

**Minutes of the Regular Meeting of the Board of Directors
OLYMPIA SCHOOL DISTRICT NO. 111
October 13, 2003**

The regular meeting of the Olympia School District Board of Directors was called to order by President Barclift at 7:10 p.m. on Monday, October 13, 2003, in the Board Room at the Knox Administrative Center, 1113 Legion Way SE, Olympia, Washington 98501. Present were President Barclift, Directors Keeffe, Lehman, Parvinen, and Superintendent Lahmann. Director McGee was absent due to an out-of-state family emergency.

Shelley Carr, Olympia School District Director of Communications, led the flag salute.

MINUTES

DIRECTOR KEEFFE MOVED AND DIRECTOR PARVINEN SECONDED APPROVAL OF THE REGULAR MEETING MINUTES OF SEPTEMBER 22, 2003. MOTION CARRIED.

PRESENTATION

Courtney Shrieve, Executive Director of the South Sound Reading Foundation (SSRF) presented an overview of the mission of the Foundation and reported on recent activities involving the ten member school districts and various community partners. The primary focus of the organization is to promote the concept that children who are read to from birth develop superior reading abilities and learning skills. SSRF was formed three years ago; the Olympia School District has been a member for the past two years.

There were no audience members present wishing to speak to agenda items.

COMMUNITY COMMENT

Mrs. Phyllis Buoth of Olympia spoke of her desire to see a fenced enclosure on the Madison Elementary School grounds which would enable school staff to better control the students, particularly younger students. Mrs. Buoth's concerns stem from a recent incident where her son, a kindergartner, attempted to leave school grounds and was intercepted outside the building on Legion Way. Mrs. Buoth has withdrawn her child from Madison, but intends to persevere in her efforts to have a fence installed at the school.

Mr. Don Waterhouse of Olympia requested that the Board consider "apprenticeship set asides" in the near future, for any new construction projects, in conformance with a State-mandated requirement for 10% minimum apprenticeship training on all State-funded jobs. Right now the City of Tacoma has projects that are in the 15% range. It is a program that will benefit our community by training the local work force into high-skilled, high-paying jobs.

Mr. David Price of Olympia spoke regarding current volunteer requirements at the elementary school level, specifically the request for background checks of volunteers, including fingerprinting in some cases. Mr. Price suggested that such requirement will "scare off" certain parents at a time when our intent is to be promoting the concept of volunteering in the schools.

Superintendent Lahmann responded that although we are not requiring fingerprinting, in light of the necessary budget cut of our volunteer coordinator position and volunteer training program at the District level, and in keeping with an ongoing focus on the safety of our students, our elementary administrators agreed that we needed additional guidelines. He agreed with Mr. Price that we needed to distinguish between how volunteers, including parents, are supervised or not supervised, as very clearly defined by State law. Superintendent Lahmann further stated that we will be reviewing this entire area of concern, and providing guidelines that will ensure consistency within the District.

Mr. Price produced a four-page form from Pioneer Elementary School, and asked if this was a standard for the District or if it was up to the individual schools. Superintendent Lahmann stated that we would be looking at how we might need to modify the form, based on review by legal counsel.

ITEMS BROUGHT UP BY MEMBERS OF THE BOARD

Superintendent Lahmann reminded the Board that their evaluation session was scheduled for Monday night, October 20, 2003, and introduced Dr. Mitch Denning, who will be facilitating the meeting.

Director Keeffe commented that a second community meeting has been set up by Facilities and Operations Director Bob Wolpert, for Thursday evening, October 23, 2003, to gain additional community input on the renovation of Ingersoll Stadium improvements and its future uses.

Superintendent Lahmann drew the Board's attention to a meeting being held by the Facing Our Future Forum on October 27, 2003, and encouraged the Board to attend if possible.

President Barclift commended the students in the play "Macbeth" for an outstanding performance.

ACTION ON CONSENT AGENDA

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

1. SCHOOL DIRECTORS

1.1 Board Meeting Schedule

- Monday, October 20, 2003, **Board Evaluation Session**, Knox Administrative Center, 1113 Legion Way, SE, Olympia, Washington 98501.
- Monday, October 27, 2003, 7:00 p.m., **Regular Board Meeting**, Madison Elementary School, 1225 Legion Way SE, Olympia, Washington 98501.
- Saturday, November 8, 2003, 10:00 a.m. to 2:00 p.m., **Open House** at Knox Administrative Center, 1113 Legion Way SE, Olympia, Washington 98501.
- Monday, November 10, 2003, 7:00 p.m., **Regular Board Meeting**, Knox Administrative Center, 1113 Legion Way SE, Olympia, Washington 98501.
- Monday, November 24, 2003, 7:00 p.m., **Regular Board Meeting**, McLane Elementary School, 200 Delphi Road SW, Olympia, Washington 98502.

2. CERTIFICATED PERSONNEL

2.1 Certificated Personnel Report

The Board approved one retirement, one resignation, one change in leave of absence, one leave of absence, eight increases in contract and four new contracts, as follows:

RETIREMENT

Pegg, Helen – Elementary Music Specialist, Itinerant based out of Curriculum. Accepted her notification of retirement to be effective at the end of the 2003-04 school year.

RESIGNATION

Meidinger, Brian – Math at Capital High School. Accepted his resignation effective October 1, 2003. (Mr. Meidinger forfeited his teaching certificate to the Office of Superintendent of Public Instruction and is no longer qualified to teach in the public school system.)

CHANGE IN LEAVE OF ABSENCE

Ware, Kimberly – Last assignment was Sixth Grade Block at Jefferson Middle School. Approved amending previously approved 1.0 FTE leave of absence to a .50 FTE leave of absence.

LEAVE OF ABSENCE

Womer, Felicity – Special Services Teacher at L. P. Brown Elementary School. Approved a .10 FTE leave of absence (from .40 to .30) effective the 2003-04 school year, beginning September 1, 2003.

INCREASES IN CONTRACT

Allison, Greg – Band at Washington Middle, Centennial Elementary and Pioneer Elementary Schools. Approved a .10 FTE one-year increase in contract (from 1.0 to 1.10) effective the 2003-04 school year.

Degnin, Jill – Kindergarten at Garfield Elementary School. Approved a .50 FTE one-year increase in contract (from .50 to 1.0) effective the 2003-04 school year, beginning September 15, 2003.

Lang, Marianne – English at Olympia High School. Approved a .20 FTE increase in contract (from .40 to .60) effective the first semester of the 2003-04 school year, beginning September 9, 2003.

Mann, Sharan – Art and Photography at Olympia High School. Approved a .20 FTE increase in contract (from 1.0 to 1.2) effective the 2003-04 school year.

Minton, Rebekah – Math at Olympia High School. Approved a .20 FTE increase in contract (from .40 to .60) effective the second semester of the 2003-04 school year.

Noyes, Erin – PE and Health at Olympia High School. Approved a .40 FTE increase in contract (from .60 to 1.0) effective the second semester of the 2003-04 school year.

Sainsbury, Shirley – Special Education at Olympia High School. Approved a .20 FTE one-year-increase effective the 2003-04 school year, beginning October 1, 2003

Wardlaw, Ann – Social Services Provider at Olympia High School. Approved a .20 FTE provisional increase in contract (from .50 to .70) effective the 2003-04 school year.

NEW CONTRACTS

Braniff, Carrie – Grade One at McKenny Elementary School. Approved a .50 FTE one-year contract effective the 2003-04 school year, beginning Sept. 22, 2003.

Hollingbery, Cindy – Counselor at Jefferson Middle School. Approved a .50 FTE one-year contract effective the 2003-04 school year, beginning Sept. 29, 2003.

Ronning, Jennie – Kindergarten at Hansen Elementary School. Approved a .50 FTE one-year contract effective the 2003-04 school year, beginning Sept. 29, 2003.

Wilson, Jessica – Social Services Provider with Special Services. Approved a .50 FTE provisional contract effective the 2003-04 school year, beginning Sept. 30, 2003.

4. PUPILS & SCHOOL PROGRAMS

4.1 The Board approved the purchase of the instructional materials previously submitted by the Instructional Materials Committee on September 22, 2003.

4.2 The Board approved the following student overnight field trips:

- ◆ Capital High School - FFA Leadership Camp at Cispus Environmental Learning Center; six students, one teacher; October 4-5, 2003
- ◆ Capital High School - Sunfair Cross County Meet in Yakima; 23 students, one teacher, six parent chaperones; October 4-5, 2003

- ◆ Capital High School - DECA Leadership Conference in Bellevue; 13 students, one teacher; October 19-21, 2003
- ◆ Olympia High School - FBLA, various trips:
 - Capital Region Fall Leadership Conference in Olympia; 45 students, 3 teachers; October 20-21, 2003
 - National Fall Leadership Conference in Baltimore, Maryland (with touring in Washington, D.C.); ten students, one teacher; November 18-23, 2003
 - State Conference in Yakima; 32 students, two teachers; April 22-24, 2004
 - National Conference in Denver, Colorado; two students; July 13-17, 2004
- ◆ Reeves Middle School - Life Science Retreat at Pacific Beach Resort; 53 students, two teachers, 18 parent chaperones; October 1-3, 2003
- ◆ Hansen Elementary School - Field Trip to Hood River Oregon, 27 students, one teacher, 30 parent chaperones; October 10-12, 2003

6. BUILDINGS AND GROUNDS -- NEW CONSTRUCTION

6.1 Final Acceptance -- Portable Classrooms -- Garfield, Reeves and Olympia

Final acceptance of Bid No. 568, Portable Classrooms -- Garfield Elementary School, Reeves Middle School and Olympia High School was granted as recommended.

8. FINANCES

8.1 Approval of Vouchers

The Board approved the following vouchers as presented: ASB Voucher Nos. 24595 through 24693 in the amount of \$112,219.58; General Fund Voucher No. 124821 in the amount of \$15,656.85 (teamster trust); General Fund Voucher Nos. 124822 through 125041 in the amount of \$356,583.12 (2003-04 budget); General Fund Voucher Nos. 125042 through 125156 in the amount of \$82,445.57 (2002-03 budget); Capital Projects Voucher Nos. 7170 through 7200 in the amount of \$351,691.85.

REGULAR AGENDA

4. PUPILS & SCHOOL PROGRAMS

4.1 Basic Education Compliance Report

Dr. Pam Farr, Assistant Superintendent for Educational Services, presented information on the new requirements for School Improvement Planning included in the Minimum Basic Education Requirement Compliance Report for the 2003-04 school year. Dr. Farr commented that we have had a School Improvement Plan in place since the 2001-02 school year because the District felt it was the right thing to do for our students. The model selected was based on the book Getting Excited About Data, and Dr. Holcomb was brought in to train the administrative team and some teachers, then brought her back last year for some additional training. She introduced a consistent format that all our school are using in terms of the plan itself, although the process varies from school to school as to how they form a leadership team, how often they meet and how they develop their goals. All of our school plans contain the elements required by the law, for both academic goals related to our Essential Academic Learning Requirements and to Adequate Yearly Progress, and non-academic learning growth, including the use of technology connected to the allocation of computers coming out of our technology levy, and parent/community involvement.

At the request of President Barclift, Dr. Farr agreed that the summary sheet of the School Improvement Plan for each school would be delivered as part of the Board packet prior to the next Board meeting.

4.2 Review of Athletic Code, Policy No. 3200

Jeff Carpenter, Health and Physical Education Coordinator, provided the Board with a recommendation for revision of the Athletic Code for High School Students, Policy No. 3200.

Mr. Carpenter provided a review of the points being considered for revision, including recommended wording. Discussion ensued, with a recommendation that eligibility requirements be made a point of notification for all athletic students, high school and middle school, and that the notification be provided to all students, not just those at risk. The appeals process is also being reviewed, it being noted that an appeal can be filed with the Building Athletic Committee at the end of the school year as soon as grades are known. Further review will be given to requiring appeals to be filed within a specified period of time.

Director Lehman stated that he felt the District was doing a very good job of keeping students aware of the requirements for participation in activities. Director Keeffe suggested that the beginning of a school year or term would be an important time to remind students of the consequences of failing to meet requirements. Director Parvinen reminded the Board that this was the District's first year for the new standards, and it would become less of an issue after the passage of time.

Mr. Carpenter will continue reviewing the policy and return to the Board for first reading of the revised policy in the near future.

8. FINANCES

8.1 Enrollment Update

Jim Crawford, Assistant Superintendent for Business and Support Services, provided the Board with an update on enrollment figures and budget status based on October 1, 2003, numbers, including charts comparing actuals with budgeted counts, last year's numbers and projections.

Superintendent Lahmann stated that we are very close to projection and well within anticipated figures. Director Parvinen asked if staff adjustments were being made as a result of lower enrollments at some of the elementary schools; Superintendent Lahmann replied that classroom by classroom and grade configuration review made it clear that it wasn't currently possible to create combinations that would enable classroom reduction. The Board also discussed the issues at the high school level and the differences in counts between Olympia and Capital.

10. Board Member Comments

President Barclift noted that an interesting presentation on the Running Start program was made at the Thurston County Directors meeting.

11. Future Agenda items:

- Board Evaluation Session (October 20th)
- TCTV (October 27th)
- Thurston County Regional Planning Commission (October 27th)

The Board recessed into Executive Session at 9:00 p.m. No action was deemed necessary as a result of Executive Session.

The Board reconvened and adjourned at 10:49 p.m.

Respectfully submitted,

Secretary

President