



**Minutes from the Regular Meeting of the Board of Directors  
Tuesday, June 28, 2016**

---

The Board of Directors held a Regular Board Meeting on Tuesday, June 28, 2016. The meeting began at 11 a.m. and was held at the Mead School District Administration Office. Directors Farley, Denholm, Olson, Green and Burchard were present. Also attending were Superintendent Tom Rockefeller, Assistant Superintendents Wayne Leonard, Ralph Thayer and Susana Reyes and Executive Directors Jared Hoadley and Heather Havens. Assistant Superintendents Pam Veltri and Ken Russell were excused.

**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. Approval of Minutes**

Director Denholm made a motion to approve the minutes of the Regular Board Meeting of June 13, 2016, as amended (the presented minutes did not reflect that Director Denholm was excused from the June 13, 2016, meeting). Director Burchard seconded the motion. The motion carried unanimously.

**III. Remarks for the Good of the Schools**

Ned Wendle, Facilities & Planning Director, reported three firms have submitted proposals to be the general contractor for the Midway renovation project. Mr. Wendle additionally invited a board member to serve on the general contractor selection committee and Director Denholm volunteered.

**IV. Continuing Business**

**A. Second Reading Policy & Procedure 2161 Revision  
Special Education and Related Services for Eligible Students**

Special Services Assistant Superintendent Susana Reyes presented a revision to Policy and Procedure 2161 - Special Education and Related Services for Eligible Students - for second reading consideration. The policy was last revised on March 10, 2008, and the procedure was most recently updated on January 12, 2015. The presented revisions will update the policy and procedure to comply with new state regulations.

The primary changes to the policy are the addition of *Commencement Exercises* to the *Certificate of Attendance* heading and a statement indicating the policy, and procedures necessary to implement the policy, will be available to the public.

While there are several minor changes to the procedure, the major change is the addition of a section entitled *Use of Isolation, Restraint and Restraint Devices*.

WSSDA Sample Policy and Procedure 2161 were used as templates for the proposed revisions.

At the June 13, 2016, first reading of the proposed policy/procedure revision a question was raised regarding why *shall* was changed to *will* in both the policy and procedure. In checking with WSSDA it was learned that in 2011 they made a global edit to all model policies/procedures changing *shall* to *will*. Since *shall* is most often used in legislation the intent was to distinguish bill language from policy language.

Director Farley thanked Dr. Reyes for checking on the reasoning behind the *shall to will* change. Director Olson expressed appreciation to Dr. Reyes and special education staff for their attention to the many details associated with updating special education policies and procedures. Director Farley indicated the policy/procedure revision could be brought forward as an action item at the next board meeting.

This was a non-action item.

## **V. New Business**

### **A. Consent Agenda**

Following discussion that included questions about payments to Govconnection, Inc., Gunnar Drew moving from Mead High to Riverpoint Academy and retirements, Director Green made a motion to approve the Consent Agenda, as presented. Director Olson seconded the motion. The motion carried unanimously.

### **B. Mead High School Student Travel Request Disney World 2017**

Student Services Executive Director Jared Hoadley presented a travel request from the Mead High School Band and Colorguard to travel to Orlando, Florida, February 15-21, 2017, to participate in learning/performing opportunities at Disney World. A detailed trip itinerary was included in board packets. The Mead High Band/Colorguard took this same trip in 2009 and 2013.

It is anticipated 96 students will participate. Rob Lewis and Brandon Campbell (Mead High instrumental music instructors) plus two additional Mead High staff members will attend, as well as twelve parent chaperones.

Director Olson made a motion to approve the Mead High Band and Colorguard request to travel to Orlando, Florida, February 15-21, 2017, as presented. Director Burchard seconded the motion. The motion carried unanimously.

### **C. District Wide Radio Contract**

Student Services Executive Director Jared Hoadley presented for board consideration a contract to purchase radios from Advanced Paging. The Mead School District Purchasing Department sent out a Request for Proposal with a due date of April 28, 2016, to upgrade and standardize radio communications at schools and the Transportation Department. The Request for Proposal included radios for school busses and all schools. This purchase will create a standardized communication system for emergencies, improve the district's daily communication operations and provide an excellent backup communication system for in-district communication in the event a cell tower goes down.

Three vendors responded to the Request for Proposal with Advanced Paging being the responsive bidder with the lowest overall proposal amount that best meets the needs of the Mead School District.

The Advanced Paging bid for the project is \$120,860.00 with ongoing annual costs of \$3,708.00. The project will be funded with security funds from the voter approved February 2015 Bond.

Following discussion, Director Denholm made a motion to award the contract for the purchase of school and Transportation Department radios to Advanced Paging. Director Green seconded the motion. The motion carried unanimously.

**D. Establish Summer Board Meeting Dates**

The board traditionally meets once in July and once in August with these summer meetings set in June of each year.

Following discussion, Director Olson made a motion to approve July 20, 2016 - 11 a.m. and August 24, 2016 - 11 a.m. as summer board meeting dates. Director Burchard seconded the motion. The motion carried unanimously.

**E. Resolution 16-09**

**Intent to Construct Northwood Middle School Replacement**

Facilities and Planning Director Ned Wendle presented Resolution 16-09, Intent to Construct Northwood Middle School Replacement, for board consideration. As part of OSPI's requirements to receive state construction assistance the school board must adopt a resolution affirming the school district intends to replace portions of Northwood in lieu of modernization and that the project will be completed as required by WAC 392-344-130.

Director Denholm made a motion to adopt Resolution 16-09, Intent to Construct Northwood Middle School Replacement, as presented. Director Burchard seconded the motion. The motion carried unanimously.

**F. Resolution 16-10**

**Certifying 5-Year Continued Use and 30-Year Extension of the Life of the Building for Portions of Northwood Middle School**

Facilities and Planning Director Ned Wendle presented Resolution 16-10, Certifying 5-Year Continued Use and 30-Year Extension of Life of the Building for Portions of Northwood Middle School, for board consideration. A portion of the current Northwood Middle School will be modernized. This resolution, which affirms the modernized portion will be used for five years following completion and has a useful life of at least 30 years, is part of the OSPI D-9 submittal package.

Director Green made a motion to adopt Resolution 16-10, Certifying 5-Year Continued Use and 30-Year Extension of the Life of the Building for Portions of Northwood Middle School, as presented. Director Olson seconded the motion. The motion carried unanimously.

**G. Resolution 16-11**

**Accepting the Constructability Review Report and Accepted Implementation for the Northwood Middle School Replacement Project**

Facilities and Planning Director Ned Wendle presented Resolution 16-11, Accepting the Constructability Review Report and Accepted Implementation for the Northwood Middle School Replacement Project, for board consideration. At the request of the Mead School District, a constructability review was performed by Kearsley Consulting, LLC on the Northwood Middle School projects. They examined the architect's design, made recommendations and verified that the installation and performance of selected building systems will meet or exceed the specified design criteria and therefore satisfy the design intent to improve the drawing and specifications. Board acceptance of the review report is part of the OSPI D-9 submittal package.

Discussion included Greg Brown of OAC reporting the Northwood Project is going well and is within budget. He additionally stated it is a pleasure to work with Ned Wendle and the Mead School District. The subject of bathrooms in the new Northwood was also discussed.

Director Denholm made a motion to adopt Resolution 16-11, Accepting the Constructability Review Report and Accepted Implementation for the Northwood Middle School Replacement Project, as presented. Director Green seconded the motion. The motion carried unanimously.

**H. Resolution 16-01 Revision  
New-In-Lieu Replacement Option for Northwood Middle School**

Facilities and Planning Director Ned Wendle presented a revision to Resolution 16-01, New-In-Lieu Replacement Option for Northwood Middle School, for board consideration. The board originally adopted Resolution 16-01 on January 11, 2016. The presented revision corrects the Northwood square footage being modernized and the square footage being replaced. The change does not impact state match monies but does lower the architect's fee.

Director Olson made a motion to adopt the revision to Resolution 16-01, New-In-Lieu Replacement Option for Northwood Middle School, as presented. Director Denholm seconded the motion. The motion carried unanimously.

**VI. Reports**

**A. Financial Report for the Month of May 2016**

Business Services Assistant Superintendent Wayne Leonard presented a brief financial report for the month of May 2016. A draft copy of the 2016/2017 budget was also provided to each board member. Other discussion topics included confirmation that monies were included in the upcoming budget for curriculum and the possibility of a co-op transportation maintenance shop.

**B. Facilities Report**

Facilities and Planning Director Ned Wendle presented a brief report on the status of current, upcoming and future facility improvement projects, which included:

- Northwood Excavation and Field Work
- Midway Design and Renovation Schedule
- Shiloh Hills Renovation Schedule
- Round 1 - Summer 2016 Single Points of Entry
- Round 2 - Summer 2017 Single Points of Entry
- Access Controls

**C. Superintendent's Report and Discussion Items**

Superintendent Rockefeller reported the end of the school year went well and district office personnel are currently working on finishing up 2015-2016 state reports and grant requirements.

**VII. Executive Session**

At 12:15 p.m. Director Farley called for an Executive Session of approximately one hour for the purpose of reviewing the performance of a public employee and real estate.

At 1:15 p.m. Director Farley returned the meeting to Open Session. No other business was discussed and no action was taken.

**VIII. Adjourn**

The meeting was immediately adjourned at 1:15 p.m.

---

President

---

Secretary