

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
OLYMPIA SCHOOL DISTRICT  
August 11, 2003**

**BUDGET HEARING**

The Olympia School District Board of Directors held a Budget Hearing for the purpose of reviewing the proposed 2003-2004 budget at 6:30 p.m., Monday, August 11, 2003, at Rogers Elementary School, 2001 26<sup>th</sup> Ave NE, Olympia, Washington. The meeting was called to order at 6:34 p.m. Present were: President Barclift, Directors Keeffe, Lehman, McGee, Parvinen, and Superintendent Lahmann. Opportunity was given for questions from the audience. No one spoke. Hearing adjourned at 7:00 p.m.

**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 7:15 p.m., Monday, August 11, 2003, at Rogers Elementary School, 2001 26<sup>th</sup> Ave NE, Olympia, Washington. Present were: President Barclift, Directors Keeffe, Lehman, McGee and Parvinen, and Superintendent Lahmann.

Howard Coble led the flag salute.

**MINUTES**

**DIRECTOR PARVINEN MOVED AND DIRECTOR KEEFFE SECONDED APPROVAL OF THE JULY 21, 2003, REGULAR MEETING MINUTES, WITH THE AMENDMENT TO PAGE 5, SECTION 8.1 PRELIMINARY BUDGET TO READ \$84,000 FOR TRANSPORTATION COSTS. MOTION CARRIED.**

**MINUTES**

**DIRECTOR KEEFFE MOVED AND DIRECTOR MCGEE SECONDED APPROVAL OF THE JULY 30, 2003, SPECIAL BOARD MEETING MINUTES, AS PRESENTED. MOTION CARRIED, WITH DIRECTOR LEHMAN ABSTAINING.**

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

Superintendent Lahmann introduced Jim Crawford, the new Assistant Superintendent for Business and Support Services and welcomed him to the Olympia School District.

Superintendent Lahmann thanked John Nugent, current Assistant Superintendent for Business and Financial Services for his seven years of service to the Olympia School District. Mr. Nugent has taken a position with the Riverview School District in Carnation. The Board members thanked John as well for his years of service and wished him luck in his new position.

Superintendent Lahmann shared that Diana Wilkowski placed first at the state level and then placed fourth at the National School Transportation Safety Competition in New York.

Superintendent Lahmann described to the Board, a most fulfilling event that occurred on Saturday morning, August 9, 2003, at the Lacey Mervyns store. He said 30 students from within our District, were selected to participate in a Child Spree shopping event, sponsored by Mervyns. Each child selected at least one new complete outfit to start the school year and received a backpack and school supplies. Adult volunteers assisted the students.

Communications Director Shelley Carr, described the events leading up to this wonderful experience, and expressed her thanks to all who volunteered but especially to Sarah Greenwell who works with our Homeless Program and was instrumental in the coordination of students and volunteers.

Director Lehman inquired as to how we, as a District, will extend our thanks, publicly, for this most rewarding event. Superintendent Lahmann and Shelley Carr indicated that letters of appreciation and thanks would be going out to employees at Mervyns.

President Barclift said she received a call from Colonel Patterson, indicating that the Adjutant General is preparing a letter on his recommendation regarding the Bread and Roses Soup Kitchen potentially being housed at the National Guard Armory.

## **ACTION ON CONSENT AGENDA**

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

### **1. SCHOOL DIRECTORS**

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

- Monday, August 25, 2003, 7:00 p.m., Regular Board Meeting, Knox Administration Center, 1113 Legion Way SE, Olympia, Washington.
- Monday, September 8, 2003, 7:00 p.m., Regular Board Meeting, Knox Administration Center, 1113 Legion Way SE, Olympia, Washington.
- Monday, September 22, 2003, 7:00 p.m., Regular Board Meeting, L.P. Brown Elementary School, 2000 26<sup>th</sup> Ave NW, Olympia, Washington.

### **2. CERTIFICATED PERSONNEL**

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

##### **Resignation/Retirement**

**Reid, M. Virginia** – Seventh Grade Core at Marshall Middle School, effective immediately.

##### **Release from Contract**

**Rex, Peter** – Social Studies and Journalism at Capital High School, effective immediately.

**Minutes**  
**August 11, 2003**  
**Page 3**

**Talbot, Sarah** – English at Capital High School, effective immediately.

**Leave of Absence Revised**

**Fulton, Todd** – Social Affective Block at Olympia High School, effective immediately.

**Leaves of Absence**

**Fettig, Kathe** – Kindergarten at McKenny Elementary School, a .50 FTE one-year leave of absence (From 1.0 to .50) effective the 2003-04 school year.

**Hogan, Nancy** – Librarian at Boston Harbor Elementary School, a .50 FTE one-year leave of absence (from .50 to .00) effective the 2003-04 school year.

**Murray, Janette** – Kindergarten and Preschool at Roosevelt Elementary School, a .50 FTE one-year leave of absence effective the 2003-04 school year.

**Rae, Kirsten** – Block and P.E. at Jefferson Middle School, a .50 FTE one-year leave of absence (from 1.0 to .50) effective the 2003-04 school year.

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

**Woods, Dana** – Primary Grade Teacher at Boston Harbor Elementary School, a .50 FTE one-year leave of absence (from 1.0 to .50) effective the 2003-04 school year.

**Change in Contract Status**

**Galloway, Doug** – Social Studies and P.E. at Capital High School, 1.0 FTE one-year contract for the 2003-04, revised to 1.0 FTE continuing status.

**Increase in Contract**

**Freytag, Cynthia** – Special Education at Capital High School, a .10 FTE one-year increase in contract (from .50 to .60) effective the 2003-04 school year.

**New Contracts**

**Boysen, Ericka** – Math and Electives at Jefferson Middle School, a 1.0 FTE (.50 FTE provisional and .50 FTE one-year) effective the 2003-04 school year.

**Freeman, Dorothy (Dee)** – Social Services Provider at McKenny Elementary School, a 1.0 FTE provisional contract effective the 2003-04 school year.

**Moore, Michael** – Special Education at Pioneer Elementary School, a 1.0 FTE one-year retire/rehire effective the 2003-04 school year.

**Otton, Sally** – Health and P.E. at Capital High School, a .60 FTE one-year effective the 2003-04 school year.

Rae, Paul – Math at Olympia High School, a 1.0 FTE effective the 2003-04 school year.

**Minutes**  
**August 11, 2003**  
**Page 4**

## **2.2 Executive Session**

An Executive Session was requested for personnel and legal matters.

## **8. FINANCES**

### **8.1 Approval of Vouchers**

The Board approved General Fund Voucher 123970 in the amount of \$16,424.30, General Fund Vouchers 123971 through 124148 in the amount of \$321,524.73, General Fund Vouchers 124149 through 124164 in the amount of \$7,718.22, General Fund Vouchers 13669 through 13762 in the amount of \$1,056,210.61, General Fund Vouchers 13766 through 13768 in the amount of \$1,583.33, Capital Projects 7094 through 7102 in the amount of \$44,058.23, and ASB Fund Vouchers 24458 through 24479 in the amount of \$30,119.78, dated August 11, 2003, and warrants were issued in their payment.

## **REGULAR AGENDA**

### **1. SCHOOL DIRECTORS**

#### **1.1 Revised Policy No. 3200, Student Rights and Responsibilities, Middle School Athletic Code**

Revised Policy No. 3200, Student Rights and Responsibilities, Middle School Athletic Code was entered for second reading and adoption.

**DIRECTOR PARVINEN MOVED AND DIRECTOR MCGEE SECONDED APPROVAL OF REVISED POLICY NO. 3200, STUDENT RIGHTS AND RESPONSIBILITIES, MIDDLE SCHOOL ATHLETIC CODE AS PRESENTED. MOTION CARRIED.**

#### **1.2 New Policy No. 4314, Notification of Threats of Violence or Harm**

New Policy No. 4314, Notification of Threats of Violence or Harm was entered for first reading.

#### **1.3 Affirmative Action Report**

The Affirmative Action Report was removed from the agenda and will be presented at the August 25, 2003, Board Meeting.

## **8. FINANCES**

### **8.1 Adoption of Resolution No. 411**

Assistant Superintendent for Human and Financial Resources John Nugent thanked Superintendent Lahmann, Deputy Superintendent Ken Benny, Business Manager Patti Clark, Budget Advisory Group (BAG) Chair Dr. Paula Akerlund, Communications Director Shelley Carr, Cabinet Members and the Board of Directors for their support and work in assisting him in preparing the budget for recommendation. Mr. Nugent recommended Board approval of the 2003-04 budget and authorizing appropriations.

**DIRECTOR MCGEE MOVED AND DIRECTOR KEEFFE SECONDED ADOPTION OF RESOLUTION NO. 411, ADOPTING THE 2003-04 BUDGET AND AUTHORIZING APPROPRIATIONS AS FOLLOWS:**

<b>GENERAL FUND APPROPRIATION</b>	<b>\$64,706.496</b>
<b>CAPITAL PROJECTS FUND APPROPRIATION</b>	<b>\$18,050,000</b>
<b>TRANSPORTATION VEHICLE FUND APPROPRIATION</b>	<b>\$ 500,000</b>
<b>DEBT SERVICE FUND APPROPRIATION</b>	<b>\$11,915,830</b>
<b>ASSOCIATED STUDENT BODY FUND</b>	<b>\$ 1,562,077</b>

**MOTION CARRIED.**

**8.2 District Liability and Property Insurance Coverage**

Assistant Superintendent for Human and Financial Resources John Nugent presented a recommendation for the District's liability and property insurance coverage for 2003-04. The organization's name is the School Association of Washington which started in eastern Washington and is established as a good, solid company. Mr. Nugent shared the two reasons for recommending this company included (1) has another level of deductible and (2) provides for a bigger pool and more memberships. While our rate for 2003-04 will increase by 16%, our rates with the ESD Insurance Cooperative would have increased 60%.

**10. Board Member Comments**

Directors Keeffe, Parvinen and others, thanked John Nugent for his seven years of service and wished him luck.

Superintendent Lahmann thanked Shelley Carr and Betty Hill for the new Olympia School District Calendar/Handbook and Pocket Guide which includes the District's new phone numbers, etc.

The Board recessed into Executive Session at 8:03 p.m.

The Board reconvened at 9:30 p.m.

The Board adjourned at 9:31 p.m.

Respectfully submitted,

---

Secretary

---

President