

**MINUTES OF THE BOARD OF DIRECTORS MEETING
OLYMPIA SCHOOL DISTRICT
February 24, 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 24, 2003, at Washington Middle School, 3100 Cain Road SE, Olympia, Washington. Present were: President Barclift, Directors Keeffe, Lehman and Parvinen, and Assistant Superintendent for Educational Services Dr. Pam Farr. Director McGee was absent. Dr. Pam Farr announced that Superintendent Lahmann was at a Together meeting being honored as a "Champion for Kids", and he would be at the Board meeting a little late.

Assistant Superintendent for Human and Financial Resources John Nugent led the flag salute.

MINUTES

DIRECTOR PARVINEN MOVED AND DIRECTOR KEEFFE SECONDED APPROVAL OF THE FEBRUARY 10, 2003, REGULAR MEETING MINUTES, AS PRESENTED. MOTION CARRIED.

PRESENTATION

The Washington Middle School Jazz Band, under the direction of Greg Allison, performed as people arrived for the Board meeting. The Washington Middle School Boys' Choir, under the direction of George Strid, performed for the Board and audience members. Washington Middle School Principal Joni Butler welcomed everyone to the meeting and introduced staff members present. Staff members Sue Johnson, Pauletta King and Ron Sisson spoke about "teaming" at the school. The program started this year with the hope that it would make the day less hectic and more calm for students. Teachers coordinate student needs. There is improved parent/student/teacher communication, and teachers have more flexibility. Benefits include homework coordination, easier schedule shifting, and easier dissemination of information to staff. President Barclift asked how many periods a day the students have. Sue Johnson said there are six. President Barclift asked when the students have electives. Ms. Johnson said they are held before school. Pauletta King commented that the teachers would like to fine tune some things such as the elective program. She said the big goal is working on a health program across the grades which is not repetitive. President Barclift asked how physical education fits in. Principal Butler said all students have electives, physical education and four periods. Director Parvinen asked if the students will be re-shuffled next year. Principal Butler said yes and no, that band and orchestra drive the schedule. She said staff has done a lot of planning. She also said they have focused on remedial classes to bring down class sizes. Director Keeffe asked if this program would work in a smaller middle school. Principal Butler said they may not have four-person teams, but the model itself would be comfortable anywhere. Director Lehman asked, if the program would change since the physical structure of the building will change. Principal Butler said the program would drive the design of the school. Director Lehman asked what the current class size is. Principal Butler said around thirty. He asked what she would like the size to be. She commented around 26 to 27. Director Lehman asked if there was any mechanism in place to measure student achievement per student per year. Principal Butler said there is data showing how students are doing in a teacher's classroom, and there is also the OLYalt. Director Parvinen asked Principal Butler to pass on the Board's appreciation for the student performances.

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ITEMS BROUGHT UP BY MEMBERS OF THE BOARD

Director Keeffe said this is his twelfth year on the Board. He said he does not plan to run for the Board in November.

President Barclift said the Legislative Conference is this coming weekend. She asked Director Lehman about what he was testifying. Director Lehman said he is testifying at the hearing on the junk food bill at 1:30 p.m. on Friday, February 28. He said the bill is still in the Senate committee.

Superintendent Lahmann said the district is required every year to have an Initiative 728 Forum. He said it will be on Monday, March 17, 7:00 p.m., at Roosevelt Elementary School.

Superintendent Lahmann commented that the Board schedule indicating March 26 for the high school graduation requirements should be stricken from the Consent Agenda. He also gave the Board a corrected Ending Fund Balance sheet.

Director Keeffe asked about a meeting he read about in *The Olympian* which is being held on March 5 regarding the use of old Madison Elementary School. Superintendent Lahmann said he read about it in the paper also, but that neither he nor Bob Wolpert had been notified about it. Superintendent Lahmann noted that Mr. Wolpert has shared with the group using old Madison what can and cannot be done with the building. He said the district is required to have an appraisal of the building and to go with the state guidelines.

ACTION ON CONSENT AGENDA

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

1. SCHOOL DIRECTORS

1.1 Board Meeting Schedule

- 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

Void Contract

Maribell (Francisca) Vilchez-Ruiz - Spanish at Lincoln Elementary School, voiding a one-year-only .20 FTE contract approved on October 14, 2002.

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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 February Classified Personnel Report as presented.

4. PUPILS AND SCHOOL PROGRAMS

4.1 Instructional Materials

The Board received a list of instructional materials for study.

4.2 Student Travel Request

The Board approved a request for an overnight field trip for 51 Reeves Middle School Alki students to have a sleepover in the Reeves Middle School gymnasium, February 28 to March 1, 2003, for community building and social activities for students and parents.

6. BUILDINGS AND GROUNDS -- NEW CONSTRUCTION

6.1 Final Acceptance--Portable Relocation

The Board approved final acceptance of Bid No. 547, Portable Relocation to Capital High School and Washington Middle School.

8. FINANCES

8.1 Approval of Vouchers

The Board approved General Fund Vouchers 121003 through 121285 in the amount of \$462,283.05, Capital Projects Fund Vouchers 6908 through 6923 in the amount of \$507,419.74, and ASB Fund Vouchers 23566 through 23644 in the amount of \$51,294.17, dated February 24, 2003, and warrants were issued in their payment.

8.2 Financial Report

Board members received the February 2003 Revenue and Expenditure Reports for the General, Debt Service, Capital Projects, ASB and Transportation Vehicle Funds.

8.3 Declaration of Surplus

The Board approved a declaration of surplus for miscellaneous instructional and non-instructional furniture, equipment and materials stored at individual school sites. All items are surplus to the educational and operational programs of the district or are beyond economic repair or functional usefulness.

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REGULAR AGENDA

6. BUILDINGS AND GROUNDS--NEW CONSTRUCTION

6.1 2003 Capital Improvements Projects--Master Schedule

Director of Facilities and Operations Bob Wolpert presented the administration's recommendation of a master schedule for the capital improvement projects associated with the 2003 bond measure. He spoke about building project timelines including Capital, Washington, Reeves, Pioneer, L.P. Brown, Knox Gymnasium and Ingersoll Stadium. The athletic field improvements include Jefferson (north--football, soccer), Jefferson (south--baseball/soccer), Capital (west--baseball, soccer), Capital High (east--football), Marshall football and soccer, Ingersoll Field, Olympia High (Henderson Street, North Street and the JV field), Reeves, and track resurfacing. The "small works" projects at various sites include carpet replacements, gym floor replacements, security system installations, playground equipment, roof repairs, security upgrades, communications/technology upgrades, miscellaneous improvements, storage improvements and

emergency storage buildings. Almost all of the "small works" projects will be accomplished during the summer break periods in 2003, 2004 and 2005. Director Keeffe asked if this work would be difficult for current staff to handle. Mr. Wolpert said another project manager will be added, and that he felt everything has been sorted out in terms of the work load. Director Lehman asked what was needed from the state. Mr. Wolpert said that first, they need to open more slots. He said the district goes to the State Board with the criteria to get the jobs done, and it is up to the State Board to make the award. Mr. Wolpert commented on the Ingersoll Stadium timing. He said he has been asked to get the artificial turf done now for it to be ready in the fall. He said this takes a lot of planning. He said the district is going to break up the work in smaller packages. He said the first thing after fall sports, they are going to do the grandstand and lighting projects. Mr. Wolpert commented, regarding fields, that scheduling is being done to have back-up fields when other fields are being done. Director Keeffe asked how this would be paid for. Assistant Superintendent for Human and Financial Resources John Nugent said he has met with the district's bond consultant. He said the district can begin to front end projects with Capital Projects funds. He said in late May or early June, the district will issue the first of the bonds (\$20 million). He said in succession, the district will issue \$30 million and then the final \$26 million. He said a lot depends on cash flow demands. He also said the district needs to watch for IRS penalties, and the bond market. He commented that the district is also going to try to re-finance old bonds to take advantage of current interest rates.

6.1 Capital High School Fast Pitch Field Improvements

Bob Wolpert presented the administration's recommendation for constructing two competitive fields to house the Capital High School girls' varsity and junior varsity fast pitch teams. Mr. Wolpert presented the options that were considered along with recently developed cost estimates for the work. The three long-term solutions considered were the McLane Elementary School property, Capital High School west fields, and Jefferson Middle School south fields. He spoke about the advantages and disadvantages for each. After weeks of considering several options, the administration recommends further improvements to the Conger Street fields at Jefferson Middle School to permanently house the Capital High School girls' fast pitch program. Director Keeffe asked if work would be done on the grass. Mr. Wolpert said no, not until the summer of 2005. He said this is more of a turf management program. Discussion followed on scheduling use of district fields during construction.

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6.3 Change Order--Knox Administration Center Improvements

DIRECTOR KEEFFE MOVED AND DIRECTOR PARVINEN SECONDED APPROVAL OF A CHANGE ORDER IN THE AMOUNT OF \$618,277 TO REPLACE EXISTING WOOD FRAME WINDOWS AT THE KNOX ADMINISTRATION CENTER. MOTION CARRIED.

8. FINANCES

8.1 Update on Budget Development Process for 2003-04

Assistant Superintendent for Human and Financial Resources John Nugent provided an update on the process being used to develop the district budget for the 2003-04 school year. An orientation meeting for the new Budget Advisory Group (BAG) members was held on February 6, 2003. The first regular BAG meeting is February 27, 2003. Presentations to building/department staffs are about half complete. The General Administration meeting this week will deal with the projected 2003-04 budget deficit. The Initiative 728 Forum and Planning Process will proceed as in prior years. Certificated contracts will be issued earlier this year in to better estimate the need for implementing reduction-in-force procedures. The 2003-04 budget deficit is still estimated at approximately \$1.4 million.

11. **Future Agenda Items**

- Student Representative on the School Board
- Nutrition
- National Board Certification Program -- 3/10/03
- Smart Moves -- 3/10/03

The Board recessed into Executive Session at 9:28 p.m.

The Board reconvened and adjourned at 10:50 p.m.

Respectfully submitted,

Secretary

President