



**Minutes from the Regular Meeting of the Board of Directors
Monday, May 21, 2018**

The Board of Directors held a Regular Board Meeting on Monday, May 21, 2018. The meeting began at 6 p.m. and was held at the Mead School District Administration Office. Directors Denholm, Green, Burchard and Farley were present. Director Olson was excused. Also attending were Superintendent Tom Rockefeller and Assistant Superintendents Ralph Thayer, Wayne Leonard, Jared Hoadley, Pam Veltri, Heather Havens and Kevin Peterson.

I. Approval of Agenda

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

II. Approval of Minutes

Director Burchard made a motion to approve the minutes of the Regular Board Meeting of May 7, 2018, as presented. Director Farley seconded the motion. The motion carried unanimously.

III. Remarks for the Good of the Schools

Mt. Spokane DECA teacher/advisor Dave Whitehead thanked the board for their support of the DECA programs offered at both Mt. Spokane and Mead High. In attendance with Mr. Whitehead were several Mt. Spokane DECA students who talked about their recent experiences at the DECA Sports and Entertainment Conference held in Orlando, Florida, and the DECA International Conference held in Atlanta, Georgia, where the Mt. Spokane Student Store Team, competing against 200 teams from around the world, placed 2nd . . . the highest finish in school history. Several of the students in attendance were seniors who have been involved in the DECA program for four years. They shared how much they have learned and how their confidence and interview/presentation skills have improved from freshman year to senior year.

ASB class member Allison Russell briefly reviewed the academic, athletic, leadership and music events recently completed and upcoming at Mead High School. Drama students recently traveled to Ashland, Oregon, 400 students attended the Senior Prom (May 12) and choir performed their last concert of the year at St. John's Cathedral on May 18. Mead High hosted the DLC Special Olympics on May 18 and first-year varsity baseball coach Steve Hare was selected as the GSL Baseball "Coach of the Year."

Director Green positively commented on the DLC Special Olympics making specific reference to the "athlete send-off" she had the opportunity to watch at Colbert Elementary where the entire student body gathered in the front of the school cheering and waving to students as they left via school bus to compete at Mead High. Director Green proudly stated, "The DLC Special Olympics is something the Mead School District does very well." Director Farley also positively commented on this event. He additionally complimented and thanked Director Green who not only attended the activity but also was a volunteer "starter" for race events.

IV. Council for Learning Improvement Report – Meadow Ridge

First year principal Chris Backman, after introducing Principal Assistant Alicia Eckman, thanked the board for the opportunity to lead Meadow Ridge Elementary School.

The Meadow Ridge Learning Improvement Report included the following four focus areas:

#1 – PBIS: As a new principal Mr. Backman met with every Meadow Ridge employee prior to the start of this school year and PBIS was identified as a primary area needing attention by nearly all staff members. To address this need the PBIS Leadership Team was expanded to include a representative from every grade level and every employee group and the team voluntarily agreed to meet more than once each month. Staff have engaged in professional development, school-wide behavior expectations have been established and taught, there are now incentives in place to reward good behaviors that include daily, weekly and quarterly awards and referrals are being tracked using the SWIS database.

#2 – 2017 SBAC: Scores in ELA and math from last spring were reviewed. At all grade levels math scores were consistently higher than ELA scores. Mr. Backman and Ms. Eckman also shared information on proficiency vs. student growth in the areas of ELA and math.

#3 – Current Year Areas of Focus: 3rd and 4th grade ELA & math strategies to improve student learning were shared. At 3rd grade these include staffing changes, focus on collaboration, increased number of students receiving LAP support and PBIS improvements. At 4th grade these include data review and proactive planning, ongoing collaboration, increased number of students receiving LAP support and Individual Behavior Plans.

#4 – Three-Year Plan: Year one focus areas have been PBIS Tier 1 and school-wide relationship building. Year two focus areas will be PBIS Tier 2 & 3, ELA emphasis that includes supporting the adoption of new ELA curriculum (K-4) and creating a school-wide Master Schedule and Instructional Design including the creation of a building Instructional Leadership Team and professional development around research-based instructional practices. Learning and implementing the Professional Learning Communities model is the planned focus area for year three.

In conclusion, Mr. Backman shared the story of Sloan and the impact of all-day kindergarten on her reading abilities. When Sloan started kindergarten this year she only knew five letter sounds. For most of the school year Sloan’s mother would read to her every night but that changed recently. For the very first time during their nightly reading time Sloan voluntarily asked to be the one to read the story!

The board thanked Mr. Backman and Ms. Eckman for their excellent presentation.

IV. Continuing Business

A. Sixth Reading Policy 6800 Revision

Safety, Operations and Maintenance of School Property

Business Services Assistant Superintendent Wayne Leonard presented a revision to Policy 6800, Safety, Operations and Maintenance of School Property, for sixth reading consideration. This policy was adopted on November 13, 2007.

WSSDA Sample Policy 6800 was used as a template for the presented revision. Sections A-E are identical to the WSSDA sample policy. Section F, Indoor Air Quality, is an addition. Section F recognizes the impact of indoor air quality on a safe and healthy learning environment. It addresses (1) the use of fragrance, scented or essential oils, potpourri, candles or wax warming devices inside Mead School District buildings, (2) requires upholstered furniture, cushions, pillows, area rugs, etc., not supplied by the school district, be evaluated and approved for use, and (3) requests open food be properly stored in sealable containers. Previous readings included a fourth section permitting only service animals inside Mead School District buildings. That section was removed from the sixth reading draft. The subject of animals in the classroom will be brought forward at a later date as a stand-alone policy.

Following discussion, Director Green recommended the phrase in the furniture section that requires items not supplied by the school district be “evaluated and approved for school use”

be changed to “evaluated and pre-approved for school use.” With that change the board requested the policy be brought forward as an action item at the next school board meeting.

This was a non-action item.

V. New Business

A. Consent Agenda

Director Farley made a motion to approve the Consent Agenda, as presented. Director Green seconded the motion. The motion carried unanimously. Director Green acknowledged the retirement of veteran teacher Sharon Badeaux who was the kindergarten teacher for each of her three children.

**B. Student Travel Proposal
Mt. Spokane/Mead High HOSA**

Student Services Assistant Superintendent Jared Hoadley presented for board consideration a travel request for eight Mt. Spokane and Mead High students, and teachers Raeleen Epperson and Dan Melin, to travel to Dallas, Texas, June 26 – July 1, 2018, to take part in HOSA Nationals.

The estimated parent/student cost of the trip is \$570.20 (airfare) plus meals and incidentals.

Following a discussion regarding the need for a Mead School District standard Student Behavior Contract, Director Green made a motion to approve the presented Mt. Spokane/Mead High HOSA trip to Dallas, Texas, June 26 – July 1, 2018, to compete at the National HOSA Competition. Director Burchard seconded the motion. The motion carried unanimously.

**C. Resolution 18-07
Alternate Public Works Contracting Methods
General Contractor/Construction Manager (GC/CM)**

Facilities & Planning Director Ned Wendle presented Resolution 18-07, Alternate Public Works Contracting Methods General Contractor/Construction Manager (GC/CM), for board consideration. The Mead School District has made application and is seeking approval from the Washington State Capital Projects Advisory Review Board, Project Review Committee, to use GCCM as the delivery method for a new middle school on Five Mile Prairie and a new elementary school, performing arts/sports complex, transportation cooperative facility and maintenance facility on property located near the intersection of Farwell Road and Market Street in Mead, Washington. The adoption of a resolution authorizing this delivery method by the Mead School District Board of Directors is required before a GCCM contractor can be selected.

Following a discussion regarding the odds of receiving GCCM approval for all five projects, Director Farley made a motion to adopt Resolution 18-07, as presented. Director Burchard seconded the motion. The motion carried unanimously.

**D. Resolution 18-08
WIAA Enrollment for 2018-2019**

Student Services Assistant Superintendent Jared Hoadley presented Resolution 18-08, WIAA Enrollment for 2018-2019, for board consideration. The Mead School District has been a participating member of the Washington Interscholastic Activities Association (WIAA) for many years. This annual resolution confirms the district’s participation and support for the rules and regulations of the WIAA.

Director Burchard made a motion to adopt Resolution 18-08, as presented. Director Green seconded the motion. The motion carried unanimously.

E. Award Elementary School Supplies Contract

Business Services Assistant Superintendent Wayne Leonard presented for board consideration a contract with School Specialty for the purchase of elementary school supplies for all grade levels for the 2018-2019 school year. The Mead School District requested bid proposals with a due date of March 16, 2018, for elementary school supplies. Three vendors submitted bids for this one time purchase. School Specialty was the low cost vendor that best meets the needs of the district.

Following discussion, Director Farley made a motion to award the elementary school supplies contract for the 2018-2019 school year to School Specialty. Director Green seconded the motion. The motion carried unanimously.

F. Mountainside Middle School Variance Approval

Learning Services Assistant Superintendent Kevin Peterson presented a variance that shortens the daily prep time for Mountainside staff for one day per week in order to facilitate student access time for the 2018-2019 school year for board consideration. This variance was approved by the Mountainside staff (92.8%) and has also been unanimously approved by the MEA Representative Council. The Mountainside staff has approved this same variance for the past several years.

The board expressed their appreciation to the Mountainside staff for their willingness to give up some of their prep time one time each week in order to provide access time for students.

Director Green made a motion to approve the Mountainside Middle School variance that shortens the daily prep time for Mountainside staff for one day per week in order to facilitate student access time for the 2018-2019 school year, as presented. Director Burchard seconded the motion. The motion carried unanimously.

**G. Resolution 18-09
Temporary Waiver for High School Graduation Requirements**

Learning Services Assistant Superintendent Kevin Peterson presented Resolution 18-09, Temporary Waiver for High School Graduation Requirements, for board consideration. This resolution authorizes the Mead School District to apply to the State Board of Education for a temporary waiver from the increased graduation requirements until the class of 2021.

Director Burchard made a motion to adopt Resolution 18-09, Temporary Waiver for High School Graduation Requirements, as presented. Director Green seconded the motion. The motion carried unanimously.

**H. First Reading Policy & Procedure 6213 Revision
Reimbursement for Travel Expenses**

Business Services Assistant Superintendent Wayne Leonard presented for first reading consideration a revision to Policy & Procedure 6213, Reimbursement for Travel Expenses. The policy and procedure were adopted on November 10, 2003, and revised on November 13, 2007.

WSSDA Sample Policy & Procedure 6213 and travel reimbursement policies and procedures from other school districts were used as templates for the presented drafts. The primary change from the current policy and procedure is the move away from reimbursable meals to providing for meals and incidentals based on the Federal Per Diem rates at the time of travel. The proposed procedure prohibits the use of a district purchasing card to pay for meals. Other revisions update the policy and procedure to reflect current district practices.

Discussion included the rationale for moving to a per diem model (takes care of over-tipping, no need for meal receipts and the auditor suggested the district move in this direction). The MEA president has received a copy of the proposed policy/procedure changes and the MECA

(coaches) contract already includes per diem language. No changes to the presented policy and procedure revision were recommended.

This was a non-action item.

VII. Reports

A. Financial Report for the Month of April 2018

Business Services Assistant Superintendent Wayne Leonard presented a brief financial report for the month of April 2018.

B. Superintendent's Report

Superintendent Rockefeller had nothing to report.

VIII. Executive Session

At 7:30 p.m. Director Denholm called for an Executive Session of approximately 45 minutes for the purpose of reviewing the performance of a public employee.

At 8:15 p.m. Director Denholm returned the meeting to Open Session. No other business was discussed and no action was taken.

IX. Adjourn

The meeting was immediately adjourned at 8:15 p.m.

President

Secretary