

Olympia School District

Cabinet Notes

September 12, 2013

Board Agenda Review for Sept. 23 Board Meeting at McKenny ES: Focus on McKenny Elementary by Brendon C.; Interviews and Interrogations Policy 1st Reading by Nancy F.; Use of Isolation, Restraint Policy 1st Reading by Joni W.; Relations with Law Enforcement Policy 1st Reading by Nancy F.; Res. 518 - CFP 2014-2019 1st Reading by Jennifer P.; MSP Update by Alice B.

Board Agenda Review for Oct. 14 at Knox: Graduation Policy 1st Reading by Nancy F.; Resolution 518-CFP 2014-19 2nd Reading by Jennifer P.; Interviews and Interrogations Policy 2nd Reading by Nancy F.; Use of Isolation, Restraint Policy 2nd Reading by Joni W.; Relations with Law Enforcement Policy 2nd Reading by Nancy F.; Enrollment Update by Jennifer P.; Technology Update by staff.

Avanti Classroom Space: Avanti High School needs additional space for one classroom. Dick spoke with Principal Mike Velasquez about specific needs, class size and room configuration. Avanti will use Knox Room 307 to teach second-semester ASL one hour per day. We will convert the space from a training/meeting room into a classroom by adding tables and other items.

GA Meeting Planning: General Administration will hold its first meeting of the school year on Sept. 17. Principals and the K-12 Teaching and Learning staff will gather at 8:30 a.m. to discuss changes in discipline policy; volunteers; a new system for tracking fees and fines; and special education. At 9:30 a.m. all GA staff will meet and cover the following topics: Welcome back message from Dick C.; CAPS discussion and activity with a focus on communication; safety update from Jennifer P.; Special Education and Section 504 updates from Joni W.; "What Every Employee Needs to Know" reminders from Joe B.

Olympia School District Education Foundation, Principals' Checkbook Fund Breakfast: Dick C. reminded Cabinet about the Principals' Emergency Checkbook fund breakfast on Sept. 19.

TPEP Grant: In 2013 the Legislature appropriated \$10 million for TPEP training. Grant applications open in mid-September. Nancy F., Jeff C. and Mike McDonald will meet to discuss how to proceed and best strategies for grant application and award.

Replacement of Lost or Stolen Technology Items: Nancy F. is working with staff on a procedure around how we handle replacement of technology items (laptops, iPads, etc.) that are broken, lost or stolen when used at home or away from schools. Nancy is examining how other districts handle this issue and looking at language options.

Fines and Fees: Justin Lanting and Karen Edison provided Cabinet with details about a new system that is changing, and in many cases automating, how we handle payments of fees and fines, cashier processes and deposits. Five schools are using the system now and we expect all schools will be using it by the end of the year. Among other things, the new system allows families to pay their student's fees and/or fines online. Justin is training librarians, principals and others on how to use the system. Cabinet also engaged in a discussion around waiver of registration fees and some materials for qualified students. Cabinet is thinking through protocol options and will bring them back to an upcoming meeting for further discussion. We will engage in a discussion with principals at an upcoming meeting about ways they are approaching these issues in their buildings.

Legislative Tasks: Dick C. handed out a list of new laws. Staff are assigned to each issue to ensure our policies and procedures are updated to reflect the changes.

Technology Levy: The District will hold two public meetings to gather citizens' input on the district's technology vision and specific items we may request in a technology levy. One of those meetings will take place on Oct. 21, followed by a study session (see below). Another will take place some time between Sept. 30 and Oct. 21 (date TBD).

Upcoming Study Sessions: Sept. 30 - Technology updates; Oct. 21 - What the district may request of citizens in a technology levy.