



**Minutes from the Regular Meeting of the Board of Directors
Monday, May 24, 2021**

The Board of Directors held a Regular Board Meeting on Monday, May 24, 2021. The meeting began at 6 pm and was held in the theatre at Mead High School. The meeting was also available via a Zoom webinar link with login information posted on the Mead School District website. Directors Burchard and Green attended in person with Director Cannon attending remotely. Directors Olson and Denholm were excused. Also attending were Superintendent Shawn Woodward, Chief Financial Officer Wayne Leonard and Assistant Superintendents Jared Hoadley and Heather Havens.

I. Approval of Agenda

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

II. Approval of Minutes

Director Cannon made a motion to approve the minutes of the May 10, 2021, Regular Board Meeting, as presented. Director Green seconded the motion. The motion carried unanimously.

III. Remarks for the Good of the Schools

Director Burchard offered his congratulations to Mt. Spokane students Linsey Scarlett and Anthony Browning who were both winners at the Washington State Annual Art Show hosted by OSPI. The creativity portrayed in both pieces was outstanding. Director Burchard additionally expressed thanks to Mt. Spokane art teachers for their mentoring of Mt. Spokane art students.

CTE Director Doug Edmonson reported on the Work Force Development event, sponsored by the Mead School District and the Spokane Builders Association, that took place at Mead High School the weekend of May 22-23. Over the course of the two-day event high school juniors and seniors had the opportunity to work with local home builders and construct two sheds. At the conclusion of the event two Mead School District students were hired for summer employment.

At DECA Nationals Mead High students did extremely well winning several awards. Brandon Butler is the DECA teacher/advisor at Mead High.

IV. Academic and Student Well-Being Plan – Presentation & Public Comment

Learning & Teaching Director Mark St. Clair presented the district's Academic and Student Well-Being Plan. Submission of this plan is part of the process for the district to receive Emergency Relief Funds as provided in the American Rescue Plan Act of 2021. The plan provides information on how gaps in learning for students as a result of the COVID-19 pandemic have been and will be addressed.

Plan highlights include:

- An emphasis on continued engagement in equity analyses to identify and address learning gaps in subgroups of students.
- A commitment to continue the development of effective ways to improve learning for all students and address gaps for struggling learners.
- Continued strengthening of the district's multi-tiered systems of supports designed to systemically help struggling learners at all levels. These support systems include intervention strategies to address academic and social emotional needs of students.

- Periodic updating of the plan with updates submitted to OSPI in November 2021 and April 2022.

There were no public comments on the presented Academic and Student Well-Being Plan.

V. Continuing Business

A. 2nd Reading Policy & Procedure 3421 Adoption (Replaces Old Policy/Procedure 5430) Child Abuse, Neglect & Exploitation Prevention

Background – Several years ago WSSDA implemented a new numbering system for school board policies. Since that time the Mead School District has been systematically updating its policies and procedures to align with this new numbering system.

Student & Family Services Director Josh Westermann presented the adoption of Policy/Procedure 3421, Child Abuse, Neglect & Exploitation Prevention, for second reading consideration. The adoption of this policy/procedure would replace old Policy/Procedure 5430, which was adopted on September 9, 1992, with no revisions approved since that date.

WSSDA Sample Policy/Procedure 3421 is the template for the presented policy/procedure adoption. The presented policy/procedure aligns with current district practices and complies with current state and federal statutes.

The presented policy includes a thorough explanation of what “child abuse, neglect or exploitation” means and the requirement that staff report all incidents of abuse regardless of the age of the person who engages in it. The policy additionally directs the superintendent or designee to develop reporting procedures that are provided to staff on an annual basis.

The presented procedure directs the district to develop and implement an instructional program that teaches students how to recognize the factors that may cause people to abuse, neglect or exploit children, how one may protect oneself from these forms of maltreatment and what resources are available to assist an individual who does or may encounter an abuse situation. Additionally, the procedure includes *Reporting Responsibilities* and *Abuse Indicators*.

Changes to the procedure recommended by Director Green at the May 10th first reading were incorporated into the presented second reading draft.

Director Green made a motion to adopt Policy/Procedure 3241, Child Abuse, Neglect & Exploitation Prevention, as presented. Director Cannon seconded the motion. The motion carried unanimously.

B. 2nd Reading Policy 3140 Adoption (Replaces Old Policy 5231) Release of Resident Students

Background – Several years ago WSSDA implemented a new numbering system for school board policies. Since that time the Mead School District has been systematically updating its policies and procedures to align with this new numbering system.

Student & Family Services Director Josh Westermann presented the adoption of Policy 3140, Release of Resident Students, for second reading consideration. The adoption of this policy would replace old Policy 5231, which was adopted on June 27, 1990, with no revisions approved since that date.

WSSDA Sample Policy 3140 is the template for the presented policy adoption.

The presented policy aligns with current district practice and includes several reasons that qualify a student to be “released” to another school district for schooling or, in the case of home-based instruction, to enroll in ancillary services in another school district. The policy additionally addresses transportation responsibilities for released students, paperwork requirements and the appeal process if a release is not granted.

No first reading changes were recommended.

Director Green made a motion to adopt Policy 3140, Release of Resident Students, as presented. Director Cannon seconded the motion. The motion carried unanimously.

**C. 2nd Reading Policy 3110 Adoption
(Replaces Old Policy 5200)**

Qualification of Attendance and Placement

Background – Several years ago WSSDA implemented a new numbering system for school board policies. Since that time the Mead School District has been systematically updating its policies and procedures to align with this new numbering system.

Student & Family Services Director Josh Westermann presented the adoption of Policy 3110, Qualification of Attendance and Placement, for second reading consideration. The adoption of this policy would replace old Policy 5200, which was adopted on April 12, 1978, with no revisions approved since that date.

WSSDA Sample Policy 3110 is the template for the presented policy adoption.

The presented policy aligns with current district practice and includes sections that address *Age of Admission*, *Entrance Qualifications* and *Placement of Students on Admission*.

No first reading changes were recommended.

Director Cannon made a motion to adopt Policy 3110, Qualification of Attendance and Placement, as presented. Director Green seconded the motion. The motion carried unanimously.

VI. New Business

A. Consent Agenda

In response to a question from Director Green regarding the stipend amounts and work expectations for secondary coaches, Doug Edmonson explained the work validation submission process followed for each position. Superintendent Woodward added that conditioning opportunities available to students prior to the start of actual athletic seasons were voluntarily staffed by coaches at each of the district’s secondary schools.

Regarding a payment of \$52,000 to the Spokane County Treasurer, Chief Financial Officer Wayne Leonard reported this warrant covered the cost of the February levy election.

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

**B. Resolution 21-5
Academic and Student Well-Being Plan**

Learning & Teaching Director Mark St. Clair presented Resolution 21-5, Academic and Student Well-Being Plan, for board consideration. Board review/approval, followed by submission of the approved plan to OSPI, is part of the process for the district to receive Emergency Relief Funds as provided in the American Rescue Plan Act of 2021.

As was shared earlier during the formal presentation of the plan followed by the opportunity for public comment portion of the meeting, the plan provides information on how gaps in learning for students as a result of the COVID-19 pandemic have been and will be addressed.

Director Green made a motion to adopt Resolution 21-5, Academic and Student Well-Being Plan, as presented. Director Cannon seconded the motion. The motion carried unanimously.

**C. 1st Reading Policy & Procedure 3510 Revision
Associated Student Bodies**

Learning & Teaching Director Mark St. Clair presented a revision to Policy & Procedure 3510, Associated Student Bodies, for first reading consideration. This policy/procedure was last revised on March 12, 2012. WSSDA Sample Policy/Procedure 3510 is the template for the presented revision. The presented revision brings the policy/procedure into compliance with House Bill 1660.

The policy revision includes the addition of a new paragraph that states if a fee is established for participation in any optional, noncredit extracurricular event/activity the district will establish a procedure for waiving said fee for students who are eligible to participate in the federal free or reduced-price meals program and students who are eligible for the College Bound Scholarship program.

The procedure revision includes the addition of a “Waiver or Reduction of Fees” section in compliance with House Bill 1660. Information on House Bill 1660, including answers to frequently asked questions, was provided to board members.

In response to a question from Director Burchard, Mr. St. Clair affirmed that, in the past, fees have been waived for many needy students. The presented policy/procedure revision protects the privacy of students and makes the waiving of fees an automatic part of the districts fiscal software for eligible students.

No first reading changes were recommended. To allow Director Olson and Director Denholm the opportunity to provide feedback on the presented policy/procedure revision Director Burchard asked that the policy/procedure be brought forward for second reading as a non-action item at the next board meeting.

**D. 1st Reading Policy 3126 Adoption (Replaces Old Policy 5429)
Child Custody**

Background - Several years ago WSSDA implemented a new numbering system for school board policies. Since that time the Mead School District has been systematically updating its policies and procedures to align with this new numbering system.

Student & Family Services Director Josh Westermann presented the adoption of Policy 3126, Child Custody, for first reading consideration. The adoption of this policy would replace old Policy 5429, which was adopted on February 26, 1992, with no revisions approved since that date.

WSSDA Sample Policy 3126 is the template for the presented policy adoption. The presented policy aligns with current district practices and complies with current state and federal statutes.

The presented policy states the district presumption that the person who enrolls a student in school is the residential parent. The residential parent is responsible for decisions regarding the day-to-day care and control of the student. Information contained in school records cannot be disclosed to others unless authorized by the residential parent.

Unless otherwise informed, the district assumes the nonresidential parent has the right to be kept informed of the student's school progress and activities. If nonresidential parent restrictions are in place the residential parent will be requested to submit a certified copy of the court order that curtails these rights.

No first reading changes were recommended. To allow Director Olson and Director Denholm the opportunity to provide feedback on the presented policy revision Director Burchard asked that the policy be brought forward for second reading as a non-action item at the next board meeting.

**E. 1st Reading Policy/Procedure 3124 Adoption (Replaces Old Policy 5428)
Removal-Release of Student During School Hours**

Background - Several years ago WSSDA implemented a new numbering system for school board policies. Since that time the Mead School District has been systematically updating its policies and procedures to align with this new numbering system.

Student & Family Services Director Josh Westermann presented the adoption of Policy/Procedure 3124, Removal-Release of Student During School Hours, for first reading consideration. The adoption of this policy/procedure would replace old Policy 5428, which was adopted on May 24, 1978, with no revisions approved since that date.

WSSDA Sample Policy/Procedure 3124 is the template for the presented policy/procedure adoption. The presented policy/procedure aligns with current district practices and complies with current state and federal statutes.

The presented policy recognizes the district's responsibility to properly care of students during school hours and states that students will not be removed except by a person authorized according to district procedures. It additionally states the parent will be contacted before a student is sent home for illness, discipline or a corrective action. If the parent cannot be reached the student will remain at the school until the close of the school day.

The removal of a student during the school day may be authorized in accordance with the processes set forth in the presented procedure.

No first reading changes were recommended. To allow Director Olson and Director Denholm the opportunity to provide feedback on the presented policy/procedure revision Director Burchard asked that the policy/procedure be brought forward for second reading as a non-action item at the next board meeting.

**F. 1st Reading Policy 3114 Adoption (Replaces Old Policy 5212)
Part-Time, Home-Based or Off-Campus Students**

Background - Several years ago WSSDA implemented a new numbering system for school board policies. Since that time the Mead School District has been systematically updating its policies and procedures to align with this new numbering system.

Student & Family Services Director Josh Westermann presented the adoption of Policy 3114, Part-Time, Home-Based or Off-Campus Students, for first reading consideration. The adoption of this policy would replace old Policy 5212, which was last revised on December 12, 1995.

WSSDA Sample Policy 3114 is the template for the presented policy adoption. The presented policy aligns with current district practices and complies with current state and federal statutes.

The presented policy allows part-time students to enroll and receive ancillary services provided they are eligible for full-time enrollment in the district and the courses or services they are accessing are not available in their private school or an approved extension. Part-time status also applies to students who are receiving home-based instruction and taking courses at or receiving

ancillary services from the district, or any student involved in an approved work training program.

Regarding home-based instruction, the policy addresses the need to file a Declaration of Intent and the timeline for this submission.

No first reading changes were recommended. To allow Director Olson and Director Denholm the opportunity to provide feedback on the presented policy revision Director Burchard asked that the policy be brought forward for second reading as a non-action item at the next board meeting.

**G. Resolution 21-6
WIAA Enrollment for 2021-2022**

Director Doug Edmonson, who oversees secondary athletics for the district, presented Resolution 21-6, WIAA Enrollment for 2021-2022, for board consideration.

The Mead School District has been a participating member of the Washington Interscholastic Activities Association (WIAA) for many years. Only sanctioned WIAA sports are offered in district secondary schools. This annual resolution confirms the district's participation and support for the rules and regulations of the WIAA.

Director Green made a motion to adopt Resolution 21-6, WIAA Enrollment for 2021-2022, as presented. Director Cannon seconded the motion. The motion carried unanimously

H. Employee Termination

Note: Following a motion from Director Green and a second from Director Cannon, that was unanimously approved, action on this item was deferred until after Section VIII. Executive Session.

Confirming Maintenance Director Travis Bown provided appropriate written notice to Marcus Syzmore of the board's intended action on this agenda item, Director Green made a motion to accepted the recommendation of Maintenance Director Travis Bown to terminate the employment of Marcus Syzmore for the reasons provided. Director Cannon seconded the motion. The motion carried unanimously.

VII. Reports

A. Financial Report for the Month of April 2021

Chief Financial Officer Wayne Leonard presented a brief financial report for the month of April 2021. While district enrollment increased by 12 students in April, enrollment for the 2020/2021 school year remains approximately 400 students below budget. The current General Fund balance is higher than anticipated because of ESSER II funds. Noting the district must still pay for winter and spring Running Start, Mr. Leonard reported there is the potential a budget extension resolution will need to be brought to the board for approval before the end of the current fiscal year.

B. Superintendent's Report and Discussion Items

Superintendent Woodward reminded the board about the upcoming band extravaganza taking place at Union Stadium on May 25, 7:30 pm. He also added his thanks to Doug Edmonson for spearheading the Work Force Development event the district sponsored May 22 and May 23 at Mead High School, sharing it was "because of Doug's drive" students were able to participate in this very engaging and worthwhile community partnership event.

VIII. Executive Session

At 6:30 pm Director Burchard called for an Executive Session of approximately 10 minutes for the purpose of reviewing the performance of public employee.

At 6:40 pm Director Burchard returned the meeting to Open Session.

IX. Adjourn

The meeting was adjourned at 6:40 pm.

President

Secretary