



**Minutes from the Regular Meeting of the Board of Directors  
Monday, September 10, 2018**

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The Board of Directors held a Regular Board Meeting on Monday, September 10, 2018. The meeting began at 6 p.m. and was held at the Mead School District Administration Office. Directors Denholm, Green, Olson and Farley were present. Director Burchard was excused. Also attending were Superintendent Tom Rockefeller and Assistant Superintendents Ralph Thayer, Wayne Leonard, Jared Hoadley, Heather Havens and Kevin Peterson.

**I. Approval of Agenda**

Director Green 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 Special Board Meeting of August 21, 2018, Regular Board Meeting of August 22, 2018, and Special Board Meeting of August 28, 2018, as presented. Director Farley seconded the motion. The motion carried unanimously.

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

Executive Director Doug Edmonson positively commented on the September 8<sup>th</sup> *Show & Shine Car Show* organized by Assistant Superintendent Jared Hoadley. The event included a record breaking 73 cars and was held in the front parking lot at Mt. Spokane High School. Directors Olson and Farley, who both attended the car show, were also very complimentary of the event.

Director Green, who was at Midway on the first day of school, had the opportunity to tour the newly remodeled facility and reported, "It looks great!"

Director Olson, who was at both Mead High and Evergreen on the first day of school, was amazed at the number of parents who drive their kids to school and reported he saw "lots of smiles."

**IV. Continuing Business**

**A-I. Third Reading - Policy 3200 Revision (Rights and Responsibilities), Policy & Procedure 3240 Adoption (Student Conduct Expectations and Reasonable Sanctions), Policy & Procedure 3241 Adoption (Classroom Management, Discipline and Corrective Action), Policy 3242 Adoption (Closed Campus), Policy & Procedure 5301 Revision & Renumber (Student Dress), Policy & Procedure 3231 Adoption (Student Records), Policy & Procedure 3220 Adoption (Freedom of Expression), Policy 5305 Revision & Renumber (Freedom of Assembly), Policy & Procedure 3230 Adoption (Student Privacy and Searches)**

In preparation for the district's upcoming Consolidated Program Review, and to put policies and procedures in place that help keep students in school and on track to graduate, Student Services Assistant Superintendent Jared Hoadley presented the revision and/or adoption of nine policies & procedures (set forth above) for third reading consideration. The majority of the items in the proposed policies and procedures are currently a part of Policy 3200. The recommendation is to revise and substantially shorten Policy 3200 and simultaneously adopt and/or revise eight additional policies/procedures that will more comprehensively address

student conduct expectations and sanctions, as well as disciplinary actions, procedure, due process and appeals.

WSSDA sample policies and procedures were used as the template for each presented revision/adoption. Of particular note in Policy & Procedure 3241 - *Classroom Management, Discipline and Corrective Action* - is a change in the appeal process for discipline, short-term suspensions, long-term suspensions and expulsions. The change includes the addition of a District Appeals Council step prior to a grievance coming to the school board for their consideration.

Director Green made a motion to approve the revision to Policy 3200 (Rights and Responsibilities), as presented. Director Olson seconded the motion. The motion carried unanimously.

Director Farley made a motion to approve the adoption of Policy & Procedure 3240 (Student Conduct Expectations and Reasonable Sanctions), as presented. Director Olson seconded the motion. The motion carried unanimously.

Director Olson made a motion to approve the adoption of Policy & Procedure 3241 (Classroom Management, Discipline and Corrective Action), as presented. Director Green seconded the motion. The motion carried unanimously.

Director Green made a motion to approve the adoption of Policy 3242 (Closed Campus), revision and renumbering of Policy & Procedure 5301 (Student Dress), adoption of Policy & Procedure 3231 (Student Records), adoption of Policy & Procedure 3220 (Freedom of Expression), revision and renumbering of Policy 5305 (Freedom of Assembly) and adoption of Policy & Procedure 3230 (Student Privacy and Searches), as presented. Director Farley seconded the motion. The motion carried unanimously.

**J. Third Reading  
Athletic Code Violation Appeals Process Revision**

Student Services Assistant Superintendent Jared Hoadley presented for board consideration a revision to the appeals process for an athletic code violation. This revision is presented to provide consistency in the appeals process for both school and athletic code disciplinary actions. The presented change adds an Athletic Discipline Appeals Council step to the appeals process, similar to the District Appeals Council that was included in the third reading draft of Policy & Procedure 3241, *Classroom Management, Discipline and Corrective Action*, resulting in the following three step appeal process: (1) Informal Conference with the principal or designee - (2) Athletic Discipline Appeals Council - (3) School Board.

Director Olson made a motion to approve the revision to the Athletic Code Violation Appeals Process, as presented. Director Green seconded the motion. The motion carried unanimously.

**K. Third Reading Policy & Procedure 3205 Adoption  
Sexual Harassment of Students Prohibited**

Student Services Assistant Superintendent Jared Hoadley presented Policy & Procedure 3205 - *Sexual Harassment of Students Prohibited* - for third reading consideration. If adopted this would be a new policy/procedure for the Mead School District.

The policy addresses the district's commitment to a positive and productive education free from sexual harassment. The policy additionally defines sexual harassment and addresses investigation & response, retaliation & false allegations, staff responsibilities, notice and training. The procedure explains the informal and formal complaint processes and the district response to both, as well as the ability to appeal to the Board of Directors and OSPI.

WSSDA Sample Policy/Procedure 3205 was used as a template for the presented draft policy and procedure.

Director Farley made a motion to adopt Policy & Procedure 3205, Sexual Harassment of Students Prohibited, as presented. Director Olson seconded the motion. The motion carried unanimously.

## **VI. New Business**

### **A. Consent Agenda**

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

### **B. Contract/Bargaining Agreement Mead Education Association**

Human Services Assistant Superintendent Ralph Thayer reported that on August 23, 2018, the Mead Education Association and the Mead School District reached a tentative three-year contract agreement (September 1, 2018 - August 31, 2021). The association ratified this tentative agreement on August 27, 2018. Mr. Thayer, prior to recommending the board approve the contract, provided a brief overview of the agreed upon contract changes and thanked both bargaining teams for their work.

Director Olson, acknowledging bargaining is never easy, expressed pleasure with a three-year contract and Director Denholm highlighted the importance of unity in the district.

Director Green made a motion to approve the tentative three-year contract between the Mead Education Association and Mead School District, as presented. Director Olson seconded the motion. The motion carried unanimously.

### **C. First Reading Policy 5403 (Discretionary Leaves) & First Reading Procedure 5404 Revision (Family Medical Leave)**

Human Services Assistant Superintendent Ralph Thayer presented for first reading consideration a revision to Policy 5403 (Discretionary Leaves) and Procedure 5404 (Family Medical Leave).

The presented revision is the same for both the policy and procedure. It includes the addition of language that allows an employee, requesting LWOP for medical or child bonding purposes, to make an election, at the beginning of the leave, to maintain (keep in reserve) up to 40 hours of annual leave and/or 40 hours of sick leave. Currently, before going into a LWOP status for medical or child bonding purposes, an employee must exhaust all sick and annual leave. Having no leave in reserve means when an individual comes back to work, and is absent because of a sick child or medical appointment, he or she is in an unauthorized LWOP situation. The presented revision is cost neutral.

The board requested the presented policy and procedure revision be brought forward as an action item at the next board meeting.

No action was taken.

## **VI. Reports**

### **A. Security Committee Update**

Student Services Assistant Superintendent Jared Hoadley presented an interim report on the work of the Safety Committee. Items of note included:

- Committee members have formed several smaller sub-groups who are investigating specific content areas. These sub-groups will report back to the larger committee at the committee's next meeting.
- The district will be conducting a thermal magnetic scanner trial at two locations. Results of this trial will be included in the committee's final school board report with recommendations.
- Spokane Emergency Management has been provided with copies of all Mead School District School Safety Plans. They will be auditing these plans and providing feedback.

Director Denholm asked about state funding for safety enhancements/upgrades. Director Green, who is a member of the Safety Committee, talked about the very limited money available through federal grants and the need to lobby state legislators for safety/security funding, as there is currently no money specifically budgeted for these items.

### **B. Learning Services Report**

Learning Services Assistant Superintendent Heather Havens, along with Mark St. Clair, Rob Haugen and Doug Edmonson, presented a report on the following major initiatives Learning Services will be undertaking in the 2018-19 school year:

- Professional Learning Communities (PLC)
- Multi-Tiered Systems of Support (MTSS)
- CORE 24
- Transition to a 6-8 Grade Middle School Model

The presentation included the five components of the "Mead Learning Cycle" (Align, Learn, Instruct, Assess, Adjust), the development of a 3-5 year implementation plan for MTSS, a deadline of April 2019 for the development of a comprehensive CORE 24 plan and a brief summary of the many areas that need to be studied as the district prepares to move to a 6-8 grade middle school model.

The board thanked Ms. Havens and Learning Services team members. The board looks forward to progress reports throughout the school year on these four initiatives.

### **C. Superintendent's Report**

Superintendent Rockefeller shared information about the upcoming Spokane County School Directors' Association Fall Meeting taking place on October 25, 2018, at Westwood Middle School in the Cheney School District where State Senator Andy Billig will be a featured speaker.

### **VII. Executive Session**

At 6:40 p.m. Director Denholm called for an Executive Session of approximately 30 minutes for the purpose of reviewing the performance of a public employee.

At 7:15 p.m. Director Denholm returned the meeting to Open Session. No other business was discussed and no action was taken.

### **VIII. Adjourn**

The meeting was immediately adjourned at 7:15 p.m.

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**President**

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**Secretary**