and Parvinen, and Superintendent Lahmann.

Assistant Superintendent for Educational Services Dr. Pam Farr led the flag salute.

MINUTES

DIRECTOR MCGEE MOVED AND DIRECTOR LEHMAN SECONDED APPROVAL OF THE JANUARY 27, 2003, REGULAR MEETING MINUTES, AS AMENDED. MOTION CARRIED.

PRESENTATIONS

Director of Transportation Fred Stanley gave a PowerPoint presentation on transportation services in the district. He said the transportation staff have been working with elementary principals to be more involved with student discipline issues. He said the hope is to intervene and keep students on the bus, and the program is working well. President Barclift asked how much of a reduction of students being taken off the buses there has been. Mr. Stanley said approximately one-third to one-half. There are 71 buses in the district's fleet. Thirty-four buses on the basic education routes transport 2,700 students daily and 13 buses on special education routes transport 200 students. The buses travel 3,263 miles daily. There are thirteen kindergarten routes, seven pre-school routes, three PATS routes and one New Market Vocational Skills Center route. Mr. Stanley commented that the transportation staff are now using a web-based trip request program which has eliminated the need for two separate data bases. There are 47 regular drivers, five bus monitors, twelve substitute drivers and four mechanics. Mr. Stanley said the drivers and mechanics have done a great job, and the district has had great state patrol inspections. Superintendent Lahmann said transportation has had a remarkable record when it comes to inspections. He said to received a 100 percent on a surprise inspection is remarkable, and he extended his congratulations to Mr. Stanley and his crew. Director Parvinen said there has been discussion of including support staff in school staff meetings to increase communication. She asked how communication is in transportation. Mr. Stanley said it has gotten better in the last couple of years than it has been. He commented that Superintendent Lahmann, Assistant Superintendent for Human and Financial Resources John Nugent and Director of Facilities and Operations Bob Wolpert have been at transportation and are interested in what is going on.

Director of Communications Shelley Carr said the district has an important reason to celebrate after having a very successful bond campaign. She introduced Jacki Gavin and Cheryl Helpenstell, Co-Chairs of the Olympia Citizens for Schools Campaign. Ms. Carr said they had extraordinary organization, communication and motivation skills. She presented them with a Certificate of Appreciation. Ms. Helpenstell thanked Shelley Carr for all her assistance, and also thanked Cathy Williams for being a great resource. She said overall it was an amazing experience, and she learned a lot about marketing and fundraising. She commented that the majority of people who were called by the phone bank volunteers were supportive, and that people put schools and children first. Ms. Gavin thanked the Board members and said she knows how much time and effort they put in on this.

Minutes

February 10, 2003

Page 2

ITEMS BROUGHT UP BY MEMBERS OF THE BOARD

Director McGee commented that the bond election results were four points higher than the last bond issue, and this is a time of economic downturn. He thanked Cheryl Helpenstell and Jacki Gavin very much. Ms. Gavin said that working with the Ad Hoc Citizens Facilities Advisory Committee was great. Ms. Helpenstell commented that, for the next bond issue, it would be helpful if the process was started sooner. Director McGee commented that every school he passed had a "thank you to voters" on the reader board.

Director McGee commented that President Barclift received a life saving award from the Olympia Police Department, presented by Chief Gary Michel.

Director Keeffe extended his thanks to Superintendent Lahmann and Bob Wolpert for presenting information to all the schools and various community groups about the bond. He said he also appreciated all the work Shelley Carr did. He also thanked the community for their votes. He said he was amazed with the district and all the people in it. One man commented that the district has the community support, now spend the money well.

Director Parvinen said that Dick Nichols was excited about Ingersoll Stadium getting a new press box. She said it was exciting to see the results.

President Barclift said she attended the Federal Relations Network Conference in Washington, D.C. She said our representatives are very committed to education. She said they were surprised by the regulations now being developed by the Department of Education. She said they urged the representatives to put people in the Department of Education who will work on more realistic goals. She said she would share this information with the Board.

President Barclift said there is a bill before legislature on charter schools. She said the "No Child Left Behind Act" says children must have high quality education, and charter schools says teachers do not have to be certificated. She said charter schools should have to meet the same standards as school districts.

President Barclift said the Urban Issue Committee is meeting in Seattle on Saturday. The primary focus is built-in partnerships with the community. She said they are looking for examples of successful partnerships.

President Barclift commented that the Pastor of the Calvary Gospel Church has donated \$20,000 toward resolution of the Conger Avenue crosswalk issue. She said that as she gets more information, she will share it with the Board.

President Barclift said that on Wednesday, February 12, there is a forum on bullying at the Olympia Center. Washington State Attorney General Christine Gregoire is the guest speaker.

ACTION ON CONSENT AGENDA

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

**Minutes
February 10, 2003
Page 3**

1. SCHOOL DIRECTORS

1.1 Board Meeting Schedule

- Monday, February 10, 2003, 7:00 p.m., Regular Board Meeting, Rogers Elementary School, 2001 26th Avenue NE, Olympia, Washington.

- Tuesday, February 11, 2003, 7:00 p.m., Joint Olympia School District/Griffin School District Board of Directors 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.
- Wednesday, February 26, 2003, 6:30 p.m., Board Study Session on High School Graduation Requirements, Capital High School, 2707 Conger Avenue NW, Olympia, Washington.
- Monday, March 10, 2003, 7:00 p.m., Regular Board Meeting, Rogers Elementary School, 2001 26th Avenue NE, Olympia, Washington.
- Monday, March 24, 2003, 7:00 p.m., Regular Board Meeting, Washington Middle School, 3100 Cain Road SE, Olympia, Washington.

2. CERTIFICATED PERSONNEL
2.1 Certificated Personnel Report

Retirement

James Baird - Business Education and Math at Capital High School, effective the end of the 2002-03 school year.

Leave of Absence

Rachelle' Thummel - English at Capital High School, a .181 FTE childcare leave of absence effective March 26 through May 16, 2003 (33 days @ 1.0 FTE).

Reduction in Contract

Rachelle' Thummel - English at Capital High School, a continuing .40 FTE reduction in contract (from 1.0 to .60) beginning the 2003-04 school year.

New Contracts

Ericka Boysen - Math at Jefferson Middle School, a one-year-only 1.0 FTE contract effective January 27, 2003, through the end of the 2002-03 school year.

Matt Schiefer - PE and ESL at Jefferson Middle School, a one-year-only 1.2 FTE contract effective January 27, 2003, through the end of the 2002-03 school year.

2.2 Executive Session

An Executive Session was requested for personnel and legal matters.

2.3 Issuance of 2003-04 Certificated Contracts

The administration requests authorization to grant issuance of 2003-04 contracts to those provisional and continuing contract certificated employees determined by the Superintendent to be entitled to 2003-04 contracts.

Minutes

February 10, 2003

Page 4

6. BUILDINGS AND GROUNDS -- NEW CONSTRUCTION

6.1 Final Acceptance--Madison Site Preparation, Phase I

The Board approved final acceptance of Bid No. 528, Madison Site Preparation, Phase I.

6.2 Final Acceptance--Washington Middle School Field Improvements, Phase II

The Board approved final acceptance of Bid No. 567, Washington Middle School Field Improvements, Phase II.

6.3 Final Acceptance--Pioneer Elementary School Addition and Modernization

The Board approval final acceptance of Bid No. 557, Pioneer Elementary School Additions and Modernization.

8. FINANCES

8.1 Approval of Vouchers

The Board approved General Fund Voucher 120727 in the amount of \$19, 607.70, General Fund Vouchers 120728 through 121002 in the amount of \$245,037.46, Capital Projects Fund Vouchers 6898 through 6907 in the amount of \$24,111.45, and ASB Fund Vouchers 23480 through 23565 in the amount of \$45,746.74, dated January 27, 2003, and warrants were issued in their payment.

REGULAR AGENDA

1. SCHOOL DIRECTORS

1.1 Discussion on Length of Board Meetings

President Barcliff said she asked for discussion on the length of Board meetings because she is concerned about keeping staff members until all hours of the night, and they have to get up early the next morning. She also said that if the Board wants student representatives, they also cannot be expected to be at the meeting until late hours. She said some boards front load the meeting with critical agenda items, but that creates problems down the road. She said the Board might consider having three meetings a month, two for business and one study session. She said study sessions involve a presentation, but do not take public comment. She also asked if the Board members had concern about when the packets are delivered, that perhaps they needed them earlier. Director Keeffe said some of the ideas are interesting. He commented that there was a time when the Board had study sessions once a month. He said they are good when there is something that requires a lengthy discussion. He said the Board wants to hear from the community, and it is important to pay attention to the community and to each other. He commented that, perhaps, the Superintendent and Board President could try not to schedule two or three big things on the same agenda. President Barcliff said that maybe the Board could have an agenda that has an ending time, and the rest of the items would be bumped to the next meeting. Director McGee said he would be interested in knowing any legal issues in continuing to a future meeting. He commented that the Board could use parliamentary procedure. He also said that individual preparation is good. He said that sometimes it only seems like discussion has only taken ten minutes, but then he realizes it has been twenty. He noted the Board has a policy that lets the Board allow public comment for only three minutes. He said that, typically, the Board only invokes that when there are a lot of people wanting to speak to an issue. He said it is important to invoke that at the beginning of the meeting, and it must be made very clear. He said he felt that the Board needs to talk about

Minutes

February 10, 2003

Page 5

1.1 Discussion on Length of Board Meetings (continued)

personal style issues at its retreat. Director Parvinen said that, in addition to asking people to speak for only three minutes, audience members should also be asked to agree with a former speaker rather than re-stating what others have already said. President Barcliff said that there are boards who also limit the time board members can talk on a subject. She said the Board needs to make the policy clear and re-affirm it. Director Keeffe said the three-minute limit has been done in the past, but the Board has been lax about it when there are only a few people who want to comment. He said if there is a long line, then the Board needs to make the three-minute rule clear at the beginning of the meeting. Director Parvinen said most people can get their thoughts said in three minutes, and that is not unreasonable. Director Lehman said he did not sense that there is a problem with community comment taking an extraordinary amount of time. He also said he does not think it is the Board that spends too much time talking. He said the structure of the meetings could be changed to make them more efficient. He said some presentations are very long. He said his interest is more in the structure than the time. He felt getting more public interaction is a good thing. Superintendent Lahmann commented that, generally speaking, the Board needs two meetings monthly to pay bills in a timely manner. He

said there are deadlines for grant applications as well. Director Parvinen asked Director Lehman if he was opposed to the three-minute time. Director Lehman said he guessed he is. He said he felt this might alienate people, that there is need to have more public comment. President Barclift said the Olympia City Council limits the time for comment, and she has not heard anything about it alienating the public. Director Keeffe said the Board has had meetings where they have had 200 people and they were not limited on time. He said the Board has done both. President Barclift said she and Superintendent Lahmann could try to balance the agenda to make sure the agenda is not too heavy, and if it looks like it will be heavy, some items could be moved to the next meeting. She commented that the Board needs to evaluate its Operating Protocol at the retreat. Director Keeffe said he is not in favor of limiting comment to three minutes. He said if there were a lot of people, he would consider it. He said he felt it is appropriate to let people speak. He said he liked the idea of paying attention when building the agenda. Superintendent Lahmann said he would look at agenda times when talking with his cabinet members. He said they could try to determine how long an item might take, and put some time limits on it. He said, however, that they do not have control on the public discussion that might follow. Director McGee said he needs to think about the time. He said he would leave it up to President Barclift and Superintendent Lahmann to set the agenda.

5. BUILDINGS AND GROUNDS

5.1 Name for Baseball Field

Olympia High School Principal Matt Grant and Coach Todd McDougall proposed naming the baseball field after Lt. Colonel Bruce Crandall, Olympia High School of 1951, a high school all-American baseball player, and a distinguished member of the United States Army. Mr. Crandall's exploits were recently chronicled in the best-selling novel We Were Soldiers Once and Young, and major motion picture We Were Soldiers. Mr. McDougall spoke with the Boosters Club about the process. He said that former principal Dick Allen had discussed naming different parts of the school with department heads. The department heads scrutinized this proposal and approved it unanimously. He said they felt that Lt. Colonel Crandall was exceptional and has been unrecognized in any other area at Olympia High School. Mr. McDougall said OHS has an Eagle Scout working on a project to build a flag pole plaza. He said he would like to put a plaque there to commemorate Lt. Colonel Crandall. Superintendent Lahmann said the district does not have a procedure for naming fields. He said he had asked

Minutes

February 10, 2003

Page 6

5.1 Name for Baseball Field (continued)

Mr. Grant and Mr. McDougall to review what has been done in the community and share it with the Board. Director McGee said this may need to be re-evaluated. He said his concern is with the timing. He said he does not know what the community perception would be if war breaks out. He said this could possibly be mistaken for something that it is not. Director Keeffe said that a few years ago, the Roosevelt field was named after Tom Maki. He said he is not opposed to this proposal, but he would like to read more about this individual. He said he appreciated the department heads feeling this is a good thing to do. Director Lehman said he does not have a concern about this personally. He said his issue is with the process of naming fields. He felt this should not be done in a haphazard way. He said he trusted these folks, but felt uncomfortable without establishing a procedure. Director Parvinen echoed the cautions and thanked Mr. Grant and Mr. McDougall for looking into it. Director McGee asked how much time is needed. Mr. McDougall said the individual only lives a small way away and probably would not need a lot of advanced notice. He said it would probably take two to three weeks to get a plaque ready. President Barclift said the Board members will review this and discuss it at the next meeting. Director McGee asked Mr. Grant and Mr. McDougall to come back with logistics and timing. President Barclift said it might be helpful if the Board could have documentation of what has been done so far. She said it also might be helpful if they could research other districts on what they do, and the Washington State School Directors' Association (WSSDA). President Barclift commented that Mr. Grant and Mr. McDougall have done a great job.

10. Board Member Comments

Director Parvinen said the Board received copies of letters of appreciation written by Mary Jane Rants' third graders at Hansen Elementary School. She said they were wonderful.

Director Parvinen said the district was recognized at the WSSDA Director Area 5 meeting for our bond passage.

Director Parvinen commented that the district has named Shirley Swan as a recipient of the Together "Champion for Kids." Shelley Carr said Ms. Swan was proposed by several different people in the community and by staff members. She said Ms. Swan taught kindergarten at Garfield Elementary School for 32 years. After retirement, she partnered the First Methodist Church with Madison Elementary School. She organized the annual coat drive, back-to-school supply drive, and holiday bazaars so each child had something to take to their families. The church raised enough for five families to have their first and last month's rent paid so they would not be homeless. Ms. Swan also has recruited reading and lunch buddies. Ms. Carr said Shirley Swan has had an enormous impact.

11. Future Agenda Items

- Student Representative on the School Board
- Nutrition

The Board recessed into Executive Session at 8:20 p.m.

Minutes
February 10, 2003
Page 7

The Board reconvened and adjourned at 9:15 p.m.

Respectfully submitted,

Secretary

President