



**Minutes from the Regular Meeting of the Board of Directors
Monday, August 28, 2023**

The Board of Directors held a Regular Board Meeting on Monday, August 28, 2023. This meeting was held in-person and virtually via a Zoom link posted on the Mead School District website. Directors Denholm, Burchard, Cannon and Gray were present. Director Olson was excused. Also attending were Superintendent Travis Hanson, 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 amended meeting agenda, as presented. Director Gray seconded the motion. The motion carried unanimously. (The presented amended agenda, as compared to the original agenda, removed *New Business, Item G, Contract/Bargaining Agreement, PSE of Mead Support & Service Professionals Wage Modification.*)

III. Approval of Minutes

Director Cannon made a motion to approve the minutes of the July 27, 2023 Work Session and July 31, 2023 Regular Board Meeting, as presented. Director Burchard 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 opened the floor for board/staff comments.

Board/Staff Comments

Director Gray, commenting on the recent wildfires, noted it will be a tough start for members of the Mead community, and surrounding school district communities, who have been impacted by the tragedy. Director Cannon added his appreciation that the district opened Mt. Spokane High School on the Sunday following the fire outbreak, making it accessible to those impacted by evacuations.

Superintendent Hanson noted many district employees stepped up to help facilitate the opening of Mt. Spokane High School and provide basic necessities. It was heartwarming to see the community rally like that. Extra donated items were taken to the evacuation center at Riverside High School.

President Denholm added that the entire community, including many area churches, stepped up to help.

V. Continuing Business

A. 2nd Reading Procedure 2161 Revision

Special Education and Related Services for Eligible Students

Special Services Director Kellie Jo Timberlake presented a revision to Procedure 2161, Special Education and Related Services for Eligible Students, for board consideration. In August of 2022 the board approved comprehensive revisions to both Policy 2161 and Procedure 2161, bringing them into compliance with the state's new special education reporting process that required

school districts to analyze and update their special education policies and procedures by August 31, 2022. The updated policy and procedure were sent to OSPI for review. Following this review OSPI recommended minor revisions be made to the procedure.

A copy of proposed revisions was provided to each board member. Revisions included the addition of minor clarifying language and the updating of the names of state agencies.

No first reading (July 31, 2023) changes were recommended. As requested by President Denholm at the July 31st meeting, the procedure revision is being presented for second reading as an action item.

In response to a question from Director Gray, Ms. Timberlake confirmed isolation training takes place annually. This is the continuation of a long-standing practice . . . not something new.

Director Cannon made a motion to approve the revisions to Procedure 2161, Special Education and Related Services for Eligible Students, as presented. Director Burchard seconded the motion. The motion carried unanimously.

VI. Public Hearing – 2023-2024 Budget

Chief Financial Officer Heather Ellingson, in accordance with state law, presented the proposed 2023-2024 budget for public comment. A summary of the proposed budget was presented at the July 31, 2023, Regular Board Meeting. Ms. Ellingson provided an overview of appropriation levels for the five district funds (General, ASB, Debt Service, Capital Projects and Transportation Vehicle). State law requires that school district budgets be adopted on or before August 31st each year. Regarding the General Fund, Ms. Ellingson highlighted the following:

- **Economic Landscape** - This included notation that district enrollment has not rebounded since 2020. Enrollment is the primary budget driver. Prior to the pandemic the district saw regular, steady increases in enrollment. This trend has not continued since COVID. Elementary and middle school enrollment has been impacted the most. While overall enrollment is lower than pre-pandemic levels, Special Education enrollment has increased and continues to grow. Even with an increase in 23/24 to the state's Special Education funding cap (15%), because of the higher number of students with IEPs, district expenditures may exceed the new cap. Anything over 15% does not receive state funding. Other factors impacting the 23/24 budget include loss of 3% in Regionalization and continued decrease of Local Effort Assistance (LEA) funding. In the spring the district proposed, and the board approved, targeted reductions that included the elimination of a number of positions. These cost savings have been incorporated into the presented 23/24 budget.
- **Enrollment** - The presented budget assumes flat enrollment (10,179), which continues to be less than the district's pre-pandemic enrollment of 10,516.
- **Revenue** - The various sources of funding for the 23/24 school year were reviewed. These include Local (voter approved) Levy Funds (12.76%), State General Purpose Funds (63.62%), State Special Purpose Funds (17.44%), Federal Special Purpose Funds (6.15%) and Other Revenue (0.03%). The local levy rate, because of recent increases in assessed values, will be approximately \$1.68 not \$2.00 as was projected when voters approved the measure. As has been shared at recent board meetings, voters approve a set local levy dollar amount not a levy rate. Therefore, when assessed values increase the levy rate decreases.
- **Tax Rates** - A graph showing how Mead tax rates compare with surrounding school districts was shared. Mead's combined rate (bonds & levies) of \$2.9913 is lower than Spokane (\$3.8005), Freeman (\$3.6854), West Valley (\$3.4572) and Deer Park (\$3.0364), and slightly higher than Central Valley (\$2.9880). Mead's levy expires at the end of 2024. Voters will be asked to consider a three-year replacement levy in February 2024 for collection in 2025, 2026 & 2027.

- **Expenditures** - General category expenditures for 23/24 were shared including pie charts showing expenditures by Program, Activity and Object. Expenditure percentages by Activity are 60% Teaching, 12% Teaching Support, 17% Other Support, 5% School Administration and 6% Central Administration.
- **Fund Balance** - The district's fund balance, while slightly better than anticipated, is getting dangerously low. It is lower than it has been in a decade. 23/24 budgeted expenditures exceed revenue by more than \$5 million, which will further impact fund balance. Fund balance will be watched very closely in the 23/24 school year. It is hoped the district will not need to borrow money to make payroll but that possibility does exist. The unassigned portion of the district's fund balance is projected to be "\$0" at the end of 23/24.

The budget presentation also included, as required by state law, a four-year forecast through the 2026/27 school year. Assuming an IPD of 3.9% in 24/25, 2% in 25/26 and 2% in 26/27, and no increase in the local levy rate, the forecast predicts a negative fund balance of nearly \$14 million at the end of the 26/27 school year. This projected negative fund balance highlights the need to increase the levy renewal rate the district will ask the community to consider in February 2024.

Both President Denholm and Director Burchard noted 81.9% for salaries & benefits seems lower than in prior years. They recall the percentage being around 85%.

Regarding the Transportation Vehicle Fund, discussion centered around the sometimes unpredictable timing of when buses are ordered and when payment is due. Typically, the district orders six buses annually. The state uses a 13-year depreciation cycle for school buses. Therefore, it is most beneficial to purchase buses on an annual, reoccurring schedule, and not skip a year.

Referencing the slide showing the various tax rates for area school districts, Director Cannon asked about the difference between EP&O levies, bonds and capital levies. Ms. Ellingson shared bonds create debt that is repaid over a long period of time. Capital levies are short-term in nature and typically fund smaller projects like school roof repairs or technology. Monies are collected and spent right away with no debt incurred. Historically the Mead School District has not brought forward, and therefore voters have not approved, capital levies.

President Denholm thanked Ms. Ellingson for her detailed budget presentation.

There were no public comments on the presented 2023/2024 budget.

VII. New Business

A. Resolution 23-12 2022-2023 Budget Adoption

Chief Financial Officer Heather Ellingson presented Resolution 23-12, 2023-2024 Budget Adoption, for board consideration. State law requires fiscal year budgets be adopted by August 31st each year. Adoption of the 2023-2024 budget sets the appropriation level or spending limit for each of the district's five funds (General, ASB, Debt Service, Capital Projects and Transportation Vehicle) consistent with the assumptions and estimates utilized in its preparation.

Director Cannon made a motion to adopt Resolution 23-12, 2023-2024 Budget Adoption, as presented. Director Burchard seconded the motion. The motion carried unanimously. A copy of the resolution is attached.

B. 2023-2024 Facilities Use Fees

A part of the annual budget adoption process, that must be completed by August 31st each year, includes the adoption of fees, including facility use fees. In preparation for the next agenda item,

adoption of the resolution authorizing the fees for 2023/24, Facilities & Planning Director Ned Wendle reported there are no planned changes in the facility use fees at school buildings or Union Stadium for 23/24. The fees that will be presented as part of Resolution 23-13, reflect last year's request that there be no charge for Mead community youth sports teams to use district gyms.

Director Cannon stated his support for no change in the fee schedule. It is his preference that facilities are accessible to children who reside in the district free of charge whenever possible.

**C. Resolution 23-13
2023-2024 Fees & Budget Policies**

Chief Financial Officer Heather Ellingson presented Resolution 23-13, 2023-2024 Fees & Budget Policies, for board consideration. In addition to the adoption of the fiscal year budget, state law requires that fees, budget policies and facility use fees be adopted by August 31st.

There is no change in ASB membership fees or high school parking fees. The mileage rate is adjusted to the IRS standard mileage rate as of January 1st each year.

Ms. Ellingson noted, in response to a question from Director Burchard, that high school parking fees go back to each building. Down the road Director Burchard noted he would like the board to reevaluate the current practice of charging students for parking.

Director Cannon made a motion to adopt Resolution 23-13, 2023-2024 Fees & Budget Policies, as presented. Director Burchard seconded the motion. The motion carried unanimously. A copy of the resolution is attached.

D. Consent Agenda

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

Consent Agenda

1. Hired Certificated Personnel:

Heather Boswell	Mead High School	Cert	1.0 FTE Continuing Science Teacher effective 9/5/23
Tanea Zollinger	Northwood	Cert	.4 FTE Continuing (effective 9/5/23) + .6 FTE Leave Replacement Art Teacher (23/24 school year)
Michael Bartlett	Mountainside	Cert	.8 FTE Continuing Math/CTE Teacher effective 9/5/23
MacKenzie Blanc	Mountainside	Cert	.8 FTE Continuing ELA Teacher effective 9/5/23
Crystal Farnsworth	Mountainside	Cert	1.0 FTE Continuing Special Ed Teacher effective 9/5/23
Rebecca O'Neel	Highland	Cert	.6 FTE Continuing Spanish Teacher effective 9/5/23 (no longer at Mead HS)
Shanti McComas	Mead High School	Cert	1.0 FTE Continuing Intervention Inclusion Teacher effective 9/5/23
Allison Thompson	Special Services	Cert	1.0 FTE Continuing Behavior Inclusion Interventionist @ MtS effective 9/5/23 (no longer a classroom teacher at Mt.S)
James Maurer	Mead High School	Cert	.8 FTE Continuing French Teacher effective 9/5/23
Michael Mason	Northwood	Cert	1.0 FTE Continuing Intervention Inclusion Teacher effective 9/5/23 (no longer a Compass teacher)
Leila Fischer	Learning & Teaching	Cert	1.0 FTE Continuing LIT effective 9/5/23
Anna Dent	Mt. Spokane HS	Cert	1.0 FTE Continuing Special Education Teacher effective 9/5/23
Tessa Julian	Special Services	Cert	1.0 FTE Continuing SLP effective 9/5/23
Sarah Sponenburg	Special Services	Cert	.6 FTE Continuing PT effective 9/5/23
Bethany Chambers	Special Services	Cert	.5 FTE Continuing Behavior Support Counselor effective 9/5/23
Stacy Erickson	Brentwood	Cert	1.0 FTE Continuing 2 nd Grade Teacher effective 9/5/23
Kristine Solomon	Learning Services/Skyline	Cert	1.0 FTE Continuing T-K Teacher effective 9/5/23
Stephanie Hull	Learning Services/Meadow Ridge	Cert	1.0 FTE Continuing T-K Teacher effective 9/5/23
Gabriel Martin	Mt. Spokane	Cert	1.0 FTE Continuing Special Education Teacher effective 9/5/23

Greta Hale	Learning Services/Farwell	Cert	1.0 FTE Continuing T-K Teacher effective 9/5/23 (no longer a classroom teacher at Farwell)
Jacobe Valenzuela	Brentwood	Cert	1.0 FTE Continuing 1 st Grade Teacher effective 9/5/23
Kristen Swope	Evergreen	Cert	1.0 FTE Continuing 2 nd Grade Teacher effective 9/5/23
Kylie Johnston	Learning Services/Farwell	Cert	1.0 FTE Continuing T-K Teacher effective 9/5/23
Courtney Norman	Learning Services/Meadow Ridge	Cert	1.0 FTE Continuing T-K Teacher effective 9/5/23
Jennifer Smith	Special Services/Evergreen	Cert	1.0 FTE Continuing DLC Teacher effective 9/5/23
Jennifer Denenny	Northwood	Cert	1.0 FTE Continuing Resource Room Teacher effective 9/5/23
Ann Moloney	Special Services/Farwell/Meadow Ridge	Cert	1.0 FTE Continuing Resource Room Teacher effective 9/5/23
Nara Spade	Shiloh Hills	Cert	1.0 FTE Continuing 2 nd Grade Teacher effective 9/5/23
Jared Wren	Mt. Spokane (.6) Mountainside (.4)	Cert	1.0 FTE Continuing Spanish Teacher effective 9/5/23
Michael Nelson	Creekside	Cert	1.0 FTE Continuing 4 th Grade Teacher effective 9/5/23
Samantha Hand	Northwood	Cert	1.0 FTE Continuing Resource Room Teacher effective 9/5/23
Bethany Leonard	Highland	Cert	1.0 FTE Continuing DLC Teacher effective 9/5/23
Hannah Fry	Meadow Ridge	Cert	1.0 FTE Continuing 5 th Grade Teacher effective 9/5/23
Teresa Baldwin	Mead Learning Options	Cert	.8 FTE Continuing Special Education Teacher effective 9/5/23 (no longer a 1.0 Special Education Teacher @ Farwell)
Kerry Bradley	Meadow Ridge	Cert	1.0 FTE Continuing 2 nd Grade Teacher effective 9/5/23 (no longer a 1.0 teacher @ Shiloh Hills)
David Vail	Special Services/NW	Cert	1.0 FTE Behavior Inclusion Specialist effective 9/5/23
Jacob Fry	Mountainside	Cert	.6 FTE Leave Replacement PE teacher 1 st semester 23/24 (taking leave from .4 FTE Continuing position at Creekside)
Crystyne Borders	Farwell	Cert	1.0 FTE Continuing K Teacher effective 9/5/23
Diana Anderson	Special Services	Cert	.6 FTE Leave Replacement SLP 1 st semester 23/24
Hannah DuVall	Special Services	Cert	1.0 FTE OT effective 9/5/23
Julie Dent	Creekside	Cert	1.0 FTE Continuing 1 st Grade Teacher effective 9/5/23
Sara Ferris	Learning & Teaching	Cert	.3 FTE Leave Replacement LAP Teacher 23/24 school year
Amanda Sandoval	Brentwood	Cert	1.0 FTE Continuing 3 rd Grade Teacher effective 9/5/23

2. Hired Classified Personnel:

Dylan Cohen	Maintenance	Class	8 hrs/day Temporary Grounds Position effective 6/12/23 - 9/25/23
Zachary Volk	Maintenance	Class	8 hrs/day Temporary Grounds Position effective 7/6/23 - 9/25/23
Cindy Kissinger	Technology	Class	8 hrs/day Student Records Coordinator effective 8/1/23
Erin Jennings	Creekside	Class	8 hrs/day Principal Admin Assistant effective 8/15/23
Shantel Schrag	Mountainside	Class	8 hrs/day Bookkeeper effective 8/15/23
Suzanne Holden	Brentwood	Class	8 hrs/day Principal Admin Assistant effective 8/15/23
Maxine Corning	Northwood	Class	8 hrs/day Bookkeeper effective 8/15/23
Jami Nelsen	Transportation	Class	4 hrs/day Bus Driver effective 8/28/23
Evie Ranin	Highland	Class	6 hrs/day Para Ed effective 9/5/23
Melissa Johnson	Mountainside	Class	6.5 hrs/day Classified Nurse effective 8/31/23 (recalled position)
Isabel Detweiler	Northwood	Class	7 hrs/day Behavior Intervention Para ed effective 8/21/23
Holly Johnson	District Office	Class	8 hrs/day Accounting Specialist effective 9/4/23

3. Hired Certificated Substitutes:

Andrew Rockwood | Marah Novak |

4. Hired Classified Substitutes:

Zoe Sponseller	Justin Young	William Brooks	Kathleen Long
Melyssa Noriega-Lopez	Renee Shaw	Jennifer Kaufman	Racell Horvath
Jessica Cornwell	Kalena Anderson		

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, **August 28, 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 112650 to 112864** in the following amounts:

<u>Fund</u>	<u>Amount</u>
General Fund - AP	\$ 2,528,378.37
General Fund - PR	23,782.76
ASB Fund	107,648.02
Capital Projects Fund	369,449.54
Transportation Vehicle Fund	163,921.66

6. **Approved Supplemental & Extra-Curricular contracts.**

7. **Accepted the Following Donation:**

- \$1,500 from NUCA Dozer Days to Mead High School Cheerleading Program

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

Jamie Kissler	Special Education	Cert	.4 FTE 23/24 school year
Kaylen Kociela	Skyline	Cert	.4 FTE 2 nd Semester 23/24 school year
Lyudmila Gavrilenko	Northwood	Class	7/20/23 - 12/4/23
Mikal Reinoehl	Warehouse	Class	9/1/23 - 12/20/23
Laura Nelson	Farwell	Cert	1.0 FTE 1 st Semester 23/24 school year
Frankie Schade	Mountainside	Class	Wednesdays 23/24 school year + full-time leave 3/25/24 - 5/31/24
Lori Campbell	Northwood	Class	9/5/23 - 6/1/24
Jennifer Schwab	Evergreen	Class	10/12/23, 10/13/23 & 12/8/23
Meg O'Neil	Highland	Class	11/30/23 & 12/1/23

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

Sherilyn Redmon	Mountainside	Class	Resignation effective 8/31/23 (Para Ed)
Michelle Peterson	Creekside	Class	Resignation effective 8/31/23 (Para Ed)
Beth Aho	Northwood	Class	Retirement effective 12/31/23 (Bookkeeper)
Courtney Gilbreath	Mountainside	Class	Resignation effective 8/31/23 (Para Ed)
Kristopher McKethen	Transportation	Class	Resignation effective 8/31/23 (Bus Driver)
Rosemarie Carlson	Nutrition Services	Class	Resignation effective 8/31/23 (Cook III)
Tudie Senf	Evergreen	Class	Resignation effective 8/31/23 (Para Ed)
Jewel Mann	Transportation	Class	Resignation effective 8/18/23 (Dispatcher)
Dulcy Berdit	Special Services	Cert	Resignation effective 8/31/23 (School Psychologist)
Maureen Merryman	Evergreen	Class	Retirement effective 8/31/23 (Para Ed)
Tracy Lundquist	Shiloh Hills	Class	Resignation effective 8/11/23 (Para Ed)
Jennifer Noonan	Colbert	Class	Resignation effective 8/29/23 (Para Ed)
Karen Kerr	Colbert	Class	Retirement effective 10/31/23 (Para Ed)
Amy Evans	Colbert	Class	Resignation effective 8/31/23 (Para Ed)
Kimmer Bertelli	Brentwood	Class	Resignation effective 8/31/23 (Para Ed)
Sarah Collins	Student Services	Class	Resignation effective 8/31/23 (Classified Nurse)
Bonnie Herrera	Transportation	Class	Retirement effective 8/31/23 (Bus Driver)

**E. Student Travel Proposal
Mead High School Girls Cross-Country**

Mark St. Clair, Director of Secondary Education, presented for board consideration a travel request from the Mead High School Girls Cross-Country Team and Head Coach Dori Whitford, along with 1-2 additional adult chaperones, to travel to Irvine, California, September 15-17, 2023, to compete at the Woodbridge Invitational Meet. This is an opportunity for athletes to run in an elite, national-level invitational against the nation's best high school teams. Both Varsity and Junior Varsity runners will attend, as this meet offers races for all speeds and levels. The team received this invitation in late July, hence the timeline for approval is shorter than is customary for this type of travel.

The estimated per student cost is \$325 (airfare) plus money for food. The remaining student costs, plus all coach/chaperone expenses, will be covered by the team's ASB budget. Students will miss one day of school (Friday, September 15th).

Director Cannon made a motion to approve the travel request from the Mead High School Girls Cross-Country Team to travel to Irvine, California, September 15-17, 2023, to compete at the Woodbridge Invitational Meet, as presented. Director Burchard seconded the motion. The motion carried unanimously.

**F. Student Travel Proposal
Mead High School Band & Color Guard**

Mark St. Clair, Director of Secondary Education, presented for board consideration a travel request from Mead High School Band & Color Guard (approximately 100 students), Band Director Rob Lewis, along with Brandon Campbell (Highland Band Director/Mead High School Marching Band Instructor) and additional adult chaperones sufficient to provide a 10:1 adult-to-student ratio, to travel to Anaheim, California, May 22-27, 2024, to take part in SoCal '24.

During the course of this trip students will have the opportunity to participate in music performances through a Heritage Festival organized by WorldStrides and perform in a Disney Parade. There will also be workshops for band and color guard students, as well as educational activities such as visiting the Griffith Observatory and Grammy Museum. During free time students will enjoy Disney Parks and see the Pacific Ocean via the Santa Monica Pier/Beach.

The estimated per student cost is \$1,525 with up to \$12,500 being provided by the Bandwagon Booster Club to assist HB 1660 students and others needing financial help.

Assuming there is no need to use Friday, May 24th as a *Snow Make-Up Day*, students will miss one day of school (Thursday, May 23rd).

In response to a concern raised by Director Burchard that \$12,500 may not be enough money to help all students needing financial assistance, Mr. St. Clair shared Band Director Rob Lewis has pledged funds generated from the Fall Marching Band Competition hosted at Union Stadium and the spring Jazz Festival held at Mead High School to make up any shortfall.

All students have the opportunity to take part in the many band fundraisers offered throughout the year. While trips of this size and scope are complex to organize and fund, Mr. St. Clair expressed confidence sufficient monies will be available to help any student needing assistance.

Regarding participation in fundraisers, Director Gray noted the presented travel proposal states students are "required" to take part. There was discussion around whether that can be a requirement or, if it should instead state, participation in fundraisers is strongly encouraged.

President Denholm asked that a fundraising update be presented to the board in January or February.

Director Cannon made a motion to approve the travel request from Mead High School Band and Color Guard to travel to Anaheim, California, May 22-27, 2024, to take part in SoCal '24, as presented. Director Gray seconded the motion. The motion carried unanimously.

G. Award of Milk and Dairy Contract

Nutrition Services Director Kim Elkins presented the annual renewal option on Bid No. 483-20-24-B through the district's interlocal agreement with Central Valley School District, for the 2023-2024 school year with Terry's Dairy, for board consideration.

The district has been satisfied with the performance of Terry's Dairy for the past several years and is confident in their ability to meet milk and dairy needs for the 2023-2024 school year. Overall pricing is consistent with the prior year.

Director Cannon made a motion to award Bid No. 483-20-24-B Milk and Dairy contract for the 2023-2024 school year to Terry's Dairy, as presented. Director Burchard seconded the motion. The motion carried unanimously.

H. Award of Prime Vendor Contract

Nutrition Services Director Kim Elkins presented PSJPC REP#202223-1 Prime Vendor with US Foods providing grocery items to the Mead School District in 2023/24. This contract is available through the district's membership in the Puget Sound Joint Purchasing Cooperative (PSJPC). The base year of this RFP was the 2022/2023 school year, with one-year renewal options through 2027-2028.

US Foods has been the district's Prime Vendor for the past several years and the district is confident in their ability to meet grocery needs for the 2023-2024 school year. Overall pricing is consistent with the prior year.

Ms. Elkins noted that while the price on some items varies through the year, the per case price for items remains consistent. Prices are regularly monitored by Nutrition Services.

Director Gray made a motion to award PSJPC RFP#202223-1 Prime Vendor contract for the 2023-2024 school year to US Foods, as presented. Director Burchard seconded the motion. The motion carried unanimously.

I. Award of Supplemental Prime Vendor Contract

Nutrition Services Director Kim Elkins presented RFP 7-2122, Supplemental Prime Vendor, for board consideration. Pending renewal approval by the SPS school board, the district has the option to participate in this bid through an interlocal agreement with Spokane Public Schools.

While Prime Vendor US Foods partners well with the district there are, at times, issues with distribution. Manufacturing shortages also continue to disrupt the supply chain and product availability across the United States. In an effort to minimize unexpected issues and provide a stable supply of core menu products, the district recommends awarding a Supplemental Prime Vendor contract to Good Source Solutions/Gold Star Foods as a back-up distributor.

Nutrition Services has previously used this distributor as a sole source supplier of some menu items and has been pleased with their customer service and product quality. Overall pricing is consistent with similar products at US Foods.

Director Cannon made a motion to award SPS RFP 7-2122, Supplemental Prime Vendor contract for the 2023-2024 school year to Good Source Solutions/Gold Star Foods, as presented. Director Gray seconded the motion. The motion carried unanimously.

J. Award of Fuel Contract

Transportation Director Tony Davis presented the annual renewal option with PetroCard for fuel services, including unleaded gasoline and diesel fuel, for 2023/24 for board consideration.

The base year for this Request for Proposal was the 2020-2021 school year with four one-year renewal options through 2024-2025. PetroCard was the district's fuel service provider in 2022/2023 and the district is confident in their ability to meet fuel needs for the 2023-2024 school year. Overall pricing is consistent with the prior year.

Director Cannon made a motion to award PetroCard the contract for fuel services for the 2023-2024 school year, as presented. Director Burchard seconded the motion. The motion carried unanimously.

**K. 1st Reading Policy 1430 Revision
Public Comment**

Superintendent Hanson presented a revision to Policy 1430, Public or Audience Participation in Public Meetings, for first reading consideration. This policy was adopted on March 26, 2007. There have been no revisions to the policy since that date.

The presented revisions to Policy 1430 and the Public Comment Guidelines referenced in the presented draft policy, were written based on board discussion/input at the July 27, 2023 board Work Session. The presented draft policy is much shorter than the current policy and directs individuals to the guidelines for specifics. The length for public comments (3 minutes) is unchanged. The primary change from the current public comments policy/practice is the ability for individuals to comment not just on meeting agenda topics, but also on non-agenda topics.

Noting the board's expressed desire to have the revised Public Comment policy in place at the start of the school year, Superintendent Hanson referenced Policy 1310, Policy Adoption and Administrative Procedures, that allows the board to approve a first reading policy revision when it is in the best interest of the district to do so.

Director Gray expressed concern with some of the questions included on the Public Comment Form. It was noted the form can be updated in the future without needing to revise the policy itself.

Director Cannon made a motion, as provided in Policy 1310, for the board to take first reading action on the presented revisions to Policy 1430. Director Gray seconded the motion. The motion carried unanimously.

Director Gray made a motion to approve the revisions to Policy 1430, Public Comment, as presented. Director Cannon seconded the motion. The motion carried unanimously. President Denholm noted he spoke with Director Olson and he also supports the presented revisions to Policy 1430.

L. Adoption of 2023-2024 Board Goals

At the June 26th Work Session the board identified four goal areas for the 2023/2024 school year. Following this meeting, a draft *2023-24 Board Goals* document was prepared and shared/discussed at the July 27th Work Session. Revisions from the July 27th meeting have been incorporated into the presented goals document.

The four goal areas for 2023/24, including the associated Strategic Plan Priority Area associated with each goal, are:

- Educational Technology (Strategic Plan Priority Area 1)
- Governance and Fiscal Stewardship (Strategic Plan Priority Area 3)
- Community Connection and Engagement (Strategic Plan Priority Area 4)
- Safety and Security (Strategic Plan Priority Area 5)

Following formal board approval these goals will be posted on the district website.

Director Cannon made a motion to adopt the 2023-24 Board Goals, as presented. Director Burchard seconded the motion. The motion carried unanimously. A copy of the *2023-24 Board Goals* is attached.

VIII. Reports

A. Financial Report for the Month of July 2023

Chief Financial Officer Heather Ellingson provided a brief financial report for the month of July 2023. June 1st enrollment numbers are the lowest for any month in the 22/23 fiscal year. Revenues are running a bit higher than budgeted, with expenditures a bit lower than projected, resulting in the need to access only \$3 million from fund balance not the estimated \$5 million. The district's Cash Balance is also a bit stronger than expected.

B. Technology Committee Report

Business & Operations Assistant Superintendent Jared Hoadley provided an update on the work of the district's Technology Committee that has, to date, met six times including meetings that have taken place this summer. The committee is comprised of six parents and six school district representatives.

Dr. Hoadley's update included a recap of topics covered at committee meetings, identification of common themes from the *ThoughtExchange* survey completed by parents, current action steps and next steps.

Action steps to date include:

- Healthy hours will remain in place for all students from 6 am to 10 pm
- Middle School students are allowed to email instructional staff and their parents
- Physical and social activities will be strongly encouraged during Middle School lunch time and Chromebook access will be limited on a case-by-case basis
- Classroom Chromebook usage will be intentional and teacher directed
- Students will be directed to open/close Chromebook lids during instructional time
- Secondary students will review and sign Digital Citizenship expectations
- Instructional staff are being taught how to set specific web page access for students during instructional time (GoGuardian software)

Next steps include:

- Keeping lines of communication open with families, students and staff
- Continued Technology Committee monthly meetings to work through tech-related priorities identified in the *ThoughtExchange* survey
- Ongoing commitment from the Mead School District to assure appropriate use of technology by students

Responding to board questions, Dr. Hoadley shared the number of Chromebooks will be reduced by approximately 35% district-wide with elementary schools moving back to a cart model. Unless there is a meaningful activity to be completed at home, elementary Chromebooks will remain at school. Training for staff on GoGuardian is ongoing.

C. Superintendent's Report

Superintendent Hanson noted staff are expending lots of energy getting ready for the return of students. He noted, in particular, the unseen work of district office, maintenance, custodial, transportation and technology staff, sharing they are a great team to work with. Facility upgrades to portables at Mead High School are being finalized and will be ready to welcome back students on September 5th.

The district *Welcome Back Day* will take place at Mead High School on the morning of August 30th. The morning festivities will include taking time to honor Bob Olson for his 38 years of service as a member of the Mead School Board. Former board members and superintendents who served with Bob during his tenure have been invited to this celebration.

IX. Adjourn

The meeting was adjourned at 7:45 pm.

President

Secretary



Resolution No. 23-12
2023/2024 Budget Adoption

A RESOLUTION of the Board of Directors of Mead School District No. 354, Spokane County, Washington, fixing and determining fund appropriations; adopting the 2023-24 budget, the four year budget plan summary and the four-year enrollment projection; approving certain fund transfers; and providing for other related matters.

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF MEAD SCHOOL DISTRICT NO. 354 SPOKANE COUNTY, WASHINGTON, AS FOLLOWS:

Section 1. Findings and Determinations. The Board of Directors (the "Board") of Mead School District No. 354, Spokane County, Washington (the "District"), takes note of the following facts and hereby makes the following findings and determinations:

(a) Pursuant to RCW 28A.505.040, the District has completed the budget for the 2023-24 fiscal year and published electronic notice of the same on its website. The 2023-24 budget includes, among other things, a complete financial plan of the District for the ensuing 203-24 fiscal year and a summary of the four-year budget plan that includes a four-year enrollment projection.

(b) Pursuant to RCW 28A.505.060, the Board shall adopt the 203-24 budget on or before August 31, 2023. Prior to adoption of the 203-24 budget, the Board shall meet and conduct a public hearing to allow any person to be heard for or against any part of the 2023-24 budget, the four year budget plan, or any proposed changes to uses of enrichment funding under RCW 28A.505.240 .

(c) The Board, following notice thereof being published in a newspaper of general circulation within the District, conducted a public hearing on August 28, 2023, in accordance with the requirements of RCW 28A.505.060 for the purpose of adopting the 2023-24 budget.

Section 2. Fixing and Determining Fund Appropriations; Adoption of 2023-24 Budget, Four-Year Budget Summary and Four-Year Enrollment Projection.

(a) The Board hereby fixes and determines the appropriation from each fund contained in the 2023-24 budget, as follows:

General Fund	\$166,169,666
Capital Projects Fund	\$ 5,091,925
Transportation Vehicle Fund	\$ 1,500,000
Debt Service Fund	\$ 13,627,663
Associated Student Body Fund	\$ 2,280,553

(b) The Board hereby adopts the 2023-24 budget, the four-year budget plan summary, and the four-year enrollment projection and the appropriations as fixed and determined above, all of which are on file with the District and incorporated herein by this reference.

Section 3. General Authorization and Ratification. The Secretary to the Board, the President of the Board, the District's Assistant Superintendent, and other appropriate officers of the District are hereby further authorized to take all other action, to do all other things consistent with this resolution, and to execute all other documents necessary to effectuate the provisions of this resolution, and all actions heretofore taken in furtherance thereof and not inconsistent with the provisions of this resolution are hereby ratified and confirmed in all respects.

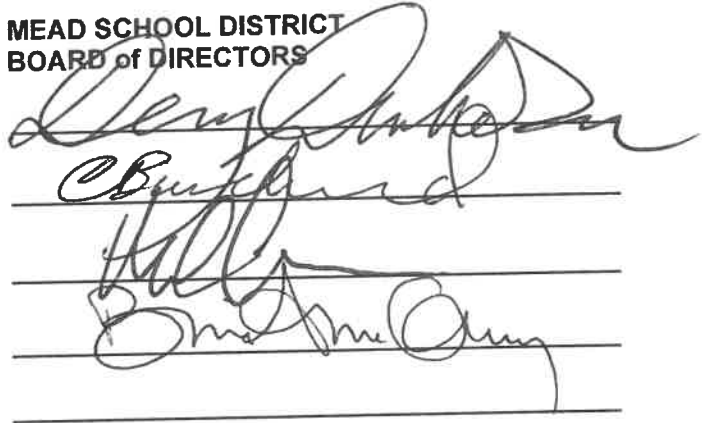
ADOPTED by the Board of Directors of Mead School District No. 354, Spokane County, Washington, at a regular open public meeting thereof, of which due notice was given as required by law, held this 28th day of August 2023, the following Directors being present and voting in favor of the resolution.

ATTEST:



Secretary to the Board

MEAD SCHOOL DISTRICT
BOARD of DIRECTORS





**Resolution No. 23-13
2023/2024 Fees & Policies**

WHEREAS, community groups within the Mead School District shall be permitted to use school facilities including play fields, for worthwhile purposes when such use will not interfere with school programs, and

WHEREAS, facility fees will be charged at an hourly rate and billed by the school district including stagehand crews, custodial and kitchen staff, and


WHEREAS, fees and budget policies for school nutrition fees, mileage, and Associated Student Body fees are incorporated into the operations of the school budget,

NOW THEREFORE, BE IT RESOLVED by the Board of Directors, that the amounts as set forth on the attached Fees & Budget Policies and the Facility Use Schedules be established and administered in the 2023/2024 operating budget

ADOPTED by the Board of Directors of the Mead School District No. 354, Spokane County, Washington, and authenticated by the signatures affixed below.


Dated this 28th day of August 2023.


ATTEST:





Secretary to the Board

MEAD SCHOOL DISTRICT
BOARD OF DIRECTORS









UNION STADIUM RENTAL FEES

Effective September 1, 2023

Classification	I	II	III	IV
Turf Field	Practice-\$150/hour Home Event - N/C	Practice-\$200/hour Event - Estimate upon Approval	Practice-\$250/hour Event - Estimate upon Approval	Practice-\$300/hour Event - Estimate upon Approval
U1 Grass Soccer Field	N/C	\$20/hour	\$30/hour	\$40/hour
U2 Grass Soccer Field	N/C	\$20/hour	\$30/hour	\$40/hour
U3 Grass Soccer Field	N/C	\$20/hour	\$30/hour	\$40/hour
Stadium Lights-2hr min	N/C	\$50/hour	\$50/hour	\$50/hour
Custodian-2hr min	\$40/hour	\$40/hour	\$40/hour	\$40/hour
School Day	\$55/hour	\$55/hour	\$55/hour	\$55/hour
Non School Day	\$100/hour	\$100/hour	\$100/hour	\$100/hour
Holiday				

Classifications - See Board Policy 6113 for details

I - School or Chartered Youth Groups or other Government Agencies:

(School Groups, Scouts, 4-H, etc.)

II - Non-Profit Youth Groups:

(Youth Club Sports, AAU, YMCA, YWCA, SYSA, Church Youth Groups, etc.)

III - Non-Profit Community Groups:

(Adult Community & Service Clubs, Adult Athletics, Churches, etc.)

IV - Commercial or For-Profit Organizations:

(Businesses & Organizations using facilities for a profit)

Care of Stadium and Fields:

- Participants and officials must wear molded sole shoes or tennis shoes on the artificial turf.
- Only coaches, participants, officials and authorized personnel are permitted on the turf.
- Shelled seeds and nuts are strictly prohibited on all Union Stadium grounds.
- Items that may stain/damage artificial turf, such as crepe paper, beverages, food products, gum, coffee, tobacco, Vaseline, candy, glitter, etc., are prohibited.
- The use of sharp objects or golf clubs on the artificial turf are prohibited. Care should be exercised in moving equipment to avoid cutting or snagging the turf.
- Marking or painting on any field or other facility surfaces are prohibited. Movable markers, such as cones, are allowed upon receipt of permission.
- Each user(s) shall be responsible for general clean-up after use, including picking up trash and placing it in the appropriate receptacle.
- No decorations or application of materials to walls, floors, fences, etc. will be allowed without district permission and in advance of the event.
- Animals, except service dogs, are NOT allowed on district grounds and playfields.
- Kicking or bouncing balls against the fences, grandstands or any standing structure is prohibited.

Board Policy 6113
Facility Use Fee Schedule
Effective September 1, 2023

Classification → → → →	I	II	III	IV
Gymnasium/Fitness/Wt Rm				
School Day	N/C	*N/C or \$25/hour	\$45/hour	\$50/hour
Non-School Day	TBD	\$65/hour	\$70/hour	\$75/hour
Holiday	TBD	\$110/hour	\$120/hour	\$130/hour
Classroom:				
School Day	N/C	*N/C or \$25/hour	\$40/hour	\$45/hour
Non-School Day	TBD	\$60/hour	\$65/hour	\$70/hour
Holiday	TBD	\$110/hour	\$120/hour	\$130/hour
Cafeteria/Commons/Library				
School Day	N/C	*N/C or \$25/hour	\$45/hour	\$50/hour
Non-School Day	TBD	\$65/hour	\$70/hour	\$75/hour
Holiday	TBD	\$110/hour	\$120/hour	\$130/hour
Mead Gymnastics Center				
School or Non-School Day	TBD	\$65/hour	\$70/hour	\$75/hour
Holiday	TBD	\$110/hour	\$120/hour	\$130/hour
Union Event Center	Sound system use requires additional fee.	Sound system use requires additional fee.	Sound system use requires additional fee.	Sound system use requires additional fee.
School or Non-School Day	TBD	\$65/hour	\$70/hour	\$75/hour
Holiday	TBD	\$110/hour	\$120/hour	\$130/hour
Auditorium/Theater	May Require Stage Crew	May Require Stage Crew	May Require Stage Crew	May Require Stage Crew
School Day	TBD	\$45/hour	\$50/hour	\$55/hour
Non-School Day	TBD	\$60/hour	\$65/hour	\$70/hour
Holiday	TBD	\$110/hour	\$120/hour	\$130/hour
Theater Stage Crew	If Necessary	If Necessary	If Necessary	If Necessary
School or Non-School Day	\$18/hour	\$18/hour	\$18/hour	\$18/hour
Kitchen Use Plus One Staff				
School or Non-School Day	\$50/hour	\$80/hour	\$80/hour	\$80/hour
Extra Custodian-2hr min	If Necessary	If Necessary	If Necessary	If Necessary
School Day	\$40/hour	\$40/hour	\$40/hour	\$40/hour
Non-School Day	\$55/hour	\$55/hour	\$55/hour	\$55/hour
Holiday	\$100/hour	\$100/hour	\$100/hour	\$100/hour
Supervision (certificated)				
School or Non-School Day	\$75/hour	\$75/hour	\$75/hour	\$75/hour

Classifications - See Board Policy 6113 for details

I - School or Chartered Youth Groups or other Government Agencies: (School Groups, Scouts, 4-H, etc.)

II - Non-Profit Youth Groups: (Youth Club Sports, AAU, YMCA, YWCA, SYSA, Church Youth Groups, etc.)

III- Non-Profit Community Groups: (Adult Community & Service Clubs, Adult Athletics, Churches, etc.)

IV - Commercial or For-Profit Organizations: (Businesses & Organizations using facilities for a profit)

*N/C-No Charge for Non-Profit Youth Groups with 501c3 Docs and 50%+1 MSD Student Roster - **School Days Only.**



2023/2024 FEES AND BUDGET POLICIES

The Board of Directors, in the process of adopting 2023/2024 fiscal year budget for the General Fund, Capital Projects Fund, Debt Service Fund, Transportation Vehicle Fund and the Associated Student Body Fund budget, hereby incorporates the following fee and budget policies into the operation of the school district:

1. The Superintendent, or his designee, is authorized to reallocate amounts between programs, activity, or object so long as the total appropriation for each fund is not exceeded.
2. Mileage reimbursement rate per mile shall be paid for use of personal vehicles pursuant to Board Policy 6213 and federal internal revenue code and IRS regulations as of January 1st of each year.
3. Fees shall be charged to users of school district facilities per the attached schedules.
(Board Policy 6113)
4. Associated Student Body Fee:
 - A. Membership – Middle School: \$15.00 High School: \$50.00
 - B. Parking – High School: \$50.00
5. Camp Fees: Camp fees for summer 2024 will be determined at a later date.



2023-24 Board Goals

EACH STUDENT FUTURE READY

Foster **Belonging** || Instill **Purpose** || Cultivate **Curiosity**

Directors

Chad Burchard
District 1 - VP

Denny Denholm
District 2 - President

Bob Olson
District 3

Michael Cannon
District 4

BrieAnne Gray
District 5

Goals/Target Objectives:

Educational Technology (Strategic Plan Priority Area 1):

The board will support the district's priorities around academic success and ensuring high levels of learning for ALL students through work around optimizing, refining, and recalibrating the use of educational technology in schools/classrooms.

- Gather insight from the Technology Advisory Committee (parents, teachers, administrators) to guide and assist in creating a vision for optimization, refinement, and recalibration of ed tech integration.
- Work with administrators, technology staff, and instructional staff to develop systemic practices and expectations that reflect the need to effectively use and educate children about responsible use of technology.
- Explore opportunities to provide parents with resources, training, and support related to technology.

Governance and Fiscal Stewardship (Strategic Plan Priority Area 3):

Through data-informed approaches, student-focused decision-making, and operational transparency, the Board will maintain fiscal integrity and accountability of financial resources consistent with board policies.

- Engage in a focused study of staffing allocations (Prototypical School Funding Model), comparing funded units with actual staffing levels across employee classifications to prioritize organizational staffing objectives.
- Fiscal health will be monitored through regular and ongoing fund balance analysis. Create a long-term plan to reach the board's goal (Policy 6022) of an unassigned minimum fund balance equivalent to one month of total budgeted expenditures - approximately 8% unassigned cash.
- Engage local legislators and key legislative decision-makers around state education policy and school finance.

Community Connection and Engagement (Strategic Plan Priority Area 4):

The Board will grow community support for the district by promoting positive attributes, maintaining open lines of communication, and encouraging parent and community member involvement.

- Increase opportunities for meaningful two-way communication from stakeholders (using multiple venues).
- Implement methods for parents and community members to provide the board with feedback and input.
- Complete a comprehensive district/community attitude survey related to the replacement levy; simultaneously, publish/distribute fact-based and transparent communication detailing use of local levy dollars.

Safety and Security (Strategic Plan Priority Area 5):

Ensure safe and secure school environments through continued refinement of best practice structures and procedures that equip and prepare district staff to meet the needs of students in crisis and also effectively respond to all emergencies and threats.

- Full adoption of Standard Response Protocol (SRP); ensure 100% of staff and students are aware of and trained on SRP language and protocols.
- Evaluate counseling resources, mental health supports, threat assessment procedures, and crisis team structures to address increased need as well as our desire to take a proactive approach to safety and security.
- Review/evaluate recommendations made by the Safety Task Force in June of 2019 to help identify where levy dollars should be allocated to address safety and security needs.