



**Minutes from the Regular Meeting of the Board of Directors  
Monday, January 25, 2021**

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The Board of Directors held a Regular Board Meeting on Monday, January 25, 2021. This was a Zoom Meeting with login information posted on the Mead School District website. Directors Burchard, Denholm, Olson, Cannon and Green 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 Green 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 January 11, 2021, as presented. Director Green seconded the motion. The motion carried unanimously.

**III. Proclamation – Board of Directors Recognition**

Governor Inslee, by proclamation, declared January *School Board Recognition Month*. Rather than read this proclamation verbatim, Superintendent Woodward highlighted the sections that, this year in particular, exemplify the leadership displayed by the Mead School Board. These include promoting student learning by creating a *clear vision* and *direct accountability*. In providing both in-person and remote learning options for students in August, the board was a *passionate voice of advocacy* for Mead students and families. This was a very courageous decision. Superintendent Woodward acknowledged each board member as an *outstanding volunteer and champion for public education*.

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

Director Burchard opened the floor for *Remarks for the Good of the Schools* and there were none.

**V. Continuing Business**

**A. 3<sup>rd</sup> 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 third 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.

No changes were recommended at the January 11, 2021, second reading of this policy/procedure revision.

Answering a question from Director Olson, Mr. Westermann shared there are approximately 600 ALE students enrolled in the district (most are attending either Five Mile Prairie or North Star). Historically 50% are *out of district* students.

Director Olson made a motion to approve the revision to Policy & Procedure 2255, Alternative Learning Experience Courses, as presented. Director Denholm seconded the motion. The motion carried unanimously.

**B. 3<sup>rd</sup> Reading Policy & Procedure 3205 Revision  
Sexual Harassment of Students Prohibited**

Student & Family Services Director Josh Westermann presented for third 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.

No changes were recommended at the January 11, 2021, second reading of this policy/procedure revision.

Noting the presented policy is three pages in length and the presented procedure is seventeen pages in length, Director Olson remarked that the presented revisions are “very comprehensive.”

Director Cannon made a motion to approve the revision to 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**

Noting the retirement of Midway teacher Kirk Willis, Director Green expressed her thanks to him for his many years of service to the Mead School District. Her children attended Midway and enjoyed having Mr. Willis as a teacher.

Responding to a question from Director Olson regarding the larger than usual payment to Spokane Community Colleges, Chief Financial Officer Wayne Leonard reported that, because of the in-person instruction limits at our high schools because of COVID, many more juniors and seniors are accessing Running Start this year.

Technology Director Doug Edmonson, responding to a question from Director Cannon about a payment to Swivel, reported this is for technology that was ordered in August. To aide secondary Zoom instruction, this camera automatically swivels/follows the teacher as he/she moves throughout the classroom. 250 devices were purchased. Technology will now begin deployment and training on the devices.

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

### **B. Waiver of Participation Fees (2020-2021 School Year)**

Doug Edmonson, who provides district administrative oversight for secondary athletic programs, presented a Waiver of Participation Fees for the 2020-2021 school year for board consideration.

Due to the ongoing COVID pandemic sports have been severely curtailed this school year. At the high school level practices for typical fall sports are scheduled to start in February but, until the Spokane area is able to transition from Phase I to Phase II, no competitions are scheduled. Because of the uncertainty surrounding if and when athletic contests can take place the district recommends that Participation Fees be waived for students this year. Waiver of these fees acknowledges the impact on athletics this year and, in the event of future cancellations, means refunds do not need to be processed.

Director Denholm made a motion to waive middle school and high school athletic Participation Fees for the 2020-2021 school year. Director Olson seconded the motion. The motion carried unanimously.

## **VII. Reports**

### **A. December 2020 Financial Report**

Chief Financial Officer Wayne Leonard presented a brief financial report for the month of December 2020. Enrollment still remains 400+ FTE below budget. Mead is one of the few districts in the state to have claimed all of its fall COVID relief funds. The district recently learned it may qualify for additional state and federal COVID funds, which will help offset the additional cost of offering both in-person and remote instruction for students. New COVID grant funds are estimated to be between \$3.6 and \$3.8 million.

Responding to an inquiry from Director Burchard about how much money the district should have in reserves, Mr. Leonard reported the district's monthly expenses are approximately \$12 million (\$10 million salary + benefits; \$2 million accounts payable). At an upcoming board meeting Mr. Leonard will initiate a discussion around reserves and whether or not revisions should be made to the district's Minimum Fund Balance policy.

Director Cannon, in response to a recent Facebook post claiming the district has a large surplus, reminded that the district's current cash reserve of approximately \$6 million does not even cover payroll for one month and that the current in-person/remote teaching model is very expensive to deliver as compared to a normal school year.

Director Denholm thanked Mr. Leonard and his team for their excellent work.

### **B. Learning & Teaching Report – Elementary School Improvement Plans**

Learning & Teaching Assistant Superintendent Heather Havens, representing all nine elementary schools who this year have the same four goal areas, highlighted the following regarding their plans to improve student learning:

- **School Improvement Plan Purpose** – Working with the school's Guiding Coalition Team, use an eight-step process to create a road map that sets out the changes a school needs to make to improve the level of student achievement, and show how and when these changes will be made.
- **Alignment With District Strategic Plan** – To ensure high levels of learning for all students, facilitate the development of authentic professional learning communities to answer the four critical questions for each grade, course and content area.

- **Data Driven Decision Making** – To assess where students are, and make informed, data-driven decisions to help them improve or provide differentiated instruction for those who are advanced, the district uses several assessment tools including: Smarter Balanced, Measure of Academic Progress (MAP), Dynamic Indicators of Basic Literacy Skills (DIBELS), Developmental Reading Assessment (DRA), Diagnostic Decoding Surveys & Lexia. Ms. Havens provided a brief overview of each of these assessment tools. Parents, students and staff are also surveyed on a regular basis on a variety of subjects with the information provided used to help inform practices.
- **Goal #1** – By the start of the 2024-25 school year, ensure the effective implementation of a Multi-Tiered System of Support (MTSS) across all grade levels with a focus on both academics (ELA and Math) and behavior. Action steps to attain this goal were shared.
- **Goal #2 & Goal #3** – All, or nearly all, students identified as “on grade level” or “above grade level” will make at least one year’s growth as measured by grade appropriate district wide assessments. All, or nearly all, students identified as “at-risk” by Fall Benchmark assessments will make more than one year’s growth as measured by grade appropriate district wide assessments. Ms. Havens noted all students will have daily access to core instruction, for ELA and mathematics, that is delivered through the implementation of Mead’s guaranteed and viable curriculum. Action steps to attain these goals were shared.
- **Goal #4 (Social Emotional Learning)** – Ensure a safe, challenging and supportive school environment focused on developing the whole child. Action steps to attain this goal, including the introduction this year of the *Second Step Social Emotional Learning* curriculum, were shared.

In conclusion, Ms. Havens recognized the outstanding work of the district’s nine elementary principals and four elementary assistant principals who are working together to assure each elementary student is *Future Ready . . . Empowered to Dream, Believe, Achieve*.

The board thanked Ms. Havens for this very informative report.

Director Cannon expressed his appreciation for the commitment to not have students fall behind even in a global pandemic and contrasted this to statements he has recently heard around the state such as, “If they are all behind then no one is behind.”

Responding to a question from Director Green, Ms. Havens shared that while there are several assessments that are given to all students not all assessments are given to every student. Many are only used when needed to help inform appropriate intervention steps.

Director Olson positively acknowledged this very thorough report and especially expressed his appreciation that schools are addressing the needs of both *low* and *high* students.

Director Cannon noted that many in the community believe there is too much testing. Ms. Havens assured that the district has no desire to “over test.” Most assessments are given at the beginning, middle and end of the year with results used by data teams to improve student learning. Superintendent Woodward, acknowledging the district needs to better educate families about testing, indicated he would be directing the district’s Public Information Officer to work on communication to help parents better understand the importance of assessment data.

### C. Superintendent’s Report & Discussion Items

Regarding the upcoming February 9, 2021, Levy Renewal, Superintendent Woodward shared the district will be doing all it can in the next two weeks to provide good information to the community about the ballot measure. He hosted three levy information webinars the week of January 18<sup>th</sup> with 30-40 attending each session.

Business & Operations Assistant Superintendent Jared Hoadley, first acknowledging the outstanding job Mead nurses have done throughout the COVID pandemic, shared that nurses,

working with HR Director Keri Hutchins, have made arrangements for the district to host two upcoming vaccination clinics. The first will take place on Friday, January 29<sup>th</sup> for eligible staff members (65+ & multi-generational households), plus those who work directly with students who do not wear masks (DLC students). The second will take place on February 20<sup>th</sup>. At that time it is hoped state guidelines will have expanded to include younger staff members. By Spring Break the goal is to have all staff who want vaccinated.

Superintendent Woodward noted the recent letter from the board (spearheaded by Director Cannon) to Governor Inslee about the need to get educators vaccinated as soon as possible.

Speaking of nurses, Director Denholm noted the state only funds 1.5 nurses with the district's local levy covering an additional 15 positions.

### **VIII. Adjourn**

The meeting was adjourned at 7:15 pm.

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**President**

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**Secretary**