



**Minutes from the Regular Meeting of the Board of Directors
Monday, December 7, 2020**

The Board of Directors held a Regular Board Meeting on Monday, December 7, 2020. This was a Zoom Meeting with login information posted on the Mead School District website. Directors Green, Burchard, Olson, Denholm and Cannon were present. Also attending were Superintendent Shawn Woodward, Chief Financial Officer Wayne Leonard and Assistant Superintendents Heather Havens and Jared Hoadley.

I. Approval of Agenda

Director Cannon made a motion to approve the agenda, as presented. Director Burchard 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 November 23, 2020, as revised (“nurses” added to the list of items the Renewal Enrichment & Operations Levy, referenced in Resolution 20-13, pays for). Director Denholm seconded the motion. The motion carried unanimously.

III. Remarks for the Good of the Schools

Director Green positively commented on the upcoming Prairie View Elementary Vanessa Behan Crisis Nursery Community Service Donation Project. The student body will be accepting drive-through donations on Saturday, December 12th from 10 am – 1 pm. As part of this project students in Mrs. Leighty’s 1st grade class wrote letters to Santa asking for his assistance in providing items for the nursery.

IV. Continuing Business - none

V. New Business

A. Consent Agenda

Director Olson acknowledged veteran Mt. Spokane High School teacher Martha Rough who is retiring at the end of January following 33 years with the Mead School District. Commenting on her heartfelt retirement letter, Director Olson shared it “brought tears” to his eyes. During her tenure with the district Ms. Rough worked for six different principals and five superintendents.

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

B. 2021-2022 School Year Calendar

Business & Operations Assistant Superintendent Jared Hoadley presented a proposed 2021-2022 school year calendar for board consideration. Each Mead School District bargaining group has reviewed this calendar and given their consent to forego a staff vote on two options, which has been a long-standing tradition in the Mead School District.

The presented calendar includes the following:

- Tuesday, September 7 – 1st Day of School
- Friday, October 8 – Learning Improvement Day
- Wednesday, November 24 – No School
- Monday, December 20 – Start of Winter Break

- Monday, January 3 – School Resumes After Winter Break
- Friday, March 18 – Learning Improvement Day
- April 4-8 – Spring Break
- Friday, June 17- Last Day of School

Like in the 2020-2021 school year, the plan is to conduct school remotely should weather conditions be such that a two-hour late start is not an option. Therefore, there are no “snow days” built into the presented calendar.

Following discussion, Director Denholm made a motion to approve the 2021-2022 School Year Calendar, as presented. Director Cannon seconded the motion. The motion carried unanimously.

**C. First Reading Policy & Procedure 2255 Revision
Alternative Learning Experience Courses**

Student & Family Services Director Josh Westermann presented a revision to Policy & Procedure 2255, Alternative Learning Experience Courses, for first reading consideration. This policy/procedure was adopted on May 8, 2006, and last revised on December 14, 2014.

Since Policy/Procedure 2255 was last revised ALE learning law has changed resulting in WSSDA updating their sample policy/procedure in August 2020. The presented draft policy and procedure reflect the WSSDA updates.

Additions to the policy include monthly and annual reporting requirements spelled out in more detail. ALE assessment requirements have also been added, as well as a section on valid justification for missed contact time and a section addressing students who drop out of ALE courses.

The procedure no longer addresses graduation requirements as they are the same for all Mead School District students whether they are enrolled in a traditional program or an ALE program. The procedure also no longer references any specific ALE program offered in the Mead School District by name.

While no specific changes to the presented draft policy or draft procedure were recommended, Director Cannon asked that in addition to the “Background” section the Point Sheet also include a “Summary” section. Director Burchard asked that a “red-lined” version of revisions be included in the upcoming second reading drafts.

This was a non-action item.

**D. First Reading Policy 2256 Suspension
Transitions Program**

Student & Family Services Director Josh Westermann presented the suspension of Policy 2256, Transitions Program, for first reading consideration. This policy was adopted on December 15, 2014.

The Mead School District no longer offers a Transitions Program for expelled students who need a temporary placement and therefore it is recommended the policy be suspended.

There were no objections to the suspension of this policy and the board requested that, in the future, policy/procedure suspensions be brought forward as action items with no need for a non-action first reading.

This was a non-action item.

**E. First Reading Policy & Procedure 3205 Revision
Sexual Harassment of Students Prohibited**

Student & Family Services Director Josh Westermann presented for first reading consideration a revision to Policy & Procedure 3205, Sexual Harassment of Students Prohibited. This policy/procedure was adopted on September 10, 2018.

Since the adoption of this policy/procedure the law has been revised and now includes an expanded Title IX component. The presented draft procedure includes a new *Title IX Coordinator, Investigator & Decision Maker* section, as well as a standard complaint process with and without additional Title IX requirements. WSSDA updated their sample procedure in September 2020 and the presented draft procedure reflects those updates.

The only policy change is the removal of the term “under federal and state law” in the *Definitions* section.

Director Burchard asked that Mr. Westermann double check to make sure the district’s new Honor Code aligns with this policy/procedure revision.

No first reading changes were recommended.

This was a non-action item.

**F. Resolution 20-17
Interfund Loan from Capital Projects Fund to Debt Service Fund**

Chief Financial Officer Wayne Leonard presented Resolution 20-17, Interfund Loan from Capital Projects Fund to Debt Service Fund, for board consideration.

As mentioned by Mr. Leonard at the November 23, 2020, board meeting, the district, because of the extension to pay 2nd half property taxes until December 31st, is in need of approximately \$600,000 to cover its upcoming mid-December debt service payment. WAC 392-123-140 allows school districts to make interfund loans to cover situations like this.

The district’s Capital Projects Fund has sufficient capacity to make a \$600,000 loan to the Debt Service Fund without compromising any on-going projects. The loan will be repaid within one year of the date of the resolution and repayment will include interest. The adoption of Resolution 20-17 by the board authorizes this loan.

Director Burchard made a motion to adopt Resolution 20-17, Interfund Loan from Capital Projects Fund to Debt Service Fund, as presented. Director Denholm seconded the motion. The motion carried unanimously.

**G. Resolution 20-18
Disposition of Real Property**

Facilities & Planning Director Ned Wendle presented Resolution 20-18, Disposition of Real Property, for board consideration.

In November 1992, Whitworth Water District gifted a parcel of property adjacent to Brentwood Elementary, that was the site of a decommissioned well, to the Mead School District. At the time of transfer, unbeknownst to the district, two neighboring parcels encroached on the gifted parcel.

The encroachments include fencing, landscaping, patios, swimming pools and various other personal property.

The adjacent property owners wish to resolve the encroachment situation and will pay all costs associated with cleaning up title to all three parcels. Taking care of these underlying encroachments will remove potential district liability should something occur within the encroachment areas.

Responding to a question from Director Olson, Mr. Wendle indicated Brentwood has plenty of field capacity and therefore the parcel could be sold in the future.

Director Olson made a motion to adopt Resolution 20-18, Disposition of Real Property, as presented. Director Cannon seconded the motion. The motion carried unanimously.

VI. Annual Reorganization of the Board of Directors

Per board policy the board annually, in December, selects officers for the upcoming year. Director Green expressed her thanks for the opportunity to serve as Board President for the past two years. She has learned a great deal but stated she is “ready to turn the job over to someone else.” Directors Denholm, Olson, Burchard and Cannon each thanked Director Green for the outstanding job she has done as President during what has been a tough couple of years.

Director Green called for nominations for the position of President of the Board. Director Olson made a motion to nominate Director Burchard to serve as Board President for the upcoming year. Director Denholm seconded the motion. The motion carried unanimously.

Congratulations were extended to Director Burchard.

Director Green called for nominations for the position of Vice-President of the Board. Director Olson made a motion to nominate Director Denholm to serve as Board Vice-President for the upcoming year. Director Burchard seconded the motion. The motion carried unanimously.

Congratulations were extended to Director Denholm.

VII. Reports

A. Facilities & Planning Department Report

Facilities & Planning Director Ned Wendle, along with Maintenance Director Travis Bown, presented the annual Facilities & Planning Department report. Prior to talking about the completed and ongoing projects, Mr. Wendle expressed his thanks to the outstanding team he works with including Carla Scott who handles all of the capital projects payments and paperwork, Director of Custodial Services Cathy Fayant whose department helped move 200+ teachers to new locations while also providing the muscle to remove classroom furniture that was necessary for social distancing and Mr. Bown who this past year not only performed his regular job, but also played a major role in the construction of Highland Middle School and Creekside Elementary and the ongoing construction of Skyline Elementary.

A summary of work completed and ongoing projects includes:

- Highland Middle School - Delivered in August 2020. \$49 million project with the capacity to house 900 students.
- Creekside Elementary School - Delivered in August 2020. \$25 million project with the capacity to house 600 students. Site before and after photos were shared.
- New Transportation Department Building - Delivered in January 2020. \$10 million project.
- New Maintenance Department Building - Delivered in January 2020. \$6 million project.
- Union Stadium - Delivered in October 2020. \$24 million project.
- Remodeled Gymnastics Center - Delivered in October 2020.
- Playground Safety Mats - Work on this 2018 Bond project was completed this past summer.

- Mead High School & Mt. Spokane High School Flooring – This project was started last spring while students were not attending in person because of COVID and completed prior to the opening of school this fall.
- Skyline Elementary – Currently in the construction phase.

Mr. Bown, in addition to recapping all of the moves that took place prior to the start of school, reported on the field rehab work that took place over the summer, the Mt. Spokane paint refresh and the lighting projects that were completed.

In conclusion, Mr. Wendle talked briefly about the bond projects that still need to be completed and the possibility of moving Mountainside to an on-site septic system that would allow the district to no longer use the current sewage treatment facility. This would result in an annual savings of approximately \$100,000.

Director Burchard thanked Mr. Wendle and his team for their great work. Director Green was very appreciative of the dedication of the entire facilities, maintenance and custodial team noting, “the buildings look awesome.” Director Cannon was very complimentary of the common sense, “opportunity approach” taken by Mr. Wendle and Mr. Bown to facility management and upkeep.

B. Superintendent’s Report & Discussion Items

Prior to highlighting one of the seven Learning & Teaching Target Objectives under Strategic Plan Priority Area #1, Assistant Superintendent Heather Havens shared that Learning & Teaching now includes Special Education and CTE/Technology, as well as Student & Family Services. As an expanded department it has been challenging, in a good way, to prioritize action steps toward reaching their Target Objectives as they want it all to happen and they want it to happen quickly.

Ms. Havens reviewed the district’s vision statement (Each Student Future Ready . . . Empowered to DREAM, BELIEVE ACHIEVE) and mission statement (Ensure High Levels of Learning for ALL Students) followed by a review of the following Target Objective under Priority Area #1:

Priority Area 1: Ensure Academic Success and High Levels of Learning for ALL Students
Target Objective 4: Develop innovative choice programs for students within our schools.

Ms. Havens shared Learning & Teaching is working on a 3-5 year choice programs plan. The initial focus is to, by June 30, 2021, in collaboration with representative groups, complete the action steps necessary to submit to OSPI an application for approval of an Online Learning School. Because of COVID uncertainties the application will be for a dual program . . . one assuming continuing COVID restrictions and one assuming no such restrictions. As planning progresses updates will be presented to the board.

Superintendent Woodward thanked Ms. Havens for sharing the work she is leading and for the great job she is doing to make the various departments under the Learning & Teaching umbrella more collaborative.

Superintendent Woodward shared results of a recent Staff Safety Survey. This aligns with Priority Area #2 -*Establish a Strong Positive District-Wide Culture*. Surveys such as this will be one of the ways the district promotes engagement with staff and then adjusts practices based on survey feedback.

With COVID cases on the increase employees were asked, using a 1-10 scale, *How safe do you feel at work?* 712 individuals responded with results as follows:

- 25% - 10 out of 10 (very safe)
- 42% - 9 or 10

- 63% - 8, 9 or 10
- 72% - 7, 8, 9 or 10
- 28% - 6 or below

When asked if they feel safer than at the start of the school year 65% stated they feel “generally safer than at the beginning of the school year.”

Staff also had the opportunity to provide comments. Areas of concern included:

- Rising COVID rates in the county
- Inappropriate wearing of masks (nose not covered)
- Cleaning of high touch areas (some positive comments and some negative comments)
- Confusion over new CDC quarantine guidelines
- Outside of school events/activities
- Co-worker social distancing/mask behavior while at school/work

Positive statements included:

- Proud of the choices the district is providing for families
- No sure about the decision to open back in August but now “thrilled” we did it
- Good safety protocols are in place
- Wish there was more space so secondary students could attend every day

Next steps include:

- Sharing survey results with staff
- After Winter Break intentionally reminding staff, students and families about the importance of continuing strict adherence to established safety protocols
- Further investigate why 28% of staff members do not feel safe

In conclusion, Superintendent Woodward thanked the district’s COVID Safety Team, building administrators and school nursing staff for their tireless work to keep our schools open safety during COVID.

Director Burchard thanked both Business & Operations Assistant Superintendent Jared Hoadley and Superintendent Woodward for their leadership, remarking that he has received very few negative emails - most community members are thankful Mead schools are open.

Director Green appreciates the district is listening to staff and asking for their input.

VIII. Adjourn

The meeting was adjourned at 7:20 pm.

President

Secretary