



**Minutes from the Regular Meeting of the Board of Directors
Wednesday, July 20, 2016**

The Board of Directors held a Regular Board Meeting on Wednesday, July 20, 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 (Director Green arrived partway through the meeting). Also attending were Superintendent Tom Rockefeller, Assistant Superintendents Wayne Leonard, Ralph Thayer, Pam Veltri and Ken Russell and Executive Directors Jared Hoadley, Kevin Peterson and Heather Havens. Assistant Superintendent Susana Reyes was 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 Olson made a motion to approve the minutes of the Regular Board Meeting of June 28, 2016, as presented. Director Burchard seconded the motion. The motion carried unanimously.

III. Remarks for the Good of the Schools

Dr. Pam Veltri, Learning Services Assistant Superintendent, invited board members to a *Science Fair for Grown-Ups*. The event is scheduled for Wednesday, August 24, 2016, following the regularly scheduled board meeting. Each Mead School District principal (excluding those schools who had a new principal last year) has prepared a poster displaying data from their school. This is a gallery walk, not a formal presentation, with principals on hand to answer questions.

Wayne Leonard, Business Services Assistant Superintendent, reported this year's annual bus inspection went extremely well. Only one bus, out of a fleet of more than 100, was found to have a minor problem, which was immediately fixed. Mr. Leonard congratulated and thanked the maintenance crew along with Transportation Director Brian Liberg and Transportation Assistant Director Tony Davis on this excellent inspection result.

Doug Edmonson, CTE Director, provided an update on the Culinary Arts Camp and summer STEM Academy. Both camps are being offered for the first time this year. The one-week Culinary Arts Camp, held at Mt. Spokane and directed by Joanie Pringle Jones, is sold out (20 participants). The STEM Academy, taking place at Shiloh Hills and directed by Dave Gamon, has three 4-day long sessions with a capacity of 180 students (60 each week). It is also nearly filled to capacity with an enrollment of 170. The Culinary Arts Camp ends July 22 and the STEM Academy runs through July 28. Mr. Edmonson extended an invitation to drop in at either or both camps.

IV. Continuing Business

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

Because Director Green was not yet present, Director Denholm made a motion to table action on this policy/procedure revision until her arrival. Director Olson seconded the motion. The motion carried unanimously.

At the conclusion of all other open meeting agenda items and prior to moving into Executive Session, with Director Green present, Special Services Director Suzanne McKibbon presented a revision to Policy and Procedure 2161, Special Education and Related Services for Eligible Students, for third 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.

No changes were recommended at the first or second reading of the policy/procedure revision.

Director Green made a motion to approve the revisions to Policy and Procedure 2161, Special Education and Related Services for Eligible Students, as presented. Director Olson seconded the motion. The motion carried unanimously.

V. New Business

A. Consent Agenda

Human Services Assistant Superintendent Ralph Thayer called attention to the many new employees listed on the Consent Agenda. He additionally indicated his support for the presented "Good of the District" leave and his suggestion that, if the "Leave Without Pay" request from Diana Rau is approved, she use all of her available annual leave first.

Director Olson noted the generous donation from the Kalispel Tribe to the Culinary Arts Camp. In reference to the Culinary Arts Camp, CTE Director Doug Edmonson reported there is already considerable interest from parents and students for an expanded camp next summer.

Director Denholm made a motion to approve the Consent Agenda, as presented, with the provision Diana Rau use all annual leave before taking "Leave Without Pay". Director Burchard seconded the motion. The motion carried unanimously.

B. First Reading Policy & Procedure 3246 Revision Restraint, Isolation and Other Uses of Reasonable Force

Special Services Director Suzanne McKibbon presented a revision to Policy and Procedure 3246, Restraint, Isolation and Other Uses of Reasonable Force, for first reading consideration. The policy and procedure were last revised on December 14, 2015. The presented revisions will update both the policy and procedure to comply with new state regulations.

The policy revision includes the addition of a WAC reference and the requirement of an annual report to the school board on incidents of restraint and/or isolation. To comply with new state regulations the third paragraph of the current policy has been deleted.

The procedure revision includes the addition of several sections providing more details about appropriate practices for the use of restraint, isolation and other uses of reasonable force as set forth in the new state regulations.

WSSDA Sample Policy and Procedure 3246 were used as templates for the proposed revisions.

No first reading changes were recommended.

Understanding a copy of this policy and procedure are provided to all special education parents/guardians at the beginning of the school year, Director Farley indicated the current policy/procedure might need to be distributed and then replaced if the board is not ready to approve revisions until after the start of the school year.

This was a non-action item.

C. Elementary School Supplies Contract

Business Services Assistant Superintendent Wayne Leonard presented for board consideration a contract to purchase elementary school supplies from KCDA.

The Mead School District requested bid proposals with a due date of July 7, 2016, for elementary school supplies for all grade levels. Elementary school supplies include items such as glue sticks, crayons, markers, pencils, scissors and rulers. With the district providing these items the supplies parents are asked to provide has been substantially reduced.

Three vendors submitted bids for this one time purchase. KCDA was the low cost vendor who best meets the needs of the Mead School District.

Following discussion, Director Denholm made a motion to award the contract for the purchase of elementary school supplies to KCDA. Director Olson seconded the motion. The motion carried unanimously.

**D. First Reading Policy 5250 Adoption
Conflicts of Interest**

Human Services Assistant Superintendent Ralph Thayer presented Policy 5250, Conflicts of Interest, for board consideration. If adopted this would be a new policy for the Mead School District.

In addition to prohibiting district employees from engaging in or having a direct financial interest in activities which conflict with his/her duties and responsibilities, this policy also includes language that restricts employees from being involved in the selection of an applicant or in the appointment, evaluation or supervision of any other staff member who is a family member.

The presented draft is identical to the WSSDA sample policy.

Discussion included the need to define what the district is trying to prevent and then have the policy address those identified areas. Director Farley questioned whether there is an actual problem or a perceived problem and expressed concern the presented language could be too broad. Director Denholm would like to take more time to study proposed language before moving forward.

This was a non-action item.

**E. First Reading Policy 5251 Adoption
Conflict of Interest - Nepotism**

Human Services Assistant Superintendent Ralph Thayer presented Policy 5251, Conflict of Interest - Nepotism, for board consideration. If adopted this would be a new policy for the Mead School District.

This policy governs the hiring, rewarding, advancement or other favorable treatment of employees based upon or influenced by family relationships. The policy provides regulations for school board members and school district employees.

WSSDA does not have a sample nepotism policy. The presented policy was drafted based on identified needs and current practices within the Mead School District and using samples from other school districts throughout the United States. If adopted the policy would help provide guidance in handling a variety of situations including when spouses work at the same school.

As was the case with the presented first reading of Policy 5250 (agenda item V.D.), discussion included the need to define what the district is trying to prevent and then have the policy address those identified areas. Director Farley questioned whether there is an actual problem or a perceived problem and expressed concern the presented language could be too broad. Director Denholm would like to take more time to study proposed language before moving forward.

This was a non-action item.

VI. Reports

A. Financial Report for the Month of June 2016

Business Services Assistant Superintendent Wayne Leonard presented a brief financial report for the month of June 2016.

Mr. Leonard additionally provided an update on the July 19, 2016, sale of the remaining bonds (\$21.5 million) approved by voters in February of 2015. All of the bonds were sold and have an historically low interest rate of 2.52%. This interest rate is below projections and nearly 1% lower than the 3.5% assigned to the first \$48 million in bonds sold last summer. Voters approved bonds totaling \$69.5 million and all bonds have now been sold.

This most recent bond sale carries a tax rate of \$1.32, which is below the \$1.42 advertised during the bond campaign.

In response to Director Olson's question, Mr. Leonard reported state match monies are provided once the district has spent local dollars.

B. Facilities Report

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

Regarding Northwood, approval of the maximum guaranteed price will be presented at the next board meeting, site work is on schedule and irrigation work is complete with paving and the laying of sod forthcoming. State match monies for Northwood will be higher than originally projected.

For Midway, the schematic design process is nearing completion. When finalized the design will be brought to the board for approval. Three construction firms (Lydig, Bouten and Garco) expressed interest in and have been invited to interview for the project.

Work continues on single points of entry at Brentwood and Evergreen. Both projects will be finished prior to the start of school.

C. Superintendent's Report and Discussion Items

Superintendent Rockefeller had nothing additional to report.

VII. Executive Session

At 12:00 p.m. Director Farley called for an Executive Session of approximately 1.5 hours for the purpose of reviewing the performance of a public employee and real estate.

At 1:30 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 1:30 p.m.

President

Secretary