



**Minutes from the Regular Meeting of the Board of Directors
Monday, November 22, 2021**

The Board of Directors held a Regular Board Meeting on Monday, November 22, 2021. The meeting began at 6 pm and was held at District Office. The meeting was also available via a Zoom webinar link with login information posted on the Mead School District website. Directors Burchard, Denholm, Olson and Cannon were present. Director Green was excused. Also attending were Superintendent Shawn Woodward, Chief Financial Officer Heather Ellingson and Assistant Superintendents Heather Havens and Jared Hoadley.

I. Approval of Agenda

Director Cannon made a motion to approve the meeting 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 November 8, 2021, Regular Board Meeting, as presented. Director Denholm seconded the motion. The motion carried unanimously.

III. Remarks for the Good of the Schools

Mike Workman, community member and parent of children who attend school in the Mead School District, addressed the board about the impact of COVID protocols on students and specifically asked what the board, after two years, is doing to get kids back in school. He blamed Carmen Green's re-election loss on board inaction and stated Director Burchard would also have lost but no one ran against him. If the board is unwilling to "stand up" he suggested they resign or they will be recalled. With the exception of Michael Cannon, who will stand up, board members are "dead weight" and "cowards". He referenced Superintendent Woodward's annual compensation and the fact that Director Burchard will not respond to his emails as additional reasons why it is time for a change.

Before addressing the board Heather Hiebert, community member and parent of Kotie Hiebert (8 years old) and Coolin Hiebert (11 years old), deposited two pair of shoes on the floor in front of board members. She then read letters written by each child regarding masks (they are stupid, make it hard to breath and hard to understand what teachers are saying) and the vaccine (if mandated they will have to withdraw from school which would be very hard).

Ms. Hiebert shared she is pro-choice not anti-vac. In the past the district/board did not support mandates and she wonders why they do now. Current board actions do not correlate with what parents want. She additionally referenced the recent firing of four employees who did not comply with the vaccine mandate. By replacing Carmen Green on the school board voters have spoken loud and clear. She encouraged the board to stand up to Governor Inslee and assured the board the community would support them if they did so.

Director Cannon offered congratulations to the 3A State Champion Mead High School Volleyball Team.

Director Olson was very complimentary of the recent Trades Night hosted at Mead High School. More than 800 were in attendance. A similar event will take place in May with the good possibility of summer jobs being offered to high school students.

IV. Continuing Business

A. 2nd Reading Policy & Procedure 3225 Adoption School-Based Threat Assessment

Student & Family Services Director Josh Westermann presented the adoption of Policy/Procedure 3225, School-Based Threat Assessment, for second reading consideration. This policy/procedure, which would be a new policy/procedure, formalizes the district's current practice regarding school-based threat assessment. WSSDA Sample Policy 3225 and Sample Procedure 3225 are the templates for the presented drafts.

The district uses the Salem-Keizer threat assessment system that, as set forth in the presented policy/procedure, includes partnering with community agencies to evaluate threats. Threat assessment teams must be multidisciplinary and multiagency and, if a potential threat involves a special education student, the team must include a special education staff member.

The procedure provides definitions for the following: school-based threat assessment, school-based threat management, threat, low risk threat, moderate risk threat, high risk threat and imminent threat. It additionally includes the six principles that form the foundation of the threat assessment process, as well as a section on identifying and reporting threats.

There is no financial or staffing impact associated with the presented draft policy/procedure.

In response to a question from Director Cannon, Mr. Westermann explained the difference between Level 1 and Level 2 treat assessment teams. Level 1 takes place at the building level and typically includes administrators and counselors. Level 2 takes place at the district level and includes representatives from various community agencies. Both teams are on standby and ready to meet to resolve situations as they arise. For Level 2 the actual individuals who attend is dependent on the threat circumstances.

Regarding self-harm, Mr. Westermann explained this involves the use of a separate screener and is typically handled at the building level. Buildings deal with self-harm situations a handful of times each year. Teachers are constantly on the lookout for students who may be struggling.

Mr. Westermann shared the Level 2 Threat Assessment Team convened approximately 15 times in the 20/21 school year.

No second reading changes were recommended. Director Burchard requested the policy/procedure adoption be brought forward as an action item at the next board meeting.

V. New Business

A. Consent Agenda

Responding to a question from Director Olson, Chief Financial Officer Heather Ellingson shared that the payment to Shriner's Hospital was for athletic training services at Mt. Spokane High School.

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

Consent Agenda

1. Hired Certificated Personnel:

Mindy Steeber	Creekside	Cert	.4 FTE Leave Replacement Combo Support teacher 21/22 school year effective 10/19/21
Christian Smith	Northwood	Cert	1.0 FTE Leave Replacement CTE teacher 21/22 school year effective 11/1/21
LaNada Tag	Highland	Cert	1.0 FTE Science teacher effective 11/17/21
Jennifer Lee	Shiloh Hills	Cert	.2 FTE Leave Replacement Combo Support teacher 21/22 school year effective 11/22/21
Erin Van Blaircom	Special Services	Cert	.8 FTE SLP effective 11/29/21

2. Hired Classified Personnel:

Jessica Gustafson	Skyline	Class	6 hrs/day Para Ed effective 11/1/21
Athena Bornstein	Five Mile Prairie	Class	8 hrs/day Admin Assistant effective 11/8/21
Ryan O'Rourke	Creekside	Class	6.5 hrs/day Para Ed effective 11/9/21
Sadie Steffenhagen	Creekside	Class	5.75 hrs/day Para Ed effective 11/10/21
Kristi Deskins	District Office	Class	8 hrs/day Compensation Specialist effective 11/29/21
Stacey Vivit	District Office	Class	8 hrs/day Recruitment Specialist effective 11/29/21
Kimberly Cooks	District Office	Class	8 hrs/day Retirement/Benefits Specialist effective 12/1/21
Rachel Petrie	Brentwood	Class	6 hrs/day Para Ed effective 11/5/21

3. Hired Certificated Substitutes:

Cathryn Rimmer	Delaney Plumb	Edwina Hargrave	Claire Henning
Alice Chapman	Cheyenne Chandler	Kasana Anderson	Jenelle Aoki
Mallory Wardian	Irene Ewing		

4. Hired Classified Substitutes:

Shelby Boothe	Ida Webb	Emory Henderson	Nadine Wilks
Trinity Enfield	Sierra Hoseid	Ashley Wallace	

5. Approved AP Vouchers for General Fund, Capitol Projects, Private Purpose Trust & ASB.

Vouchers audited and certified by auditing officers as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing which has been made available to the Board. As of this day, **November 22, 2021**, the Board, by a unanimous vote does approve for payment to the vouchers included in the above referenced list and further described as **Warrant Numbers 103400 to 103615** in the following amounts:

<u>Fund</u>	<u>Amount</u>
General Fund - AP	\$ 402,950.72
ASB Fund	40,021.31
Capital Projects Fund	456,177.90

6. Approved Supplemental, Extra-Curricular & Co-Curricular Contracts.

7. Approved the following Donations:

- Mead High School Cheerleaders \$500.00 from Asst. Coach Fundraising LLC
- Mead High School Cheerleaders \$500.00 from Aboutland Excavation
- Prairie View Elementary Stem-Related Materials from Donors Choose (monetary value = \$1,091.00)

8. Approved Requests for Unpaid Leave (i.e. parenting, medical Good of the District, etc.):

Behka Corker	Highland	Cert	2 nd Semester 21/22 school year
Suzanne Holden	Brentwood	Class	5/14/22 - 5/30/22

9. Approved Requests for Retirement/Resignation:

Karen Zeller	Transportation	Class	Resignation effective 12/17/21 (bus driver)
Tricia Ricard	District Office	Class	Resignation effective 12/31/21 (accounting specialist)
Pam Deinhardt	Transportation	Class	Resignation effective 11/15/21 (bus driver)
Theresa Eure	Shiloh Hills	Class	Resignation effective 11/19/21 (para ed)

B. Resolution 21-12

Elementary Conference Waiver Days

Learning & Teaching Assistant Superintendent Heather Havens presented Resolution 21-12, Elementary Conference Waiver Days, for board consideration. For the current and past two school years (2019/20, 2020/21 & 2021/22) the Mead School District was granted four waiver days each year to conduct elementary parent/teacher conferences. The move from conducting

conferences on five half-days, two times each year, to holding conferences on one half-day and two full-days in the fall and spring, has proven to be very beneficial for Mead School District parents, students and staff. The adoption of Resolution 21-12 authorizes the district to seek a similar four day per year waiver for the next three school years (2022/23, 2023/24 & 2024/25).

The presented resolution includes the number of waiver days requested (four each year), the number of years requested (three years) and the assurance that the district will meet the minimum instructional hours requirement of RCW 28A.150.220(2) under the waiver plan.

Director Olson made a motion to adopt Resolution 21-12, Elementary Conference Waiver Days, as presented. Director Cannon seconded the motion. The motion carried unanimously.

**C. Resolution 21-13
Acceptance of the Completion of Union Stadium**

Facilities & Planning Director Ned Wendle presented Resolution 21-13, Acceptance of the Completion of Union Stadium, for board consideration. The Mead School District has received notification from ALSC Architects confirming that the Union Stadium project is complete in accordance with contract specifications and documents. This has been confirmed by district personnel. The adoption of Resolution 21-13 officially certifies the work of contractor Garco Construction on Union Stadium is complete.

Director Cannon made a motion to adopt Resolution 21-13, Acceptance of the Completion of Union Stadium, as presented. Director Olson seconded the motion. The motion carried unanimously.

**D. Resolution 21-14
Acceptance of the Completion of Creekside Elementary School**

Facilities & Planning Director Ned Wendle presented Resolution 21-14, Acceptance of the Completion of Creekside Elementary School, for board consideration. The Mead School District has received notification from ALSC Architects confirming that the Creekside Elementary School project is complete in accordance with contract specifications and documents. This has been confirmed by district personnel. The adoption of Resolution 21-14 officially certifies the work of contractor Garco Construction on Creekside Elementary School is complete.

Director Cannon made a motion to adopt Resolution 21-14, Acceptance of the Completion of Creekside Elementary School, as presented. Director Denholm seconded the motion. The motion carried unanimously.

VI. Reports

A. October 2021 Financial Report

Chief Financial Officer Heather Ellingson presented a brief financial report for the month of October 2021. From October 1st to November 1st enrollment decreased by 31 students. This decrease was seen primarily at the secondary level. November 1st enrollment is 102 over budget. Regarding the fund balance, it is still too early in the year to accurately project where the fund balance will be at the end of the 21/22 school year.

The district is currently monitoring the Debt Service Fund as a payment from this fund is due in December. If tax collections are not sufficient to make this payment there may be a need for the board to approve a resolution authorizing a short-term loan from another district fund to the Debt Service Fund.

B. Superintendent's Report & Discussion Items

Superintendent Woodward reported on Instructional Rounds that recently took place at Skyline Elementary School. Instructional Rounds are similar to hospital medical rounds. The purpose of this practice is to improve teaching and learning across all grades and all content areas. At

Skyline 16 district administrators split into groups of four with each group spending 15 minutes observing in the same four classrooms on a rotating basis. This practice is not evaluative but, rather, is intended to provide the opportunity to observe teacher and student interactions and then collaboratively debrief resulting in recommended improvements to the entire system.

Superintendent Woodward thanked the four teachers (M'Liss Fackrell, Nicole Leonard, Kaylen Kociela & Jennifer Sicilia) and administrators who participated in this first activity. The plan is to conduct 3-4 more at other schools throughout the year.

In conclusion, Superintendent Woodward publicly thanked Carmen Green for her service as a member of the Mead School District Board of Directors. Carmen, who joined the board in 2014, was the primary catalyst behind providing the option for in-person instruction for all students in September of 2020 when the majority of school districts in the state were on-line only. Director Green is all about kids. In what is often a thankless job, Carmen was a consummate professional.

VII. Adjourn

The meeting was adjourned at 6:30 pm.

President

Secretary