



AGENDA FOR THE REGULAR BOARD MEETING
Monday, March 14, 2022 - District Office - 6 pm

Webinar Link: mead354-org.zoom.us/j/84774799208
Or Call 669-900-6833 Webinar ID 847 7479 9208

- I. PLEDGE OF ALLEGIANCE**
- II. APPROVAL OF AGENDA** (Action)
- III. APPROVAL OF MINUTES** (Action)
 - Approval of the Minutes of the Regular Board Meeting of February 28, 2022
 - Approval of the Minutes of the Board Work Session of March 8, 2022
- IV. PROCLAMATION – Education Support Professionals Week**
- V. REMARKS FOR THE GOOD OF THE SCHOOLS - Public Comment**
- VI. CONTINUING BUSINESS**
 - A. 3rd Reading Policy 6220 Revision & Procedure 6220 Adoption**
 - Bid or Request for Proposal Requirements (Action) 1
- VII. NEW BUSINESS**
 - A. Consent Agenda**
 - Vouchers, Personnel Actions, Extra-Curricular and Supplemental Contracts (Action) 2
 - B. Student Travel Proposal**
 - Mead High School Debate (Action) 3
 - C. Resolution 22-03**
 - Capital Facilities Plan (Action) 4
 - D. Superintendent Contract Extension** (Action)
- VIII. REPORTS**
 - A. Union Stadium Usage Update**
 - B. Superintendent’s Report**
- IX. ADJOURN**

Public Participation – Policy 1430

The Board recognizes the value of public comment on educational issues and the importance of involving members of the public in its meetings. Therefore, the opportunity for individuals (staff, guests and/or district residents) to express an opinion is provided at the beginning of School Board meetings. Per Policy 1430 public comment should relate to agenda items. Those wishing to speak must sign-in with: name, address, phone number and topic being addressed. Sign-in must be done prior to the beginning of the meeting before the gavel has dropped. If a group wishes to speak, it is recommended they choose a spokesperson to speak on behalf of the group. The Board President will recognize each speaker and invite him/her to step up to the podium. Comment time is limited to three (3) minutes. Individuals making public comments are asked to refrain from any inappropriate behavior, including but not limited to: clapping, shouting and/or sarcastic, vulgar or disrespectful language or actions. The School Board will not respond to public comments during the meeting. The board may express regret regarding the speaker’s concerns and thank them for their contribution. This allows the Board time to confer with district staff and gain valuable knowledge before determining whether or not to more fully respond to a speaker’s comments.

Individuals with disabilities who may need a modification to participate in a meeting should contact the Superintendent’s office no later than three days before a regular meeting and as soon as possible in advance of a special meeting so that arrangements for the modification can be made.



**Minutes from the Regular Meeting of the Board of Directors
Monday, February 28, 2022**

The Board of Directors held a Regular Board Meeting on Monday, February 28, 2022. This was a Zoom Meeting with login information posted on the Mead School District website. Directors Burchard, Olson, Cannon and Gray were present. Director Denholm was excused. Also attending were Superintendent Shawn Woodward, Chief Financial Officer Heather Ellingson and Assistant Superintendents Heather Havens and Jared Hoadley.

I. Approval of Agenda

Director Cannon made a motion to approve the meeting agenda, as presented. Director Olson seconded the motion. The motion carried unanimously.

II. Approval of Minutes

Prior to calling for a motion to approve the prior meeting minutes a discussion took place clarifying the cost of the SYSA after school elementary sports program that was a part of Superintendent Woodward's report on February 14, 2022. Each four-week program offering, that meets 1-2 times each week, will cost \$10 per session. If an offering meets once each week the cost for the four weeks is \$40. If the offering meets twice each week the cost for the four weeks is \$80.

Director Gray made a motion to approve the minutes of the February 14, 2022, Regular Board Meeting, as presented. Director Cannon seconded the motion. The motion carried unanimously.

III. Remarks for the Good of the Schools - Public Comment

President Burchard opened the floor for public comment and reminded those wishing to speak that comments should be limited to three minutes in length. On the topic of public comment, he referenced current board policy that states comments should relate to agenda items. He shared the board in the recent past has not, and at this meeting will not, limit comments to agenda items. However, this is something that may be implemented in the future. Board members were first invited to share remarks followed by the public.

Board Comments

Regarding winter sports, Director Olson extended congratulations to the Mead High School (girls) and Mt. Spokane High School (boys) basketball teams. Both won their round one games and will continue competing for state titles on Thursday (March 3) at the State 3A Tournament. Mead High plays at 5:30 pm. Mt. Spokane plays at 2 pm. Director Burchard acknowledged the 4th place state finish by the Mead High School gymnastics team. Doug Edmonson, who oversees Mead School District athletics, reported Mead High School is the 3A State Wrestling Champion, followed closely by Mt. Spokane who placed 4th. At the state gymnastics meet, in addition to the excellent showing by Mead High, there were six Mt. Spokane gymnasts who qualified to compete.

Public Comments

Barry Roth referenced the Public Disclosure Requests that were recently delivered, or soon will be delivered, to school board directors at their homes. He shared these requests would have been presented at this meeting but that was not possible because the meeting was held via Zoom with no in-person option. In order to allow Mr. Roth the time needed to read the letter that

accompanied the Public Disclosure Requests the following individuals ceded their Public Comment time to Mr. Roth: Debbie Roth and Debbie Fletcher.

The letter included:

- Recognition/thanks to the district for surveying the community regarding the COVID vaccine followed by the adoption of Resolution 22-01 where the board took the official position that they are opposed to making the vaccine required under WAC 246-105-030.
- Statement that the letter and Public Disclosure Requests are not meant to make the board and/or superintendent feel threatened or opposed, but rather should be seen as an opportunity to receive Mr. Roth's support.
- Notice that the same Public Disclosure Requests have also been served on many districts across the state including Spokane Public Schools and the Seattle School District signifying this is a statewide action involving thousands of concerned citizens coming together as a unified voice.
- Assertion there is a fundamental conflict of interest between school government and parents with school government having a vested interest in the system while parents have a vested interest in children.
- Reference to school boards being forced to give away increasingly more decision-making authority to Washington State School Directors Association (WSSDA) and other state agencies.
- Notation there is no RCW granting Chris Reykdal (Superintendent of Public Instruction) the power to withhold funds that rightfully belong to the school district based on compliance with health policies.
- Reminder the country was founded on a structure designed to keep the greatest authority at the local level of government. Despite this the governor and state agencies have made unilateral decisions that ignore the voices of local school boards and parents. Acknowledgement that all share responsibility for allowing this to happen while asserting all also share responsibility to rectify the situation.
- Encouragement to consider the Public Disclosure Requests as the community's first act of helping the Mead School Board take back its rightful authority to determine how best to represent parents. The Public Disclosure Requests should be seen as an opportunity to educate all and better understand the current entanglement with OSPI, WSSDA and other state agencies who are overstepping lawful boundaries.
- Reference to RCW 28A.345.020 requiring all school boards to be members of WSSDA.
- Reference to RCW 28A.343.100 requiring school boards, starting in 2022, to take governance training in cultural competency, diversity, equity and inclusion standards, and the assertion these topics refer to Critical Race Theory, sexual education for children as young as five years of age, and curriculums that promote transgenderism.
- Reference to the attempt by Representative Joel McEntire to introduce a bill that proposes local school board membership in WSSDA be optional, rather than mandatory, and a statement that WSSDA has been treating Washington students and parents as if they belong to one large district rather than respecting the authority of the 295 elected school boards in the state.
- Request that the Mead School Board do the following:
 - Reach out to Representative Joel McEntire and support making WSSDA membership optional.
 - Strongly urge WSSDA to withdraw membership from NSBA. Twenty other states have already done this.
 - Pass a resolution acknowledging/affirming that parents are the primary stakeholders in their children's future. Tonasket SD has already done this with neighboring districts currently considering doing the same.
- Expressed desire, as the 2021/22 school year concludes, to work toward a more harmonious partnership between parents, school district leadership and legislators with the goal of restoring the freedom of personal choice over masks and vaccines, as well as restoring authority to the level of local government.

- Warning if freedoms are ignored by the Mead School Board Mr. Roth and others will withdraw their children from the public school system by the Fall of 2022.
- Reminder that over 55,000 children have withdrawn from the state's public school system in 2021/22 and that this number has the potential to triple if mask mandates are upheld and/or a COVID vaccine is an attendance requirement.
- Offer to partner with the district to restore local authority and represent the parents of the Mead School District.

Katrina Mason, a local mental health counselor and mother of three Mead School District students, who at recent board meetings addressed the mask mandate, COVID testing and the COVID vaccine, shared her primary public comment for the evening would be sex ed curriculum. Her initial comments were about the state's Critical Race Theory (CRT) training that violates both state and federal civil rights laws. CRT promotes feelings of fear. There are new state sex ed curriculum requirements set for implementation in the 2022/23 school year. She is opposed to these new curriculum requirements. She commended the board for the letter they sent to Governor Inslee (March 2020) expressing concerns with the legislation.

Sydney Charlton, mother of a 5th grader, while complimentary of the investigation work Business & Operations Assistant Superintendent Jared Hoadley did looking into several of her concerns, shared her continuing frustration with a school nurse and inconsistencies in quarantine dates. She also remains concerned regarding a situation where two test swabs were placed in one testing vial and a post made on an employee's personal Facebook page that she believes is slanderous to parents. She feels she is not heard or listened to by the school principal.

IV. Continuing Business **2nd Reading Policy 6220 Revision & Procedure 6220 Adoption** **Bid or Request For Proposal Requirements**

Lead Accountant Dylan Hance presented a revision to Policy 6220, and the adoption of Procedure 6220, Bid or Request for Proposal Requirements, for second reading consideration. The policy was adopted on August 16, 1978, and amended/revised as follows: 5/28/80, 9/11/85, 2/14/95, 11/14/95 & 8/19/13. The district does not currently have a procedure to accompany Policy 6220 and, therefore, the presented draft procedure would be new for the district.

WSSDA Sample Policy 6220 is the template for the presented revision to Policy 6220. Due to the extensive nature of the revisions, they were presented as a standalone document with current Policy 6220 provided for reference. WSSDA Sample Procedure 6220 is the template for the presented procedure adoption.

The presented policy revision aligns the policy to current state/federal laws and current district practices. The policy revision divides procurement into two major categories: (1) Procurement and Public Works Using Non-Federal Funds and (2) Procurement Using Federal Funds. In both categories purchase threshold amounts requiring bids/quotes have been adjusted to reflect current state and/or federal law.

As required in the policy, the presented procedure establishes bidding and contract awarding procedures consistent with state and federal law. The presented procedure aligns with current district practices.

In response to a first reading question from Director Gray, Mr. Hance referenced RCW 39.19.010 and RCW 39.19.060 (a copy of each RCW was provided to board members) that relate to the policy provision that states, for non-federal funds, when the estimated cost of furniture, supplies or equipment (except books) will cost over \$75,000 the board will follow the formal bidding process by . . . *ensuring the district takes steps to assure that, when possible, the district will use small and minority businesses, women's business enterprises and labor surplus firms.* Director Gray thanked Mr. Hance for the RCWs stating the information provided answered her question

regarding the need to include the reference to small and minority businesses, women's business enterprises and labor surplus firms in the policy.

In response to a first reading question from Director Cannon, Mr. Hance referenced RCW 28A.335.190 (a copy of the RCW was provided to board members) that relates to the specific bidding threshold amounts included in the presented policy and procedure.

In checking the bidding policies and procedures for neighboring school districts, Mr. Hance reported all include the reference to small and minority businesses, women's business enterprises and labor surplus firms, and also include identical bidding thresholds as are included in the presented second reading draft policy and draft procedure.

President Burchard asked that the policy revision and procedure adoption be brought forward for 3rd reading consideration as an action item at the next board meeting.

V. New Business

A. Consent Agenda

Responding to a question from Director Cannon about the Supplemental Contracts with *overload* listed as the activity associated with the payment, Learning & Teaching Assistant Superintendent Heather Havens explained the \$800 payments represent the extra IEP work done first semester by special education classroom teachers. In prior years this work was done by Education Specialists but, as with other special education positions, the district is currently short staffed resulting in the need to have special education classroom teachers assume additional duties. The nearly \$7,000 overload payment to one individual (SLP) represents several months of additional work performed, once again, because of the inability to fill a position. Thankfully, the district was recently able to hire an SLP to fill this open position.

Director Cannon thanked Ms. Havens for this information noting he appreciates the extra efforts by all of these employees. His inquiry was not intended to question the value of the work he simply needed more information. Director Burchard asked about caseload limits. Ms. Havens explained that while the contract does include caseload limits, it does not address special education overload. The presented overload compensation was negotiated on a case-by-case basis through the Labor Management process. Director Burchard also extended his thanks and appreciate to employees for their extra efforts.

Director Olson made a motion to approve the Consent Agenda, as presented. Director Cannon seconded the motion. The motion carried unanimously.

Consent Agenda

1. Hired Classified Personnel:

Michael May	Mead High	Class	6 hrs/day Para Ed effective 2/11/22
Sierra Hoseid	Midway	Class	4 hrs/day Para Ed Effective 2/28/22

2. Hired Certificated Substitutes:

Rebecca Gilmore	Denise Gaal	Elizabeth Williamson	Marta Schulte
Kamiah Cyr	Alexis Caniglia		

3. Hired Classified Substitutes:

Mary Driskel | Shelly Miller | Elijah Bade | Sierra Poquette

4. Approved AP Vouchers for General Fund, Capitol Projects, Private Purpose Trust & ASB.

Vouchers audited and certified by auditing officers as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing which has been made available to the Board. As of this day, **February 28, 2022**, the Board, by a unanimous vote does approve for payment the vouchers included in the above referenced list and further described as **Warrant Numbers 104744 to 104948** in the following amounts:

<u>Fund</u>	<u>Amount</u>
General Fund - AP	\$ 821,408.28
General Fund - PR	134,988.30
ASB Fund	115,997.19
Capital Projects Fund	132,194.41

5. **Approved Extra-Curricular, Supplemental & Co-Curricular Contracts.**

6. **Approved Requests for Unpaid Leave (i.e., parenting, medical Good of the District, etc.):**

Laura Knutson	Creekside	Class	2/14/22 - 4/15/22
Jennifer Schwab	Evergreen	Class	3/28/22 - 4/1/22 and 4/11/22 - 4/12/22
Jenny Hawkins	Shiloh Hills	Class	6/20/22
Greg Conley	Mt. Spokane	Cert	.4 FTE 22/23 School Year

7. **Declared the Following Items as Surplus:**

<u>Item</u>	<u>Quantity</u>
Everett Piano	1
Small Plastic Chairs (orange & blue)	8
Small Plastic Chairs (black)	10
Black Plastic Chairs misc. sizes	200
Cart/Table - white	1
Nurse Beds	2
Locking Cabinet	1
Rolling Office Chairs - cloth	3
Book Shelf w/o Shelves	1
Blue Cloth Chairs on Wheels	2
Octagon Table	1
Privacy Desks	4
Portable Welder-Miller Roughneck	1
Black Desk w/ Keyboard Tray	1
Black Wood Tables - large	2
Black Printer	1
Wood Magazine/Book Rack	1
Cupboard on Wheels - white	1
Wood Book Case - 1 shelf	1
Wood 4-Drawer Filing Cabinet	1
Blue Cupboard w/ Storage Cubbies	1
Misc. Music	
Locker Units - blue	40

8. **Approved Requests for Retirement/Resignation:**

Amelia Byrd	Evergreen	Class	Resignation effective 3/4/22 (Para Ed)
Christopher Boutain	Mt. Spokane	Class	Resignation effective 2/28/22 (Custodian)
Harold Mestyaneck	Prairie View	Class	Resignation effective 2/28/22 (Para Ed)
Debra Tabeck	Creekside	Cert	Retirement effective 8/31/22 (teacher)

B. 2022-2023 School Year Calendar

Sharing that the Mead School District has a long-standing practice of presenting two calendar options to staff for their consideration for each school year, Business & Operations Assistant Superintendent Jared Hoadley presented for board consideration the calendar (Option A) for the 2022-2023 school year that received the most staff votes (67.9%). Dates of note in the presented calendar include the following:

- Tuesday, August 30 - 1st Day of School
- Friday, September 2 - No School
- Friday, October 7 - Learning Improvement Day
- Wednesday, November 23 - No School
- Monday, December 19 - Start of Winter Break
- Tuesday, January 3 - School Resumes After Winter Break
- Monday, January 30 - No School/Snow Make-Up Day
- Friday, March 17 - Learning Improvement Day
- April 3-7 - Spring Break
- Friday, May 26 - No School/Snow Make-Up Day
- Friday, June 16 - Last Day of School

Following discussion, that included Director Cannon sharing he has anecdotally heard from parents who are in favor of a before Labor Day start, Director Olson made a motion to adopt the 2022-2023 School Year Calendar, as presented (Option A). Director Cannon seconded the motion. The motion carried unanimously. A link to the 2022-2023 School Year Calendar is available on the Mead School District website.

**C. Student Travel Proposal
Mead High School Volleyball**

Darren Nelson, Director of Secondary Education, presented a request from the Mead High School Varsity Volleyball Team (12 members), plus two coaches/chaperones, to travel to Phoenix, Arizona, September 29 - October 2, 2022, to participate in the Nike Tournament of Champions. In addition to playing in the tournament, the team plans to visit two universities located in Phoenix (Grand Canyon and ASU) so athletes can check out both a large and small college campus.

The estimated per student cost is \$120 for food with fundraisers available. The team's ASB account, which already has sufficient funds, will be used to cover the remaining trip expenses. Students will miss one day of school and Mr. Wilson, head coach, will need a substitute teacher for one day.

Director Olson expressed his support for this trip noting it is a great opportunity for students.

Director Cannon made a motion to approve the presented trip from the Mead High School Varsity Volleyball Team to travel to Phoenix, Arizona, September 29 - October 2, 2022, to play in the Nike Tournament of Champions. Director Olson seconded the motion. The motion carried unanimously.

D. Layer 3 Switching Equipment Contract

Technology Director Doug Edmonson presented a contract with Compunet to provide layer 3 switching equipment for Colbert Elementary, Meadow Ridge Elementary, Midway Elementary, District Office, Mt. Spokane High School and Five Mile Prairie for board consideration.

Two firms (NetDiverse and Compunet) submitted proposals. Compunet was the selected vendor, scoring 100 out of 100 on the seven bid factors. A recap of the bid scoring was provided to board members.

The cost for the layer 3 switching equipment, including tax, totals \$136,588.30. This equipment is eligible for Federal E-Rate funding that will pay 50% resulting in a total cost to the district of \$68,294.15. Noting the recent loss of the district employee who handled E-Rate funding, Mr. Edmonson complimented both Dave Willyard and Emily Magney for stepping in to help in this area.

Mr. Edmonson shared the replacement cycle for switching equipment is four years and that E-Rate is a state program designed to help defray technology costs for schools and other non-profits.

Director Cannon made a motion to award the layer 3 switching equipment contract for Colbert Elementary, Meadow Ridge Elementary, Midway Elementary, District Office, Mt. Spokane High School and Five Mile Prairie to Compunet, as presented. Director Olson seconded the motion. The motion carried unanimously.

E. Uninterruptable Power Supply Equipment Contract

Technology Director Doug Edmonson presented a contract with Compunet to provide uninterruptable power supply (UPS) equipment for eight elementary schools (Skyline & Shiloh

Hills not included), Five Mile Prairie, all three middle schools plus Mead High School and Mt. Spokane High School for board consideration. In the event of a power outage this equipment provides critical backup power to keep technology functioning.

Five firms submitted proposals. Although CDW-G was the lowest bidder, they did not bid the specified equipment. The district, based on prior experience, prefers the brand specified in the RFP and, therefore, Compunet, with a score of 99 out of 100 on the seven bid factors, is the recommended provider. A recap of the bid scoring was provided to board members.

The cost for the uninterruptable power supply equipment, including tax, totals \$34,532.13. This equipment is eligible for Federal E-Rate funding that will pay 50% resulting in a total cost to the district of \$17,266.06.

In response to a question from Director Gray, Mr. Edmonson shared this equipment was installed at Skyline during construction and was installed at Shiloh Hills during their recent renovation.

Director Cannon made a motion to award the uninterruptable power supply equipment contract for Brentwood Elementary, Colbert Elementary, Creekside Elementary, Evergreen Elementary, Farwell Elementary, Meadow Ridge Elementary, Midway Elementary, Prairie View Elementary, Five Mile Prairie, Highland Middle School, Northwood Middle School, Mountainside Middle School, Mead High School and Mt. Spokane High School to Compunet, as presented. Director Gray seconded the motion. The motion carried unanimously.

VI. Reports

A. Financial Report for the Month of January 2022

Chief Financial Officer Heather Ellingson presented a brief financial report for the month of January 2022. Enrollment has stabilized at approximately 10,200 FTE, which is higher than budgeted by just under 200 FTE. In January the district's state apportionment is based on actual rather than budgeted FTE. The district continues to closely monitor funding changes currently being considered by state legislators. In response to a question from President Burchard, Ms. Ellingson shared she is hopeful the ending fund balance will be higher than expected. In the summer a determination will be made on whether or not a budget extension is needed.

B. Classified Staff Recruitment

Business & Operations Assistant Superintendent Jared Hoadley reported on classified staff recruitment efforts noting Mead, like many school districts, is looking to hire bus drivers, para-educators, custodians and cooks. Dr. Hoadley shared a video produced by the district featuring four staff members (Dennis Faison, Mt. Spokane Custodian, Michele Carstensen, Farwell Kitchen Manager, Lehsley Whitman, Shiloh Hills Para Educator & Scott Griffith, Bus Driver) who talk about their jobs and invite others to consider joining the Mead School District team. This was followed by Dr. Hoadley welcoming Michele Carstensen who shared her experiences at a recent district sponsored job fair where potential employees were able, on site, to easily apply for open positions. The report concluded with Human Resources Director Keri Hutchins sharing other recruiting efforts that have taken place and are planned for the future.

President Burchard, noting the current staffing challenges, expressed his appreciation for the work so many are doing to recruit new employees. Director Cannon, echoing the sentiments shared by President Burchard, applauded the creativity shown in addressing current staffing issues. Watching the video and hearing the passion of those featured make him want to work for the district.

C. Update - Department of Health Requirements

Superintendent Woodward referenced the revised mask timeline shared by Governor Inslee earlier in the day that makes the wearing of masks optional on March 11 rather than March 18. While new Department of Health guidance has not yet been released, Superintendent Woodward

shared his understanding that, for the most part, the guidance will be in the form of recommendations not requirements, thereby allowing for more local control. Most likely “test to play” for spring sports will be eliminated with testing only taking place if an individual is symptomatic. Regarding “test to play” he thanked district nurses and coaches for their help testing athletes during the fall and winter sport seasons. Having coaches help with testing was unique to the Mead School District. It is anticipated new DOH guidance will be available early in March.

Regarding a COVID vaccine requirement for students, Superintendent Woodward shared the Technical Advisory Group studying this is leaning more “no” than “yes” but also pointed out there is no guarantee this will be the final determination by DOH. A decision on this topic is expected in early April. Even if the vaccine is required for students, it is his understanding religious, personal and medical exemptions will be available.

In response to a question from President Burchard, Superintendent Woodward shared it is his understanding Spokane Regional Health District will follow/adopt DOH guidance unless the local COVID situation warrants a different course of action.

Director Gray thanked Superintendent Woodward for the update. She commended the Kettle Falls, Colville and Richland school boards for their courageous decisions to make the wearing of masks optional. Even with the mask mandate ending soon, Director Gray stated even one more day is too much and that the mandate should end immediately. Continuing the mandate is no longer following science, it is a political power grab.

D. Superintendent’s Report and Discussion Items

Superintendent Woodward, noting the rigorous process involved in earning National Board Certification, congratulated Tracy Taich, who was awarded initial certification, along with Cooper Hatton, Karin Llyr, Daniel Melin, Elizabeth Pipkin, Luke Thomas and Chris Waddell who successfully completed the renewal process. The initial certification process takes 1-5 years and, of those submitting portfolios, only 40% earn the designation. In Mead 6% of teachers have their National Board Certification. The district will continue to explore ways to help more certificated staff obtain this designation.

Superintendent Woodward concluded his report by sharing a video of the Mead High School String Quartet playing *Eleanor Rigby* on Saturday, February 26th as part of the sold-out Beetles Stones Musical Showdown held at the Fox Theatre. This was a tremendous experience for these four musicians. Superintendent Woodward reported, now that COVID restrictions are being relaxed, there will be a return to having students and staff attend board meetings where their accomplishments can be celebrated.

VII. Adjourn

The meeting was adjourned at 7:30 pm.

President

Secretary



**Board Work Session Minutes
Tuesday, March 8, 2022**

The Board of Directors held a Work Session on Tuesday, March 8, 2022. The meeting began at 3 pm and was held at District Office. Directors Burchard, Denholm, Olson, Cannon and Gray were present. Also attending was Superintendent Shawn Woodward.

I. Approval of Agenda

Director Denholm made a motion to approve the agenda, as presented. Director Olson seconded the motion. The motion carried unanimously.

II. Board Training - facilitated by Cindy McMullen

Cindy McMullen, retired attorney and current Central Valley School District board member, who provides trainings for school boards for WSSDA, facilitated a training for the board on *Roles & Responsibilities* and *Operating Protocols*. Prior to moving into the actual training board members shared reasons why families should want to live in the Mead School District and their understanding of the role of board members.

In summary, on the topic of superintendent and board *Roles & Responsibilities*, Ms. McMullen explained it is the responsibility of the school board to determine the *what* with the superintendent determining and directing *how* to implement the *what*. The board sets the expectation with the superintendent managing the daily operations of the district.

On the subject of *Operating Protocols*, Ms. McMullen highlighted the reasons it is important school boards take the time to review and/or establish operating protocols.

Ms. McMullen concluded the training by providing board members with copies of additional information regarding board *Roles & Responsibilities* and *Operating Protocols*.

III. Executive Session

At 6 pm President Burchard called for an Executive Session of approximately 30 minutes for the purpose of reviewing the performance of a public employee.

At 6:30 pm President Burchard returned the meeting to Open Session.

IV. Adjourn

The meeting was adjourned at 6:30 pm.

President

Secretary

The State of Washington



Proclamation

WHEREAS, education support professionals are involved in nearly every aspect of education – maintaining buildings and grounds; preparing and serving meals; keeping school facilities clean and orderly; assisting in the classroom; providing over 60 percent of all instructional hours to special education, English Language Learners, and opportunity gap students; performing and conducting research activities; providing information technology and media services, administrative support functions, and safe transportation; creating a secure and healthy environment; and many other specialized services; and

WHEREAS, more than 62,000 education support professionals work with, and help students in, Washington's universities, colleges, and public schools are the backbone of our public education system, and deserve recognition and thanks for the outstanding work they do for this state and their communities; and

WHEREAS, education support professionals are instrumental in fulfilling the state's responsibility to educate all students, and by supporting the learning environment, they serve as crucial partners with teachers, parents, administrators, and school boards;

NOW THEREFORE, I, Jay Inslee, Governor of the state of Washington, do hereby proclaim March 14-18, 2022, as

Education Support Professionals Week

in Washington, and I encourage all people in our state to join me in this special observance.

Signed this 18th day of February, 2022

A handwritten signature in blue ink, appearing to read "Jay Inslee".

Governor Jay Inslee



MEAD SCHOOL DISTRICT

Board Meeting of March 14, 2022
Continuing Business

VI.A.

Agenda Item: 3rd Reading Policy 6220 Revision & Procedure 6220 Adoption
Bid or Request For Proposal Requirements

Background: The presented draft policy is a revision to Policy 6220, Bid or Request For Proposal Requirements, which was adopted on August 16, 1978, and amended/revised as follows: 5/28/80, 9/11/85, 2/14/95, 11/14/05 & 8/19/13. The district does not currently have a procedure to accompany Policy 6220. Therefore, the presented draft Procedure 6220 would be new for the district.

WSSDA Sample Policy 6220 is the template for the presented revision to Policy 6220. Due to the extensive nature of the revisions, they are being presented as a standalone document with current Policy 6220 attached for reference. WSSDA Sample Procedure 6220 is the template for the presented procedure adoption.

Summary: The presented policy revisions align the policy to current state/federal laws and current district practices. The policy revision divides procurement into the following two major categories:

- Procurement and Public Works Using Non-Federal Funds
- Procurement Using Federal Funds

In both categories purchase amounts requiring bids/quotes have been adjusted to reflect current state and/or federal law.

As required in the policy, the presented procedure establishes bidding and contract awarding procedures consistent with state and federal law. The presented procedure aligns with current district practices.

At the second reading, in response to a first reading question from Director Gray, Mr. Hance referenced RCW 39.19.010 and RCW 39.19.060 (a copy of each RCW was provided to board members) that relate to the policy provision that states, for non-federal funds, when the estimated cost of furniture, supplies, or equipment (except books) will cost over \$75,000 the board will follow the formal bidding process by . . . *ensuring the district takes steps to assure that, when possible, the district will use small and minority businesses, women's business enterprises and labor surplus firms.*

Director Gray stated the information provided answered her question and provided documentation that supports including the reference to small and minority businesses, women's business enterprises and labor surplus firms in the policy.

At the second reading Mr. Hance additionally referenced RCW 28A.335.190 (a copy of the RCW was provided to board members) that relates to the specific bidding threshold amounts included in the presented policy and procedure.

No second reading changes were recommended.

President Burchard asked that this policy revision and procedure adoption be brought for third reading as an action item.

Staffing Implication: None

Other Considerations: None

Recommendation: Approval of the presented revision to Policy 6220 and adoption of Procedure 6220 is recommended.

Attachments:

- Draft Policy/Procedure 6220
- Current Policy 6220

BID OR REQUEST FOR PROPOSAL REQUIREMENTS

The board of directors recognizes the importance of:

- maximizing the use of district resources;
- the need for sound business practices in spending public money;
- the requirement of complying with state and federal laws governing purchasing and public works;
- the importance of standardized purchasing regulations; and
- the need for clear documentation.

I. Procurement and Public Works Using Non-Federal Funds

A. Furniture, Supplies or Equipment

Whenever the estimated cost of furniture, supplies, or equipment (except books) will cost:

- Less than \$40,000, no competitive bidding process is required to make the purchase.
- Between \$40,000 and \$75,000, the board will follow the informal competitive bidding process by requiring quotes from at least three different sources to be obtained in writing or by telephone and recorded for the public to review.
- Over \$75,000, the board will follow the formal competitive bidding process by:
 - 1) preparing clear and definite plans and specifications for such work or purchase;
 - 2) providing notice of the call for formal bids by publication in at least one newspaper or general circulation in the district at least once each week for two consecutive weeks;
 - 3) ensuring that the district takes steps to assure that, when possible, the district will use small and minority businesses, women's business enterprises and labor surplus firms;
 - 4) providing the clear and definite plans and specifications to those interested in submitting a bid;
 - 5) require that bids be in writing;
 - 6) opening and reading bids in public on the date and in the place named in the notice; and
 - 7) filing all bids for public inspection after opening.

B. Use of Non-Federal Funds for Improvement or Repairs

The board may make improvement or repairs to district property through a district department without following the competitive bidding process if the total cost of improvements or repairs does not exceed \$75,000. If the board estimates that the total cost of a building, improvement repair, or other public works project is \$100,000 or more, the board will follow the formal competitive bidding process outlined above unless

the contract is let using the small works roster process authorized by RCW 39.04.155, or under any other procedure authorized for school districts. There are no statutory bidding requirements for public works projects involving improvements or repairs that are within the \$75,000 to \$100,000 range. For projects in this range the district may consider: using its small works roster process under RCW 39.04.155; using an inter-local agreement or contract with a vendor of the district's choice, without any competitive process, under RCW 28A.335.190; or choosing to require quotes for the work to make the process more competitive.

C. Exemptions

The board may waive bid requirements for purchases:

- clearly and legitimately limited to a single source of supply;
- involving special facilities or market conditions;
- in the event of an emergency;
- of insurance or bonds; and
- involving public works in the event of an emergency.

“Emergency” means unforeseen circumstances beyond the district’s control that present a real, immediate threat to the proper performance of essential functions or will likely result in material loss or damage to property, bodily injury, or loss of life if immediate action is not taken.

Whenever the board waives bid requirement, the board will issue a document explaining the factual basis for the exception and record the contract for open public inspection.

D. Rejection of Bids

The board may by resolution reject any and all bids and make further calls for bids in the same manner as the original call.

E. Interlocal Cooperation Act

The board reserves the right to enter into inter-local cooperative agreements for purchases and public works with other governmental agencies pursuant to the Interlocal Cooperation Act, Chapter 39.34 RCW. The board will ensure that the other governmental entities have followed their own procedures for procurement prior to making any purchases under this section.

F. Crimes Against Children

The board will include in any contract for services with an entity or individual other than an employee of the district a provision requiring the contractor to prohibit any employee of the contractor from working at a public school who has contact with children at a public school during the course of his or her employment and who has pled guilty to, or been convicted of, any felony crime specified under RCW 28A.400.322. The contract will also contain a provision that any failure to comply with this section shall be grounds for the district immediately terminating the contract.

II. Procurement Using Federal Funds

A. Goods

When the district uses federal funds for procurement of textbooks, the allowable self-certification is \$50,000. When the district uses federal funds for procurement of **goods, including** furniture, supplies and equipment:

- Purchases of \$10,000 or less do not require quotes. However, the district must consider the price to be reasonable based on research, experience, purchase history and other information and must document this determination. In addition, to the extent practical, purchases must be distributed equitably among suppliers.
- Purchases between \$10,000 and \$75,000 must be procured using price or rate quotations from three or more qualified sources.
- Purchases of \$75,000 or more must be publicly solicited using sealed bids or requests for proposals.

Self-Certification

If during a given fiscal year, the district qualifies as a low-risk auditee in accordance with criteria in 2 C.F.R. § 200.520, as determined by the auditor, or has documentation it received a low risk assessment after an annual internal institutional risk assessment to identify, mitigate and manage financial risks, then the district may use the following Self-Certification thresholds instead of the ones described above:

- Purchases of \$40,000 or less do not require quotes. However, the district must consider the price to be reasonable based on research, experience, purchase history or other information and must document this determination. In addition, to the extent practical, purchases must be distributed equitably among suppliers.
- Purchases between \$40,000 and \$75,000 must be procured using price or rate quotations from three, or more, qualified sources.
- Purchases of \$75,000 or more must be publicly solicited using sealed bids or requests for proposals.

If the district uses Self-Certification, the Superintendent or designee will develop Self-Certification procedures to accompany this policy. Additionally, if the district qualifies for Self-Certification and wants to go above the \$40,000 Self-Certification limits, the district reserves the right to seek approval for higher limits from OSPI.

B. Services

When the district uses federal funds for procurement of **services**:

- Purchases of \$10,000 or less do not require quotes. However, the district must consider price to be reasonable based on research, experience, purchase history or other information and must document this determination. In addition, to the extent practical, purchases must be distributed equitably among suppliers.
- Purchases between \$50,000 and \$250,000 must be procured using price or rate quotations from a reasonable number of qualified sources.
- Purchases of \$250,000 or more must be publicly solicited using sealed bids or requests for proposals.

Self-Certification

If during a given fiscal year, the district qualifies as a low-risk auditee in accordance with criteria in 2 C.F.R. § 200.520, as determined by the auditor, or has documentation it received a low risk assessment after an annual internal institutional risk assessment to identify, mitigate and manage financial risks, then the district may use the following Self-Certification thresholds instead of the ones described above:

- Purchases of \$50,000 or less do not require quotes. However, the district must consider the price to be reasonable based on research, experience, purchase history or other information and must document this determination. In addition, to the extent practical, purchases must be distributed equitably among suppliers.
- Purchases between \$50,000 and \$250,000 must be procured using price or rate quotations from a reasonable number of qualified sources.
- Purchases of \$250,000 or more must be publicly solicited using sealed bids or requests for proposals.

If the district uses Self-Certification, the Superintendent or designee will develop Self-Certification procedures to accompany this policy. Additionally, if the district qualifies for Self-Certification and wants to go above the \$50,000 Self-Certification limits, the district reserves the right to seek approval for higher limited from OSPI.

C. Noncompetitive Procurement

Noncompetitive procurement may be used only when one of the following five circumstances applies:

- Acquiring property or services that do not exceed \$10,000 (or in the case of a school district who qualifies as a low-risk auditee in accordance with criteria in 2 C.F.R. § 200.520 or has documentation of an annual internal institutional risk assessment to identify, mitigate and manage financial risks, \$40,000);
- The item is only available from a single source;
- The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
- The awarding agency (e.g., OSPI) authorizes noncompetitive procurement in response to a written request from the district; or
- After solicitation of a number of sources, competition is determined inadequate.

The district must maintain documentation supporting the applicable circumstance for noncompetitive procurement.

D. Cost/Price Analysis

The district will perform a cost or price analysis in connection with every procurement action in excess of the state simplified acquisition threshold, currently set at \$75,000 or other limits identified in 48 CFC 2.101, including contract modifications. The method and degree of analysis is dependent on facts surrounding the procurement situation, but should include, as a starting point, independent estimates before receiving bids or proposals.

In cases where no price competition exists, and in all cases where the district performs the cost analysis, profit must be negotiated as a separate element in the process. To ensure profit is fair and reasonable, consideration must be given to the complexity of the work performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of the contractor's past performances, and industry standard profit rates in the surrounding geographical area.

Costs or prices based on estimated costs for contracts are allowed only to the extent that the costs incurred or cost estimates would be allowable under 2 CFR 200.400 - .476.

E. Suspension and Debarment

Before entering into federally funded vendor contracts for good and services that equal or exceed \$25,000 and any subcontract award, the district will ensure the vendor is not suspended or debarred from participating in federal assistance programs.

F. Conflict of Interest

No employee, officer or agent may participate in the selection, award or administration of a contract supported by federal funds if he or she has a real or apparent conflict of interest. Such a conflict would arise when the employee, officer or agent, any member of his or her immediate family, his or her partner, or an organization that employs or is about to employ any of the parties indicated herein has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

No employee, officer or agent of the district may solicit or accept gratuities, favors or anything of monetary value from contractors or parties to subcontracts except as allowed under RCW 42.52.150. Violation of these standards may result in disciplinary action including, but not limited to, suspension, dismissal or removal.

III. Procedures

The superintendent or designee will establish bidding and contract awarding procedures consistent with state and federal law.

Legal References:

RCW 28A.335.190	Advertising for bids – Competitive bid procedures – Purchases from inmate work programs – Telephone or written quotation solicitation, limitations – Emergencies
RCW 28A.400.330	Crimes against children – Contractor employees – Termination of contract
RCW 39.04.155	Small works roster contract procedures – Limited public works process Definition
RCW 39.04.280	Competitive bidding requirements – Exemptions
RCW 39.26.160	Bid Awards – Considerations – Requirements and criteria to be set forth – Negotiations – Use of enterprise vendor registrations and bid notification system
RCW 39.30.060	Bids on public works – Identification, substitution of contractors
Chapter 39.34 RCW	Interlocal Cooperation Act
2 CFR Part 200	Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
2 CFR 200.67	Mirco-purchase
2 CFS 200.88	Simplified Acquisition Threshold
2 CFR § 200.318	General Procurement Standards
2 CFR 200.320	Methods of Procurement to be Followed
2 CFR 3485	Nonprocurement Debarment and Suspension
2 CFR 200.520	Criteria for low-risk auditee
2 CFR 200.324	Contract Cost and Price

Adopted: August 16, 1978
Amended: May 28, 1980
Amended: September 11, 1985
Amended: February 14, 1995
Amended and Re-numbered: November 14, 2005
Amended: August 19, 2013
Amended:



BID OR REQUEST FOR PROPOSAL REQUIREMENTS

The following procedures will be in effect for purchasing and public works through the bidding or request for proposal process:

1. The district will publicly open and read formal bids on the date, time and place named in the notice and then will file the bids for public inspection. Any interested member of the public may attend the bid opening. It will be the bidder's sole responsibility to see that the district receives his/her bid prior to the time set for opening of bids. The district will return any bid received after the time set for opening the bids to the bidder unopened and without consideration. The district will accept proposals in the place named and no later than the date and time named in the notice;
2. Formal bid or proposal tabulations may be presented at a meeting of the board for study purposes;
3. The board will award a formal contract on the basis of staff recommendations;
4. Specifications using brand names and manufacturers' catalog numbers are for identifying and establishing a quality standard. The board may consider bids or proposals on equal items providing the bidder or proposer specifies brand and model and furnishes descriptive literature. The board will condition its acceptance of alternative "equal" items upon its inspection and testing after receipt. If the board does not find the items to be equal, the board will return the items at the seller's expense and cancel the contract;
5. The district will reserve the right to reject any or all bids or proposals, waive any formalities, and/or irregularities, and cancel the solicitation, if a reason exists;
6. On construction projects, the bidder will include a notarized statement agreeing to comply with prevailing wage and affirmative action requirements. The bidder will also provide payment and performance bonds;
7. The superintendent or designee may solicit bids or proposals by telephone and/or written quotation for purchases of furniture, equipment and supplies that have an estimated cost in excess of \$40,000 up to \$75,000. At least three telephone or written quotations will be secured prior to the date established by the superintendent or designee. All telephone quotations must be confirmed promptly in writing to constitute a valid quotation; and
8. For public works projects estimated to cost \$350,000 or less, the superintendent or designee may solicit bids by telephone, electronic or written quotations from contractors on the appropriate small works roster. The district will not break a project into units or phases in order to come within the scope of the small works roster process or limited public works process. Each year, the district will publish a notice of opportunity

regarding the small works roster in at least one newspaper of general circulation in the district and then revise the small works roster accordingly. The district will also add responsible contractors to the small works roster any time a contractor submits a written request and necessary records. The application form shall be designed to collect such information as (1) name of contractor, (2) state of Washington contractor's license number, (3) bonding verification, (4) liability insurance coverage, (5) related contracts completed, and (6) references (bond and clients). Contractors desiring to be placed on or remain on the small works roster are required to keep current records of applicable licenses, certifications, registrations, bonding, insurance, or other appropriate matters on file with the district.

The district will employ the following steps to engage a contractor for a small works project:

1. Invitations for quotations shall include an estimate of the scope and nature of the work to be performed as well as materials and equipment to be furnished. Completion date, contractor's assurances (prevailing wages, fair employment, etc.), bid and payment and performance bond requirements, opportunity to visit the work site, closing date, and bid form may be provided; however, detailed plans and specifications need not be included in the invitation;
2. The district may invite quotations from all appropriate contractors on the appropriate small works roster. As an alternative, the district may invite quotations from at least five contractors on the appropriate small works roster who have indicated the capability of performing the kind of work being contracted, in a manner that will equitably distribute the opportunity among the contractors on the appropriate roster. However, if the estimated cost of the work is from \$250,000 to \$350,000 and the district chooses to solicit bids from less than all the appropriate contractors on the appropriate small works roster, the district will notify the remaining contractors on the appropriate small works roster that it is seeking quotations on the work. The district has the sole option of determining whether this notice to the remaining contractors is made by: (i) publishing notice in a legal newspaper in general circulation in the area where the work is to be done; (ii) mailing a notice to these contractors; or (iii) sending a notice to these contractors by facsimile or other electronic means;
3. Immediately after an award is made, the bid quotations obtained will be recorded, open to public inspection, and available by telephone or electronic request; and
4. The district will award the contract to the lowest responsible bidder as defined in RCW 39.04.010. The district will make available a list of the contracts awarded under that process at least once every year. The list shall contain the name of the contractor or vendor awarded the contract, the amount of the contract, a brief description of the type of work performed or items purchased under the contract, and the date of award. The list shall also state the location where the bid quotations for these contracts are available for public inspection.

The following will be in effect for purchasing and public works awards:

- A. The contract for the work or purchase shall be awarded to the lowest responsible bidder as described in RCW 39.26.160(2), but the board may by resolution reject any and all bids and make further calls for bids in the same manner as the original call. In determining whether the

bidder is a responsible bidder under RCW 39.26.160(2), the district must consider the following elements:

1. The ability, capacity and skill of the bidder to perform the contract or provide the service required;
2. The character, integrity, reputation, judgment, experience and efficiency of the bidder;
3. Whether the bidder can perform the contract within the time specified;
4. The quality of performance of previous contracts or services;
5. The previous and existing compliance by the bidder with laws relating to the contract or services;
6. Whether, within the three-year period immediately preceding the date of the bid solicitation, the bidder has been determined by a final binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction to have willfully violated any provision of chapter 49.46, 49.48 or 49.52 RCW, as defined in RCW 49.48.082. Before awarded a contract, a bidder shall submit to the district a signed statement in accordance with RCW 9A.72.085, verifying under penalty of perjury that the bidder is in compliance with the responsible bidder criteria requirement of this subsection of RCW; and
7. The district may secure such other information as may have bearing on the decision to award the contract.

B. Before award of a public works contract, a bidder must meet the following responsibility criteria to be a responsible bidder and qualified for award of a public works project. The bidder must:

1. At the time of bid submittal, have a certificate of registration in compliance with chapter 18.27 RCW;
2. Have a current state unified business identifier number;
3. If applicable, have industrial insurance coverage for the bidder's employees working in Washington as required in Title 51 RCW; an employment security department number, as required in Title 50 RCW; and a state excise tax registration number as required in Title 82 RCW;
4. Not be disqualified from bidding on any public works contract under RCW 39.06.010 or 39.12.065(3);
5. If bidding on a public works project subject to the apprenticeship utilization requirements in RCW 39.04.320, not have been found out of compliance by the Washington State Apprenticeship and Training Council for working apprentices out of ratio, without appropriate supervision, or outside of their approved work processes, as outlined in their standards of apprenticeship under chapter 49.04 RCW for the one-year period immediately preceding the date of the bid solicitation;
6. Until December 31, 2013, not have violated RCW 39.04.370 more than one time as determined by the Department of Labor and Industries; and
7. Within the three-year period immediately preceding the date of the bid solicitation, not have been determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction to have willfully violated, as defined in RCW 49.48.082, any provision of chapter 49.46, 49.48 or

49.52 RCW (before award of a contract, a bidder shall submit to the district a signed statement in accordance with RCW 9A.72.085 verifying under penalty of perjury that the bidder is in compliance with the responsible bidder criteria requirement of this subsection).

In addition to the bidder responsibility criteria, the district may adopt relevant supplemental criteria in accordance with RCW 39.04.350(3) for determining bidder responsibility, applicable to a particular project with which the bidder must meet.

Formal written contracts will be prepared for all major construction and repair projects. After a majority of the board votes to approve a contract, the board president/chair and secretary sign the contract on behalf of the board and record the action in the minutes. All contracts will provide that, in the event that the district files suit to enforce the terms of the contract, the venue will be the county where the district is located. All contracts will also provide that if the district is successful in the suit, the court may order reimbursement of the district's attorney fees and court costs, as the court deems reasonable. Any contract for services with an entity or individual other than an employee of the district shall include a provision requiring the contractor to prohibit any of its employees who have pled guilty to or been convicted of any felony crime specified under RCW 28A.400.322 and who would have contact with children at a public school during the course of his or her employment from working at a public school. The contract shall also contain a provision that any failure to comply with this section shall be grounds for the district immediately terminating the contract.

Adopted:

BID REQUIREMENTS

The board of directors recognizes the importance of:

- maximizing the use of district resources;
- the need for sound business practices in spending public money;
- the requirement of complying with state laws governing purchasing;
- the importance of standardized purchasing regulations; and
- the need for clear documentation in meeting auditing requirements.

Use of State Funds for Purchases

Whenever the board estimates that the purchase of furniture, supplies, or equipment (except books) will cost:

- Less than \$40,000, no competitive bidding process is required to make the purchase.
- Between \$40,000 and \$75,000, the board will follow the informal competitive bidding process by requiring quotes from at least three different sources to be obtained in writing or by telephone and recorded for the public to review.
- Over \$75,000, the board will follow the formal competitive bidding process by: 1) preparing clear and definite plans and specifications for such work or purchase; 2) providing notice of the call for formal bids by publication in at least one newspaper or general circulation in the district at least once each week for two consecutive weeks; 3) providing the clear and definite plans and specifications to vendors interested in submitting a bid; 4) require that bids be in writing; 5) open and read bids in public on the date and in the place named in the notice; and 6) file all bids for public inspection after opening.

The board may waive bid requirements for purchases:

- clearly and legitimately limited to a single source of supply;
- involving special facilities or market conditions;
- in the event of an emergency;
- of insurance or bonds; and
- involving public works in the event of an emergency.

“Emergency” means unforeseen circumstances beyond the district’s control that present a real, immediate threat to the proper performance of essential functions or will likely result in material loss or damage to property, bodily injury, or loss of life if immediate action is not taken.

Whenever bid requirements are waived, a document explaining the factual basis for the exception and the contract will be recorded and open for public inspection.

The board may by resolution reject any and all bids and make further calls for bids in the same manner as the original call. The board reserves the right to purchase through an inter-local cooperative agreement with another governmental agency provided such agency has complied with the bidding requirements that are applicable to school districts.

The board will include in each contract a proviso requiring the contractor to prohibit any of its employees who has ever been convicted of, or pled guilty to, any of the child related felonies from working where he/she would have contact with public school students. The contract will also provide that failure to comply with this requirement is grounds for immediate termination of the contract.

Use of State Funds for Improvement or Repairs

The board may make improvement or repairs to district property through a district department without following the competitive bidding process if the total cost of improvements or repairs does not exceed \$75,000. If the board estimates that the total cost is \$75,000 or more, the board will follow the formal competitive bidding process outlined above unless the contract is let using the small works roster process authorized by RCW 39.04.155 or under any other procedure authorized for school districts.

Use of Federal Funds

When federal funds are used for procurement of supplies, other property, or professional services, the following steps will be followed:

1. An order for supplies or other property that totals \$75,000 or more must be publically solicited using sealed bids. Orders for less than \$75,000 may be procured using price or rate quotations from three or more qualified sources;
2. A professional services contract that totals \$100,000 or more must be publicly solicited using sealed bids. Services contracts for less than \$100,000 may be procured using price or rate quotations from three or more qualified sources;
3. Procurement by noncompetitive proposals may only be used when it is infeasible to use informal quotes or sealed bids and one of the following circumstances applies:
 - a. The item is only available from a single source;
 - b. The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
 - c. The awarding agency (e.g. OSPI) authorizes noncompetitive proposals; or
 - d. After solicitation of a number of sources, competition is determined inadequate;
4. For any procurement transaction over \$25,000 the vendor or contractor must not be suspended or debarred from participating in federal assistance programs; and
5. For any sub contract award in any amount, the grantee must not be suspended or debarred.

The superintendent or designee will establish bidding and contract awarding procedures for all purchases of furniture, equipment, supplies (except books) or public works projects consistent with state and federal law.

Legal References:

ESHB 1633	Amending RCW 28A.335.190
RCW 28A.335.190	Advertising for bids - Bid procedure-Telephone solicitation, limitations - Emergencies
RCW 28A.400.330	Crimes Against Children - Contractor Employees - Termination of Contract
RCW39.04.155	Small Works roster - Contract award - Process
RCW 39.04.280	Competitive Bidding Requirements - Exemptions
RCW 39.30.060	Bids on public works - Subcontractors must be identified - When
RCW 43.19.1911	Competitive Bids - Notice Of Modification Or Cancellation - Cancellation Requirements - Lowest Responsible Bidder - Preferential Purchase - Life Cycle Costing
34 CFR § 80.36	Procurement
34 CFR § 85	Debarment and Suspension

Management Resources:

Policy and Legal News, June 2013

Policy News, April 2012

Policy News, February 2011

Policy News, October 2005

Policy News, June 2001

Bid limit increase offers districts more flexibility and greater savings

Bid requirements policy revised to address audit concerns

Bid requirements

Competitive bid process changes

Legislation further simplifies bid compliance

Adopted:	August 16, 1978
Amended:	May 28, 1980
Amended:	September 11, 1985
Amended:	February 14, 1995
Amended and Re-numbered:	November 14, 2005
Amended:	August 19, 2013

Current

MEAD SCHOOL DISTRICT

Board Meeting of March 14, 2022
New Business

VII.A.

Agenda Item: Consent Agenda

Background:

The Consent Agenda contains items that are normal and customary in the operation of the school district.

Fiscal Impact:

The Consent Agenda items have no significant impact beyond the adopted budget. Expenditure or employment requests that exceed budget authorization should not appear as a consent item.

Staffing Implications:

None, other than the personnel recommendations, as presented.

Other Considerations:

None

Recommendation:

Approval of the Consent Agenda, as presented, is recommended.

Consent Agenda
Regular Board Meeting of March 14, 2022

1. Hire Classified Personnel:

Jeff Naslund	Prairie View	Cert	1.0 FTE Continuing Principal effective 7/1/22 (vacating Mead High Principal position)
Sarah Alkire	Special Services	Cert	1.0 FTE Continuing SLP effective 3/14/22

2. Hire Classified Personnel:

Laura Williams	Evergreen	Class	6.25 hrs/day Para Ed effective 2/14/22
Rachel Hardman	Mt. Spokane	Class	5.0 hrs/day Cook II effective 3/2/22
Hugo Mejia Moreno	Maintenance	Class	8 hrs/day Irrigation Specialist effective 3/7/22
Cassandra Earp	Evergreen	Class	6.5 hrs/day 2 nd Semester Leave Replacement Para Ed effective 2/24/22

3. Hire Certificated Substitutes:

Kenneth Shelton | Michael Craballo | Kendy Urzua Valadez | Jennifer Valerien

4. Hire Classified Substitutes:

Julian Medina	Rya Stadelman	Catherine Sells-Greer	Elizabeth Bennett
Kelly Twenge	Dianne Figueroa	Amy Bruce	

5. Approve AP Vouchers for General Fund, Capitol Projects, Private Purpose Trust and ASB, as attached.

6. Approve Requests for Unpaid Leave (i.e. parenting, medical, Good of the District, etc.):

Jonathan Klins | Skyline | Class | 3/2/22 - 6/2/22

7. Declare the Following Items as Surplus:

Item	Quantity
Computer Carts	300
Cloth Chairs	40
Rectangular Tables	12
Trapezoid Tables	2
Podiums	2
Plastic Carts	3
Metal Desks	8
Book Shelf w/ no Shelves	1
Metal Carts	6
Art Tables	2
Small Rectangular Tables	2
Round Table	1
Small Wood Table	1
Large Wood Desk	1
U Shaped Tables	2
Metal Book Cart	1
Tables	6
Plastic Round Table on Wheels	1
Small Tech Tables	2
Long Rectangular Tables	2
Folding Tech Table	2
Fellowers Shredder	1
Isolation Desks	2
Wood Shelf/Cubby	1
Wood Book Shelf	1

Laminate Book Cases	2
Wood Chest	1
U Shaped Desk	1
Metal/Wood Stool	1
Cloth Office Chair w/ Wheels	1

8. Approve Retirements and Resignations:

Jamie Nadherny	Mountainside	Class	Resignation effective 3/18/22 (Para Ed)
Eddy Medrano	Mt. Spokane	Class	Resignation effective 3/4/22 (Para Ed)

Mead School District No. 354

Spokane County, Mead, Washington

Affidavit covering payment of payroll and invoices for General Fund, Capital Projects Fund, Associated Student Body Fund, and Transportation Vehicle Fund

3/14/2022

THIS IS TO CERTIFY under penalty of perjury that the undersigned has examined the attached vouchers and payroll of Mead School District No. 354, Spokane, Washington, and that each of the invoices and vouchers were duly certified and have been received and checked as to price and quantity and have been duly certified by the claimant, as required by law, and that the extensions and additions of said invoices and vouchers have been checked by the Business Office of the District and were found to be correct.

Heather Ellingson, Auditing Officer

THIS IS TO CERTIFY that the warrants of the Mead School District No. 354, Spokane County, Washington, as listed below, have been allowed by the School Board of this District.

Fund Name	Vouchers (Inclusive)	Warrants (Inclusive)	Amount
General Fund:			
2/28/2022	PR-1136	104979-104999	\$1,753,384.66
2/28/2022	PR-1137 & 1138	ACH	\$8,734,481.50
2/28/2022	PR-16	104949-104978	\$31,877.11
3/4/2022	AP-1139	105000-105068	\$196,393.38
3/4/2022	AP-1140	ACH	\$2,582.68
3/4/2022	AP-1144	105087	\$1,275.44
3/7/2022	PR Reissue	105088	\$784.02
3/11/2022	AP-1145	105089-105167	\$436,667.84
3/11/2022	AP-1146	ACH	\$8,515.72
		TOTAL/General Fund:	\$11,165,962.35
Capital Projects:			
3/4/2022	AP-1141	105069-105072	\$10,787.58
3/11/2022	AP-1147	105168-105172	\$45,913.03
		TOTAL/Capital Projects:	\$56,700.61
Associated Student Body Fund:			
3/4/2022	AP-1142	105073-105086	\$31,083.62
3/4/2022	AP-1143	ACH	\$268.76
3/11/2022	AP-1148	105173-105193	\$36,853.29
3/11/2022	AP-1149	ACH	\$160.00
		TOTAL/ASB Fund:	\$68,365.67
Transportation Fund:			
		TOTAL/Transportation Fund:	\$0.00
TOTAL ALL FUNDS			\$11,291,028.63

Secretary _____

Board Signature _____

Board Signature _____

Board Signature _____

Board Signature _____

Board Signature _____

General Fund

Mead School District No 354

Payee Listing

Fiscal Year: 2021-2022

Criteria:

Bank Account: SPOKANE COUNTY TREASURER
153607390207

Voucher: 1139

Starting Check Number: 105000

Check #	Date	Payee	Amount
105000	03/04/2022	ACE HARDWARE	\$32.41
105001	03/04/2022	ACTION DRAIN & ROOTER SERVICE	\$183.77
105002	03/04/2022	ADA BADMINTON & TENNIS CO	\$343.00
105003	03/04/2022	AI-MEDIA TECHNOLOGIES LLC	\$624.00
105004	03/04/2022	AMAZON WEB SERVICES INC	\$92.04
105005	03/04/2022	APPLE COMPUTER INC	\$58,930.14
105006	03/04/2022	BOUNDLESS ASSISTIVE TECHNOLOGY LLC	\$5,205.42
105007	03/04/2022	BOYS & GIRLS CLUBS OF SPOKANE CITY	\$7,502.67
105008	03/04/2022	CAMP FIRE INLAND NORTHWEST	\$1,080.00
105009	03/04/2022	CHARLIE'S PRODUCE	\$1,349.20
105010	03/04/2022	CLAY CONNECTION	\$710.54
105011	03/04/2022	CO ENERGY	\$658.85
105012	03/04/2022	CONJUGUEMOS	\$54.45
105013	03/04/2022	COSTCO MEMBERSHIP	\$180.00
105014	03/04/2022	CUSTOM STRINGS	\$379.52
105015	03/04/2022	DAVIS DEMOGRAPHICS & PLANNING INC	\$2,550.00
105016	03/04/2022	ELLIS, STACIE	\$166.80
105017	03/04/2022	ESD 101	\$9,501.53
105018	03/04/2022	FIRST CHOICE SERVICES	\$60.98
105019	03/04/2022	FISHER'S TECHNOLOGY	\$6,774.30
105020	03/04/2022	FOLLETT SCHOOL SOLUTIONS INC	\$3,822.85
105021	03/04/2022	GOPHER	\$635.27
105022	03/04/2022	GREATAMERICA FINANCIAL SERVICES	\$740.11
105023	03/04/2022	GSL DISTRICT #8 SCHOOLS	\$2,460.00
105024	03/04/2022	HENRY SCHEIN INC	\$807.40
105025	03/04/2022	HOME DEPOT CREDIT SERVICES	\$129.85
105026	03/04/2022	HOME DEPOT PRO	\$38.39
105027	03/04/2022	HORIZON AUTOMATIC RAIN COMPANY DBA	\$572.05
105028	03/04/2022	HUPPINS STEREO SALES & SERVICE	\$2,125.48
105029	03/04/2022	IBEX FLOORING	\$3,103.65
105030	03/04/2022	INSIGHT DISTRIBUTING COMPANY	\$5,176.24
105031	03/04/2022	INTERMAX NETWORKS	\$2,565.68
105032	03/04/2022	IXL SUBSCRIPTIONS DEPARTMENT	\$400.00
105033	03/04/2022	JAZZ UNLIMITED	\$600.00
105034	03/04/2022	JOHNSTONE SUPPLY	\$148.96
105035	03/04/2022	JW PEPPER	\$124.65
105036	03/04/2022	KCDA	\$5,866.34
105037	03/04/2022	LAWSON PRODUCTS INC	\$2,101.43

Mead School District No 354

Payee Listing

Fiscal Year: 2021-2022

Criteria:

Bank Account: SPOKANE COUNTY TREASURER
153607390207

Voucher: 1139

Starting Check Number: 105000

Check #	Date	Payee	Amount
105038	03/04/2022	M & L SUPPLY	\$1,426.00
105039	03/04/2022	MAKORTOFF, JOY	\$53.20
105040	03/04/2022	MCGRAW-HILL CO	\$87.91
105041	03/04/2022	MILLER PAINT CO INC	\$204.05
105042	03/04/2022	NAPA AUTO PARTS	\$666.54
105043	03/04/2022	NOR-PAC SEATINGCO INC	\$214.53
105044	03/04/2022	NORTHWEST BUSINESS STAMP	\$51.50
105045	03/04/2022	NORTHWEST TECH PRODUCTS INC	\$1,092.81
105046	03/04/2022	PARENT INSTITUTE, THE	\$512.10
105047	03/04/2022	PATRIOT FIRE PROTECTION INC	\$833.09
105048	03/04/2022	PRO MECHANICAL SERVICES, INC	\$585.95
105049	03/04/2022	RAINBOW RESOURCES	\$621.08
105050	03/04/2022	RWC INTERNATIONAL	\$149.01
105051	03/04/2022	SCHOLASTIC INC-	\$167.16
105052	03/04/2022	SCHOOL SPECIALTY	\$130.54
105053	03/04/2022	SHERWIN WILLIAMS	\$291.34
105054	03/04/2022	SITEONE LANDSCAPE SUPPLY LLC	\$67.15
105055	03/04/2022	SMITH, BOBBIE	\$8.00
105056	03/04/2022	SPOKANE CO WATER DIST 3	\$2,196.29
105057	03/04/2022	STANDARD PLUMBING & HEATING	\$2,199.78
105058	03/04/2022	STEVENS, CLAY PS	\$29,238.11
105059	03/04/2022	STONEWAY ELECTRIC	\$1,648.62
105060	03/04/2022	T-MOBILE	\$4,359.50
105061	03/04/2022	TENNIS WAREHOUSE	\$1,575.66
105062	03/04/2022	US FOODS INC	\$257.70
105063	03/04/2022	VERITIV OPERATING CO	\$11,416.20
105064	03/04/2022	WALA	\$100.00
105065	03/04/2022	WALTER E NELSON CO	\$414.04
105066	03/04/2022	WASHINGTON FCCLA	\$2,137.00
105067	03/04/2022	WELLS FARGO FINANCIAL LEASING INC	\$5,749.13
105068	03/04/2022	ZIGGY'S	\$141.42
Total Amount:			\$196,393.38

End of Report

Mead School District No 354

Voucher Supplement Account Summary

Voucher Batch Number: 1140 03/04/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
Bagdon, Katie Lyanne				
		1.0.530.2131.24.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$13.51
Barrington, John O			Vendor Total:	\$13.51
		1.1.530.0128.28.8582.28.28.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$494.32
Bjerkestrand, Hanna			Vendor Total:	\$494.32
		1.1.530.0128.28.8582.28.28.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$168.00
Bone, Deborah J			Vendor Total:	\$168.00
		1.0.530.2100.26.7810.01.09.000.0000	MEMBERSHIPS	\$157.00
Bruner, Jennifer Smyth			Vendor Total:	\$157.00
		1.0.530.9700.13.8581.01.03.000.0000	TRAVEL-IN DISTRICT	\$15.33
Burton, Gloria L			Vendor Total:	\$15.33
		1.0.530.2133.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$29.66
Carrell, Julia			Vendor Total:	\$29.66
		1.0.530.2102.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$25.74
Fry, Jacob Christian			Vendor Total:	\$25.74
		1.1.530.0128.28.8582.27.27.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$209.00
Hughes, Travis W			Vendor Total:	\$209.00
		1.1.530.0128.28.8582.27.27.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$209.00
McGregor, Necola R			Vendor Total:	\$209.00
		1.0.530.0100.27.5100.18.18.000.0000	TEACHING SUPPLIES	\$52.32

Mead School District No 354

Voucher Supplement Account Summary

Voucher Batch Number: 1140 03/04/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
Naslund, Jeffrey K			Vendor Total:	\$52.32
		1.1.530.0128.28.8582.28.28.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$48.00
Nelson, Donn			Vendor Total:	\$48.00
		1.0.530.2109.27.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$113.90
Pelkie, Richard Thomas			Vendor Total:	\$113.90
		1.0.530.0100.23.8582.28.28.000.0000	TRAVEL-OUT OF DISTRICT	\$218.79
Renner, Robert E			Vendor Total:	\$218.79
Schlosser, Jenna Marrie			Vendor Total:	\$209.00
		1.1.530.0128.28.8582.27.27.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$209.00
Slatter, Todd Jacob			Vendor Total:	\$168.00
		1.1.530.0128.28.8582.28.28.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$168.00
Sponenburg, Sarah			Vendor Total:	\$209.00
		1.1.530.0128.28.8582.27.27.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$209.00
Sundheim, Logan Braitin			Vendor Total:	\$33.11
		1.0.530.2100.27.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$33.11
		1.1.530.0128.28.8582.27.27.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$209.00
			Vendor Total:	\$209.00
			Vendor Total:	\$209.00
			Grand Total:	\$2,582.68

End of Report

Mead School District No 354

Payee Listing

Fiscal Year: 2021-2022

Criteria:

Bank Account: SPOKANE COUNTY TREASURER
153607390207

Voucher: 1144

Starting Check Number: 105087

Check #	Date	Payee	Amount
105087	03/04/2022	O'Donnal, Charmaine Coleman	\$1,275.44
Total Amount:			<u>\$1,275.44</u>

End of Report

Mead School District No 354

Payee Listing

Fiscal Year: 2021-2022

Criteria:

Bank Account: SPOKANE COUNTY TREASURER
153607390207

Voucher: 1145

Starting Check Number: 105089

Check #	Date	Payee	Amount
105089	03/11/2022	ACE HARDWARE	\$35.92
105090	03/11/2022	AI-MEDIA TECHNOLOGIES LLC	\$728.00
105091	03/11/2022	ALLSTREAM	\$4,078.41
105092	03/11/2022	ALPHA OMEGA TOURS & CHARTERS	\$11,135.00
105093	03/11/2022	AMAZON	\$2,712.64
105094	03/11/2022	AMAZON WEB SERVICES INC	\$74.56
105095	03/11/2022	APPLE COMPUTER INC	\$668.90
105096	03/11/2022	ASSOCIATION FOR LEARNING ENVIRONMENTS	\$220.00
105097	03/11/2022	AVAIL HOME HEALTH INC	\$1,815.00
105098	03/11/2022	AVISTA UTILITIES	\$178,274.53
105099	03/11/2022	BLX GROUP LLC	\$750.00
105100	03/11/2022	BOOKSHARK LLC	\$73.98
105101	03/11/2022	BUSSIERE, CANDACE	\$0.72
105102	03/11/2022	CENTURY LINK - SEATTLE	\$14.14
105103	03/11/2022	CINTAS	\$4,923.56
105104	03/11/2022	CITY OF SPOKANE - UTILITIES DIVISION	\$6,359.92
105105	03/11/2022	CO ENERGY	\$1,960.09
105106	03/11/2022	EDGEWOOD PRESS INC	\$1,031.00
105107	03/11/2022	EMPLOYMENT SECURITY DEPART	\$24,194.01
105108	03/11/2022	FIRE PROTECTION SPECIALISTS LLC	\$625.63
105109	03/11/2022	FIRST CHOICE SERVICES	\$177.05
105110	03/11/2022	FISHER'S TECHNOLOGY	\$881.93
105111	03/11/2022	FOLLETT SCHOOL SOLUTIONS INC	\$1,185.47
105112	03/11/2022	GILBERT, KRISTA	\$45.00
105113	03/11/2022	GOLD STAR FOODS INC	\$7,935.88
105114	03/11/2022	GREATAMERICA FINANCIAL SERVICES	\$1,987.76
105115	03/11/2022	GREENBURO.COM	\$58.86
105116	03/11/2022	HENDERSON, EMERY	\$6.68
105117	03/11/2022	HENRY SCHEIN INC	\$1,857.01
105118	03/11/2022	HILTON - BELLEVUE	\$55.04
105119	03/11/2022	HOLIDAY INN - SEATTLE	\$8,005.92
105120	03/11/2022	HOME DEPOT CREDIT SERVICES	\$177.23
105121	03/11/2022	HOME DEPOT PRO	\$17.58
105122	03/11/2022	HORNER, JESSIE	\$14.64
105123	03/11/2022	IBEX FLOORING	\$18,584.87
105124	03/11/2022	INSIGHT DISTRIBUTING COMPANY	\$7,474.90
105125	03/11/2022	JAZZ UNLIMITED	\$600.00
105126	03/11/2022	JOHNSTONE SUPPLY	\$247.50

Mead School District No 354

Payee Listing

Fiscal Year: 2021-2022

Criteria:

Bank Account: SPOKANE COUNTY TREASURER
153607390207

Voucher: 1145

Starting Check Number: 105089

Check #	Date	Payee	Amount
105127	03/11/2022	JW PEPPER	\$64.80
105128	03/11/2022	KCDA	\$865.62
105129	03/11/2022	Klopsch, Katrina	\$0.12
105130	03/11/2022	Klopsch, Noah Earl	\$0.47
105131	03/11/2022	LANGUAGE LINE SERVICES INC	\$30.68
105132	03/11/2022	LINC FOODS	\$226.10
105133	03/11/2022	M & L SUPPLY	\$20.78
105134	03/11/2022	MACE, ROBIN	\$20.00
105135	03/11/2022	MAXIM STAFFING SOLUTIONS	\$2,869.90
105136	03/11/2022	MILLER PAINT CO INC	\$44.85
105137	03/11/2022	NEC FINANCIAL SERVICES LLC	\$4,641.62
105138	03/11/2022	NORTH 40 OUTFITTERS	\$100.27
105139	03/11/2022	NORTHWEST PLAYGROUND EQUIPMENT INC	\$1,786.34
105140	03/11/2022	Olson, Peyton Leah	\$0.56
105141	03/11/2022	OMWBE	\$150.00
105142	03/11/2022	OXARC	\$7.25
105143	03/11/2022	PHYSIO MED	\$222.17
105144	03/11/2022	POSTMASTER	\$265.00
105145	03/11/2022	PPC SOLUTIONS, INC	\$1,547.00
105146	03/11/2022	PURE FILTRATION PRODUCTS INC	\$4,594.75
105147	03/11/2022	RAINBOW RESOURCES	\$575.38
105148	03/11/2022	SALT DISTRIBUTORS INC	\$1,062.36
105149	03/11/2022	SCHOOLS INSURANCE ASSOC OF WA	\$207.00
105150	03/11/2022	SFMEA	\$225.00
105151	03/11/2022	SPOKANE CO ENVIRONMENTAL SERVICES	\$2,632.03
105152	03/11/2022	ST GEORGE'S SCHOOL	\$3,110.00
105153	03/11/2022	STAPLES ADVANTAGE	\$42.75
105154	03/11/2022	STONEWAY ELECTRIC	\$12,204.26
105155	03/11/2022	SUNSHINE DISPOSAL & RECYCLING	\$3,259.82
105156	03/11/2022	TEACHING TEXTBOOKS INC	\$122.16
105157	03/11/2022	TERRY'S DAIRY INC	\$11,365.36
105158	03/11/2022	THE CREATIVE OFFICE	\$6,242.04
105159	03/11/2022	US FOODS INC	\$64,475.90
105160	03/11/2022	VERIZON..	\$512.03
105161	03/11/2022	WAPT- WA ASSOC OF PUPIL TRANSPORTATION	\$50.00
105162	03/11/2022	WASA	\$1,191.38
105163	03/11/2022	WASBO	\$650.00
105164	03/11/2022	WASTE MANAGEMENT OF SPOKANE	\$20,932.02

Mead School District No 354

Payee Listing

Fiscal Year: 2021-2022

Criteria:

Bank Account: SPOKANE COUNTY TREASURER
153607390207

Voucher: 1145

Starting Check Number: 105089

Check #	Date	Payee	Amount
105165	03/11/2022	WEATHERNET	\$275.00
105166	03/11/2022	WHITWORTH WATER DIST 2	\$937.17
105167	03/11/2022	ZIGGY'S	\$148.57
Total Amount:			\$436,667.84

End of Report

Mead School District No 354

Voucher Supplement Account Summary

Voucher Batch Number: 1146

03/11/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
Allgood, Leslie M		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	\$3.60
Anderson, Quantae L		1.1.530.0128.28.8582.28.28.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$256.00
Andrade, Jordyn Rose		1.1.530.0128.28.8582.27.27.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$132.00
Avery, Travis D		1.0.530.9700.64.7330.07.34.000.0000	EMPLOYEE TRAINING AND DEVELOPMENT SERVICES	\$481.90
Baldwin, Rebecca L		1.0.530.0100.27.8581.01.05.000.0000	TRAVEL-IN DISTRICT	\$8.13
Bardwell, Lieve E		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	\$0.51
Bastian, Taylor N		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	\$0.56
BECK, RICHARD H		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	\$5.85
Beeman, Deann C		1.0.530.2133.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$48.15
Bigelow, Rebecca Jean				\$48.15

Mead School District No 354

Voucher Supplement Account Summary

Voucher Batch Number: 1146 03/11/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
Bingham, Anjanette Thain		1.0.530.2133.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$25.51
			Vendor Total:	\$25.51
Bjerkestrand, Hanna		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	\$3.60
			Vendor Total:	\$3.60
Braun, Sarah Grace		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	\$15.23
			Vendor Total:	\$15.23
Breitenbach, Karen T		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	\$1.02
			Vendor Total:	\$1.02
Butz, Nancy M		1.0.530.2133.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$60.49
			Vendor Total:	\$60.49
Carrell, Julia		1.1.530.0128.28.8582.27.27.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$128.00
			Vendor Total:	\$128.00
Cifuentes, Gabrielle		1.0.530.2102.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$12.87
			Vendor Total:	\$12.87
Clark, Theresa Burke		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	\$0.58
			Vendor Total:	\$0.58
Colman, John H		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	\$4.50
			Vendor Total:	\$4.50
		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	\$47.34
			Vendor Total:	\$47.34

Mead School District No 354

Voucher Supplement Account Summary

Voucher Batch Number: 1146 03/11/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
Cummings, Maren Anna				
		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	\$23.27
			Vendor Total:	\$23.27
Cvancara, Grace Elizabeth				
		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	\$0.23
			Vendor Total:	\$0.23
DENNIS, MICHAEL C				
		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	\$1.49
			Vendor Total:	\$1.49
Dutton, Jordan David				
		1.1.530.0128.28.8582.27.27.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$96.00
			Vendor Total:	\$96.00
Ediger, Mackenzie Ann				
		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	\$0.33
			Vendor Total:	\$0.33
Edwards, Nicholas A				
		1.0.530.0200.23.8581.25.25.000.0000	TRAVEL-IN DISTRICT	\$48.20
			Vendor Total:	\$48.20
Elliott, Christina				
		1.0.530.2131.24.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$23.87
			Vendor Total:	\$23.87
Erwin, Emily				
		1.0.530.2101.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$22.46
			Vendor Total:	\$22.46
Ewing, Irene Marie				
		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	\$2.70
			Vendor Total:	\$2.70
Fletcher, Paula K				
		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	\$5.58
			Vendor Total:	\$5.58

Mead School District No 354

Voucher Supplement Account Summary

Voucher Batch Number: 1146 03/11/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
Gilbert, Donald L		1.0.530.9700.63.8581.07.35.000.0000	TRAVEL-IN DISTRICT	Vendor Total: \$5.58
Gilbert, McKenna		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	Vendor Total: \$110.22
Gill, Heather		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	Vendor Total: \$17.08
Gilmore, Kayla Nastosha		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	Vendor Total: \$3.60
Goudreau, Margaret		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	Vendor Total: \$3.60
Gutierrez, Nicole		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	Vendor Total: \$0.05
Hance, Dylan Michael		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	Vendor Total: \$3.91
Hancock, Maud Robin		1.0.530.9700.13.8581.01.03.000.0000	TRAVEL-IN DISTRICT	Vendor Total: \$25.74
Hudson, Carter Steen		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	Vendor Total: \$46.80
Hutchins, Keri		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	Vendor Total: \$1.45

Mead School District No 354

Voucher Supplement Account Summary

Voucher Batch Number: 1146 03/11/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
Jimenez, Andrea Dawn		1.0.530.9700.14.8582.01.04.000.0000	TRAVEL-OUT OF DISTRICT	\$60.23
			Vendor Total:	\$60.23
Jordan, Jaclyn Sue		1.0.530.9700.14.8582.01.04.000.0000	TRAVEL-OUT OF DISTRICT	\$52.42
			Vendor Total:	\$52.42
Kenagy, Danielle		1.0.530.0100.27.8581.20.03.000.0000	TRAVEL-IN DISTRICT	\$16.91
		1.0.530.0100.27.8581.28.03.000.0000	TRAVEL-IN DISTRICT	\$16.90
			Vendor Total:	\$33.81
King, Rita		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	\$1.80
			Vendor Total:	\$1.80
Kopanke, Jason Richard		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	\$2.08
			Vendor Total:	\$2.08
KUETER, RANDALL	V002220	1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	\$16.69
			Vendor Total:	\$16.69
LaBenne, Lisa R		1.0.530.9700.65.7340.26.03.000.0000	OTHER PROFESSIONAL PURCHASED SERVICES	\$4,950.00
			Vendor Total:	\$4,950.00
Martinez Rocha, Andres A		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	\$17.07
			Vendor Total:	\$17.07
Martinsen, Jennifer L		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	\$1.74
			Vendor Total:	\$1.74
		1.0.530.2101.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$15.15

Mead School District No 354

Voucher Supplement Account Summary

Fiscal Year: 2021-2022

Voucher Batch Number: 1146

03/11/2022

Vendor Remit Name	Vendor #	Account	Description	Amount
McCarville, Jane		1.0.530.6500.27.8581.01.05.000.0000	TRAVEL-IN DISTRICT	Vendor Total: \$15.15
McConnell, Dustin J		1.1.530.0128.28.8582.27.27.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	Vendor Total: \$87.63
Millican, David Brian		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	Vendor Total: \$87.63
Moman, Emily		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	Vendor Total: \$96.00
Muma, Stacy Lorraine		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	Vendor Total: \$96.00
Nelson, Rowenna Ann		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	Vendor Total: \$22.09
Nilles, A Renae		1.1.530.0128.28.8582.28.28.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	Vendor Total: \$22.09
Oglesbee, Kevin D		1.1.530.0128.28.8582.27.27.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	Vendor Total: \$6.00
Peterson, Carl		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	Vendor Total: \$6.00
Plumb, Delaney		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	Vendor Total: \$0.64
				Vendor Total: \$0.64
				Vendor Total: \$3.15
				Vendor Total: \$3.15
				Vendor Total: \$256.00
				Vendor Total: \$256.00
				Vendor Total: \$96.00
				Vendor Total: \$96.00
				Vendor Total: \$0.21
				Vendor Total: \$0.21

Mead School District No 354

Voucher Supplement Account Summary

Voucher Batch Number: 1146 03/11/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
PLUMMER, ADRIEN		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	\$7.19
			Vendor Total:	\$7.19
Potter, Kathleen Yantis		1.1.530.0128.28.8582.27.27.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$132.00
			Vendor Total:	\$132.00
Ramsden, Sarah Rose		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	\$2.70
			Vendor Total:	\$2.70
Rohr-Quinn, Arleen L		1.0.530.2100.21.5120.01.09.000.0000	SP ED POSTAGE	\$66.77
			Vendor Total:	\$66.77
Savoia, Bob Albert		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	\$1.38
			Vendor Total:	\$1.38
Schilt, Danae		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	\$30.25
			Vendor Total:	\$30.25
Schlosser, Jenna Marrie		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	\$0.58
			Vendor Total:	\$0.58
Scott, Andrea Virginia		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	\$7.13
			Vendor Total:	\$7.13
Smith, Sydney Lee		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	\$2.69
			Vendor Total:	\$2.69
		1.0.530.9700.13.8581.01.03.000.0000	TRAVEL-IN DISTRICT	\$23.28
			Vendor Total:	\$23.28

Mead School District No 354

Voucher Supplement Account Summary

Voucher Batch Number: 1146 03/11/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
Therrien, Jillian Berry				
		1.0.530.9700.14.8582.01.04.000.0000	TRAVEL-OUT OF DISTRICT	\$41.62
Thomas, Gordon Jared			Vendor Total:	\$41.62
		1.1.530.0128.28.7330.28.03.000.0000	EMPLOYEE TRAINING AND DEVELOPMENT SERVICES	\$426.57
Townshend, Michelle M			Vendor Total:	\$426.57
		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	\$17.14
Tracy, Jennifer Marie			Vendor Total:	\$17.14
		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	\$0.63
Trantum, Dana D			Vendor Total:	\$0.63
		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	\$10.05
		1.1.530.0128.28.8582.27.27.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$132.00
Vahlstrom, Maria Thereza			Vendor Total:	\$142.05
		1.0.530.6500.27.8581.01.05.000.0000	TRAVEL-IN DISTRICT	\$16.67
Valdez, Tonya			Vendor Total:	\$16.67
		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	\$3.58
Wagenblast, David			Vendor Total:	\$3.58
		1.1.530.0128.28.8582.27.27.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$96.00
Whitman, Lehsley A			Vendor Total:	\$96.00
		1.0.530.6500.27.8581.01.05.000.0000	TRAVEL-IN DISTRICT	\$54.46
			Vendor Total:	\$54.46

Mead School District No 354

Voucher Supplement Account Summary

Voucher Batch Number: 1146 03/11/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
Wiemers, Russell Lloyd		1.0.530.2109.27.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$33.35
			Vendor Total:	\$33.35
Williamson-Amburgey, T'Lacy A		1.0.610.0000.00.4061.00.00.000.0000	PFML EE LIABILITY	\$18.55
			Vendor Total:	\$18.55
			Grand Total:	\$8,515.72

End of Report

Capital Projects Fund

Mead School District No 354

Payee Listing

Fiscal Year: 2021-2022

Criteria:

Bank Account: SPOKANE COUNTY TREASURER
153607390207

Voucher: 1141

Starting Check Number: 105069

Check #	Date	Payee	Amount
105069	03/04/2022	DCI ENGINEERS	\$1,050.00
105070	03/04/2022	EDNETICS INC	\$6,818.08
105071	03/04/2022	NORTHWEST FENCE COMPANY	\$401.12
105072	03/04/2022	WENGER CORP	\$2,518.38
Total Amount:			<u>\$10,787.58</u>

End of Report

Mead School District No 354

Payee Listing

Fiscal Year: 2021-2022

Criteria:

Bank Account: SPOKANE COUNTY TREASURER
153607390207

Voucher: 1147

Starting Check Number: 105168

Check #	Date	Payee	Amount
105168	03/11/2022	BSN SPORTS	\$1,240.05
105169	03/11/2022	CBRE HEERY INC	\$15,000.00
105170	03/11/2022	JOHN DEERE CO	\$9,968.23
105171	03/11/2022	NORTHWEST FENCE COMPANY	\$9,914.64
105172	03/11/2022	ROB'S DEMOLITION	\$9,790.11
Total Amount:			\$45,913.03

End of Report

ASB

Mead School District No 354

Payee Listing

Fiscal Year: 2021-2022

Criteria:

Bank Account: SPOKANE COUNTY TREASURER
153607390207

Voucher: 1142

Starting Check Number: 105073

Check #	Date	Payee	Amount
105073	03/04/2022	ALLMAN, ALEXA	\$25.00
105074	03/04/2022	GEAR UP SPORTS INC	\$3,250.83
105075	03/04/2022	HERFF JONES INC	\$2,633.15
105076	03/04/2022	HILTON - BELLEVUE	\$6,966.00
105077	03/04/2022	KCDA	\$364.29
105078	03/04/2022	KONDO, LINDSAY	\$20.00
105079	03/04/2022	MEAD SCHOOL DISTRICT	\$6,570.48
105080	03/04/2022	MOMENTUM INC	\$313.92
105081	03/04/2022	MUSIC THEATRE INTERNATIONAL	\$1,812.50
105082	03/04/2022	NORTHWOOD MIDDLE SCHOOL	\$90.00
105083	03/04/2022	RIVERSIDE PLACE	\$872.00
105084	03/04/2022	ROMEY, AMY	\$25.00
105085	03/04/2022	UNIVERSAL ATHLETIC	\$1,000.45
105086	03/04/2022	WA DECA	\$7,140.00
Total Amount:			\$31,083.62

End of Report

Mead School District No 354

Voucher Supplement Account Summary

Voucher Batch Number: 1143 03/04/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
Butz, Nancy M		4.0.530.1040.00.0000.27.00.000.0000	ASB GENERAL MONIES	\$125.32
			Vendor Total:	\$125.32
Collins, Maureen Lynn		4.0.530.4250.00.0000.27.00.000.0000	FCCLA	\$143.44
			Vendor Total:	\$143.44
			Grand Total:	\$268.76

End of Report

Mead School District No 354

Payee Listing

Fiscal Year: 2021-2022

Criteria:

Bank Account: SPOKANE COUNTY TREASURER
153607390207

Voucher: 1148

Starting Check Number: 105173

Check #	Date	Payee	Amount
105173	03/11/2022	A-L COMPRESSED GASES	\$305.94
105174	03/11/2022	BSN SPORTS	\$2,714.23
105175	03/11/2022	CHARTER UP LLC	\$6,089.17
105176	03/11/2022	CLARKSTON HIGH SCHOOL	\$70.00
105177	03/11/2022	CUPP, TIFFANY	\$1,451.79
105178	03/11/2022	MAXEY, CRYSTAL	\$160.00
105179	03/11/2022	MEARS TRANSPORTATION GROUP	\$13,158.30
105180	03/11/2022	SHADLE PARK HIGH SCHOOL	\$350.00
105181	03/11/2022	SIMS, CAMERON	\$160.00
105182	03/11/2022	SONNELAND, KRISI	\$25.00
105183	03/11/2022	SOUTHRIDGE HIGH SCHOOL	\$150.00
105184	03/11/2022	SPARTAN ATHLETIC CO	\$397.90
105185	03/11/2022	SPOKANE FALLS MUSIC ED ASSOC	\$1,000.00
105186	03/11/2022	STADIUM SPORTS	\$1,618.65
105187	03/11/2022	STARPLEX CORPORATION	\$188.00
105188	03/11/2022	THIESCHAFFER, MELINDA	\$160.00
105189	03/11/2022	TROPHIES UNLIMITED	\$287.22
105190	03/11/2022	UNIVERSAL ATHLETIC	\$149.09
105191	03/11/2022	WASH STATE THESPIANS	\$90.00
105192	03/11/2022	WASHINGTON OFFICIALS ASSOCIATION	\$8,100.00
105193	03/11/2022	ZINTEL CREEK GOLF CLUB	\$228.00
Total Amount:			\$36,853.29

End of Report

Mead School District No 354

Voucher Supplement Account Summary

Voucher Batch Number: 1149 03/11/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
Van Sickle, Heidi L		4.0.960.3350.00.0000.28.00.000.0000	CHOIR	\$160.00
Vendor Total:				\$160.00
Grand Total:				\$160.00

End of Report

MEAD SCHOOL DISTRICT

Board Meeting of March 14, 2022
New Business

VII.B.

Agenda Item: **Student Travel Proposal**
 Mead High School Debate

Background:

Qualifying members of the Mead High School Debate Team, plus Debate Coach/Teacher Michael Stovern, request permission to travel to Washington DC, May 25-30, 2022, to participate in Debate Nationals. The team will travel with the debate team from Gonzaga Prep and, potentially, the team from Lewis & Clark High School. In addition to competing at the event, the team will take advantage of the opportunity to visit various Smithsonian museums and national monuments.

Fiscal Impact:

The estimated per student cost is \$1,400. Mead High's DECA program has agreed to help sponsor this trip for students. ASB funds will cover the travel costs for Mr. Stovern.

Other Considerations:

Students will miss three days of school (May 25-27) and Mr. Stovern will need a substitute teacher these same three days. Sub costs will be covered by the Mead High Building Budget.

Recommendation:

Approval of the presented trip from the Mead High School Debate Team to travel to Washington DC, May 25-27, 2022, to compete at Debate Nationals, is recommended.

Attachment(s): Student Travel Proposal



STUDENT TRAVEL PROPOSAL

School: Mead High School Group: Debate

Trip Name: Nationals Submission Date: 2/24

For every student who travels as part of this activity I will have in my possession:

- A signed Student Travel Permission Form
- A Medical Emergency Information Form

Teacher/Coach/Advisor
[Signature]

Date
2/24

Extended Field Trip (Overnight)
Trips related to club, leadership or academic activities that involve overnight stays in Washington, Montana, Idaho, Oregon or British Columbia (e.g. overnight leadership camps). Requires preliminary approval of building Principal, Activities/Athletic Director & Director of Secondary Education or Director of Elementary Education (depending on grade level).

Special Event Trip (Overnight)
Co-curricular or extra-curricular trips that are not part of sanctioned regular or post-season schedules and involve overnight stays and substantial cost to the student (e.g. band trip to bowl parade and trips to national or regional student leadership conference). Requires preliminary approval of building Principal, Activities/Athletic Director & Director of Secondary Education or Director of Elementary Education (depending on grade level) followed by final School Board approval. All trips to destinations outside of Washington, Montana, Idaho, Oregon or British Columbia fall into this category.

Academic Study Trip (Overnight)
School sponsored academic trip that is supervised by school staff and results in educational credit for the student (e.g. government class trip to Washington, D.C., etc.). Requires preliminary approval of building Principal, Activities/Athletic Director & lead Student Services administrator followed by final School Board approval.

Day Trip
No overnight stay . . . Requires building principal authorization only.

Date(s) of Trip: 5/25 - 5/30 Person in Charge Michael Stover

Destination(s) Washington D.C.

Approvals

Principal [Signature] Activities/Athletic Director [Signature]

Director of Elementary or Secondary _____ Nurse [Signature]

School Board _____ Final Approval Date _____

Trip Educational Benefit and Planned Activities:

Debate competition at the highest level; plus, we will have access to some of the most educational museums and sites in the country. Visiting Washington DC is an amazing opportunity for debaters.

Cost & Funding Sources:

Building Budget Covering: subs for 5/25, 5/26, 5/27	\$
ASB Funds Covering: Coach room 650 ⁰⁰ approx - as I will split with Coach airline ticket 550 ⁰⁰ the Gougeon Prep coach	\$ 1200 ⁰⁰
District Funds Covering:	\$
Student/Parent Cost (per student) Covering - Please Itemize: rooms 650 ⁰⁰ /each airline tickets 550 ⁰⁰ /each registration fees 100 ⁰⁰ /each	\$ ~ 1400. ⁰⁰

Fundraising Opportunities:

DECA has agreed to help sponsor the debate nationals trip

Participants:

Estimated # of Students 5 Estimated # of Adults (Chaperons & Staff) 2

of School Days Missed: 3 # of Sub Days Needed: 3 Student/Chaperone Ratio: 5:2

Additional Information:

1. Does the trip involve any of the following . . . please circle:

- Swimming and/or Boating
- Remote Locations/Hiking
- Outdoor Education
- Animals
- Air Travel
- Motorized Activities

2. Lodging: At one of the tournament hotels. The NCFL books the entire hotel and assigns us rooms (approx 250/night)

3. Transportation: Public transportation and Uber/Lyft. We are going to try and avoid renting a car

4. Supporting Documents:

Preliminary Trip Itinerary attached? Yes No

Related brochures/information attached: Yes No (but I added a link to the web page that should be updated)

Student Trip Expectations attached: Yes No

FR: Mike Stovern, Mead Debate

RE: Nationals (debate)

Trip Category: Co-curricular trip, overnight stay

Value/Purpose: To compete against the best teams in the country at nationals. This is an amazing opportunity, now that our kids have qualified to compete at the national level.

Dates: 5/25-5/30

Destination: Washington DC

Transportation: Flight and then public transportation

Funding: ASB, students (approx \$600 each)

**Supervision: Mike Stovern, Mead head coach (certificated staff member)
Mac Andrews, Gonzaga Prep head coach
Cara Heath, Lewis & Clark assistant debate coach (If they attend)**

Participants: Ryan Beasley, Ellyse Osborne, Hans Deese

Expectations: The students will fully participate/compete in the events they qualified for and act in a manner that reflects well on their team and school. All school rules are still in effect for the trip, and the expectation is that all rules will be followed.

Other than competition dates, competition times have not been released, but they will be updated on this site: <http://www.ncfnationals.org/NCFL2022/index.html>

Itinerary:

5/25 travel day from Spokane to DC

5/26 visiting various Smithsonian museums & national monuments

5/27 some sightseeing, and event registration and planning for Saturday

5/28 – 5/29 NCFL competition days

5/30 travel day from DC to Spokane

MEAD SCHOOL DISTRICT

Board Meeting of March 14, 2022
New Business

VII.C.

Agenda Item: **Resolution 22-03**
 Capital Facilities Plan

Background: The Mead School District has a long history of convening an advisory Facilities Planning Committee every six years to study its capital facility needs on a district-wide basis.

The development of a long-range Capital Facilities Plan, based on a district-wide needs assessment with equitable input from the Mead community, which includes a list of the capital projects the district should undertake over the next six years, indicating the type of project, the cost, potential sources of funding and the year the project is needed, would be beneficial in determining and prioritizing long-range capital facility needs.

The Facilities Planning Committee will start its work in September 2022 and, as set forth in the attached resolution, present an Interim Report to the board in January 2023, followed by a Final Report in April 2023.

Staffing Implications: None at this time.

Other Considerations: A study group of 12 to 14 committed community members is envisioned. The committee will additionally include a professional facilities planning consultant. Facilities & Planning Director Ned Wendle will serve as the district liaison on the committee.

Recommendation: Approval of Resolution 22-03, Capital Facilities Plan, is recommended.

Attachments: Resolution 22-03



RESOLUTION 22-03
Capital Facilities Plan

WHEREAS, the Mead School District No. 354 (district) desires to study its capital facility needs on a district-wide basis, and

WHEREAS, the district also recognizes the need to create a long-range Capital Facilities Plan,

NOW THEREFORE BE IT RESOLVED, that the Board of Directors authorizes the development of a six-year Capital Facilities Plan (plan) based on a district-wide needs assessment, and

FURTHER, the Board of Directors authorizes the convening of an advisory Facilities Planning Committee (committee) for the purpose of developing the plan, and

FURTHER, the Board of Directors authorizes the selection of patrons of the district to equitably represent the district and serve on the advisory committee, and

FURTHER, the Board of Directors charges the advisory committee with the following responsibilities and obligations:

1. Review student enrollment projections.
2. Review physical conditions of existing school and non-school buildings.
3. Review space and service standards for the district's school buildings.
4. Validate the existing space and service standards or suggest new standards.
5. Make a forecast of the need to:
 - a. Construct new school and non-school buildings.
 - b. Expand existing school and non-school buildings.
 - c. Modernize existing school and non-school buildings.
 - d. Acquire new building sites.
 - e. Identify other school and non-school facility needs such as life safety, handicapped access, site work, infrastructure, and deteriorated or obsolescent systems in need of replacement.

Create the plan, which includes a list of the capital projects the district should undertake over the next six years, indicating the type of project, the cost, potential source of funds, and the year the project is needed.

Analyze the district's ability to pay for the needed capital projects; analyze sources of potential revenue; and develop a viable plan for financing the list of capital projects, including identifying the sources of financing such as state matching funds and bond issues.

Conduct one or more public forums and solicit patron input on the plan, and revise the plan as necessary based on patron comments.

Present the findings, conclusions, and recommendations of the plan to the Board of Directors of the district in an Interim Report in January 2023, and a Final Report in April 2023.

Dated this 14th day of March, 2022

Attest:

**Mead School District No. 354
Board of Directors**

Secretary to the Board

