

**Minutes of a Regular Meeting of the Board of Directors  
OLYMPIA SCHOOL DISTRICT 111  
February 14, 2005**

The regular meeting of the Olympia School District Board of Directors was called to order by President Michelle Parvinen at 7:05 pm on Monday, February 14, 2005, at the Knox Administrative Center, 1113 Legion Way SE, Olympia, Washington 98501. Also present were Vice President Russ Lehman, Directors Carolyn Barclift and John McGee, Student Representative Joe Anderson and Superintendent Bill Lahmann. Director Rich Nafziger joined the meeting in progress.

The pledge of allegiance was led by Career & Technical Education students Hayden Murphy and Terese Martinez of Capital High School, and Katie Watson and Justin Bryant of Olympia High School.

Mr. Doug DeForest of Olympia Master Builders informed the Board that the League of Master Builders was hosting the "Living Green Expo", starting the weekend of March 25<sup>th</sup> and running for six subsequent weekends, offering information on low-impact development and environmentally-friendly buildings. In appreciation for the District's efforts in providing environmental education opportunities to its students, he presented a check for \$1,000 on behalf of Olympia Master Builders to OlyKids4Cispus. It was accepted with gratitude by Mr. Steven Kant, representing OlyKids4Cispus.

In recognition of National Career & Technical Education (CTE) Week, Mike Hickman, Director of Career & Technical Education gave a very brief overview of the CTE program and introduced Business & Marketing Education students who made a brief presentation regarding the benefits of Career & Technical Education classes and student leadership programs and activities. They spoke of the many skills they are gaining through instruction, conferences and work experiences. Representing Capital High School were Hayden Murphy and Terese Martinez, members of DECA; representing Olympia High School were Katie Watson and Justin Bryant, members of Future Business Leaders of America (FBLA).

Mr. Hickman invited the Board and audience members to attend the Career Tech Fair on Thursday, February 17, 2005 in the Knox Board Room. Mr. Bryant invited the Board and audience to attend their annual March of Dimes fundraising dinner at 6:30 pm on Thursday, February 17, 2005, at Olympia High School.

**DIRECTOR BARCLIFT MOVED TO APPROVE THE MINUTES OF THE REGULAR BOARD MEETING OF JANUARY 24, 2005, AS PRESENTED. VICE PRESIDENT LEHMAN SECONDED THE MOTION. FIVE AYES; MOTION CARRIED.**

There were no audience members who expressed an interest in addressing agenda items. There were no comments offered by members of the community.

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

Vice President Lehman reported on a meeting he and President Parvinen attended earlier that day with representatives from Franklin High School in Seattle, the only Public Service Academy in Washington. Superintendent Lahmann noted that they had also presented to Olympia High School staff recently. Vice President Lehman suggested that the Board may want to learn more about the concept.

Director McGee asked the administration about an email he received from someone who was concerned about our athletic release form. Superintendent Lahmann asked Assistant Superintendent Jim Crawford to address the Board with respect to two such inquiries the District has received. Mr. Crawford reported that, upon advice from our insurance consultants, Canfield Associates, the administration has adapted a disclosure statement and a waiver statement that more explicitly identifies the risks inherent in participating in extra-curricular activities, particularly athletics. Although we've put our District identification on the form, it utilizes language developed by legal experts outside the District. The form clearly states that there are risks involved in student athletics. Other districts have taken this step, and we have followed advice of counsel in doing so.

**DIRECTOR BARCLIFT MOVED TO APPROVE THE CONSENT AGENDA, WITH THE ADDITION OF A PUBLIC HEARING TO BE ADDED TO CONSENT AGENDA ITEM 1.1, SAID PUBLIC HEARING TO BE HELD AT 6:30 PM ON MONDAY, MARCH 14, 2005, PRIOR TO THE REGULAR BOARD MEETING OF THAT DATE, AT THE KNOX ADMINISTRATIVE CENTER. DIRECTOR MCGEE SECONDED THE MOTION. FIVE AYES; MOTION CARRIED.**

## **Consent Agenda**

### **1 SCHOOL DIRECTORS**

#### **1.1 Board Meeting Schedule**

- Monday, February 28, 2005, 7:00 pm, **Regular Board Meeting**, Hansen Elementary School, 1919 Road Sixty-five NW, Olympia, Washington 98502.
- Monday, March 7, 2005, 6:30 pm, **Study Session**, Knox Administrative Center, 1113 Legion Way SE, Olympia, Washington 98501.
- Monday, March 14, 2005, 6:30 pm, **Public Hearing on Westside Boundaries**, Knox Administrative Center, 1113 Legion Way SE, Olympia, Washington 98501.
- Monday, March 14, 2005, 7:00 pm, **Regular Board Meeting**, Knox Administrative Center, 1113 Legion Way SE, Olympia, Washington 98501.
- Monday, March 28, 2005, 6:30 pm, **Public Hearing on Eastside Boundaries**, Washington Middle School, 3100 Cain Road SE, Olympia, Washington 98501.
- Monday, March 28, 2005, 7:00 pm, **Regular Board Meeting**, Washington Middle School, 3100 Cain Road SE, Olympia, Washington 98501.
- Monday, April 18, 2005, 7:00 pm, **Regular Board Meeting**, Knox Administrative Center, 1113 Legion Way SE, Olympia, Washington 98501.
- Monday, April 25, 2005, 6:30 pm, **Study Session** (tentative), Knox Administrative Center, 1113 Legion Way SE, Olympia, Washington 98501.

### **2 CERTIFICATED PERSONNEL**

#### **2.1 Certificated Personnel Report**

The Board approved one leave of absence revision, one leave of absence, and two new contracts, as follows:

##### **REVISION OF LEAVE OF ABSENCE**

**Johnston, David** – English (.40 FTE) at Capital and Olympia Education Association President (.60 FTE). Previously approved leave of absence be changed from January 3, 2005 to January 18, 2005.

##### **LEAVE OF ABSENCE**

**Lee, Jennifer** – Grade One at Boston Harbor Elementary School. Leave of absence effective February 16, 2005 through the remainder of the 2004-05 school year.

##### **NEW CONTRACT**

**Dickerson, Ilene** – Speech/Language Pathologist with Special Services. A one-year .209 FTE contract effective January 25, 2005 through the reminder of the 2004-05 school year (95 days @ .40 FTE).

**Wilcox, Darcy** – English at Capital High School. A one-year .330 FTE contract effective January 18, 2005 through the remainder of the 2004-05 school year (100 days @ .60 FTE).

*ALL OFFERS FOR NEW CONTRACTS ARE CONTINGENT UPON SUCCESSFUL COMPLETION OF ALL BACKGROUND CHECKS REQUIRED BY STATE LAW AND DISTRICT POLICY.*

## **2.2 Executive Session**

An executive session was held for real estate matters and an update on contract negotiations.

## **3 CLASSIFIED PERSONNEL**

### **3.1 Classified Personnel Report**

The Board approved the Classified Personnel Report dated February 14, 2005.

*ALL OFFERS FOR EMPLOYMENT ARE CONTINGENT UPON SUCCESSFUL COMPLETION OF ALL BACKGROUND CHECKS REQUIRED BY STATE LAW AND DISTRICT POLICY.*

## **4 PUPILS & SCHOOL PROGRAMS**

### **4.1 Carl D. Perkins Grant**

The Board approved a proposal qualifying the Olympia School District to receive \$55,146 in federal grant funds for supplemental support of Career & Technical Education.

### **4.2 Instructional Materials Committee**

The Board acknowledged receipt of a list of instructional materials for review. The materials will be available for study in the K-12 Teaching & Learning office for a period of two weeks.

## **6 BUILDINGS & GROUNDS – NEW CONSTRUCTION**

### **6.1 Call For Bids – Relocation of Portables, Capital High School**

The Board granted permission to call for bids to relocate nine portables located on the Capital High School campus to accommodate the additions and modernization project scheduled to begin this spring.

### **6.2 Ingersoll Stadium Improvements – Approval of Change Order No. 3 & 5**

The Board approved two construction change orders related to the improvements to Ingersoll Stadium: Change Order No. 3 in the amount of \$28,356 for repairs to the existing track prior to installation of new finish surfacing, and Change Order No. 5 in the amount of \$31,410 for the installation of an addressable fire alarm system.

## **8 FINANCES**

### **8.1 Approval of Vouchers**

The following expenditures were approved: Associated Student Body Fund Voucher Nos. 26604 through 26665, in the total amount of \$76,162.07; Capital Projects Voucher Nos. 7874 through 7898, in the total amount of \$299614.29; General Fund Warrant Nos. 15558 through 15656, in the total amount of \$1,148,170.37; General Fund Voucher Nos. 131916 through 132086, in the total amount of \$608,500.44; and, Transportation Vehicle Fund Voucher No. 48 in the amount of \$52,070.03.

### **8.2 Acceptance of Donation from Church of Living Water**

The Board accepted a donation of electronic equipment, supplies and cash from the Church of Living Water to Olympia High School.

### **8.3 Facility Use Request – The Vineyard**

The Board approved a one-year facility use agreement with The Vineyard for use of Garfield Elementary School for Sunday worship services.

### **8.4 Financial Report – December 2004**

The Board approved the December 2004 Revenue and Expenditure Report for the General, Capital Projects, Debt Service, Associated Student Body and Transportation Vehicle Funds.

## Regular Agenda

### 1.1 Revision to Policy 3200, Student Rights and Responsibilities - Addendum I-Athletic Code for Middle School Students and Addendum II-Athletic Code for High School Students

Jeff Carpenter, Health and Fitness Coordinator, presented for third reading a revision to the referenced addendums, including a recommendation that the Board approve the adoption of the Washington Interscholastic Activities Association (WIAA) regulation which now allows physical examinations to be valid for a period of 24 months, provided, that an update exam will be required after 13 months. The administration also recommended a revision to Section D of each addendum, clarifying the sanctions to be imposed for violation of appropriate conduct standards off campus.

**DIRECTOR McGEE MOVED TO APPROVE THE REVISION TO POLICY 3200 AS PRESENTED. DIRECTOR BARCLIFT SECONDED THE MOTION. FIVE AYES; MOTION CARRIED.**

### 1.2 Elementary School Boundary Assessment

Bob Wolpert, Director of Facilities and Operations presented the administration's preliminary assessment of elementary school boundaries and made recommendations for boundary adjustments, both on the Westside, impacting Hansen and McLane Elementary Schools, and on the eastside, impacting Centennial and Pioneer Elementary Schools. Mr. Wolpert also noted that public hearings were being scheduled in order to provide an opportunity for input from the community.

Director Barclift requested additional information identifying students currently attending Hansen Elementary who reside within the area being recommended for boundary adjustment to McLane Elementary.

### 1.3 2005-06 School Year Calendar

Superintendent Lahmann presented the recommended calendar for the 2005-06 school year.

**DIRECTOR BARCLIFT MOVED TO APPROVE THE 2005-06 SCHOOL YEAR CALENDAR AS PRESENTED. VICE PRESIDENT LEHMAN SECONDED THE MOTION. FIVE AYES; MOTION CARRIED.**

### 1.4 Board Vice President Responsibilities

Jim Crawford, Assistant Superintendent for Business and Support Services, addressed the Board regarding the topic of the responsibilities assigned to the office of the Board Vice President, both as required by statute and as established by Board policy. Mr. Crawford also reviewed practices of districts throughout the state regarding the review of vouchers.

Vice President Lehman thanked the Board and the administration for reviewing this process, and noted that the review was, in a sense, an illusion, in that it probably wasn't a consistent review, but it was a learning opportunity. He added he wanted to make it clear the review lacked depth, but also noted he no longer felt as strongly opposed to the practice as he once had. Director McGee stated he would like to see the matter further addressed, perhaps with shorter rotations among the Board, rather than falling to the Vice President. Director Barclift stated her preference that it remain with the Vice President, and President Parvinen concurred.

Director McGee suggested if the Board wanted to discuss it further, perhaps it could best be done at a Board retreat. Vice President Lehman stated he would send out an email to the Board to establish a date for the next Board retreat.

## **8 FINANCE**

### **8.1 2004-05 Budget Update**

Jim Crawford, Assistant Superintendent for Business & Support Services, provided the Board with a brief update on the current budget.

### **ITEMS TO BE BROUGHT UP BY PERSONS PRESENT**

Bob Wolpert introduced Brittin Witzenburg, the District's new Resource Conservation Manager. Superintendent Lahmann noted that her recommendations over winter break were quite successful and could be observed at the various buildings throughout the District.

### **BOARD MEMBER COMMENTS**

Director Barclift asked about student use of the internet and if there were checks in place. Superintendent Lahmann stated that he would ask Ron Morsette to provide the Board with a report on the system and how it functions to keep students out of inappropriate areas of cyberspace.

President Parvinen noted that former Board member John Keefe is being recognized by TOGETHER! Champion for Kids. She also noted that the audit exit interview is scheduled for March 4<sup>th</sup> at 3:00 pm, and reminded the Board of the memo from the Public Disclosure Commission requiring their online response before April 15<sup>th</sup>.

Joe Anderson noted that he was one of six National Merit finalists at Capital High School. The Board offered its sincere congratulations to Joe.

### **FUTURE AGENDA ITEMS**

- Board Email Communications (2/28/05)
- Student Representative Responsibilities
- Joint Meeting with Olympia City Council (4/04/05)

President Parvinen recessed the meeting to Executive Session at 8:50 pm. No action was anticipated.

The Board reconvened at 10:42 pm and President Parvinen called for a motion to adjourn.

**DIRECTOR NAFZIGER MOVED AND VICE PRESIDENT LEHMAN SECONDED ADJOURNMENT OF THE MEETING AT 10:42 PM. MOTION CARRIED.**

Respectfully submitted,

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Secretary

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President