



**Minutes for the Regular Meeting of the Board of Directors
Monday, August 19, 2013**

The Board of Directors held a Regular Board Meeting on Monday, August 19, 2013. The meeting began at 2:00 p.m. and was held at the Mead School District Administration Office. Directors Farley, O'Connor, Hunt and Olson were present. Director Denholm was excused. Also attending were Superintendent Tom Rockefeller, Assistant Superintendents Ralph Thayer, Wayne Leonard, Dorcas Wylder and Ken Russell and Executive Director Jared Hoadley. Assistant Superintendent Susana Reyes was excused.

I. Approval of Agenda

Director Olson made a motion to approve the agenda as presented. Director O'Connor seconded the motion. The motion carried unanimously.

II. Approval of Minutes

Director O'Connor made a motion to approve the minutes of the Regular Board Meeting of July 15, 2013, and Special Board Meeting of July 15, 2013, as presented. Director Olson seconded the motion. The motion carried unanimously.

III. Remarks for the Good of the Schools

None

IV. Public Hearing - 2013-2014 Budget

Assistant Superintendent of Business Services Wayne Leonard, in accordance with state law, presented the proposed 2013-2014 budget for public comment and board consideration. The proposed 2013-2014 budget reflects minor changes from what was outlined to the board at the July 15, 2013 Special Board Meeting - the primary difference being an increase from the state in LAP funding. Appropriation levels are set forth in Resolution 13-9 which is recommended for adoption.

Director Farley asked for public comments. There were none.

V. Continuing Business

**A. Second Reading Policy 2414 Adoption
Community Service**

Assistant Superintendent of Curriculum and Instruction Dorcas Wylder presented, for second reading, the adoption of Policy 2414, Community Service. This would be a new policy for the Mead School District.

During the recently completed legislative session ESHB 1412 was enacted into law requiring school districts, by September 1, 2013, to adopt a policy that is supportive of community service and provides an incentive, such as recognition or credit, for students who participate in community service. WSSDA sample Policy 2414 was used as a template for the presented policy draft.

At the first reading it was recommended the policy language be changed to clarify that students are encouraged to participate in community service but participation is not a requirement of graduation. That recommendation was incorporated into the second reading draft.

Director O'Connor made a motion to adopt Policy 2414, Community Service, as presented. Director Olson seconded the motion. The motion carried unanimously.

**B. Second Reading Policy 6220 Revision
Bid Requirements**

Assistant Superintendent of Business Services Wayne Leonard presented, for second reading, a revision to Policy 6220 – Bid Requirements. The latest revision to this policy was November 14, 2005.

During the recently completed legislative session ESHB 1633 was enacted into law lifting the threshold for bidding requirements on the total cost of repair and improvement projects using district staff from \$40,000 to \$75,000. The total cost of any building improvements or repairs that equal or exceed \$75,000 must follow the practices previously used for projects that met or exceeded the \$40,000 limit. Projects more than \$100,000 are required to do the public notice bidding, use a small work roster, or other procedures available to school districts. WSSDA sample Policy 6220 was used as the template for this policy revision.

No changes were recommended at the first reading of this policy revision.

Director Hunt made a motion to approve the revision to Policy 6220, Bid Requirements, as presented. Director Olson seconded the motion. The motion carried unanimously.

**C. Second Reading Policy 5416/3432 Renumbering/Revision
Emergency School Evacuation/Emergencies**

Executive Director of Student Services Jared Hoadley presented, for second reading, the renumbering/revision of Policy 5416/3432, Emergency School Evacuation/Emergencies. The current policy was adopted on March 27, 1991, and has not been revised.

During the recently completed legislative session ESHB 5620 was enacted into law. The law changes the number and type of drills required at public schools to include three for lockdowns, three for fire evacuation, one using the school mapping information system, one for shelter-in-place, and one other safety-related drill to be determined by the school. WSSDA sample Policy 3432 was used as a template in preparing this policy renumbering/revision.

No changes were recommended at the first reading of this policy revision.

Director Olson made a motion to renumber/revise Policy 5416/3432, Emergency School Evacuation/Emergencies, as presented. Director O'Connor seconded the motion. The motion carried unanimously.

**D. Second Reading Procedure 5416 Suspension
Emergency School Evacuation**

Executive Director of Student Services Jared Hoadley presented, for second reading, the suspension of Procedure 5416, Emergency School Evacuation. The procedure was adopted on March 27, 1991.

Because of the regular/systematic updating and revising of emergency plans and procedures throughout the district it is recommended the district not update Procedure 5416 but rather suspend this procedure now that Policy 5416/3432, Emergency School Evacuation/Emergencies, has been adopted.

Director O'Connor made a motion to approve the suspension of Procedure 5416, Emergency School Evacuation, as presented. Director Hunt seconded the motion. The motion carried unanimously.

VI. New Business

A. Consent Agenda

Following a discussion about the “leave without pay” requests on the consent agenda which included the overarching goal of maximizing student contact and the acknowledgement that the district is doing a better job managing/controlling leave without pay requests, and Director Olson’s comments on the thoughtful/appreciative letters of retirements and resignation, Director

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

**B. Resolution 13-9
2013-2014 Budget Adoption**

Assistant Superintendent of Business Services Wayne Leonard presented Resolution 13-9, 2013-2014 Budget Adoption, for board consideration. State law requires that fiscal year budgets be adopted by August 31st of each year. Adopting the 2013-14 Budget sets the appropriation level or spending limits for each of the district's five funds (General, ASB, Debt Service, Capital Projects and Transportation Vehicle) consistent with the assumptions and estimates utilized in its preparation.

Director Olson made a motion to adopt Resolution 13-9, 2013-2014 Budget Adoption, as presented. Director O'Connor seconded the motion. The motion carried unanimously.

**C. Resolution 13-10
2013/2014 Fees & Budget Policies**

Assistant Superintendent of Business Services Wayne Leonard presented Resolution 13-10, 2013/2014 Fees & Budget Policies, for board consideration. This is an annual resolution. As stated above, state law requires that fiscal year budgets be adopted by August 31st of each year. A part of the budget adoption includes Fees & Policies and the Facility Use Fee Schedule.

Director Hunt made a motion to adopt Resolution 13-10, 2013/2014 Fees & Budget Policies, as presented. Director Olson seconded the motion. The motion carried unanimously.

**D. Resolution 13-11
2013/2014 Imprest Funds**

Assistant Superintendent of Business Services Wayne Leonard presented Resolution 13-11, 2013/2014 Imprest Funds, for board consideration. This is an annual resolution authorizing the district to operate checking and petty cash revolving funds, an advance travel fund, and change funds within the General Fund and Associated Student Body Fund for 2013-2014.

Director O'Connor made a motion adopt Resolution 13-11, 2013/2014 Imprest Funds, as presented. Director Hunt seconded the motion. The motion carried unanimously.

**E. Student Travel Proposal
Mead High School Marching Band**

Executive Director of Student Services Jared Hoadley presented a request from the Mead High School Marching Band and Colorguard to travel to Fresno/San Francisco, California, October 24-28, 2013, to participate in the Western Bands Association Fresno State Marching Band Show. In addition to providing the opportunity for band and colorguard students to perform before large audiences and receive feedback from nationally know adjudicators and clinicians, students will have the opportunity to visit and learn about the Golden Gate Bridge, Alcatraz and Fisherman's Warf.

It is anticipated 120 students will take part in the trip. Terry Lack and Rob Lewis (Mead High School instrumental music instructors) will attend, as well as one parent chaperone for every 12 students.

Director O'Connor made a motion to approve the Mead High School Marching Band and Colorguard trip to Fresno/San Francisco, California, October 24-28, 2013, as presented. Director Hunt seconded the motion. The motion carried unanimously.

F. Establish Calendar for 2013-2014 Board Meeting Dates

A draft calendar for 2013-2014 board meeting dates was before the board for consideration. Two public meetings are planned each month with the exception of December, July and August. Board meetings traditionally take place on the second and last Monday of each month beginning at 6 p.m.

Director Olson made a motion to establish the Board Meeting Calendar for 2013-2014 as presented. Director Hunt seconded the motion. The motion carried unanimously.

VII. Reports

A. Financial Report for the months of June & July 2013

Assistant Superintendent of Business Services Wayne Leonard presented a brief financial report for the months of June and July 2013.

B. Homemade Foods Committee Report

Executive Director of Student Services Jared Hoadley reported on the work of the Homemade Foods Committee, which met five times during the 2012-2013 school year, and the PTO meetings he attended at six of the district's elementary schools where he solicited feedback from parents on the topic of homemade foods at celebrations and activities taking place during the school day. This report to the board included a written summary including positive feedback, negative feedback and concerns about the district directive of having "no homemade treats for class celebrations and activities."

The board thanked Mr. Hoadley and recommended communication on the subject of homemade foods take place this year at the building rather than district level.

C. Learning Services Report

Assistant Superintendent of Curriculum and Instruction Dorcas Wylder distributed state HSPE and EOC assessment results for 2012-13, as well as a color-coded graph (red, yellow, green) illustrating growth/decline data at the elementary level for the same student cohort group from 2011-12 to 2012-13. In the coming weeks the Learning Services Department will be working with principals to talk about using the data to improve student learning.

D. Superintendent's Report and Discussion Items

Superintendent Rockefeller reported the air conditioning at Mt. Spokane High School is broken and because of a parts problem will not be fixed until mid-September. This means the district Welcome Back Day has been moved to Mead High School. The sewer connections for Northwood and Farwell are completed. Sewer work at Midway will begin once easements with adjoining property have been finalized. Roof work at Northwood is complete and MEPP East, an expansion of the district's parent-partnership program, already has 30-35 students enrolled with more expected. Riverpoint Academy is planning a grand-opening event at their new facility on August 20 featuring keynote speaker Larry Rosenstock, CEO and founder of High Tech High in San Diego, California.

VIII. Executive Session

At 3:45 p.m. Director Farley called for an Executive Session of approximately 30 minutes for the purpose of reviewing the performance of a public employee.

At 4:15 p.m. Director Farley returned the meeting to open session. No other business was discussed and no action was taken.

IX. Adjourn

The meeting was immediately adjourned at 4:15 p.m.

President

Secretary