



**AGENDA FOR THE REGULAR BOARD MEETING**  
**Monday, March 13, 2023 - 6 pm**

**Union Event Center, 12509 N. Market St., Bldg. D, Mead, WA 99021**

**Webinar Link: [mead354-org.zoom.us/j/87199609358](https://mead354-org.zoom.us/j/87199609358)**

**Or Call 669-900-6833 Webinar ID 871 9960 9358**

- I. PLEDGE OF ALLEGIANCE**  
(Prairie View Students – *Meredith Jaecks, Teacher*)
  
- II. APPROVAL OF AGENDA** (Action)
  
- III. APPROVAL OF MINUTES** (Action)  
Approval of the Minutes of the Board Work Session of February 24, 2023,  
Regular Board Meeting of February 27, 2023, Board Work Session of March 2, 2023 and  
Special Board Meeting of March 7, 2023
  
- IV. REMARKS FOR THE GOOD OF THE SCHOOLS - Public Comment**
  
- V. CONTINUING BUSINESS - none**
  
- VI. NEW BUSINESS**
  - A. Superintendent Selection** (Action)
  - B. Consent Agenda**  
Vouchers, Personnel Actions, Extra-Curricular and Supplemental Contracts (Action) 1
  - C. Network Firewall Contract** (Action) 2  
(Presented by: *Dave Willyard, Technology Director*)
  - D. Accept Juul Vaping Litigation Settlement** (Action) 3  
(Presented by: *Superintendent Shawn Woodward*)
  - E. Student Travel Proposal**  
Mead High School Track & Field (Girls) (Action) 4  
(Presented by: *Darren Nelson, Director Secondary Education*)
  
- VII. REPORTS**
  - A. Integrated Behavior Support Program Report**  
(Presented by: *Alicia Eckman, Brentwood Principal*)
  - B. Superintendent's Report**

**VIII. ADJOURN**

**Public Participation – Policy 1430**

The Board recognizes the value of public comment on educational issues and the importance of involving members of the public in its meetings. Therefore, the opportunity for individuals (staff, guests and/or district residents) to express an opinion is provided at the beginning of School Board meetings. Per Policy 1430 public comment should relate to agenda items. Those wishing to speak must sign-in with: name, address, phone number and topic being addressed. Sign-in must be done prior to the beginning of the meeting before the gavel has dropped. If a group wishes to speak, it is recommended they choose a spokesperson to speak on behalf of the group. The Board President will recognize each speaker and invite him/her to step up to the podium. Comment time is limited to three (3) minutes. Individuals making public comments are asked to refrain from any inappropriate behavior, including but not limited to: clapping, shouting and/or sarcastic, vulgar or disrespectful language or actions. The School Board will not respond to public comments during the meeting. The board may express regret regarding the speaker's concerns and thank them for their contribution. This allows the Board time to confer with district staff and gain valuable knowledge before determining whether or not to more fully respond to a speaker's comments.

**Individuals with disabilities who may need a modification to participate in a meeting should contact the Superintendent's office no later than three days before a regular meeting and as soon as possible in advance of a special meeting so that arrangements for the modification can be made.**



**Board Work Session Minutes  
Friday, February 24, 2023**

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The Board of Directors held a Work Session on Friday, February 24, 2023. The meeting began at 3 pm and was held at District Office. Directors Denholm, Burchard, Olson, Cannon and Gray were present.

**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. Executive Session**

At 3:02 pm President Denholm called for an Executive Session of approximately 1.5 hours to evaluate the qualifications of potential superintendent candidates.

At 4:30 pm President Denholm returned the meeting to open session. No other business was discussed and no action was taken.

**III. Adjourn**

The meeting was adjourned at 4:30 pm.

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President

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Secretary



**Minutes from the Regular Meeting of the Board of Directors  
Monday, February 27, 2023**

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The Board of Directors held a Regular Board Meeting on Monday, February 27, 2023. The meeting began at 6 pm and was held in-person at Union Event Center and virtually via a Zoom link posted on the Mead School District website. Directors Denholm, Burchard, Olson, Cannon and Gray were present. Also attending were Superintendent Shawn Woodward, Chief Financial Officer Heather Ellingson and Assistant Superintendents Heather Havens and Jared Hoadley.

**I. Pledge of Allegiance**

The meeting began with President Denholm asking all to rise for the Pledge of Allegiance.

**II. Approval of Agenda**

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

**III. Approval of Minutes**

Director Olson made a motion to approve the minutes of the Regular Board Meeting of February 13, 2023, as presented. Director Cannon seconded the motion. The motion carried unanimously.

**IV. Remarks for the Good of the Schools - Public Comment**

Noting there were no community members/individuals present who signed-up to speak on agenda topics, President Denholm first opened the floor for Mt. Spokane High School ASB student representatives to report on school activities/athletics followed by board/staff comments.

*Mt. Spokane High School Report*

A brief review of the academic, athletic, leadership and music events recently completed and upcoming at Mt. Spokane High School was presented by current (22/23) ASB President Cole McNamee and future (23/24) ASB President Stetson Gilbert. The Theatre Arts Department recently held One-Act Play auditions, as a team wrestlers finished 4<sup>th</sup> at State with three individuals making finals including Jarom Liljenquist who was the 195 lb. weight class State Champion, boys basketball is the #1 overall seed heading into the 3A State Tournament and three gymnasts placed at State. Spring Sports started on February 27<sup>th</sup> and 41 Mt. Spokane DECA students will take part in the upcoming State event. The Spring Assembly takes place on March 16<sup>th</sup> and a Blood Drive will be held after Spring Break. Senior Prom is April 29<sup>th</sup> at the Spokane Convention Center.

*Board/Staff Comments*

Director Olson congratulated the Mead High School cheer squad on their second place finish at Nationals and acknowledged the continuing success of the Mead High girls basketball team who continues their quest for a State Championship.

Director Gray also offered her congratulations to the Mead High School cheer squad noting in particular their very impressive showing that qualified them to compete on day two at Nationals - a first for Mead High School.

Director Cannon positively commented on the recent Jazz Night that featured great performances by two Mountainside and three Mt. Spokane ensembles. He additionally noted 215 students are involved in the Mountainside Middle School band program. This is a huge testimony to a successful transition and the availability of music opportunities for 6<sup>th</sup> graders who are now middle schoolers.

President Denholm, noting the resignation of Superintendent Woodward effective June 30, 2023, acknowledged and thanked him for his service to the Mead School District. The district has been honored to have him as its Superintendent for the past four years. He will be missed.

Regarding the hiring of a new superintendent, President Denholm invited Director Cannon to provide an update on that process. Information shared on behalf of the board by Director Cannon included the following:

The community was invited to provide input on the qualities, skills and qualifications they would like to see in the next Superintendent. 944 individuals responded to the survey (31% staff, 57% parents, 5% community with sliver percentages attributed to other categories - i.e., both parent & staff).

When asked to rate a number of qualifications the top three, in order of importance, were:

- Ability and willingness to work effectively with staff, students and parents
- Strong interpersonal and communication skills
- Recognizes value and affirms staff members

When asked to rate a number of skills the top three, in order of importance, were:

- Transparent
- Accountable
- Strong Listener

The community was also asked to answer open-ended questions on district strengths, issues and other thoughts the board should consider in the superintendent selection process. Response themes included the following:

### **Strengths**

- Reputation of offering a wide range of quality programs (academics, athletics, arts, ALE, etc.)
- Staff (teachers, administrators, bus drivers, para-educators, custodians, cooks, etc.)
- Parents/Community

### **Issues**

- Navigating national political challenges
- Social issues
- Distrust
- Creating unity around issues
- Budget/Upcoming Levy
- Student social-emotional challenges
- Special Education
- Safety/Security

## **Other Thoughts/Considerations**

- Understands Mead's long-standing history
- While not wanting the individual to be too insular the desire for them to consider themselves a part of the Mead community
- Present, visible and involved
- Fully invested/long-term commitment
- A centrist - Ability to work well with/unite stakeholders
- Able to make hard decisions
- A known quantity/part of the regional community
- Strong budgetarily (solid Levy and Bond knowledge)
- Able to hit the ground running and immediately add value
- Get the "right" candidate

Following this overview of survey results, Director Cannon referenced the following hiring avenues the board is considering including pros and cons for each scenario:

1. Full National Search - This option has both the potential of yielding a large pool of candidates or only a handful of candidates, and the search may or may not include individuals with the desired attributes identified from the survey. This type of search takes several weeks and if the candidate pool is not good it would be problematic from a timing standpoint to start over and have a new superintendent in place by July 1<sup>st</sup>.
2. Interim Appointment - Other school districts in the area in the recent past have gone this route. This would buy time to conduct a larger, full-scale search earlier in the next school year. However, going with this option could create a sense of uncertainty or unsettledness and hinder the district's ability to address urgent issues.
3. Direct Hire/Appointment - It has only been four years since the district conducted a full national search that resulted in the hiring of Shawn Woodward. The board could make a permanent hire from the pool of candidates who applied in 2019. These individuals have already been vetted and one of these individuals may meet much of the current qualification criteria. The district's current situation is "same enough" to inquire about candidate interest/availability and give this option consideration.

In conclusion, Director Cannon shared all options are still on the table. The board continues to explore each scenario to determine what is best for the Mead School District.

President Denholm thanked Director Cannon for this update.

### **V. Continuing Business - none**

### **VI. New Business**

#### **A. Consent Agenda**

In response to a question from Director Gray, Learning & Teaching Assistant Superintendent Heather Havens explained the Special Education Case Manager, SLP and School Psychologist stipends are a part of the recently negotiated MEA contract and are connected to the increased responsibilities for these employee groups as a result of the elimination of Educational Specialists starting in the 22/23 school year. Director Olson noted over 100 individuals received either a Case Manager, SLP or School Psychologist stipend. Director Gray also inquired about the three Program Manager stipends listed in the Consent Agenda. Ms. Havens explained each of these stipends is connected to extra managerial responsibilities associated with specific programs offered through Mead Learning Options.

Director Olson 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:**

Lisa Corning	Mead Learning Options	Cert	.2 FTE Leave Replacement teacher 22/23 school year effective 2/15/23 in addition to .3 FTE Continuing & .1 FTE Leave Replacement
Emily Bertholic	Mead Learning Options	Cert	.2 FTE Leave Replacement teacher 22/23 school year effective 2/14/23 in addition to .5 FTE Continuing
Kari Hammond	PreSchool	Cert	.2 FTE Continuing teacher in addition to .5 FTE Continuing LAP/Title & .2 FTE Leave Replacement PreSchool effective 1/30/23

**2. Hired Classified Personnel:**

Courtney Countryman	Mountainside	Class	6.15 hrs/day DLC Para Ed effective 2/1/23
Robert Mielke	Transportation	Class	4.0 hrs/day Bus Driver effective 2/7/23
Shawn Phillips	Shiloh Hills	Class	4.5 hrs/day DLC Para Ed effective 2/14/23
Abigail Phillips	Northwood	Class	3.0 hrs/day Cook III effective 2/14/23

**3. 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, **February 27, 2023**, the Board, by a unanimous vote does approve for payment the vouchers included in the above referenced list and further described as **Warrant Numbers 110152 to 110328** in the following amounts:

<u>Fund</u>	<u>Amount</u>
General Fund - AP	\$ 511,357.16
General Fund - PR	203,020.77
ASB Fund	103,180.00

**4. Approved Extra-Curricular and Supplemental Contracts.**

**5. Accepted the Following Donation:**

- \$500.00 from Mt. Spokane Wrestling Club/John Parry to Mt. Spokane Wrestling ASB Account

**6. Approved Requests for Retirement/Resignation:**

Shawn Woodward	District Office	Cert	Resignation effective 6/30/23 (Superintendent)
Cathi Sigurdson	Shiloh Hills	Cert	Retirement effective 8/31/23 (teacher)
Maddison Merrill	Prairie View	Class	Resignation effective 3/3/23 (DLC Para)

**B. Student Travel Proposal  
Mead High School Yearbook**

Director of Secondary Education Darren Nelson presented a request from Mead High School Yearbook staff (eight students), advisor Makena Busch and one additional adult chaperone to travel to San Francisco, California, April 20-23, 2023, to attend the JEA/NSPA Spring National High School Journalism Convention. This is an opportunity for students to attend sessions on various journalism and yearbook topics, take part in national competitions, bond with fellow Mead High School Yearbook students and meet professionals in the journalism/publishing community. This travel request mirrors the trip approved by the board on February 13, 2023, for Mt. Spokane Yearbook staff.

The estimated per student cost is \$568 (airfare and meals). The remaining costs associated with the trip plus all advisor/chaperone expenses will be covered by the Mead High School Yearbook ASB budget. Students will miss two days of school (Thursday, April 20<sup>th</sup> and Friday, April 21<sup>st</sup>) and Ms. Busch will need a substitute teacher for two days.

Director Gray made a motion to approve the request from Mead High School Yearbook to travel to San Francisco, California, to attend the JEA/NSPA Spring National High School Journalism Convention, April 20-23, 2023, as presented. Director Cannon seconded the motion. The motion carried unanimously.

## **VII. Reports**

### **A. Financial Report for the Month of January 2023**

Chief Financial Officer Heather Ellingson presented a brief financial report for the month of January 2023. Enrollment is seven students higher than last year at this time. Current enrollment of approximately 10,200 is lower than prior to COVID when enrollment was 10,500. Noting it does not appear the legislature will be providing any additional funds for the current school year Ms. Ellingson, as shared in earlier financial reports, noted the district's fund balance will see a decline of approximately five to six million dollars for the 22/23 budget cycle. The reduction in fund balance limits district spending options going forward. Ms. Ellingson reminded about the upcoming March 2<sup>nd</sup> Board Work Session starting at 2 pm that will focus on finances and the 23/24 budget.

Director Cannon, who had the opportunity to check out the budgeting tool Ms. Ellingson will use on March 2<sup>nd</sup> to illustrate various budget scenarios, complimented her on the excellent functionality of the tool design. He additionally noted that the possibility of the legislature removing the cap on Special Education funding looks promising. Ms. Ellingson noted the revenue increase to the district if this bill is approved would be between \$300,000 and \$500,000.

### **B. Superintendent's Report**

Superintendent Woodward shared copies of the newly-created academic scorecard for the entire school district, as well as each individual elementary school, middle school and high school. These scorecards, created by Mark St.Clair, Director of Assessment and Program Effectiveness, use an after COVID baseline and include data from last spring. The Mead School District as a whole exceeds state and national averages in all reported categories. Each September scorecards will be updated to reflect new data from the previous spring. At an upcoming board meeting Learning & Teaching will share learning goals for the next five years including strategies to reach these goals.

Superintendent Woodward asked the board to let him know of any other big picture items/categories they would like to see included in the scorecard. He additionally shared scorecards will be prepared for the Business & Operations side of the district including Business Services, Transportation, Nutrition Services, etc.

Director Cannon was very complimentary of the new scorecards and President Denholm likes that the board will have the opportunity to drill-down and understand better what is happening in schools.

## **VIII. Executive Session**

At 6:45 pm President Denholm called for an Executive Session of approximately 2.5 hours to evaluate the qualifications of potential superintendent candidates.

At 9:30 pm President Denholm returned the meeting to Open Session. No other business was discussed and no action was taken.

## **IX. Adjourn**

The meeting was adjourned at 9:30 pm.

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President

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Secretary



**Board Work Session Minutes  
Thursday, March 2, 2023**

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The Board of Directors held a Work Session on Thursday, March 2, 2023. The meeting began at 2 pm and was held at District Office. Directors Denholm, Olson, Cannon and Gray were present. Director Burchard 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 Olson made a motion to approve the agenda, as presented. Director Cannon seconded the motion. The motion carried unanimously.

**II. Mead School District Finances/Budget Presentation & Discussion**

Chief Financial Officer Heather Ellingson presented information on school district finances in general and comprehensive information on the Mead School District's budget for the current school year, 2023/2024 and beyond, specifically. A copy of the PowerPoint used in the presentation, that was designed to help guide conversation/discussion, is attached.

Information presented included the following:

- A review of the following budget planning considerations:
  - Local Tax Rate
  - LEA (Local Effort Assistance)
  - Capital Needs
  - Contractual Obligations
  - Targeted Reductions
  - Fund Balance
- A review of definitions for the following terms that are frequently used when talking about school district financing:
  - LEA (Local Effort Assistance)
  - Regionalization
  - IPD (Implicit Price Deflator) - For 2022/2023 the IPD was 5.5%. The district has contractual obligations to increase wages by the IPD annually. The state provides IPD monies per the prototypical school funding model. However, the district must cover IPD costs out of local levy funds when staffing levels, such as nurses, exceed this model. At this time the IPD is projected to be 3.8% in 23/24 and 3.8% in 24/25.
  - CPI (Consumer Price Index)
  - AV (Assessed Valuation) - The Mead School District Assessed Valuation went up 29.1% for 2023. This unprecedented increase, which is completely out of the district's control, has had a negative impact on the district's budget. Because the AV is so high, and the district is between levy election cycles, it is not possible to get the tax rate high enough to avoid some loss of LEA funding based on the state's LEA funding formula. In the current school year, the district will experience a \$1.7 million loss (approximate) in state LEA funding.
- A review of the district's current financial position (General Fund) comparing revenues, expenditures and Ending Fund Balance for the 22/23 *Adopted* budget, 22/23 budget *Forecast* and 23/24 *Preliminary* budget. Ending Fund Balance information included amounts that are non-spendable, restricted, assigned and unassigned. If targeted reductions are not made for the 23/24 school year the district's Ending Fund Balance is



projected to be \$2.1 million, which is not sufficient to cover non-spendable, restricted and assigned obligations.

- A review of the district's current Capital Projects Fund financial position. It is projected this fund will be "spent out" in the 23/24 school year. The district has "over-delivered" on all bond projects approved by voters in both 2015 and 2018. A list of projects taking place in 22/23 and planned for 23/24 was shared.
- A review of upcoming technology needs. Most critical is the \$600,000 Switch Replacement line item that supplies internet to schools. The district is considering paying for this out of the Capitol Projects Fund. The current practice and expense associated with leasing student Chromebooks versus a purchase cycle was also reviewed.
- A review of upcoming capital facility needs. This included 60+ projects ranging from minor parking lot asphalt repairs to the complete overhaul of a HVAC system.
- To help explain the "why" of the current "perfect storm" financial situation facing the district the following contributing factors were noted:
  - McCleary "fix"
  - Loss of Regionalization
  - Increased Assessed Valuation
  - Loss of LEA
  - Enrollment losses as a result of the Pandemic
  - New buildings brought online based on projected growth in enrollment by Davis Demographics
  - Ongoing Capital needs
- Notation of *externally controlled* (Assessed Valuation, legislative decisions, Regionalization, LEA calculation, State Levy) and *internally controlled* (targeted reductions, local M&O Levy, local Capital Levy) factors that impact budgetary assumptions.
- Demonstration of an interactive Excel budgeting tool that includes a host of known and/or projected budget assumptions (IPD, revenue, expenses, Assessed Value, Levy Rate, etc.) and the ability to, in particular, see how various levy rates will impact the district's Ending Fund Balance through the 2026/2027 school year.

Other items discussed and/or of note included:

- RIF (reduction in force) notices, by law, must be delivered on or before May 15<sup>th</sup>.
- A list of proposed/potential reductions, totaling over \$4 million for the 23/24 school year, will be formally shared at the first board meeting in April. (A preview was shared at this meeting.)
- Concern of "over-shooting" the upcoming levy rate.
- The problematic nature of the district asking for too little (less than \$2.50 levy rate), the community voting yes, and then cuts still needing to be made.
- Notation that the budgeting tool, as presented, includes no money for curriculum adoptions. The tool additionally only brings back \$1 million of the proposed \$4+ million in cuts that must be made in 23/24.
- Correction regarding the amount the district would receive if the cap on Special Education funding is removed by the legislature. The amount would be between \$700,000 and \$1.2 million depending on which version of the bill (House or Senate) is approved rather than the \$300,000 - \$500,000 shared at the February 27<sup>th</sup> board meeting.
- Additional revenue the district will receive as a result of the recent Juul Vaping Litigation Settlement - approximately \$140,000 in 22/23 and \$140,000 in 23/24.
- Information on the school tax rate percentage increase for four homes located in the Mead School District from 2018 to 2023.
- The levy resolution for the February 2024 election must be submitted to Spokane County by December 16, 2023. However, to provide adequate time to inform the community on the ballot measure a decision on the levy rate would need to be made prior to this deadline.

- The board will hold a second finance/budget Work Session on Thursday, March 23, 2023.

### **III. Adjourn**

The meeting was adjourned at 4:05 pm.

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**President**

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**Secretary**

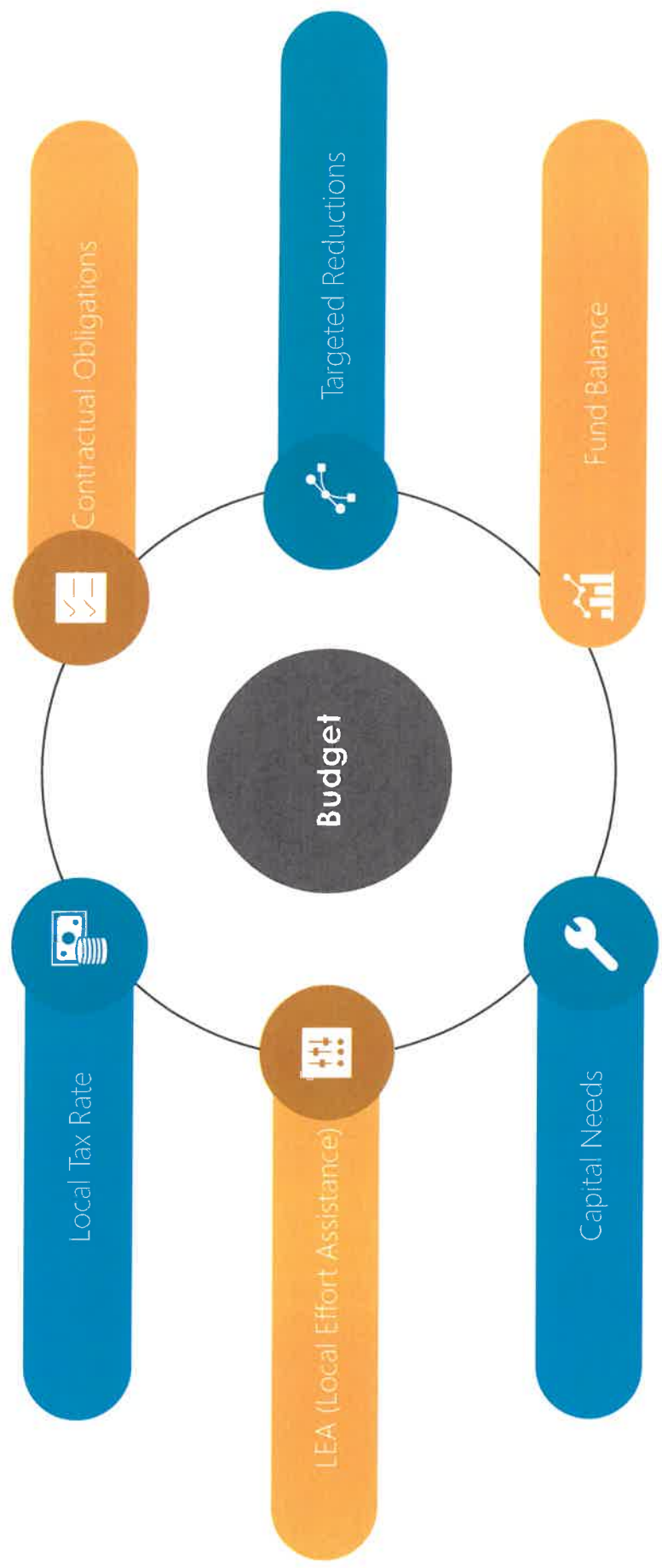


# Mead School District

## Budget Work Session

March 2, 2023

# Budget Planning



# Definitions



**LEA**  
(Local Effort Assistance)

Revenue from the state that is meant to lessen the impact of high property tax rates due to low property valuations.



**Regionalization**

A factor in the prototypical funding model to adjust the allocation based on economic factors. Decreased from 6% to 3% in the last three years. Currently being discussed in the legislature. Could be further reduced.



**IPD**  
(Implicit Price Deflator)

Inflationary adjustment to salary funding allocations. Many of our contracts have language increasing the salary schedule by IPD as a %.



**CPI**  
(Consumer Price Index)

Used in the calculation for LEA and levy limits. Based on annual average as of August for Seattle-Tacoma-Bellevue.



**AV**  
(Assessed Valuation)

Property valuations as determined by the County Assessor. Used to calculate levy rate and LEA.



# Current Financial Position

## General Fund

	2022-23 Adopted Budget	2022-23 Forecast	2023-24 Preliminary
Revenue	\$153,395,502	\$151,962,508	\$158,114,700
Expenditures	158,614,853	157,651,455	163,521,985
Net change to fund balance	(5,219,351)	(5,688,947)	(5,407,285)
Beginning Fund Balance	11,149,353	13,524,316	7,835,369
<b>Ending Fund Balance</b>	<b>5,930,002</b>	<b>7,835,369</b>	<b>2,428,084</b>
Nonspendable	587,265	368,759	368,759
Restricted	701,235	1,312,202	819,951
Assigned	3,359,130	3,527,087	1,239,374
Unassigned	1,282,372	2,627,321	0
<b>Total</b>	<b>5,930,002</b>	<b>7,835,369</b>	<b>2,110,780</b>

# Current Financial Position

## Capital Projects Fund

	2022-23 Adopted Budget	2022-23 Forecast	2023-24 Preliminary
Revenue	\$60,000	\$160,000	\$60,000
Expenditures	5,455,772	4,304,371	4,769,968
Net change to fund balance	(5,395,772)	(4,144,371)	(4,829,968)
Beginning Fund Balance	7,845,821	8,974,339	4,829,968
<b>Ending Fund Balance</b>	<b>1,915,819</b>	<b>4,829,968</b>	<b>0</b>

# Current Financial Position

## Capital Projects

Project Description	2022-23 Expenditures	2023-24 Expenditures
Mead High Science Rooms	335,654	
Mountainside Septic	31,381	
Districtwide Handicapped Improvement	20,000	763,323
HVAC Replacement Units	107,751	
HVAC Controls & Systems	387,311	1,000,000
Instructional Tech	211,837	669,293
Highland	453	
Creekside	599	
Sports/Performing Arts Complex	316,933	
Play Structure Safety Mats	5,951	
Pro-Start Kitchens	79,650	
New Flooring	274,486	
MSHS Windows	16,786	
Land Purchases	1,000,000	1,737,352
Skyline	1,515,580	
Meadow Ridge Sewer		500,000
Total	4,304,372	4,669,968



# Upcoming Capital Needs

## Technology

	2023-24	2024-25	2025-26
Server Refresh	\$150,000		
Switch Replacement	600,000		
Firewall Replacement	25,000		
Wireless Access Points		600,000	560,000
Classroom TVs		67,200	207,000
Teacher MacBook Refresh		340,000	864,000
School Office & Library Desktops		93,600	12,000
Student Chromebooks	1,675,000	750,000	750,000
<b>Total</b>	<b>2,450,000</b>	<b>1,850,800</b>	<b>2,393,000</b>

## Upcoming Capital Needs

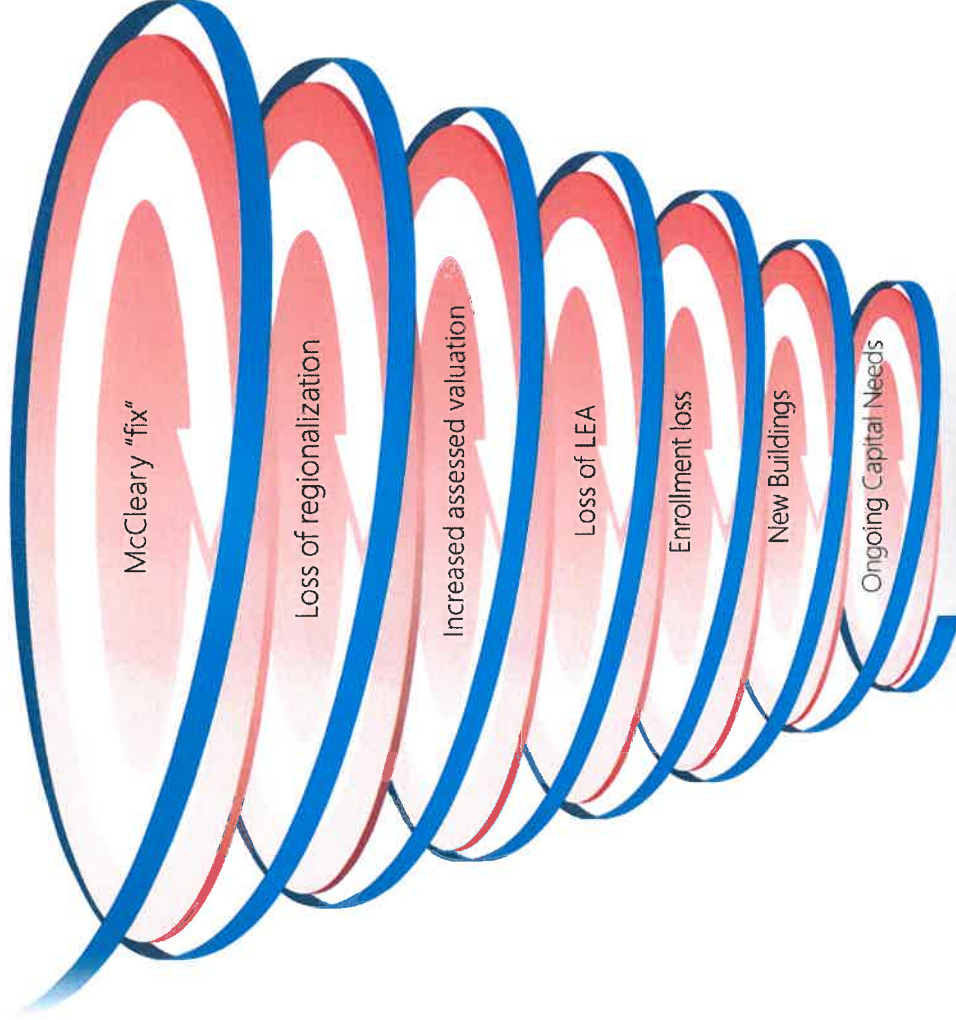
Facilities

	Fire Alarms	Chiller	HVAC	Roof Repair	Portables	Paint/Vinyl	Playground	Flooring	Asphalt/ Parking lot	Athletic Fields	Maintenance Equipment
Elementary	2	2	3	1		4	2	1	1		
Middle						1		1	1		
High	1		1			2			2	2	
MLO/DO/ PLC			1	1							
District					TBD	1		1	1		4

## Estimated 60+ Projects

Projects include everything from minor asphalt repair for parking lots to a complete overhaul of an HVAC system.

# Perfect Storm



# Budgetary Assumptions

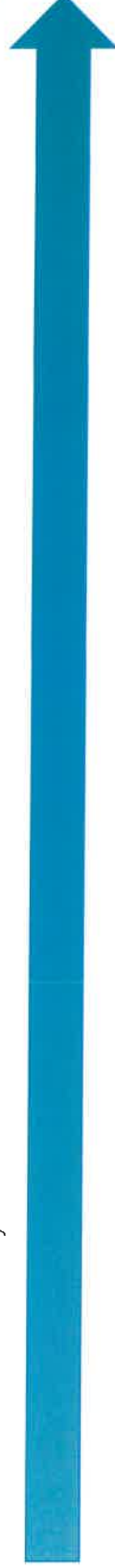
Controlled Externally

- > Assessed Valuation
- > Legislative Decisions
- > Regionalization
- > LEA Calculation
- > State Levy

- > Contractual Obligations
  - > Enrollment
  - > Staffing
  - > Cashflow

- > Targeted Reductions
  - > Local M&O Levy
  - > Local Capital Levy

Controlled Internally



# Budgetary Assumptions

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Fund Balance  
Modeling Tool



## Minutes from the Special Meeting of the Board of Directors Tuesday, March 7, 2023

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The Board of Directors held a Special Board Meeting on Tuesday, March 7, 2023. The meeting began at 6 pm and was held in-person at Union Event Center and virtually via a Zoom link posted on the Mead School District website. Directors Denholm, Burchard, Olson, Cannon and Gray were present. Also attending was Superintendent Shawn Woodward.

### **I. Pledge of Allegiance**

The meeting began with President Denholm asking all to rise for the Pledge of Allegiance.

### **II. Approval of Agenda**

Director Burchard made a motion to approve the meeting agenda, as presented. Director Gray seconded the motion. The motion carried unanimously.

### **III. Public Comment on Agenda Items**

Prior to the start of the meeting no community members/individuals signed up to make Public Comment on agenda topics.

### **IV. Superintendent Search Options**

Noting the resignation of current Superintendent Shawn Woodward, effective June 30, 2023, President Denholm, on the topic of Superintendent Search Options, invited Director Cannon to provide a current update on the process.

Director Cannon began by recapping the superintendent search timeline, to date, starting with the hiring of Shawn Woodward by the Monroe School District on January 26<sup>th</sup>. This was followed by the board meetings and community correspondence as set forth below:

- **February 2, 2023** - Board Work Session where the following three hiring options were discussed:
  - Full National Search
  - Interim Appointment
  - Direct Hire/Appointment
- **February 13, 2023** - Regular Board Meeting where in Executive Session the board evaluated the qualifications of potential superintendent candidates.
- **February 15, 2023** - Parent/staff email announcing Shawn Woodward would be leaving the district effective June 30, 2023. This correspondence included a survey link providing the opportunity for the community to give input on the qualities, skills and qualifications they would like to see in the next superintendent. The survey closed on February 23, 2023.
- **February 16, 2023** - *Mead Matters* newsletter sent to the community at-large that included the same announcement about Superintendent Woodward leaving and the survey link.
- **February 24, 2023** - Board Work Session where in Executive Session the board evaluated the qualifications of potential superintendent candidates.
- **February 27, 2023** - Regular Board Meeting where the board officially accepted the resignation of Shawn Woodward effective June 30, 2023, Director Cannon recapped survey results and highlighted the three hiring options under consideration, followed by an Executive Session where the board evaluated the qualifications of potential superintendent candidates.

In reviewing the three potential hiring options, Director Cannon noted the pros and cons of doing a Full-Scale National Search, an Interim Appointment, or going back to vetted candidates from the full-scale search done four years ago and doing a Direct Hire/Appointment from this pool. The need to not rush, but still be expeditious in the hiring process, was noted.

Following a request for a motion from President Denholm, Director Cannon, noting the other two options will remain in reserve, made a motion for the board to move forward and consider a Direct Hire/Appointment from the pool of candidates vetted in the full-scale superintendent search conducted four years ago. Director Olson seconded the motion.

Discussion included the following:

Director Burchard, who was on the board four years ago and participated in that full-scale hiring process, noted there were 15 applicants with five selected for first round interviews. This was narrowed to three quality finalists with Shawn Woodward selected for the position. Based on the number of current superintendent openings in the state, Director Burchard shared he does not believe the district would get a better slate of candidates today than it did four years ago. Therefore, he is supportive of the motion to move forward and consider a Direct Hire/Appointment from the pool of candidates vetted four years ago.

Director Olson shared he believes the process to date has been good, transparent and done the right way. He concurred with Director Burchard and is supportive of the motion on the table.

Director Cannon noted he would normally be an advocate for a full-scale search process like was done four years ago. However, considering the uniqueness of the current time frame, he made the motion to move forward and consider a Direct Hire/Appointment from the pool of candidates vetted four years ago. He additionally noted there is local precedent (West Valley and Spokane) for doing a Direct Hire/Appointment.

Director Gray believes, as elected representatives, it is the responsibility of the board to get the best candidates for the position. Therefore, she supports an open recruitment process that provides multiple opportunities for the entire community to participate. She contended the community is entitled to a more open process than is provided in the Director Hire/Appointment option.

President Denholm referenced the themes identified in the community input survey and noted candidate pools for current superintendent openings (Tumwater & Bellevue) are very weak. Many applicants do not have superintendent experience. He is supportive of the motion on the table.

At the conclusion of board discussion on the topic, President Denholm called for a vote on the motion made by Director Cannon, and seconded by Director Olson, to move forward and consider a Direct Hire/Appointment from the pool of candidates vetted in the full-scale superintendent search conducted four years ago, while keeping the other two options in reserve. The motion carried with Directors Burchard, Olson, Cannon and President Denholm voting in favor. Director Gray was opposed.

Acknowledging the awkwardness of immediately adjourning the meeting following the official vote, Director Cannon noted, as shared earlier in his timeline review, that the board has participated in numerous discussions on the search process and the qualifications of potential candidates. While respecting Director Gray's position, he noted there are instances when differences in perspective and opinion on a particular topic are present among board members.

Director Burchard noted he is comfortable after reviewing the survey results to move forward with the Direct Hire/Appointment option knowing that if a candidate is not selected the board can pursue one of the other hiring options.

**V. Adjourn**

The meeting was adjourned at 6:17 pm.

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**President**

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**Secretary**



# MEAD SCHOOL DISTRICT

Board Meeting of March 13, 2023

**New Business**

**VI.B.**

**Agenda Item: Consent Agenda**

**Background:**

The Consent Agenda contains items that are normal and customary in the operation of the school district.

**Fiscal Impact:**

The Consent Agenda items have no significant impact beyond the adopted budget. Expenditure or employment requests that exceed budget authorization should not appear as a consent item.

**Staffing Implications:**

None, other than the personnel recommendations, as presented.

**Other Considerations:**

None

**Recommendation:**

Approval of the Consent Agenda, as presented, is recommended.

**Consent Agenda**  
**Regular Board Meeting of March 13, 2023**

**1. Hire Certificated Personnel:**

Gregory Talbott	Mead High	Cert	1.0 FTE Continuing English teacher effective 2/3/23 (replaced 1.0 FTE 22/23 Leave Replacement contract)
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**2. Hire Classified Personnel:**

Sidney Martin	Evergreen	Class	6 hrs/day Para Ed effective 2/8/23
Sequola Comacho	Mead HS	Class	8 hrs/day Campus Security Officer effective 2/21/23
Sierra Hoseid	Prairie View	Class	6.25 hrs/day Para Ed effective 2/16/23
Sheri Clark	Brentwood	Class	3 hrs/day Cook II effective 2/16/23
Micah Johnson	Shiloh Hills	Class	6 hrs/day TK Para Ed effective 2/21/23

**3. Approve AP Vouchers for General Fund, Capitol Projects, Private Purpose Trust and ASB, as attached.**

**4. Approve the following “Single Source of Supply” purchase, per Policy 6220, Bid Requirements, using a combination of grant dollars and district CTE funds (price quotation attached):**

- Two Anatomage Clinical Tables

**5. Accept the following Donation:**

- \$1,500 from Pacific Life Foundation to Full-Time Elementary Gifted Program @ Farwell

**6. Approve Requests for Unpaid Leave (i.e. parenting, medical, Good of the District, etc.):**

Cassandra Hendershot	Shiloh Hills	Class	4/10/23 - 4/17/23
Valerie Gaber	Mt. Spokane	Class	2/17/23 - 3/28/23
Anna Nikulenko	Highland	Class	5/30/23 - 6/6/23
Kara Hock	Skyline	Cert	23/24 school year
Kaprina Reed	Mt. Spokane	Cert	.2 FTE 1 <sup>st</sup> Semester 23/24

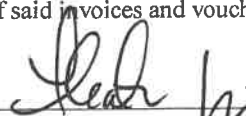
# Mead School District No. 354

Spokane County, Mead, Washington

## Affidavit covering payment of payroll and invoices for General Fund, Capital Projects Fund, Associated Student Body Fund, and Transportation Vehicle Fund

3/13/2023

THIS IS TO CERTIFY under penalty of perjury that the undersigned has examined the attached vouchers and payroll of Mead School District No. 354, Spokane, Washington, and that each of the invoices and vouchers were duly certified and have been received and checked as to price and quantity and have been duly certified by the claimant, as required by law, and that the extensions and additions of said invoices and vouchers have been checked by the Business Office of the District and were found to be correct.

  
 \_\_\_\_\_  
 Heather Ellingson, Auditing Officer

THIS IS TO CERTIFY that the warrants of the Mead School District No. 354, Spokane County, Washington, as listed below, have been allowed by the School Board of this District.

Fund Name	Vouchers (Inclusive)	Warrants (Inclusive)	Amount
<b>General Fund:</b>			
2/28/2023	PR-22	110329-110353	\$40,267.27
2/28/2023	PR-1151	110354-110374	\$1,850,234.15
2/28/2023	PR-1152&155	ACH	\$9,337,296.65
3/3/2023	AP-1156	110375-110435	\$466,742.23
3/3/2023	AP-1157	ACH	\$2,976.96
3/10/2023	AP-1160	110451-110525	\$248,297.34
3/10/2023	AP-1161	ACH	\$4,487.69
		TOTAL/General Fund:	\$11,950,302.29
<b>Capital Projects:</b>			
3/3/2023	AP-1158	110436	\$1,771.25
3/10/2023	AP-1162	110526	\$24,649.28
		TOTAL/Capital Projects:	\$26,420.53
<b>Assoc. Student Body:</b>			
3/3/2023	AP-1159	110437-110450	\$144,571.86
3/10/2023	AP-1163	110527-110563	\$48,085.36
3/10/2023	AP-1164	ACH	\$200.00
		TOTAL/ASB Fund:	\$192,857.22
<b>Trust Fund:</b>			
		TOTAL/Transportation Fund:	\$0.00
<b>TOTAL ALL FUNDS</b>			<b>\$12,169,580.04</b>

Secretary \_\_\_\_\_

Board Signature \_\_\_\_\_

Board Signature \_\_\_\_\_

Board Signature \_\_\_\_\_

Board Signature \_\_\_\_\_

Board Signature \_\_\_\_\_

**GENERAL**

**FUND**

## Mead School District No 354

### Payee Listing

Fiscal Year: 2022-2023

**Criteria:**

**Bank Account:** SPOKANE COUNTY TREASURER  
153607390207

**Voucher:** 1156

**Starting Check Number:** 110375

Check #	Date	Payee	Amount
110375	03/03/2023	A2Z INTERPRETING, LLC	\$136.55
110376	03/03/2023	ACADEMICS ARE COOL	\$275.00
110377	03/03/2023	ACCESS INFORMATION PROTECTED	\$24.75
110378	03/03/2023	ACE HARDWARE	\$26.05
110379	03/03/2023	ADVANCED FIRE SYSTEMS INC	\$4,159.44
110380	03/03/2023	ADVANCED PAGING & COMMUNICATIONS INC	\$1,004.71
110381	03/03/2023	AI-MEDIA TECHNOLOGIES LLC	\$3,033.00
110382	03/03/2023	ALPHA OMEGA TOURS & CHARTERS	\$16,467.62
110383	03/03/2023	AMAZON	\$587.50
110384	03/03/2023	AMERIGAS PROPANE LP	\$627.92
110385	03/03/2023	ANATEK LABS INC	\$1,208.00
110386	03/03/2023	ASSOCIATION FOR LEARNING ENVIRONMENTS	\$260.00
110387	03/03/2023	AVISTA UTILITIES	\$203,521.84
110388	03/03/2023	BALDWIN SIGN COMPANY	\$523.26
110389	03/03/2023	BARGREEN ELLINGSON INC	\$380.40
110390	03/03/2023	BRYSON SALES & SERVICE OF WASHINGTON	\$1,282.70
110391	03/03/2023	CAPSTONE	\$13,987.11
110392	03/03/2023	CARRELL, ERIN	\$25.70
110393	03/03/2023	EVCO SOUND & ELECTRONICS	\$260.71
110394	03/03/2023	FISHER'S TECHNOLOGY	\$9,261.13
110395	03/03/2023	FOLLETT SCHOOL SOLUTIONS INC	\$1,910.06
110396	03/03/2023	GSL DISTRICT #8 SCHOOLS	\$14,785.00
110397	03/03/2023	HENRY SCHEIN INC	\$1,198.53
110398	03/03/2023	HOLIDAY INN - TACOMA	\$5,377.32
110399	03/03/2023	HOME DEPOT CREDIT SERVICES	\$287.38
110400	03/03/2023	HOME DEPOT PRO	\$144.41
110401	03/03/2023	IML SECURITY SUPPLY	\$337.73
110402	03/03/2023	JW PEPPER	\$245.81
110403	03/03/2023	KCDA	\$2,456.24
110404	03/03/2023	KIILEHUA, BARRY	\$17.00
110405	03/03/2023	LAWSON PRODUCTS INC	\$821.76
110406	03/03/2023	M & L SUPPLY	\$521.91
110407	03/03/2023	MARENEM INC	\$479.60
110408	03/03/2023	MARRIOTT COURTYARD - KIRKLAND	\$4,392.03
110409	03/03/2023	MEAD REVOLVING FUND	\$2,732.94
110410	03/03/2023	MIDKIFF, MARIA	\$10.90
110411	03/03/2023	NAPA AUTO PARTS	\$2,848.73
110412	03/03/2023	NATIONAL COLOR GRAPHICS, INC	\$541.73

# Mead School District No 354

## Payee Listing

Fiscal Year: 2022-2023

**Criteria:**

**Bank Account:** SPOKANE COUNTY TREASURER  
153607390207

**Voucher:** 1156

**Starting Check Number:** 110375

Check #	Date	Payee	Amount
110413	03/03/2023	NORTH 40 OUTFITTERS	\$170.38
110414	03/03/2023	NORTHWEST BUSINESS STAMP	\$34.50
110415	03/03/2023	NORTHWEST DISTRIBUTION	\$9,376.22
110416	03/03/2023	OTIS ELEVATOR	\$2,615.98
110417	03/03/2023	PARENT INSTITUTE, THE	\$539.10
110418	03/03/2023	PETROCARD SYSTEMS INC	\$38,708.70
110419	03/03/2023	PROVIDENCE HEALTH CARE FOUNDATION	\$55.00
110420	03/03/2023	PURE FILTRATION PRODUCTS INC	\$3,435.71
110421	03/03/2023	RAINBOW RESOURCES	\$777.08
110422	03/03/2023	ROSEWOOD POST OFFICE	\$10,000.00
110423	03/03/2023	RWC INTERNATIONAL	\$737.01
110424	03/03/2023	SHERWIN WILLIAMS	\$235.09
110425	03/03/2023	SPOKANE CO WATER DIST 3	\$2,407.11
110426	03/03/2023	STONEWAY ELECTRIC	\$485.30
110427	03/03/2023	TEACHING TEXTBOOKS INC	\$223.80
110428	03/03/2023	TERRY'S DAIRY INC	\$14,023.46
110429	03/03/2023	US FOODS INC	\$72,617.08
110430	03/03/2023	US LINEN & UNIFORM INC	\$151.68
110431	03/03/2023	WASA	\$1,489.00
110432	03/03/2023	WASBO	\$2,780.00
110433	03/03/2023	WASHINGTON FCCLA	\$2,605.00
110434	03/03/2023	WELLS FARGO FINANCIAL LEASING INC	\$5,749.13
110435	03/03/2023	WESTERN EQUIPMENT	\$1,363.43
Total Amount:			\$466,742.23

End of Report

# Mead School District No 354

## Voucher Supplement Account Summary

Fiscal Year: 2022-2023

Voucher Batch Number: 1157

03/03/2023

Vendor Remit Name	Vendor #	Account	Description	Amount
Barrington, John O				
Bigelow, Troy		1.1.530.0128.28.8582.28.28.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$119.87
			Vendor Total:	\$119.87
Comito, Christian Andrew		1.0.530.9900.52.8582.09.36.000.0000	TRAVEL-OUT OF DISTRICT	\$53.00
			Vendor Total:	\$53.00
Cornwell, Staci Ann		1.1.530.0128.28.8582.28.28.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$161.00
			Vendor Total:	\$161.00
Fry, Jacob Christian		1.0.530.0100.26.8581.01.08.000.0000	TRAVEL-IN DISTRICT	\$19.52
			Vendor Total:	\$19.52
Gilbert, Donald L		1.1.530.0128.28.8582.27.27.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$161.00
			Vendor Total:	\$161.00
Gustafson, Ivan Carl		1.0.530.9700.63.8581.07.35.000.0000	TRAVEL-IN DISTRICT	\$499.96
			Vendor Total:	\$499.96
Hardin, Derek Z		1.1.530.0128.28.8582.28.28.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$26.00
			Vendor Total:	\$26.00
Hughes, Travis W		1.1.530.0128.28.8582.28.28.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$161.00
			Vendor Total:	\$161.00
Jordan, Lucas Daniel		1.1.530.0128.28.8582.27.27.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$161.00
			Vendor Total:	\$161.00
		1.1.530.0128.28.8582.28.28.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$26.00
			Vendor Total:	\$26.00

# Mead School District No 354

## Voucher Supplement Account Summary

Voucher Batch Number: 1157      03/03/2023

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
Mancuso, Pembroke Wood			Vendor Total:	\$26.00
		1.1.530.0128.28.8582.27.27.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$161.00
			Vendor Total:	\$161.00
McLean, Philip A			Vendor Total:	\$161.00
		1.1.530.0128.28.8582.28.28.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$161.00
			Vendor Total:	\$161.00
McLean, Tyler James			Vendor Total:	\$161.00
		1.1.530.0128.28.8582.28.28.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$161.00
			Vendor Total:	\$161.00
Murphy, Cheyeanne S			Vendor Total:	\$161.00
		1.0.530.9700.63.8581.07.35.000.0000	TRAVEL-IN DISTRICT	\$60.26
			Vendor Total:	\$60.26
Paul, Larry G			Vendor Total:	\$53.00
		1.0.530.9900.52.8582.09.36.000.0000	TRAVEL-OUT OF DISTRICT	\$53.00
			Vendor Total:	\$53.00
Renner, Robert E			Vendor Total:	\$161.00
		1.1.530.0128.28.8582.27.27.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$161.00
			Vendor Total:	\$161.00
Schade, Frankie Paige			Vendor Total:	\$12.45
		1.0.530.0100.27.8581.26.03.000.0000	TRAVEL-IN DISTRICT	\$12.45
			Vendor Total:	\$12.45
Slatter, Todd Jacob			Vendor Total:	\$161.00
		1.1.530.0128.28.8582.27.27.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$161.00
			Vendor Total:	\$161.00
Smith, Bryan			Vendor Total:	\$161.00
		1.1.530.0128.28.8582.28.28.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$161.00
			Vendor Total:	\$161.00
Smith, Sydney Lee			Vendor Total:	\$161.00



# Mead School District No 354

## Voucher Supplement Account Summary

Fiscal Year: 2022-2023

Voucher Batch Number: 1157

03/03/2023

Vendor Remit Name	Vendor #	Account	Description	Amount
St Clair, Mark E		1.0.530.9700.13.8581.01.03.000.0000	TRAVEL-IN DISTRICT	\$54.50
			Vendor Total:	\$54.50
Sundheim, Logan Braithin		1.0.530.0100.21.8581.01.05.000.0000	TRAVEL-IN DISTRICT	\$68.52
			Vendor Total:	\$68.52
Whezze, Mitchell		1.1.530.0128.28.8582.27.27.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$161.00
			Vendor Total:	\$161.00
Wurst, Danette K		1.1.530.0128.28.8582.28.28.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$161.00
			Vendor Total:	\$161.00
			Vendor Total:	\$51.88
			Grand Total:	\$2,976.96

End of Report

## Mead School District No 354

### Payee Listing

Fiscal Year: 2022-2023

**Criteria:**

**Bank Account:** SPOKANE COUNTY TREASURER  
153607390207

**Voucher:** 1160

**Starting Check Number:** 110451

Check #	Date	Payee	Amount
110451	03/10/2023	A2Z INTERPRETING, LLC	\$1,526.18
110452	03/10/2023	AI-MEDIA TECHNOLOGIES LLC	\$674.00
110453	03/10/2023	ALLEN, LAURA	\$20.00
110454	03/10/2023	ALPHA OMEGA TOURS & CHARTERS	\$4,291.00
110455	03/10/2023	AMAZON	\$469.82
110456	03/10/2023	AMERIGAS PROPANE LP	\$852.03
110457	03/10/2023	ANGUS MEAT INC	\$2,149.30
110458	03/10/2023	BARGREEN ELLINGSON INC	\$10,688.68
110459	03/10/2023	BROWN, ANDREA	\$45.00
110460	03/10/2023	BSN SPORTS	\$117.17
110461	03/10/2023	CENTURY LINK - SEATTLE	\$14.14
110462	03/10/2023	CHARLIE'S PRODUCE	\$620.45
110463	03/10/2023	CITY OF SPOKANE - UTILITIES DIVISION	\$4,697.83
110464	03/10/2023	CURALINC, LLC	\$5,124.00
110465	03/10/2023	CUSTOM STRINGS	\$166.62
110466	03/10/2023	ESD 101	\$8,309.77
110467	03/10/2023	EXPLORELEARNING	\$7,056.77
110468	03/10/2023	FIRST CHOICE SERVICES	\$69.76
110469	03/10/2023	FIRST IMPRESSIONS	\$161.32
110470	03/10/2023	FISHER'S TECHNOLOGY	\$3,835.52
110471	03/10/2023	FLUID APPLIED ROOFING	\$1,056.33
110472	03/10/2023	FOLLETT SCHOOL SOLUTIONS INC	\$192.56
110473	03/10/2023	FORTNET	\$13,607.06
110474	03/10/2023	FRANKLIN PARK URGENT CARE CENTER	\$160.00
110475	03/10/2023	Gates, Jennifer Louise	\$4,255.68
110476	03/10/2023	GRAYBAR ELECTRIC CO INC	\$3.55
110477	03/10/2023	GREATAMERICA FINANCIAL SERVICES	\$740.11
110478	03/10/2023	HENRY SCHEIN INC	\$1,457.67
110479	03/10/2023	HOMBEL, TONY	\$676.24
110480	03/10/2023	HOME DEPOT CREDIT SERVICES	\$88.72
110481	03/10/2023	HOME DEPOT PRO	\$3,724.03
110482	03/10/2023	HOPSKIPDRIVE INC	\$4,082.41
110483	03/10/2023	HORIZON AUTOMATIC RAIN COMPANY DBA	\$1,016.44
110484	03/10/2023	JOHNSON, KIMMERLY	\$209.60
110485	03/10/2023	JOHNSTONE SUPPLY	\$38.44
110486	03/10/2023	JOLLY, FAITHE	\$19.00
110487	03/10/2023	KCDA	\$214.86
110488	03/10/2023	KENWORTH SALES SPOKANE	\$10,393.26

## Mead School District No 354

### Payee Listing

Fiscal Year: 2022-2023

Criteria:

Bank Account: SPOKANE COUNTY TREASURER  
153607390207

Voucher: 1160

Starting Check Number: 110451

Check #	Date	Payee	Amount
110489	03/10/2023	LANGUAGE LINE SERVICES INC	\$26.96
110490	03/10/2023	LAWSON PRODUCTS INC	\$273.00
110491	03/10/2023	LINC FOODS	\$1,092.00
110492	03/10/2023	NAPA AUTO PARTS	\$452.55
110493	03/10/2023	NATIONAL COLOR GRAPHICS, INC	\$106.82
110494	03/10/2023	NORTH 40 OUTFITTERS	\$53.79
110495	03/10/2023	OSPI	\$2,760.70
110496	03/10/2023	OTIS ELEVATOR	\$5,237.40
110497	03/10/2023	OXARC	\$7.30
110498	03/10/2023	PAPE MACHINERY	\$655.36
110499	03/10/2023	PETROCARD SYSTEMS INC	\$23,075.27
110500	03/10/2023	PICKA TIME	\$435.00
110501	03/10/2023	POSTMASTER	\$290.00
110502	03/10/2023	PPC SOLUTIONS, INC	\$245.00
110503	03/10/2023	PRO ED INC	\$448.43
110504	03/10/2023	PROVDIENCE HEALTH AND SERVICES WA	\$1,440.00
110505	03/10/2023	RYDIN SIGN & DECAL	\$1,016.71
110506	03/10/2023	SCHOOLS INSURANCE ASSOC OF WA	\$2,500.00
110507	03/10/2023	SPOKANE CO ENVIRONMENTAL SERVICES	\$3,229.84
110508	03/10/2023	SPOKANE CO SOLID WASTE	\$209.00
110509	03/10/2023	SPOKANE TESTING SOLUTIONS	\$540.00
110510	03/10/2023	STONEWAY ELECTRIC	\$223.15
110511	03/10/2023	SUNSHINE DISPOSAL & RECYCLING	\$3,587.85
110512	03/10/2023	TERRY'S DAIRY INC	\$12,618.41
110513	03/10/2023	TPC HOLDING INC	\$4,131.26
110514	03/10/2023	UNITED DATA SECURITY INC	\$105.00
110515	03/10/2023	US FOODS INC	\$49,711.03
110516	03/10/2023	US LINEN & UNIFORM INC	\$3,864.64
110517	03/10/2023	VERIZON..	\$523.07
110518	03/10/2023	WAMOA REGION 1	\$400.00
110519	03/10/2023	WASBO	\$1,650.00
110520	03/10/2023	WASTE MANAGEMENT OF SPOKANE	\$21,838.24
110521	03/10/2023	WCP SOLUTIONS	\$3,477.78
110522	03/10/2023	WHITWORTH WATER DIST 2	\$1,126.50
110523	03/10/2023	YOUNG, SHENEA	\$1,592.34
110524	03/10/2023	ZAYO ENTERPRISE NETWORKS	\$6,514.59
110525	03/10/2023	ZIGGY'S	\$13.03
Total Amount:			\$248,297.34

# Mead School District No 354

## Voucher Supplement Account Summary

Fiscal Year: 2022-2023

Voucher Batch Number: 1161

03/10/2023

Vendor Remit Name	Vendor #	Account	Description	Amount
Amstrong, Kalin K				
Balcheva, Petronia A		1.0.530.2133.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$15.59
			Vendor Total:	\$15.59
Beeman, Deann C		1.0.530.0100.27.8581.01.05.000.0000	TRAVEL-IN DISTRICT	\$25.55
			Vendor Total:	\$25.55
Bigelow, Rebecca Jean		1.0.530.2133.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$66.75
			Vendor Total:	\$66.75
Bjerkstrand, Hanna		1.0.530.2133.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$23.85
			Vendor Total:	\$23.85
Breitenbach, Karen T		1.1.530.0128.28.8582.28.28.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$168.00
			Vendor Total:	\$168.00
Delgadillo, Ana Maria		1.0.530.2133.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$46.77
			Vendor Total:	\$46.77
Deubel, Patrick A		1.0.530.2102.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$28.30
			Vendor Total:	\$28.30
Elkins, Kimberly		1.1.530.0128.28.8582.28.28.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$26.00
			Vendor Total:	\$26.00
Englehart, Vanessa Rivera		1.0.530.9800.41.8581.07.07.000.0000	TRAVEL-IN DISTRICT	\$144.17
			Vendor Total:	\$144.17
		1.0.530.2102.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$17.56

# Mead School District No 354

## Voucher Supplement Account Summary

Fiscal Year: 2022-2023

Voucher Batch Number: 1161

03/10/2023

Vendor Remit Name	Vendor #	Account	Description	Amount
Finch, Mary Ellen Robeson		1.0.530.9800.41.8581.07.07.000.0000	TRAVEL-IN DISTRICT	\$17.56
			Vendor Total:	\$77.82
Gunther, Tanya M		1.0.530.0100.27.8581.01.05.000.0000	TRAVEL-IN DISTRICT	\$77.82
			Vendor Total:	\$12.51
Hancock, Maud Robin		1.0.530.0100.27.8581.01.05.000.0000	TRAVEL-IN DISTRICT	\$12.51
			Vendor Total:	\$44.94
Hennessy, Karl J		1.0.530.0100.27.8581.01.05.000.0000	TRAVEL-IN DISTRICT	\$44.94
			Vendor Total:	\$28.23
Hoffman, Coretta		1.0.530.0128.28.0750.28.03.000.0000	MOTOR POOL DEBIT TRANSFER	\$28.23
			Vendor Total:	\$106.00
Jaecks, Meredith Madeline		1.0.530.2109.27.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$106.00
			Vendor Total:	\$88.89
Jordan, Kathryn A		1.0.530.0100.27.8581.01.05.000.0000	TRAVEL-IN DISTRICT	\$88.89
			Vendor Total:	\$121.96
Karr, Steven Michael		1.1.530.0128.28.8582.28.28.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$121.96
			Vendor Total:	\$26.00
Knutson, Olivia Stonewall		1.0.530.2101.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$26.00
			Vendor Total:	\$23.58
Lehrman, Jennifer True			TRAVEL-IN DISTRICT	\$23.58
			Vendor Total:	\$23.58

# Mead School District No 354

## Voucher Supplement Account Summary

Fiscal Year: 2022-2023

Voucher Batch Number: 1161

03/10/2023

Vendor Remit Name	Vendor #	Account	Description	Amount
Madel, Susan S		1.0.530.2133.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$69.30
			Vendor Total:	\$69.30
Marquardt, Lance Lee		1.0.530.9800.41.8581.07.07.000.0000	TRAVEL-IN DISTRICT	\$9.44
			Vendor Total:	\$9.44
McCarville, Jane		1.0.605.0000.00.0000.00.00.000.0000	UNDESIGNATED	\$1,107.51
			Vendor Total:	\$1,107.51
O'Donnal, Charmaine Coleman		1.0.530.0100.27.8581.01.05.000.0000	TRAVEL-IN DISTRICT	\$59.87
			Vendor Total:	\$59.87
Oswalt, Mark Philo		1.0.530.2100.27.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$65.96
			Vendor Total:	\$65.96
Overhauser, Johanna Marie		1.0.530.9800.41.8581.07.07.000.0000	TRAVEL-IN DISTRICT	\$39.50
			Vendor Total:	\$39.50
Palpant, Kristen A		1.0.530.2133.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$42.78
			Vendor Total:	\$42.78
Pelkie, Richard Thomas		1.0.530.0129.26.8581.01.08.000.0000	TRAVEL-IN DISTRICT	\$13.24
			Vendor Total:	\$13.24
Pfannenstiel-Wilner, Mary Lou		1.1.530.0128.28.0750.28.03.000.0000	MOTOR POOL DEBIT TRANSFER	\$677.02
			Vendor Total:	\$677.02
		1.0.530.2130.27.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$48.67
			Vendor Total:	\$48.67

# Mead School District No 354

## Voucher Supplement Account Summary

Fiscal Year: 2022-2023

Voucher Batch Number: 1161

03/10/2023

Vendor Remit Name	Vendor #	Account	Description	Amount
Schafer, Joseph Harold				
Schlosser, Jenna Marrie		1.0.530.2102.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$161.40
			Vendor Total:	\$161.40
Shoop-Swanson, Karen Jo		1.1.530.0128.28.8582.28.28.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$168.00
			Vendor Total:	\$168.00
Speer, Jolena		1.0.530.2107.27.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$218.97
			Vendor Total:	\$218.97
Strate, Carolyn Ann		1.0.530.0100.26.7810.01.08.000.0000	MEMBERSHIP DUES AND FEES	\$135.00
		1.0.530.0129.26.8581.01.08.000.0000	TRAVEL-IN DISTRICT	\$45.07
			Vendor Total:	\$180.07
Thomas, Gordon Jared		1.0.530.2133.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$66.09
			Vendor Total:	\$66.09
Thomas, Lori A		1.0.530.2100.27.8582.01.09.000.0000	TRAVEL-OUT OF DISTRICT	\$15.10
			Vendor Total:	\$15.10
Tuttle, Gary Lynn		1.0.530.2100.27.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$119.74
			Vendor Total:	\$119.74
Vahlstrom, Maria Thereza		1.0.530.9900.52.7340.09.36.000.0000	DRIVER PHYSICALS	\$209.00
			Vendor Total:	\$209.00
Wiemers, Russell Lloyd		1.0.530.0100.27.8581.01.05.000.0000	TRAVEL-IN DISTRICT	\$26.73
			Vendor Total:	\$26.73

# Mead School District No 354

## Voucher Supplement Account Summary

Fiscal Year: 2022-2023

Voucher Batch Number: 1161

03/10/2023

Vendor Remit Name	Vendor #	Account	Description	Amount
Wurst, Danette K		1.0.530.2109.27.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$22.21
			Vendor Total:	\$22.21
Yates, Jessica Hunter		1.0.530.2133.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$41.60
			Vendor Total:	\$41.60
		1.0.530.2101.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$33.02
			Vendor Total:	\$33.02
			Grand Total:	\$4,487.69

End of Report



**CAPITAL  
PROJECTS  
FUND**

# Mead School District No 354

## Payee Listing

Fiscal Year: 2022-2023

**Criteria:**

**Bank Account:** SPOKANE COUNTY TREASURER  
153607390207

**Voucher:** 1158

**Starting Check Number:** 110436

Check #	Date	Payee	Amount
110436	03/03/2023	CIRRUS DESIGNS INC	\$1,771.25
Total Amount:			\$1,771.25

End of Report

**Mead School District No 354**

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**Payee Listing**

Fiscal Year: 2022-2023

**Criteria:**

**Bank Account:** SPOKANE COUNTY TREASURER  
153607390207

**Voucher:** 1162

**Starting Check Number:** 110526

Check #	Date	Payee	Amount
110526	03/10/2023	MEAD SCHOOL DISTRICT	\$24,649.28
<b>Total Amount:</b>			<u>\$24,649.28</u>

**End of Report**

# ASB FUND

1

# Mead School District No 354

## Payee Listing

Fiscal Year: 2022-2023

**Criteria:**

**Bank Account:** SPOKANE COUNTY TREASURER  
153607390207

**Voucher:** 1159

**Starting Check Number:** 110437

Check #	Date	Payee	Amount
110437	03/03/2023	ALPHA OMEGA TOURS & CHARTERS	\$2,235.00
110438	03/03/2023	AWARDMASTERS	\$325.61
110439	03/03/2023	CLOUD 9 SPORTS	\$1,566.69
110440	03/03/2023	EWU ATHLETICS	\$420.00
110441	03/03/2023	GSL DISTRICT #8 SCHOOLS	\$547.00
110442	03/03/2023	IGNITE2UNITE LLC	\$3,000.00
110443	03/03/2023	KCDA	\$1,236.85
110444	03/03/2023	MEAD REVOLVING FUND	\$150.00
110445	03/03/2023	MEAD SCHOOL DISTRICT	\$30.00
110446	03/03/2023	MEAD SCHOOL DISTRICT FACILITIES	\$110.00
110447	03/03/2023	MOMENTUM INC	\$1,156.35
110448	03/03/2023	SIGNS FOR SUCCESS	\$904.77
110449	03/03/2023	TROPHIES UNLIMITED	\$279.59
110450	03/03/2023	WORLDSTRIDES HERITAGE PERFORMANCE PROG	\$132,610.00
<b>Total Amount:</b>			<b>\$144,571.86</b>

End of Report

## Mead School District No 354

### Payee Listing

Fiscal Year: 2022-2023

**Criteria:**

**Bank Account:** SPOKANE COUNTY TREASURER  
153607390207

**Voucher:** 1163

**Starting Check Number:** 110527

Check #	Date	Payee	Amount
110527	03/10/2023	ALMQUIST, ALLAN	\$100.00
110528	03/10/2023	BLAKE, GINGER	\$100.00
110529	03/10/2023	BROWN, ANDREA	\$50.00
110530	03/10/2023	COLUMBIA RIVER HIGH SCHOOL	\$200.00
110531	03/10/2023	CRAFT, JASON	\$100.00
110532	03/10/2023	DREEWES, JEFF	\$100.00
110533	03/10/2023	ELITE ATHLETE SALES LLC	\$894.00
110534	03/10/2023	HAMILTON, KENNETH	\$100.00
110535	03/10/2023	JANSEN, CORY	\$100.00
110536	03/10/2023	JARVIS, BEVERLY	\$100.00
110537	03/10/2023	JENSEN, MARY	\$110.00
110538	03/10/2023	JIM SHRIVER CUP	\$750.00
110539	03/10/2023	K-L MFG CO INC	\$827.04
110540	03/10/2023	MAGEE, JODI	\$100.00
110541	03/10/2023	MEAD SCHOOL DISTRICT FACILITIES	\$110.00
110542	03/10/2023	MELIN, TRICIA	\$100.00
110543	03/10/2023	MGTEAMS LLC	\$450.00
110544	03/10/2023	MOMENTUM INC	\$944.79
110545	03/10/2023	MORAN, NICOLE	\$100.00
110546	03/10/2023	NORTH CENTRAL HIGH SCHOOL	\$61.00
110547	03/10/2023	NORTHWESTERN STAGE LINES	\$5,934.00
110548	03/10/2023	PEPSI COLA BOTTLING CO	\$1,096.30
110549	03/10/2023	PHILLIPS, SCOTT	\$100.00
110550	03/10/2023	POLLOCK, ERICA	\$100.00
110551	03/10/2023	RICHARDSON, KYRA	\$100.00
110552	03/10/2023	RIDDELL	\$57.61
110553	03/10/2023	ROUNDS, KATHLEEN	\$100.00
110554	03/10/2023	SCHAEFER, ANDI	\$100.00
110555	03/10/2023	SHADLE PARK HIGH SCHOOL	\$28.00
110556	03/10/2023	SHAW, THOMAS	\$100.00
110557	03/10/2023	SIGNS FOR SUCCESS	\$95.55
110558	03/10/2023	TROPHIES UNLIMITED	\$439.82
110559	03/10/2023	WA HOSA	\$1,330.00
110560	03/10/2023	WASHINGTON OFFICIALS ASSOCIATION	\$4,580.25
110561	03/10/2023	WOODLAND, DEBBIE	\$100.00
110562	03/10/2023	WORLDSTRIDES HERITAGE PERFORMANCE PROG	\$28,302.00
110563	03/10/2023	WSFA	\$125.00
<b>Total Amount:</b>			<b>\$48,085.36</b>

# Mead School District No 354

## Voucher Supplement Account Summary

Fiscal Year: 2022-2023

Voucher Batch Number: 1164

03/10/2023

Vendor Remit Name	Vendor #	Account	Description	Amount
Le, Sharla Lorraine		4.0.960.3120.00.0000.27.00.000.0000	BAND	\$200.00

Vendor Total: \$200.00

Grand Total: \$200.00

End of Report

# Anatomage

## Price Quotation

Anatomage Inc.  
3350 Thomas Rd, Ste 150  
Santa Clara, CA 95054  
[www.anatomage.com](http://www.anatomage.com)  
[info@anatomage.com](mailto:info@anatomage.com)  
(408) 885-1474 Phone  
(408) 531-6424 Fax

Prepared By Chad Parke  
Phone (425) 236-0065  
Email [chad.parke@anatomage.com](mailto:chad.parke@anatomage.com)

Created Date 3/1/2023  
Expiration Date 5/29/2023  
Quote Number 2023-10980

Contact Name Mark St. Clair  
Phone 509-465-6005  
Email [mark.stclair@mead354.org](mailto:mark.stclair@mead354.org)

Bill To Name Mead School District  
Bill To 2323 E Farwell Rd  
Mead, Washington 99021  
United States

Ship To Name Mead School District  
Ship To 2323 E Farwell Rd  
Mead, Washington 99021  
United States

Product	Line Item Description	Sales Price	Quantity	Total Price
Anatomage Table Clinical		\$59,500.00	2.00	\$119,000.00
1st Year Warranty, Software Upgrade, Tech Support	Included w/ Table Clinical	\$0.00	2.00	\$0.00
Crate - Clinical/Alpha/Vet		\$725.00	2.00	\$1,450.00
Online Training	Included w/ Table Clinical	\$0.00	2.00	\$0.00
Multi Unit Discount	WCTSMA Clinical Table Membership Discount	(\$2,000.00)	2.00	(\$4,000.00)
Discount	One Time Budgetary Discount	(\$1,000.00)	1.00	(\$1,000.00)

Total Price \$115,450.00  
Tax \$10,275.05  
Shipping and Handling \$3,000.00  
Grand Total \$128,725.05

Country of Origin: United States  
Place of Manufacture: San Jose, CA  
Price does not include taxes and duties associated with importation of the product, which must be paid by Consignee  
Quote is only valid in USD

### Acceptance

Signature \_\_\_\_\_ Date \_\_\_\_\_



## **MEAD SCHOOL DISTRICT**

Board Meeting of March 13, 2023  
New Business

**VI.C.**

**Agenda Item:**                    **Network Firewall Contract**

**Background:**                    The Technology Department sent out a Request for Proposal for pricing on firewall replacement equipment district wide.

Three firms (Ednetics, Zivaro and 11:11 Systems) submitted proposals. 11:11 Systems was the selected vendor scoring 96 out of 100 on the seven bid factors. A recap of the bid scoring is attached.

The cost for the firewall equipment, including tax, totals \$50,568.80. This equipment is eligible for Federal E-Rate funding in the amount of approximately \$7,400.00. Therefore, if Federal E-Rate funding is awarded to the district the amount of money necessary for this purchase is approximately \$43,000.00.

**Fiscal Impact:**                    The overall cost for the firewall equipment totals \$50,568.00 and will be reduced to approximately \$43,000.00 if awarded Category Two E-Rate funding. E-Rate funding will be applied for once the project receives school board approval.

**Recommendation:**                    Approval from the Board of Directors to sign a contract with 11:11 Systems to purchase firewall equipment supporting all schools district wide is recommended.

**Attachment:**                    Bid Recap

**Network Firewall Equipment**  
**District Wide**  
**7/1/2023 - 6/30/2024**  
**Category 2**

Factor	Weight	Ednetics	Zivaro
Price for Equipment & Services	30	24	20
Required Licenses, SPIN, DUNS, etc.	15	15	15
Vendor Certifications & Experience	15	15	15
Quality of the RFP Response	10	10	9
Specific Experience with Mead School District	10	10	5
Pricing of Ineligible Equipment & Services	10	10	10
References	<u>10</u>	<u>10</u>	<u>6</u>
	<u>100</u>	<u>94</u>	<u>80</u>
Total Equipment Costs (1 Year Option)		\$51,571.53	\$ 56,579.33
Taxes		\$4,589.85	\$11,162.88
Total Costs		\$56,161.38	\$ 67,742.21
E-Rate Reimbursement Estimation			\$7,400.00

**NOTE: CompuNet is the selected vendor  
Category 2 E-Rate Funding**

# MEAD SCHOOL DISTRICT

Board Meeting of March 13, 2023

**New Business**

**VI.D.**

**Agenda Item:**

## **Accept Juul Vaping Litigation Settlement**

**Background:**

Using his administrative authority Superintendent Woodward, on behalf of the Mead School District, and working with the Stevens Clay law firm, joined a vaping lawsuit against Juul and Altria, the successor to Philip Morris. A settlement has been reached in this lawsuit.

For the district to receive its financial share from the lawsuit the school board must formally accept the Juul Vaping Litigation Settlement. The settlement (approximately \$280,000 for Mead less legal fees) will be paid out 50% in the 22/23 school year and 50% in the 23/24 school year.

**Recommendation:**

Board acceptance of the Juul Vaping Litigation Settlement is recommended.

## MEAD SCHOOL DISTRICT

Board Meeting of March 13, 2023

New Business

V.I.E.

**Agenda Item:**           **Student Travel Proposal**  
                                  **Mead High School Track & Field (Girls)**

**Background:**

Five members of the Mead High School Track & Field Team (girls), and Head Coach Dori Whitford, request permission to travel to Burbank/Arcadia, California, April 6-9, 2023, to compete at the Arcadia Invitational. This event will provide a unique opportunity for some of Mead's most talented student-athletes to compete at an elite track & field event.

**Fiscal Impact:**

The estimated per student trip cost is \$675 (airfare and meals). The remaining student costs, plus Coach Whitford's expenses, will be covered by the Mead High School Track & Field ASB budget. The entry fee will be paid out of the Mead High School Building Budget.

**Other Considerations:**

The trip takes place during Spring Break so no school will be missed.

**Recommendation:**

Approval of the presented trip from the Mead High School Track & Field Team (five members), and Head Coach Dori Whitford, to travel to Burbank/Arcadia, California, April 6-9, 2023, to participate in the Arcadia Invitational track & field meet, is recommended.

**Attachment(s):**       Student Travel Proposal



# STUDENT TRAVEL PROPOSAL

School: Mead High School Group: Track and Field

Trip Name: Arcadia Invitational Submission Date: 2/21/23

For every student who travels as part of this activity I will have in my possession:

- A signed Student Travel Permission Form
- A Medical Emergency Information Form

Teacher/Coach/Advisor  
Dori Whitford

Date  
2/21/23

       **Extended Field Trip (Overnight)**  
Trips related to club, leadership or academic activities that involve overnight stays in Washington, Montana, Idaho, Oregon or British Columbia (e.g. overnight leadership camps). Requires preliminary approval of building Principal, Activities/Athletic Director & Director of Secondary Education or Director of Elementary Education (depending on grade level).

  X   **Special Event Trip (Overnight)**  
Co-curricular or extra-curricular trips that are not part of sanctioned regular or post-season schedules and involve overnight stays and substantial cost to the student (e.g. band trip to bowl parade and trips to national or regional student leadership conference). Requires preliminary approval of building Principal, Activities/Athletic Director & Director of Secondary Education or Director of Elementary Education (depending on grade level) followed by final School Board approval. All trips to destinations outside of Washington, Montana, Idaho, Oregon or British Columbia fall into this category.

       **Academic Study Trip (Overnight)**  
School sponsored academic trip that is supervised by school staff and results in educational credit for the student (e.g. government class trip to Washington, D.C., etc.). Requires preliminary approval of building Principal, Activities/Athletic Director & lead Student Services administrator followed by final School Board approval.

       **Day Trip**  
No overnight stay . . . Requires building principal authorization only.

Date(s) of Trip: April 6-9, 2023 Person in Charge Dori Whitford, Head Girls Track Coach

Destination(s) Burbank and Arcadia, California

### Approvals

Principal [Signature] Activities/Athletic Director [Signature] 2/22/23

Director of Elementary or Secondary [Signature] Nurse [Signature]

School Board \_\_\_\_\_ Final Approval Date \_\_\_\_\_

**Trip Educational Benefit and Planned Activities:**

The Arcadia Invitational is an elite track and field meet featuring some of the top athletes in the country. This meet will provide a unique opportunity for some of our most talented student/athletes at Mead High School.

**Cost & Funding Sources:**

<b>Building Budget</b> <b>Covering:</b> Entry Fee for attending meet = \$400.00	<b>\$ 400.00</b>
<b>ASB Funds</b> <b>Covering:</b> Hotel Accommodations & Rental Van for Stay = \$1500.00	<b>\$1500.00</b>
<b>District Funds</b> <b>Covering:</b> N/A	<b>\$ 0</b>
<b>Student/Parent Cost (per student)</b> <b>Covering – Please Itemize:</b> Airfare = \$450.00 Meals = \$125.00	<b>\$ 675.00/student</b>

**Fundraising Opportunities:**

The Mead track program will raise funds with their annual oranges fundraiser. This is a very successful way to raise funds to support student/athletes. Specific to this trip, the money raised may go back to helping support trip costs.

**Participants:**

Estimated # of Students   5   Estimated # of Adults (Chaperons & Staff)   1  

# of School Days Missed:   0   # of Sub Days Needed:   0   Student/Chaperone Ratio:   5:1  

**Additional Information:**

1. Does the trip involve any of the following . . . please circle:

- Swimming and/or Boating
- Remote Locations/Hiking
- Outdoor Education
- Animals
- Air Travel
- Motorized Activities

2. Lodging: 4/6 (Burbank) - Courtyard by Marriott; 2100 Empire Ave, Burbank, CA 91504•(818) 843-5500

4/7 & 8 (Arcadia) - Springhill Suites by Marriott Pasadena; 99 N 2nd Ave Arcadia, CA 91006

3. Transportation: Rental Van

\_\_\_\_\_

\_\_\_\_\_

4. Supporting Documents:

Preliminary Trip Itinerary attached?        X   Yes             No

Related brochures/information attached:             Yes             No

Student Trip Expectations attached:        X   Yes             No

# Arcadia Invitational Itinerary

## HOTEL INFO: TBA

Dori's cell phone 509-999- 5856 (usually on—but sometimes don't hear it. Text me- and we will call you back)

### **Money--**

- We will eat dinner Thurs. night (fast food)
- dinner Fri night– If we have time after the meet— it will probably be an Olive Garden type place
- Dinner Sat night—again depends on when done at meet.
- Hotel has breakfast
- Snacks for meet/ for lunch
- souvenirs

### Thurs April 6

12:30 pm Meet at school (BE ON TIME!!!)

3:10 pm Plane leaves (Flight # 804)

7:05 pm Arrive in Burbank

### Fri April 7

TBA– when we know what events we are in

### Sat Apr 8

TBA– when we know what events we are in

### Sun Apr. 9

Morning will be determined by what time we get done with the meet Saturday night!

12:00 pm Leave for airport

2:25 pm Plane leaves (Flight #3111)

3 hours in Oakland

6:40 pm Plane leaves (flight # 1509)

8:45 pm arrive in Spokaloo

### **THINGS TO REMEMBER:**

Bring ID for the airport

WE are NOT checking luggage

make sure you are aware of all the TSA rules, so you don't have anything confiscated.

Mead uniform

spikes

### **Student Expectations**

All school and athletic code rules apply. Each person competing will be representing Mead High School, and we know you will do that well.