

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
OLYMPIA SCHOOL DISTRICT  
April 21, 2003**

**REGULAR MEETING AGENDA**

The regular meeting of the Board of Directors of the Olympia School District was called to order by Vice President Lehman at 7:00 p.m., Monday, April 21, 2003, at Rogers Elementary School, 2001 26th Avenue NE, Olympia, Washington. Present were: Vice President Lehman, Directors Keeffe, McGee and Parvinen, and Superintendent Lahmann. President Barclift was absent.

Deputy Superintendent Ken Benny led the flag salute.

**MINUTES**

**DIRECTOR PARVINEN MOVED AND DIRECTOR McGEE SECONDED APPROVAL OF THE MARCH 24, 2003, REGULAR MEETING MINUTES, AS AMENDED. MOTION CARRIED.**

**PRESENTATION**

Supervisor of Food Service Paul Flock presented information on changes in the food service department related to child nutrition. He addressed the initiatives of Strategic Plan III, along with several objectives. Target areas include providing sound, healthy foods; customer service, and collaboration and communication. Organic fruits and vegetables are being purchased locally and offered in salad bars at Lincoln, Pioneer and Boston Harbor Elementary Schools; Griffin School District, and soon at Garfield Elementary School. Foods low in sugar and fat are being offered in addition to alternative proteins. Snack bar food offerings at the high schools are focused on reduced fat, reduced sugar and increased nutritional value. Participation in the lunch program has increased while costs have remained about the same. Parents Vanessa Ruddy and Dixie Havlak shared their participation in the nutritional changes that have been implemented and are yet to take place. Director Keeffe asked if, at the high school level, the district is considering owning the vending machines for snack bars. Mr. Flock commented that he is in preliminary discussions with Olympia High School, a vending machine has been purchased, and there will be a trial run in June. Director Keeffe said this would allow revenue to be generated by the district rather than the vending company. Vice President Lehman extended his thanks to Lincoln Elementary Principal Cheryl Petra, parent Vanessa Ruddy, other parents and staff for being great catalysts. He extended his thanks to Dixie Havlak and her group for giving their time for something so important. He also extended his thanks to Paul Flock and his staff. Vice President Lehman said he has only heard uniformly positive comments from the community on the work being done by the food service staff. Director Parvinen commented that what the food service staff is doing regarding the Strategic Plan is exactly what the Board desired, and thanked them for their hard work in meeting that goal. Director McGee asked what kind of interaction was going on with parents in the other schools. Mr. Flock said he is willing to work with the other schools, and is open to suggestions, but does not want to force anything on them. Ms. Ruddy commented that the media has been contacted to get the word out for other parents to see what can be done. Superintendent Lahmann said he went to a food service kitchen managers' staff meeting where they were analyzing everything. He said they want to move forward with healthier foods for students and the district is in transition.

**MINUTES  
April 21, 2003  
Page 2**

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

Director McGee said he recently attended the National School Board Association Conference and only experienced great sessions. He said a session on a school district getting junk food out of its schools was very interesting. He commented that the keynote speakers were great. Director

Parvinen also said it was a great conference. She said she attended a session on students being on the Board, and brought back materials for the Board members to review.

Director Parvinen said she had the privilege of going to a Olympia City Council meeting with her son, and watched the Olympia High School DECA students being recognized. She said that Centennial Elementary School Teacher Kathleen Hammer and her students were also there presenting information to the Council about releasing balloons. She said they did a wonderful job.

Director Keeffe said he attended the California and South Carolina Boards' discussion on junk food. Mr. Keeffe complimented Mr. Flock for doing such a good job so far. He said he feels better when people buy into a program rather than being told what to do. He said he feels the Olympia district has done a better job than the one's he listened to at the conference. He said he heard that Congress will not make any changes to the No Child Left Behind Act unless failure happens. Congress says problems need to be documented. Director Keeffe said he also went to a workshop on HIV. He said that, although the statistics are down, there are still about 40,000 people infected each year.

Director McGee said he went to a great presentation on gay/straight alliances, with students doing the presenting.

### **ACTION ON CONSENT AGENDA**

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

#### **1. SCHOOL DIRECTORS**

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

- Monday, April 28, 2003, 7:00 p.m., Study Session on Nutrition, Rogers Elementary School, 2001 26th Avenue NE, Olympia, Washington.
- Monday, May 12, 2003, 7:00 p.m., Regular Board Meeting, Rogers Elementary School, 2001 26th Avenue NE, Olympia, Washington.
- Monday, May 19, 2003, 7:00 p.m., Study Session on Budget (Overview of District's Funds, Projections, Enrollment, State Funding), Rogers Elementary School, 2001 26th Avenue NE, Olympia, Washington.
- Tuesday, May 27, 2003, 7:00 p.m., Regular Board Meeting, Centennial Elementary School, 2637 45th Avenue SE, Olympia, Washington.
- Monday, June 2, 2003, 7:00 p.m., Study Session on Budget (Draft F-195/Tentative Budget), Rogers Elementary School, 2001 26th Avenue NE, Olympia, Washington.

**MINUTES**  
**April 21, 2003**  
**Page 3**

#### **2. CERTIFICATED PERSONNEL**

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

###### **Retirements**

**Eva Gatterman** - Grade One at L.P. Brown Elementary School, effective the end of the 2002-03 school year.

**Victoria Noreen Horton** - German at Olympia High School, effective the end of the 2002-03 school year.

**Barbara Rowe** - Librarian at Roosevelt Elementary School, effective the end of the 2002-03 school year.

###### **Resignations**

**Annor Benson** - Social Studies at Capital High School, effective the end of the 2002-03 school year.

**Marlee Darrock** - Special Education at Jefferson Middle School, effective the end of the 2002-03 school year.

**Tim Stampfli** - Technology at Reeves Middle School, effective immediately.

### **Leaves of Absence**

**Amanda Adrian** - Grade Four at Garfield Elementary School, a .50 FTE leave of absence (from 1.0 to .50) effective the 2003-04 school year.

**Tamara Barnes** - Social Services Provider at Pioneer Elementary and Washington Middle Schools, a .30 FTE leave of absence (from 1.0 to .70) effective the 2003-04 school year.

**Diana Berglund** - Grade Two at Roosevelt Elementary School, a .50 FTE leave of absence (from 1.0 to .50) effective the 2003-04 school year.

**Carol Caletti** - Grade Four at Hansen Elementary School, a 1.0 FTE leave of absence effective the 2003-04 school year.

**Dawn Cope** - Science at Capital High School, a childcare leave of absence effective May 8 through June 18, 2003 (29 days @1.0 FTE).

**L. Kathleen Hammer** - Grades Four and Five at Centennial Elementary School, a 1.0 FTE leave of absence effective the 2003-04 school year.

**Amy Olsen** - Kindergarten at Garfield Elementary School, a .50 FTE leave of absence (from 1.0 to .50) effective the 2003-04 school year.

**Julie Peters** - Grade Six at Washington Middle School, a .40 FTE leave of absence (from 1.0 to .60) effective the 2003-04 school year.

**Bonna Strange** - PE at Capital High School, a 1.0 FTE leave of absence effective the 2003-04 school year.

### **Increase in Contract**

**Brenda Daniels**- Visual Communications at Avanti High School, a continuing .20 FTE increase in contract (from .20 to .40) effective the 2003-04 school year.

## **2.2 Executive Session**

An Executive Session was requested for personnel and legal matters, and a student hearing.

## **3. CLASSIFIED PERSONNEL**

### **3.1 Classified Personnel Report**

The Board approved the Classified Personnel Report for April as submitted.

### **MINUTES**

**April 21, 2003**

**Page 4**

## **4. PUPILS AND SCHOOL PROGRAMS**

### **4.1 Instructional Materials**

The Board adopted the following list of instructional materials: Fast ForWord Software, Algebra 1 Integration Applications Connections, and Algebra 2 Integration Applications Connections.

### **4.2 Student Travel Requests**

Sarah Talbot, Capital High School Knowledge Bowl Teacher, requested approval to take seven Capital High School students to Camas, Washington, March 21-22, 2003, to compete in the state Knowledge Bowl championship. Superintendent Lahmann approved the travel in accordance with Policy No. 6153.

The Board approved a request for an overnight field trip for nine Olympia High School students to travel to Erie, Pennsylvania, April 23-27, 2003, to attend the National Academic Decathlon.

The Board approved a request for an overnight field trip for five Capital High School students to travel to Orlando, Florida, April 24-29, 2003, for a DECA National competition.

The Board approved a request for an overnight field trip for 48 Reeves Middle School Alki students to travel to Port Townsend, Washington, May 12-15, 2003, for a science and historical tour.

Director McGee commented that, at the last Board meeting, there was discussion about students traveling across the US for national competitions, and asked about that status. Superintendent Lahmann said he received input from staff, students and parents. Parents said they would like this to be their choice. He said the district indicated to the advisors that this would be up to the parents, and the district has to have parental permission anyway.

## **8. FINANCES**

### **8.1 Approval of Vouchers**

The Board approved General Fund Voucher 121861 in the amount of \$19,498.00, General Fund Vouchers 121862 through 122334 in the amount of \$607,043.45, Capital Projects Fund Vouchers 6947 through 6974 in the amount of \$783,339.88, and ASB Fund Vouchers 23806 through 23957 in the amount of \$109,958.77, dated April 21, 2003, and warrants were issued in their payment.

### **8.2 Permission to Call for Bids**

Board members approved permission to call for bids for Olympia High School yearbooks for next year, renewable for two years.

### **8.3 Mitigation Agreements--Ashlynn Estates, Rock Maple Village and Boulevard Park**

Board members approved three voluntary school mitigation agreements: Ashlynn Estates, Rock Maple Village and Boulevard Park

### **8.4 Financial Reports**

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

## **MINUTES**

**April 21, 2003**

**Page 5**

### **8.5 Declaration of Surplus**

Board members approved a declaration of surplus for the following vehicles:

Vehicle #25	1989 International/Carpenter	O7754-C	1HVLPCFLAKH613331
Vehicle #31	1992 CMC/Carpenter	06250-D	1GDKP32J6N3501942
Vehicle #160	1985 Chevy Astro Van	12722-C	1G8DM15N9FB179548
Vehicle #182	1982 Chevy PU	48029-C	1GCCS14B6C0125632
Vehicle #185	1987 Ford E350 Van	76671-C	1FTJE35YHHB43935

## **REGULAR AGENDA**

### **1. SCHOOL DIRECTORS**

#### **1.1 Policy No. 8600, Management Support**

**DIRECTOR MCGEE MOVED AND DIRECTOR KEEFFE SECONDED APPROVAL OF NEW POLICY NO. 8600, MANAGEMENT SUPPORT--NAMING SCHOOL SITES, PUBLIC SPACES WITHIN, AND PUBLIC AREAS, FOR SECOND READING AND ADOPTION. MOTION CARRIED.**

Director Keeffe commented that it is important for Board members to have the ability to choose names themselves, or to have the ability to appoint an advisory committee if they want to do so. It said it is nice to have both.

### **1.2 Policy No. 6140, Diplomas for World War II Veterans**

**DIRECTOR McGEE MOVED AND DIRECTOR PARVINEN SECONDED APPROVAL OF NEW POLICY NO. 6140, DIPLOMAS FOR WORLD WAR II VETERANS, FOR SECOND READING AND ADOPTION. MOTION CARRIED.**

Vice President Lehman asked if Senate Bill 6430 was passed this year. Director of Communications Shelley Carr said no, that it was passed effective June 13, 2002. Vice President Lehman asked why it was only for World War II veterans. Ms. Carr commented that this legislative session, a bill to include Korean War veterans is up for consideration.

### **1.3 Re-Numbering of Policies**

At the request of Superintendent Lahmann, Cabinet members have re-numbered all Olympia School District policies and procedures to correlate with the Washington State School Directors Association (WSSDA) policies. This step will now allow the district to address the revision of policy content with greater effectiveness and efficiency. Deputy Superintendent Ken Benny commented that John Nugent, Pam Farr, Rick Wilson, Shelley Carr and Recille Crosby have already been doing research on how the policies correlate with WSSDA policies. He said the district has some policies that match WSSDA and some that do not. He said the policies the district has that WSSDA does not have were given a number that would be appropriately sequenced with WSSDA numbers. He said they have not begun the process of changing any content. He said the administration will ask the Board members to formally adopt the re-numbered policies and procedures. Vice President Lehman said he could not imagine any reason not to endorse the re-numbering. Director Keeffe said he appreciated the work done on this. He said this was overwhelming to the Board members when they first looked at it. He said he would be happy to approve the re-numbering at the next meeting. Mr. Benny said he felt the first series that need to be looked at regarding potential changes are students and personnel.

#### **MINUTES**

**April 21, 2003**

**Page 6**

### **1.3 Re-Numbering of Policies (continued)**

Vice President Lehman said he would endorse that as well. Director Parvinen asked what happened in the past. Director Keeffe said two Board members would take a series, meet with the Superintendent and designee, go over the policies in that series, and bring suggested changes back to the Board.

## **2. CERTIFICATED PERSONNEL**

### **2.1 National Teacher Certification**

Director of Personnel Dr. Rick Wilson said the National Board Certification (NBC) is an advanced teaching credential and a challenging professional development experience offered by the National Board for Professional Teaching Standards. NBC is a voluntary certification system based on high and rigorous standards for what accomplished teachers should know and be able to do, and consists of an innovative two-part assessment process which spans several months: a portfolio of materials to demonstrate how candidates' teaching meets National Board standards and an Assessment Center experience where candidates respond to computer prompts about subject matter and classroom situations, based on the standards developed for their field. Dr. Wilson introduced Annor Benson, Capital High School history teacher, who was awarded the National Teacher Certification last November. Ms. Benson is one of five nationally certificated teachers in the Olympia School District, and she told the Board about the requirements and commitment of the process. She commented that an area of support could be resources to help pay the \$2,300 fee for the process. She said teachers can apply within the district for Individual Professional Growth Grants to help offset the cost. Director Parvinen asked if teachers had to

have their master's degree before applying for the national certification. Ms. Benson said no, the only requirement is to have three years of teaching before entering into the program. Director Parvinen asked if other teachers at Capital High School are going to take part. Ms. Benson said she hoped so, and indicated that Avanti and Olympia High teachers have indicated an interest as well. Vice President Lehman asked about contractual language. Ms. Benson said the teacher's contract indicates the district would provide videotape and omni-directional microphones, and will support videotaping. Assistant Superintendent for Educational Services Dr. Pam Farr outlined the support available to teachers in the district who wish to participate in the program. Vice President Lehman asked what other objections teachers would have. Ms. Benson said teachers would need time support. She asked the Board to encourage principals to encourage teachers to do this. Director Parvinen asked if the national is the top certification offered for teachers. Ms. Benson said yes. Superintendent Lahmann commented that, on the Consent Agenda, the Board accepted a letter of resignation from Annor Benson so she can move to Everett to be with her husband. He said she is very well respected by her colleagues and the district will miss her.

## **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 district budget for 2003-04 including state budget proposals and the potential loss in revenue, the projected budget deficit for next year of \$1.4 million, and projected drop in the Ending Fund Balance. He commented that the Superintendent's building/departments presentations are almost complete, the Budget Advisory Group has three more scheduled meetings, the Administrative Team will be meeting April 22 to complete its recommendations, Board Study Sessions are scheduled for May 19 and June 2, and the tentative budget is scheduled for review

#### **MINUTES**

**April 21, 2003**

**Page 7**

### **8.1 Update on Budget Development Process for 2003-04 (continued)**

review on June 9 and presentation on June 24. Vice President Lehman asked about the suspension of Initiative 732 and whether it would be a savings to the district. Mr. Nugent said it would be a soft savings of approximately \$580,000. He said a lot depends on the Supreme Court decision.

## **10. Board Member Comments**

Vice President Lehman said his understanding is that the Washington Education Association (WEA) is considering litigation to enforce the Supreme Court decision. Ms. Benson said the association's next meeting is in June and, as of now, most of its efforts have been in lobbying the house budget. The WEA's position is that all means all. She said there has been no decision yet to pursue this. Vice President Lehman said his sense is that if Initiative 732 is suspended, the legislature will argue that it has amended law and it does not need to pay. He asked if the district should be involved in discussion about potential litigation to support the judgment. Superintendent Lahmann said the district is in the same dilemma as the WEA leadership in that should the district be talking about enforcing what the Supreme Court said. He said that unless groups would do like the initial Supreme Court appeal, it would eat up all the district's costs. He said the district does not have enough money to fund it forward. He said the district needs to wait and see what happens.

Superintendent Lahmann said he has a message from President Barcliff regarding input from other Board members related to the Study Session on Monday. She said Board members requested presentations about what is happening in the district including areas related to physical education, health, nurses and the nutrition program. Then the Board would have the opportunity to ask questions and get other clarification, and then open for general comments. Director McGee said his expectation is something like what the Board does when it has speakers. He said the Board gets the first go around to make sense of what is happening, then opens it up to the floor. Director Parvinen asked how many presenters there might be.

Superintendent Lahmann said four or five. Vice President Lehman said he does not want to go astray from nutrition related to education. Director McGee said there needs to be discussion of what the district is teaching students about nutrition as well as what the district is feeding them. Director Keeffe agreed saying that the need to talk about physical education and physical activities is important. Vice President Lehman said that, while the whole topic is interesting, the Board has to focus on what happens in the schools, and not children's health in toto.

**11. Future Agenda Items**

- Student Representative on the School Board

The Board recessed into Executive Session at 9:20 p.m.

The Board reconvened and adjourned at 12:05 a.m.

Respectfully submitted,

---

Secretary

---

President