

Olympia School District

Cabinet Notes

January 10, 2013

Board Agenda January 14 at Knox: Entertainment Explosion, Policy 2162 on Section 504 first reading, Resource Conservation Report, Garfield Elementary Design, School Budget Allocations and Staffing.

Executive Session: Supt. Mid-Year Evaluation, Personnel.

Tentative Board Agenda January 28 at McLane Elementary: Focus on McLane Elementary, GRUB Presentation, Strategic Plan Update, Enrollment Update, Final Reading Policy 2162.

Griffin Meeting Topics: The joint Board meeting with Griffin SD will be held January 22. Jennifer will provide an enrollment update and potential levy plans. There is a question about pre-school plans. Dick will meet with Supt. Greg Woods to identify other topics in advance. The meeting will begin at 6:00pm at Griffin.

Training Part Time Employees: Cabinet discussed how to best train part time employees when trainings are scheduled during their non-work hours. The number one priority is to ensure staff receives the training to support their work in the classroom. The Danielson training was used as an example. All staff require this training both from a state, district and individual perspective. Making that happen for all is priority number one. This will require flexibility from individuals as well as the district.

Payroll Deduction: Cabinet imposed a payroll deduction on themselves to pay for miscellaneous expenses.

Principal Openings: Dick proposed a plan to move forward on potential principal openings. It will begin with a survey of principals to determine their interest in moving to another building. As openings occur Dick and Nancy will work with buildings on a process.

Staffing Allocation: Jennifer reviewed her PowerPoint for the Board presentation on Monday night. The topic will be how staff is allocated and what percentage of the budget it represents.

March 1 Danielson Training: Cabinet discussed the March 1 in-service and what parts could best serve the needs of all certificated staff. The Danielson focus serves the needs of most staff, however, there are some staff, based upon their roles, where it is less involved. More discussion to come.

Use of District Email: Use of district email is designed for school related work. Cabinet discussed how some staff might view the email system as a forum or a vehicle to send messages to every staff member who may, or may not want to receive the email. It was determined that staff are conscientious regarding its use, and follow the Acceptable Use Policy. However, from time to time staff have to be reminded about the appropriateness of the message.

Community Youth Services: Cabinet will have a presence at the Community Youth Services fundraising breakfast on February 22.