

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

**EXECUTIVE SESSION**

The Olympia School District Board of Directors held an Executive Session for the purpose of the Superintendent's evaluation at 6:00 p.m., Monday, July 21, 2003, at Rogers Elementary School, 2001 26th Avenue NE, Olympia, Washington. The meeting was called to order at 6:10 p.m., immediately recessing into Executive Session. Present were: President Barclift, Directors Keeffe, Lehman, McGee and Parvinen, and Superintendent Lahmann.

**REGULAR MEETING AGENDA**

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

Deputy Superintendent Ken Benny led the flag salute.

**MINUTES**

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

**PRESENTATION**

Jennifer Meyer, Director of the After-School Tutoring Program of the Lutheran Church of the Good Shepard spoke to the Board about the program. She thanked the Board members for their support of the program. She commented that the majority of students in the program are from Olympia School District. She said that, last year, a request had been made to have copies of textbooks from the district on site in order to help students with their homework. She said the district had done so, and it is a wonderful gift to the program. She said she would like to continue receiving textbooks. President Barclift commented that the program is absolutely amazing. She said it is important to the district as well to have the program continue. Director McGee said he felt like the Board should be thanking Ms. Meyer, rather than her thanking the Board. Director Lehman said there was an article in the newspaper talking about the dramatic proposed cuts for after-school funding. He asked how this might affect the program. Ms. Meyer said that the funding comes from the church, but it is a secular program. Two staff members are paid, and the rest are volunteers. Director Parvinen asked if most of the students are coming from Reeves and Washington Middle Schools. Ms. Meyer said yes, they allow other students in, but they have to provide their own transportation. President Barclift asked if any action needed to be taken. Superintendent Lahmann said no, that the program is beneficial to students and no formal action is needed. He said it is a good partnership. Gery Gerst thanked the Board for its cooperation, and said "good luck with the budget."

**Minutes**

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

President Barclift asked if there was any kind of update on the proposal to use the National Guard Armory to feed the homeless. Superintendent Lahmann said he spoke with Gary Sandwick about comparing calendars so they can meet and he can get an update.

Superintendent Lahmann commented that Director Parvinen, Director Lehman and he will be attending a seminar tomorrow on how school boards operate, set priorities and develop policies. He said Janet Barry was very enthused about the workshop. She also said it really has a lot of focus on policies, but it does put a lot more burden on the superintendent.

President Barclift said that on Wednesday and Thursday she will be going to Sea-Tac for a legislative meeting.

**ACTION ON CONSENT AGENDA**

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

**1. SCHOOL DIRECTORS**

**1.1 Board Meeting Schedule**

- Wednesday, July 30, 2003, 6:00 p.m., Special Board Meeting for personnel issues, Rogers Elementary School, 2001 26th Avenue NE, Olympia, Washington.
- Monday, August 11, 2003, 7:00 p.m., Regular Board Meeting, Rogers Elementary School, 2001 26th Avenue NE, Olympia, Washington.
- Monday, August 25, 2003, 7:00 p.m., Regular Board Meeting, Knox Administration Center, 1113 Legion Way SE, Olympia, Washington.

**2. CERTIFICATED PERSONNEL**

**2.1 Certificated Personnel Report**

**Release from Contract**

**Fred (Fritz) Graham** – English at Olympia High School, effective immediately.

**Void Contract**

**Margaret Ryan** - Speech/Language Pathologist with Special Services, voiding his 2003-04 contract effective immediately.

**Rescind Leaves of Absence**

**Pamela Krueger** - Social Studies at Olympia High School, her .20 FTE leave of absence approved on June 24, 2003, rescinded.

**Allison Strong** - Speech/Language Pathologist with Special Services, childcare leave of absence from May 26 through June 18, 2003, rescinded.

**2.1 Certificated Personnel Report, continued**

**Leaves of Absence**

**Jennifer Combe** – Primary Teacher at Lincoln Elementary School, a 1.0 FTE leave of absence (from 1.0 to .00) effective the 2003-04 school year.

**Michael Dempster** – Music and Science at Lincoln Elementary School, a .20 FTE one-year leave of absence (from 1.0 to .80) effective the 2003-04 school year.

**Robyn Muzatko** – Kindergarten at Madison Elementary School, a .50 FTE one-year leave of absence (from .50 to .00) effective the 2003-04 school year.

**Julie McDougall** – Math and Science at Marshall Middle School, a .40 FTE leave of absence (from 1.0 to .60) effective the 2003-04 school year.

**Increases in Contract**

**Jennifer Anderson** - Science and Computers at Reeves Middle School, a continuing .50 FTE increase in contract (from 5.0 to 1.0) effective the 2003-04 school year.

**Scott Pierson** - Band at Olympia High School, a one-year .20 FTE increase in contract (from 1.0 to 1.2) effective the 2003-04 school year.

**New Contracts**

**Camille Curry** – Infant/Toddler Teacher and Occupational Therapist with Special Services, a 1.0 FTE one-year contract effective the 2003-04 school year.

**Cheryl Deviny** – Social Services Provider at Roosevelt Elementary School, a .50 FTE provisional contract effective the 2003-04 school year.

**Randy Edwards** – Intermediate Grade Level Teacher at Elementary School, a 1.0 FTE one-year retire/rehire contract effective the 2003-04 school year.

**Crystal Guthrie** – Eighth Grade Block at Reeves Middle School School, a .50 provisional contract effective the 2003-04 school year.

**John Luckey** – Special Education at Capital High School, a 1.0 FTE provisional contract effective the 2003-04 school year.

**Christopher McNabb** – Math at Capital High School, a 1.0 FTE provisional contract effective the 2003-04 school year.

**Brian Meidinger** – Math at Capital High School, a 1.0 FTE one-year retire/rehire contract effective the 2003-04 school year.

**Carolyn Michael** – Speech/Language Pathologist with Special Services, a .60 FTE one-year contract effective the 2003-04 school year.

**Rebekah Minton** – Math at Olympia High School, a .40 FTE continuing contract effective the 2003-04 school year.

**Ron Sikorski** - Intermediate Grade Level Teacher at Lincoln Elementary School, a 1.0 FTE one-year contract effective the 2003-04 school year.

**Patricia Smith** - Special Education at Jefferson Middle School, a 1.0 FTE provisional contract effective the 2003-04 school year.

**Bonnie Walsh** - Third Grade at Boston Harbor Elementary School, a 1.0 FTE one-year retire/rehire contract effective the 2003-04 school year.

**Bryan Winkler** - PE and Electives at Jefferson Middle School, a 1.0 FTE provisional contract effective the 2003-04 school year.

## **2.3 Executive Session**

An Executive Session was requested for personnel and legal matters, and the Superintendent's evaluation.

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## **3. CLASSIFIED PERSONNEL**

### **3.1 Classified Personnel Report**

The Classified Personnel Report for July was approved by the Board as submitted.

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

### **4.1 Consolidated Grant Application**

The Board approved the consolidated grant application for Highly Capable Students Program; Title VI, Innovative Programs; and Title II, Part A Teacher Quality as submitted.

### **4.2 Student Travel Requests**

The Board approved an overnight field trip for eight Capital High School to travel to Ellensburg, Washington, August 13-15, 2003, for a yearbook camp.

The Board approved an overnight field trip for 36-38 Olympia High School students to travel to Cispus, August 28-29, 2003, for the annual volleyball retreat and teambuilding.

The Board approved an overnight field trip for 12 Olympia High School students to travel to Walla Walla, Washington, September 12-14, 2003, to participate in the Walla Walla Northwest Volleyball Invitational.

## **6. BUILDINGS AND GROUNDS -- NEW CONSTRUCTION**

### **6.1 Water Line Easement and Bill of Sale--Capital High School**

The Board approved a water line easement and bill of sale for the fire service line that was installed during the Phase I modernization and additions to Capital High School.

## **8. FINANCES**

### **8.1 Approval of Vouchers**

The Board approved General Fund Vouchers 123268 through 123576 in the amount of \$310,996.92, General Fund Vouchers 123577 through 123581 in the amount of \$15,308.44, Capital Projects Fund Voucher 7040 in the amount of \$25,492.90, Capital Projects Fund Vouchers 7041 through 7062 in the amount of \$378,246.96, and ASB Fund Vouchers 24213 through 24336 in the amount of \$55,240.07, dated June 24, 2003, and warrants were issued in their payment.

### **8.2 Facility Use Agreement--Harvest Life Christian Center**

Board members approved a facility use agreement with the Harvest Life Christian Center to use McKenny Elementary School for one year (July 2003-04).

### **8.3 Facility Use Agreement--Capital Vision Christian Church**

Board members approved a facility use agreement with Capital Vision Christian Church to use Olympia High School for one year (July 2003-04).

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### **REGULAR AGENDA**

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

##### **1.1 Revised Policy No. 3200, Student Rights and Responsibilities**

Revised Policy No. 3200, Student Rights and Responsibilities, Middle School Athletic Code, was entered for first reading. Coordinator of Health, PE and Nurses Jeff Carpenter spoke about the changes to the Middle School Athletic Code. He said that a question had been raised about residency. He said he had discussion with the Washington Interscholastic Activities Association (WIAA) about this. After the discussion, that sentence was taken out of the High School Athletic Code and placed generically in the Middle School Athletic Code. He said the changes bring the policy up to WIAA current practices. Director McGee asked if this takes place immediately because he is concerned about students from last semester. Mr. Carpenter commented that all schools communicated the changes to the students.

#### **8. FINANCES**

##### **8.1 Preliminary Budget**

Assistant Superintendent for Human and Financial Resources John Nugent presented the preliminary district budget for 2003-04 for review. He said the district is about 99 percent through with the budget process. He commented that Superintendent Lahmann and he went to all the schools and departments in the district to speak about the budget process. He said he received hundreds of comments on the budget. He extended his thanks to Finance Supervisor Patti Clark, and Director of Special Services Paula Akerlund, for all their hard work. Mr. Nugent presented the preliminary budget including the definitions of district funds, major assumptions, ending fund balance analysis for 2002-03, projection of enrollment for 2003-04, potential reductions in major non-basic education state funds for 2003-04, detailed projection on the 2003-04 budget deficit, recommended budget reductions from the Budget Advisory Group, the Superintendent's recommendations, preliminary budget for 2003-04, ending fund balance analysis for 2003-04, insurance issues, and alternative budget measures to a pay-for-play fee. Superintendent Lahmann said the estimates are coming but the district has not received anything in writing so far. He said that information should be coming in within the two to four months. Director Lehman asked if the next budget would be similar to the 2003-04 budget. Mr. Nugent said he did not believe it was going to be much different in 2004-05. Director Lehman said a large part of the deficit in the budget is unfunded, non-employee related costs, and asked what those are. Mr. Nugent said one huge part of that is insurance, fuel (gasoline and diesel), and inflation of supplies. Director Keeffe said he knew there would not be a lot of great choices on the pay-to-play issue. He said he would like to know from the high schools what they believe they could cut out of \$14,000 in order to have no pay-for-play. He also said the district needs to increase revenue and asked about the possibility of raising the facility use fees. Director of Facilities and Operations Bob Wolpert said an increase was made about three years ago. He said there is not a lot of commercial use of district facilities. He said he has not made

up a new facility schedule yet, but has notified user groups that there may be an increase. Director Lehman asked what the distinction is between sports and activities related to pay-to-play. Superintendent Lahmann commented that, looking at activities, it is difficult to make decisions on what to charge. He said, in a former school district, if a group uses a bus to go

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### **8. FINANCES**

#### **8.1 Preliminary Budget, continued**

somewhere, it was charged. He said it also becomes an equity issue as to who gets a stipend and who does not. Director Lehman asked if it would be too late, at this point, to ask students what they want to do, because it is such a unique situation. Superintendent Lahmann said that, at this stage of the game, it would be impractical. Director Keeffe expressed concern that if the district does opt for pay-to-play, it will never go away. He said he would like to hear from principals Matt Grant and Teri Poff, and the coaches. Director Parvinen said she has heard one criticism that it is cheaper to hire bus transportation than to use district buses. Mr. Nugent said the district asked this question at the state level, and was told that all travel is the domain of the bus drivers. Superintendent Lahmann said this is also part of the bargaining agreement. He said the district can hire outside the district, but must pay the salary and travel cost of a district driver. Superintendent Lahmann said there will be a budget hearing at the August 11 Board meeting at 6:30 p.m., and adoption of the final budget during the regular meeting. He said if there are changes, the final budget adoption can be done at the August 25 Board meeting. Director Lehman said he feels it is important to have the Strategic Plan essentially be a guiding post for district activities. He said one of the Board activities is communications, which the Board is struggling on how to do this. He said the Board needs to keep this as a priority. He commented that if people cannot come to the meetings, then the Board could take the meetings to them via TCTV. He said he knew Shelley Carr had investigated this. He also thought there appears to be some interesting funding mechanisms. He said TCTV has three options, but has also said they can stream the videos to be put on the website. President Barclift said when she ran for office, she suggested telecasting the meetings. She said tonight is too late to add something to the budget that is going to cost more money. She said it is more appropriate to put this on as a future agenda item. Director Keeffe said there have been problems in the past with accommodations when meeting at the schools. Ms. Carr said that not all locations would allow the district to go live. Director Parvinen asked what BAG thought. Dr. Akerlund said they responded to Ms. Carr's presentation but did not address other communication avenues. Ms. Carr said she agreed that technology allows for many more options than previously existed. She said she is cutting costs by putting more information on the website, and is cutting one issue of the Report to the Community but making them accessible online. Director McGee said he is cool toward spending money for this when the district is asking to have pay-to-play. Director Lehman also suggested that the district look to see what grants are available.

### **9. Items Brought up by Persons Present**

Recille Crosby commented on her retirement. She said people have been asking her what she is going to do. She said she has told them absolutely nothing for three weeks; no phone calls, no visitors and she told her husband not to even expect dinner. She told the Board members that it has been an honor and a privilege to work for them. She said it has been an amazing

journey watching Olympia School District grow and receive so much national recognition. She wished the Board all the best and thanked them again.

Director McGee said people keep coming in and thanking the Board, and the Board should be thanking them.

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**10. Board Member Comments**

Director Keeffe commented that it's been almost twelve years since he first met Ms. Crosby when he was running as a candidate. He thanked her for all the years and time spent talking with her. He said they have had some great conversations. He thanked her for all the things she has done personally and for the district as well.

Director Keeffe said there was discussion during the meeting on communication about putting black out items on the Coke and Pepsi machines in the schools. He asked if this is still being discussed. Mr. Nugent said he has been talking with the companies, and they are willing to have little or no logos on their machines. He said he is not sure where the schools stand on this. Director Keeffe asked for an update. Director Parvinen said she remembered the consensus being that they wanted generic machines.

Director Parvinen and Director McGee extended their thanks to Ms. Crosby. President Barclift asked if Ms. Crosby has been painting and she said yes, that she has completed two paintings. Superintendent Lahmann extended his thanks to Ms. Crosby. He said she initially helped him get oriented to the district. He said it has been a pleasure working with her and knowing the commitment she has given the district.

Superintendent Lahmann said job postings have gone out for both the Assistant Superintendent for Human and Financial Resources and the Executive Secretary positions. He said he has asked the Board to have a special meeting on July 30 for personnel issues, and hopes to have the names of the finalists for approval at that meeting.

The Board recessed into Executive Session at 9:05 p.m.

They reconvened at 10:11 p.m.

The Board adjourned at 10:13 p.m.

Respectfully submitted,

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Secretary

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President