



# Olympia School District

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*Draft*

## 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 FEBRUARY 25, 2008

A regular meeting of the Olympia School District Board of Directors was called to order by President Carolyn Barclift at 6:30 p.m. on Monday, February 25, 2008, at Capital High School, 2707 Conger Avenue, Olympia, Washington 98502. Also present were Vice President Bob Shirley, Directors Russ Lehman and Frank Wilson, Student Representative Adam Buchholz and Assistant Superintendent Jim Crawford.

President Barclift led the Pledge of Allegiance.

### FOCUS ON CAPITAL HIGH SCHOOL

Music was provided before the meeting, featuring OSD Music Coordinator Dan Lundberg, percussionist Chandler Fry with Jack McElerath on bass, both CHS students, and CHS Assistant Principal Larry Walsh on vibraphone. Principal Nancy Faaren introduced staff members present and ASB Vice President Suvir Bharil, who shared some of the projects students have implemented and many which are still being planned for the year. Principal Faaren reviewed Capital High School's 2007-2008 School Improvement Plan goals and spoke about their first year of Navigation 101 and Parent Access. She spoke about the work being done to address needs identified last year, including their ongoing efforts to be a safe and inclusive school, targeted assistance, and technology implementation. Information was also provided about opportunities for growth, including systemic interventions for students, credit recovery options, and the education of parents and students about the complexities of graduation requirements.

### FEBRUARY IS NATIONAL CAREER & TECHNOLOGY EDUCATION MONTH

Brad Hooper, Director of Career & Technology Education, provided an update on OSD's CTE program. He introduced Patricia Petersen, an Olympia High School parent, Iris Petersen an OHS student and DECA member (Delta Epsilon Chi Association, an international association of high school and college students studying marketing, management and entrepreneurship in business, finance and hospitality), Courtnei Cox and Marley LeMay, CHS students and FBLA members (Future Business Leaders of America), and Will Rance, Chairman of South Sound Council, Vice President of Community Relations for Washington State Employees Credit Union, and a member of OSD's CTE Advisory Committee. All speakers were very supportive of OSD's CTE program and spoke of the positive impact it provided toward achieving student success during high school and beyond.

**DIRECTOR LEHMAN MOVED TO APPROVE THE MINUTES OF THE REGULAR BOARD MEETING OF FEBRUARY 11, 2008. DIRECTOR WILSON SECONDED. FOUR AYES; MOTION CARRIED.**

### DIRECTOR LEHMAN MOVED TO AMEND THE REGULAR AGENDA TO ADD TWO ITEMS:

1.6 The Board will discuss an amendment to the Superintendent's 2007-2010 contract to extend the date for the Board's determination whether to offer the Superintendent an extended contract or, alternatively, to allow the present contract to progress toward its expiration date. The date for the determination will be extended from January 31, 2008, to March 31, 2008.

1.7 The Board will determine whether to offer the Superintendent an extended contract.

**DIRECTOR SHIRLEY SECONDED.**

After discussion regarding the requirements of Section 9 of the Superintendent's existing 2007-2010 contract, whether to continue the discussion in light of the Superintendent's absence, and the whether a three-year contract was appropriate, the President called for the question:

**TWO AYES, TWO NAYS; MOTION FAILED.**

Two audience members were acknowledged as desiring to speak about an agenda item.

**COMMUNITY COMMENT**

**Moe Broom** is Supervisor of Technical & Industrial Career and Technical Education with the Office of the Superintendent of Public Instruction and a member of the Consolidated Program Review team that recently audited the District. He described OSD's CTE program as excellent. He said he saw vibrant programs and teachers excited about teaching, with classroom content integrated with academics. Mr. Broom also said he found it exciting that the administrator at District level was in the classroom on a regular basis and there was open communication. Not only did he [Brad Hooper] know what teachers were doing, but he called students by name, something unusual for a district this size.

CONSENT AGENDA

**DIRECTOR WILSON MOVED TO APPROVED THE CONSENT AGENDA AS PRESENTED. VICE PRESIDENT SHIRLEY SECONDED. FOUR AYES; MOTION CARRIED.**

**1 SCHOOL DIRECTORS**

**1.1 Board Meeting Schedule**

- Wednesday, March 5, 6:30 pm, **Candidate Screening**, Knox Center
- Monday, March 10, 6:30 pm, **Regular Board Meeting**, Centennial ES
- Wednesday, March 12, 6:30 pm, **Community Forum**, Knox Center
- Monday, March 17, 6:30 pm, **Study Session (Budget)**, Knox Center
- Wednesday, March 19, 6:30 pm, **Director Selection**, 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 (Budget)**, 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 and one increase in contract:

***NEW CONTRACT – Effective the 2007-2008 contract year***

Richardson, Carolyn – ELL Teacher at Hansen Elementary School. Approved a one-year .40 FTE contract, beginning February 19, 2008. (Allocation added for enrollment.)

***INCREASE IN CONTRACT - Effective the 2007-2008 contract year***

Zodrow, Michelle – Social Service Coordinator at Roosevelt and McKenny Elementary Schools. Approved a one-year .10 FTE increase in contract (from .50 to .60), beginning February 7, 2008. (Filling a portion of the FTE vacated by Tamara Barnes' reduction in contract.)

**3 CLASSIFIED PERSONNEL**

**3.1 Classified Personnel Report**

The Board approved the Classified Personnel Report dated February 25, 2008.

**4 PUPILS & PROGRAMS**

**4.1 Overnight Field Trip Requests**

The Board approved the following overnight field trips:

- ❑ **CHS** – Marketing/DECA; state DECA competition; Bellevue, WA; events and competitions, marketing and career fair; 11 students, one teacher; March 6-8, 2008.
- ❑ **CHS** – Knowledge Bowl, state tournament; Camas, WA; 6 students, one teacher; March 21-22, 2008.
- ❑ **OHS** – Band; tour of Pacific University and music clinic in Portland, Oregon; Central Washington University, Ellensburg, WA; Wind Ensemble Festival; 51 students, one teacher, three parent chaperones; February 28-March 1, 2008.
- ❑ **OHS** – Marketing/DECA; state DECA competition; Bellevue, WA; events and competitions, marketing and career fair; 25 students, one teacher, two chaperones; March 6-8, 2008.

## **8 FINANCES**

### **8.1 Approval of Vouchers**

The Board approved the following expenditures: Private Purpose Trust Voucher Nos. 10 through 11, in the total amount of \$5,499.75; Associated Student Body Fund Voucher Nos. 31048 through 30203, in the total amount of \$75,810.99; Capital Projects Voucher Nos. 9739 through 9752, in the total amount of \$35,166.52; and, General Fund Voucher Nos. 140937 through 141075, in the total amount of \$585,216.87.

### **8.2 Financial Report – January 2008**

The Board approved the January 2008 Revenue & Expenditure Reports for the Associated Student Body, Capital Projects, Debt Service, General, and Transportation Vehicle Funds.

### **8.3 Mitigation Agreement**

The Board approved a mitigation agreement for Keily Glen, a 20-unit, single family housing development located in the Madison Elementary School, Reeves Middle School and Olympia High School service areas.

## REGULAR AGENDA

## **1 SCHOOL DIRECTORS**

### **1.1 Mathematics Education Policy – Grades 1 to 8**

Director Bob Shirley introduced a proposed mathematics education policy for students in grades one through eight. He stressed the potential for raising mathematical achievement by heightening our focus, as was done with reading and writing.

President Barclift asked the Board to consider whether they wanted to be adopt policies for curriculum areas, particularly a policy that is this specific, and whether this topic should be given consideration separate from budget discussion.

**Mark Campeau** is Site Council Chair at McLane Elementary School, and an elected Fire Commissioner with McLane Fire District No. 9. He said that in his six years as a fire commissioner, with three of them on the Board, they have never had a split vote, because they respect each other, listen to each other's opinions, and work together to be sure they are on the same track. He went on to say that every student is a special student, not just the one-third of special needs students, not just the quarter percentile at the top who are gifted; every child deserves the best education they can get. He described agenda Item 1.1 as micro-managing. He said that even with his fire fighter/EMT background, the first thing he learned as a fire commissioner is that he is not an expert in fire fighting, and his job as a commissioner was to be sure they had people in place with the necessary skills.

Mr. Campeau said the key is to get the experts in place, get your legal counsel and administrators in place, and they are the ones who should be making the technical decisions, not the Board. He said the Board should give direction, put experts in place and let them do their job. He said his 4<sup>th</sup> grader was tested daily on math, reading, spelling, Dibels—some wonderful testing, but McLane currently receives no Title I or LAP money, their para-educator hours have been cut and they can barely staff recess. In other words, he said, they don't have the personnel they currently

need, and to add anything more, unless funding is provided and educators added, is not doable. With the coming budget cuts, we need to work with the experts we have and stick with the programs we have.

**Joel Bray** is a junior at Olympia High School, and for the past two years has been a tutor of middle school students at the after-school program at the Lutheran Church of the Good Shepherd. He said he sees students with a wide range of ability levels who usually do pretty well in reading and writing, but in math they are being given work and concepts in both the old and new curriculums that are not necessarily beyond their capabilities, but they are lacking in the basic skills they should be getting in elementary school. In their struggle with math basics, they are put at a disadvantage to learn in both middle school and high school, where he said he also peer tutors. He suggested additional funding and direction be put into stressing math, to provide more students capable of learning the concepts in middle school and high school, less struggle with WASL and less time required in remedial efforts. He said he sees students who really want to learn, and the time he spends with them results in a great deal of improvement.

Matt McCauley, Assistant Superintendent of K-12 Teaching & Learning, provided an update on the mathematics efforts currently in place at elementary level, the resources that have been made available to teachers, and the advances being made. He noted that although our District does well compared with the state average, it is not sufficient in terms of those kids who are behind benchmark, nor for those kids who need more challenge. Certainly we need to continue working in mathematics, and while our staff development efforts are paying dividends, we have a way to go. Our emphasis on math implementation just began a year and a half ago, not nearly enough time to see the benefits we expect to come. RTI, Response to Intervention, will be implemented in mathematics as it is now being used in reading. We will need additional work in aligning standards after we find out what the new standards are later this spring.

Mr. McCauley said if the proposed policy is intended to ensure a continued focus on mathematics in the District, he applauds that, but the exact strategies should be assessed, analyzed and the impacts and benefits considered. He agreed that we have students who need extra challenge and rigor in order to avoid their becoming disenfranchised. Our staff intends for us to become a stellar district in terms of mathematics. Staff is already on the right path and the discussion should continue.

President Barclift asked Mr. McCauley if administrators and teachers across the district understood that this Board believes math is very important and intends to put a great deal of effort into it. Mr. McCauley responded that he did, and that we've implemented many elements to help student achievement in mathematics, extending across grade levels, from choice of materials to staff development to supplemental efforts to the mental disposition of staff. He noted that the mathematics race has just begun.

Discussion ensued regarding approaches at different schools, variances from school to school based on personnel, making choices to provide greater emphasis on math, impact on staff and resources, the roles of the Board, budget implications, expanding leadership capabilities, prioritizations, and whether the tools and authorities were in place.

President Barclift asked if a policy was the right choice and should it be considered separate from budget discussion. In response to a question from Director Lehman, Director Shirley said at some point, to go anywhere you have to choose where to go, and he thinks the time is right for the policy with regard to math, knowing some decisions will have to be made on finding the time to

implement it. He added that he didn't want anyone to spend a lot of time on this now, but some decisions could be made at budget time.

President Barclift reminded everyone that the Board requested regular reports from the administration when the middle school math curriculum was adopted, and the Board looks forward to them. She read a letter from Duncan Clarke, a math teacher at Washington Middle School, highlighting the success and enthusiasm of several WMS students during a recent math competition. She added that the Board has said they want a math focus, and it is important to acknowledge the good work that is being done.

## **1.2 Legal Advice Policies**

Director Bob Shirley introduced the policies he is proposing with regard to Board notification whenever advice is sought and received from legal counsel, and attorney-client privileged communications. He described the proposed policies as fundamental to the duties of directors. Mr. Crawford said he had a brief conversation with Val Hughes, legal counsel for the District. She voiced concern regarding attorney-client privilege and how discussion of waiver of that privilege might work. She expressed concern about the difficulty of have a serious conversation about attorney-client privilege without having some kind of conversation about the content of the action. She urged some consideration be given to the cost involved in requiring a written response as opposed to a conversation, and that oral summaries of counsel's advice would need to be handled by staff and the Board with a great deal of care.

President Barclift asked if the Board wanted to pursue these items as policy right now. Her response was, no, that these policies be considered at the time the general policy review came back before the Board, as the Board had agreed to do earlier in the year. With regard to requiring the Superintendent to put each conversation with legal counsel into writing and send it to each Director, she deemed it to be micro-managing. Director Shirley responded that the time is now and he wanted the assurance that the Superintendent would immediately inform the Board of legal actions. Director Lehman said he did want the item on the agenda for second reading at the next Board meeting.

President Barclift stated that the policies would be presented for second reading at the next meeting.

## **1.3 OEA Letter of Concern & Unfair Labor Practice Chronology**

Mr. Crawford provided a summary of an overview/chronology of events and communications related to these items as requested by the Board at its January 28, 2008, meeting. Mr. Crawford stated that he, with other staff members, conducted searches of files, emails, billing on legal advice, Board minutes, etc., on the OEA letter and the Unfair Labor Practice, back to at least September 1, 2007. He noted that they were also accumulating documents in response to a public information request from a private citizen, so the efforts were combined to produce the chronology.

Director Shirley singled out two communications for discussion regarding the OEA Letter of Concern and the Unfair Labor Practice and how they were handled. He suggested that what happened was an attempt to make the December 17, 2007, and the January 14, 2008, Board meetings forums in which to settle leftover political acrimony from the election. He recapped some of the comments within the OEA letter and stated that this was clearly not the business of the school district, and not appropriate for the Board to discuss, even after the fact. He asked for copies of all the materials collected and assembled in compiling the chronology.

Director Lehman spoke of his concerns and embarrassment with the amount of time, six weeks, between the Superintendent's knowledge of a legal action and the Board being made aware of it. Director Lehman said something missing from the chronology was a long conversation he had with counsel. He said we would review in detail the legal bills to get the most accurate recitation of our counsel's involvement. Mr. Crawford stated that the legal bills had been reviewed, although the bill for January's services had not yet been submitted or received.

Mr. Crawford said he would like to respond to Director Shirley's assertion that Board meetings were used to "settle" a score, and he found the chronology did not support that assertion. He said that the OEA Letter of Concern was deemed by counsel to be in the nature of a complaint, with the intent being to protect a director's right to have the matter considered in executive session. President Barclift stated that considerable effort was put into trying to be sensitive to first one, then another, of our employee groups, both of which had written about the way the Board works with them, albeit with one particular director. Director Shirley reminded the Board that whether called a concern, a complaint or a communication, it was about Director Lehman's right to speak as an individual and not the business of the Board. He also said the way it was handled by the administration cast Director Lehman in a false, embarrassing light, and he was not given an opportunity to exercise his choice to be heard in an open meeting.

#### **1.4 Board Candidate Interview Process**

After discussion, the Board determined a process for the interview of candidates for the vacant Director District 2 position. They agreed to each submit two questions, to be posted in advance on the website, to which the candidates would respond in the initial interview, and providing the same amount of time for each candidate to respond. The number of candidates to move forward to the community forum would be determined at the end of the candidate responses. At the community forum, the community will submit questions in writing, they will be screened for similarity, and at least two community questions will be asked of each candidate, in a rotation of the candidates.

#### **1.5 Superintendent's Contract**

The Board discussed an amendment to the Superintendent's 2007-2010 contract to extend the date of the mid-year evaluation of the Superintendent's performance from January 31, 2008, to March 31, 2008. Director Shirley said he would vote no on the amendment, but he was willing to stay and conduct the Superintendent's evaluation. Director Lehman said he, too, would vote no, on the amendment. After discussion as to the manner in which the contractual obligation had been handled in the past, President Barclift stated that she would schedule an executive session before the next regular Board meeting. Director Shirley stated that an executive session was not necessary.

President Barclift noted that a negotiation strategy meeting was scheduled for Wednesday, February 27, 2008, from 5:30 p.m. to 6:30 p.m.

The meeting was adjourned at 10:05 p.m.

Respectfully submitted,

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Jim Crawford, Acting Secretary to the Board

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Carolyn M. Barclift, President