



**Minutes from the Regular Meeting of the Board of Directors
Monday, August 25, 2025**

The Board of Directors held a Regular Board Meeting on Monday, August 25, 2025. This meeting was held in-person and virtually via a Zoom link posted on the Mead School District website. The meeting, that began at 6 pm, was held at Union Event Center. Directors Gray, Nolan and Killman were present. Directors Cannon and Burchard were excused. Also attending were Superintendent Travis Hanson, Chief Financial Officer Heather Ellingson and Assistant Superintendents Jay Jordan and Jared Hoadley.

I. Pledge of Allegiance

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

II. Approval of Agenda

Director Nolan made a motion to approve the meeting agenda, as amended (Executive Session removed). Director Killman seconded the motion. The motion carried unanimously.

III. Approval of Minutes

Director Nolan made a motion to approve the minutes of the July 28, 2025 Regular Board Meeting and August 11, 2025 Work Session, as presented. Director Killman seconded the motion. The motion carried unanimously.

IV. Remarks for the Good of the Schools - Public Comment on Agenda Items

Vice President Gray opened the floor for board/staff comments. There were no individuals who signed up to speak on agenda items.

Board/Staff Comments

Director Killman shared her excitement for the start of a new school year.

Vice President Gray expressed her appreciation to all staff (teachers, administrators, coaches, band directors and district level/building level support staff) for all of the hard work that goes into getting ready for the start of school.

V. Continuing Business

A. Policy & Procedure 3211 (Transgender Students) Revision Update

Vice President Gray, noting this is a standing, non-action agenda item while the board awaits the results from a Department of Education/Department of Justice Special Task Force investigation, reported the board has received no updated information on this matter since the last board meeting.

**B. 2nd Reading Policy 2255 Revision
Alternative Learning Experience Courses**

Learning & Teaching Assistant Superintendent Jay Jordan presented a revision to Policy 2255, Alternative Learning Experience Courses, for second reading consideration. This policy was adopted on May 8, 2005 and last revised on January 25, 2021.

The presented revision, in the section that references school district officials responsible for monitoring ALE courses, removes the Director of Students & Family Services, replacing that

individual with the Executive Director Special & Alternative Programs. The proposed revision reflects organizational changes that went into effect on July 1, 2025.

In response to a question from Director Nolan regarding state assessments, Dr. Jordan noted all students who are officially enrolled at MLO are scheduled to take state assessments, although parents are able to opt their children out of this testing if that is their desire. There is no financial implication associated with this opt out. There is no requirement that home school families who are not enrolled at MLO be scheduled for this test.

Director Nolan asked that the district administration Organizational Chart reflecting July 1st changes be made available on the district's website.

Director Killman made a motion to approve the revision to Policy 2255, Alternative Learning Experience Courses, as presented. Director Nolan seconded the motion. The motion carried unanimously.

VI. Public Hearing – 2025-2026 Budget

Chief Financial Officer Heather Ellingson, in accordance with state law, presented the proposed 2025-2026 budget for public comment. A summary of the proposed budget was presented at the July 28, 2025 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/reviewed the following:

- **Economic Landscape** – Challenges and considerations were reviewed. These included enrollment fluctuations, special education growth, program maintenance, federal funding uncertainty and critical investments that will prioritize safety, security and the adoption of curriculum.
- **Enrollment** – For 2025/2026 the budgeted FTE enrollment is 10,359. This is in line with where the district ended the 2024/2025 school year (10,365 FTE). Over the past five years the district has experienced an unprecedented 57.8% increase in Special Education enrollment resulting in an increase in certificated and classified staff of 40.7% in that area.
- **Revenue** – The various sources of funding for the 25/26 school year were reviewed. These include Local (voter approved) Levy Funds (16.2%), State General Purpose Funds (57.3%), State Special Purpose Funds (21.0%), Federal Special Purpose Funds (4.6%) and Other Revenue (0.9%). Budgeted revenue from all sources is \$195,685,968. Starting in the 2025/26 school year the cap on Special Education funding has been lifted.
- **Expenditures** – General category expenditures for 25/26 are budgeted to be \$194,523,992 (Regular Instruction - \$99,667,500, Special Education - \$31,902,721, Vocational Education - \$9,309,305, Compensatory Education - \$10,848,177, Other Instructional - \$1,402,009, Community Services - \$488,077, Support Services - \$40,906,203).
- **Fund Balance** – The presented budget includes approximately \$1 million being added to Fund Balance to begin the process of replenishing monies that have been used to back fill recent budget short falls.

The budget presentation also included, as required by state law, disclosure of MSOC (materials, supplies & operating costs) revenue and expenditures. In 2025-2026 the district's MSOC budgeted allocation is \$13,842,643 with budgeted expenditures of \$24,179,721. It is projected the district will spend \$10,337,078 more than the state provided allocation.

Also, as required by state law, the budget presentation included a four-year forecast through the 2028/29 school year. Assuming an IPD of 2.5% in 25/26, 2.6% in 26/27 and 2.2% in 27/28,

coupled with a slight decline in enrollment based on historical trends/birthrates, the forecast predicts an ending fund balance of -\$1.35 million in 2028/2029.

In response to a clarifying question from Vice President Gray, Ms. Ellingson confirmed that the IPD monies received from the state cover only state funded positions at the state funded wage base. Providing the IPD percentage to all positions requires the district to make up, out of levy funds, the difference.

On behalf of President Cannon, Superintendent Hanson noted the board has spent considerable time over the past few months working on the 2025/26 budget. He additionally shared that the *Citizen's Guide*, a footnotes version of the budget, is available on the Mead School District website.

There were no public comments on the presented 2025/2026 budget.

VII. New Business

A. Resolution 25-06

2025-2026 Budget Adoption

Chief Financial Officer Heather Ellingson presented Resolution 25-06, 2025-2026 Budget Adoption, for board consideration. State law requires fiscal year budgets be adopted by August 31st each year. Adoption of the 2025-2026 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 Nolan made a motion to adopt Resolution 25-06, 2025-2026 Budget Adoption, as presented. Director Killman seconded the motion. The motion carried unanimously. A copy of the resolution is attached.

B. Resolution 25-07

2025-2026 Fees & Budget Policies

Chief Financial Officer Heather Ellingson and Facilities & Planning Director Ned Wendle presented Resolution 25-07, 2025-2026 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. At the August 11, 2025 Work Session the board requested facility use fees be raised so that the increased dollar amount collected equates to approximately 10% without increasing fees for school groups (Level 1) and youth sports teams (Level 2). The presented Facility Use Fee schedule for 2025/26 adheres to that request and increases fees only for community non-profit organizations (Level 3) and commercial for-profit organizations (Level 4) to reach the 10% dollar amount. Regarding the optional Chromebook insurance fee of \$30, Ms. Ellingson reported that approximately 50% of students participate.

Director Nolan made a motion to adopt Resolution 25-07, 2025-2026 Fees & Budget Policies, as presented. Director Killman seconded the motion. The motion carried unanimously. A copy of the resolution is attached.

C. Consent Agenda

Vice President Gray referenced the donation listed on the Consent Agenda and thanked the organization (Cal Cars) for their generosity and support of Mead School District students.

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

Consent Agenda

1. Hired Certificated Personnel:

Jeannie DeLateur	Highland	Cert	1.0 FTE Continuing Spanish/Social Studies teacher effective 9/2/25
Mikayla Sattler	Special Services	Cert	1.0 FTE Continuing SLP effective 9/2/25
Kelsey Overhoff	Skyline	Cert	.4 FTE Leave Replacement 3 rd Grade Teacher 1 st Semester 25/26 effective 9/2/25
Robert Mildes	Special Services	Cert	.4 FTE Continuing PT effective 9/2/25
Joshua Peterson	Highland	Cert	1.0 Continuing Science Teacher effective 9/2/25 (no longer at PV)
Chris Bontrager	Highland	Cert	1.0 Continuing Health/Fitness Teacher effective 9/2/25 (no longer at Farwell)
Cynthia Rupe	Highland	Cert	1.0 Continuing Health/Fitness Teacher effective 9/2/25 (no longer Learning & Teacher LAP/Title @ Midway)
Hilary Linklater	Evergreen	Cert	1.0 Leave Replacement 1 st Grade Teacher 25/26 school year effective 9/2/25
Heather Warren	Evergreen	Cert	1.0 Continuing 1 st Grade Teacher effective 9/2/25 (no longer a Special Services Elementary Resource Room teacher @ Brentwood)
Keelin Daniels	Prairie View	Cert	1.0 Leave Replacement 1 st Grade Teacher 25/26 school year (taking leave from continuing position at Colbert)
Bryce Borland	Learning & Teaching	Cert	1.0 Continuing MVP Teacher effective 9/2/25 (no longer at Highland)
Jennifer Sicilia	Northwood	Cert	1.0 Continuing ELA Teacher effective 9/2/25 (no longer at Prairie View)
Jessie Lewis Mowry	Special Services	Cert	1.0 Continuing SLP effective 9/2/25
Jennifer Boomer	Evergreen	Cert	1.0 Continuing 5 th Grade Teacher effective 9/2/25
Jacquelyn Noldin	Mountainside	Cert	1.0 LR Math Teacher 25/26 school year
Elizabeth Rothstrom	Mountainside	Cert	1.0 Leave Replacement ELA/Electives Teacher 25/26 school year
Slilma Tukey	Prairie View	Cert	1.0 Continuing 1 st Grade Teacher effective 9/2/25 (no longer a Dual Language teacher)
Crystal Palmer	Special Services	Cert	1.0 Continuing Homebased teacher effective 9/2/25
Megan Thompson	Midway	Cert	1.0 LR K teacher 1 st semester 25/26 effective 9/2/25
Michael Nelson	Skyline	Cert	1.0 Leave Replacement 4 th grade teacher 25/26 school year effective 9/2/25 (taking leave from continuing position at Creekside)
Jonathan Fick	Mead HS	Cert	.2 Continuing Percussion teacher effective 9/2/25
Cori Fryett	Highland	Cert	1.0 Continuing Science teacher effective 9/2/25
Lindsey Carlson	Mountainside	Cert	.4 Continuing ELA/Electives teacher effective 9/2/25 (in addition to .6 LR 1 st semester 25/26)
Heather Gilchrest	Special Services	Cert	1.0 Continuing Homebased teacher effective 9/2/25

2. Hired Classified Personnel:

Brent Kile	Maintenance	Class	8 hrs/day General Maintenance effective 7/31/25
Gregory Wichterman	Maintenance	Class	8 hrs/day Electrician effective 7/31/25

3. Hired Classified Substitutes:

Delores Coughlin	Kirk Figon	Raymond Trammell Jr.	
------------------	------------	----------------------	--

4. 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 25, 2025**, the Board, by a unanimous vote does approve for payment the vouchers included in the above referenced list and further described as **Warrant Numbers 122980 to 123352** in the following amounts:

<u>Fund</u>	<u>Amount</u>
General Fund - AP	\$ 2,298,203.15
General Fund - PR	13,423,901.60
ASB Fund	79,613.45
Capital Projects Fund	324,597.86
Transportation Vehicle Fund	363,337.92

5. **Approved Co-Curricular, Supplemental & Extra-Curricular contracts.**

6. **Accepted the Following Donations:**

- \$1,000 from Cal Cars to Mt. Spokane Girls Cross Country

7. **Declared the Following Items as Surplus:**

Bus No. 63
2009 Chevy Collins school bus
State No. 2053314
Vin: 1GBJG31K091113122
Lic No: B7387C

Bus No. 66
2009 Chevy Collins school bus
State N. 205330
Vin: 1GBJG31K191112786
Lic No: E3309C

Bus No. 84
2013 International school bus
State No. 207078
Vin: 4DRBUSKN4DB113117
Lic No: E3308C

Bus No. 92
2008 Chevy Collins school bus
State No. 204823
Vin: 1GBJG31KX81193639
Lic No. 84667C

Bus No. 124
2004 Bluebird school bus
State No. 20946
Vin: 1BABKBXA44F213947
Lic No. 65808C

(133) 2-Way Radios - iCom and Kenwood

(8) Handheld 2-Way Radios

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

Melissa Hoang	Evergreen	Class	9/29/25-12/19/25
Kerrie Howland	MLO	Cert	.5 FTE 25/26 school year (will work .5 FTE)
Amanda Sandoval	Brentwood	Cert	1.0 FTE 1 st semester 25/26 school year (revision from 5/27/25 Consent Agenda)

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

Kaleigh Bussiere	Shiloh Hills	Class	Resignation effective 8/15/25 (Behavior Tech)
Jody Croff	Colbert	Class	Resignation effective 8/31/25 (Para Ed)
Kara Dewar	Creekside	Class	Resignation effective 8/31/25 (Para Ed)
Christina Ford	Transportation	Class	Resignation effective 8/31/25 (Bus Driver)
Diane Glover	Mountainside	Class	Resignation effective 8/31/25 (Custodian)
Wayne Hartwig	Northwood	Class	Resignation effective 8/31/25 (Para Ed)
Bethany Keating	Northwood	Class	Resignation effective 7/28/25 (Para Ed)
Katelyn Rodney	Colbert	Class	Resignation effective 8/17/25 (Para Ed)
Jenny Schneider	Colbert	Class	Resignation effective 8/31/25 (Behavior Tech)
Tammie Slater	MLO	Cert	Resignation effective 8/31/25 (teacher)
Michelle Tubbs	Colbert	Class	Resignation effective 8/31/25 (Para Ed)
Paul Weiss	Transportation	Class	Resignation effective 8/19/25 (Mechanic)
Serenity Wise	Creekside	Class	Resignation effective 8/15/25 (Para Ed)
Delialah Dixon	Evergreen	Class	Retirement effective 8/31/25 (Para Ed)
Beth Slusser	MLO	Class	Retirement effective 8/31/25 (Para Ed)
Keith Stamps	Mead HS	Cert	Separation effective 8/31/25 (teacher)
Courtney Norman	Meadow Ridge	Cert	Resignation effective 8/15/25 (teacher)
Amy Tobin	Farwell	Cert	Resignation effective 8/31/25 (teacher)
Linda Stomps	Mead HS	Class	Retirement effective 8/31/25 (Para Ed)

**D. Resolution 25-08
2025-2026 School Nutrition Fees**

Nutrition Services Assistant Director Mark Oswalt presented Resolution 25-08, 2025-2026 School Nutrition Fees, for board consideration, Approval of lunch and breakfast fees is a part of the annual budget adoption process that must be completed by August 31st of each year.

The Paid Meal Equity Price Requirement for 2025-2026 is \$4.01. While USDA requires increases in lunch meal prices for 2025/26 to meet the weighted average of \$3.43 they allow School Nutrition Programs with a positive fund balance to claim an exemption from raising paid meal prices. Based on the fact Mead's Nutrition Services Department is self-sustaining, Mr. Oswalt recommended the district take advantage of the offered exemption and not increase student meal prices for the 2025/2026 school year. For adult meals Nutrition Services recommends an increase of 25 cents to cover expenses of meals. The district receives zero federal reimbursement for adult meals.

Meadow Ridge Elementary was added this year to the list of schools meeting eligibility requirements for free meals for all students, bringing the total to nine qualifying schools throughout the district.

Director Nolan made a motion to adopt Resolution 25-08, 2025-2026 School Nutrition Fees, as presented. Director Killman seconded the motion. The motion carried unanimously. A copy of the resolution is attached.

E. Award of Milk and Dairy Contract

Pending renewal approval by the Central Valley School Board, Nutrition Services Assistant Director Mark Oswalt presented a bid through the district's interlocal agreement with Central Valley School District, with Terry's Dairy providing milk and dairy products for the 2025/2026 school year, 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 2025-2026 school year. Overall pricing is consistent with the prior year.

Director Killman made a motion to award the Milk and Dairy contract, pending renewal by the Central Valley School Board, for the 2025-2026 school year to Terry's Dairy, as presented. Director Nolan seconded the motion. The motion carried unanimously.

F. Award of Prime Vendor Contract

Nutrition Services Assistant Director Mark Oswalt presented PSJPC REP#202223-1 Prime Vendor with US Foods providing grocery items to the Mead School District in 2025/26 for board consideration. 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 2025-2026 school year. Overall pricing is consistent with the prior year.

Director Nolan made a motion to award PSJPC RFP#202223-1 Prime Vendor contract for the 2025-2026 school year to US Foods, as presented. Director Killman seconded the motion. The motion carried unanimously.

G. Award of Supplemental Prime Vendor Contract

Nutrition Services Assistant Director Mark Oswalt presented RFP 7-2122, Supplemental Prime Vendor, for the 2025-2026 school year, for board consideration. 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 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 Nolan made a motion to award SPS RFP 7-2122, Supplemental Prime Vendor contract for the 2025-2026 school year to Gold Star Foods, as presented. Director Killman seconded the motion. The motion carried unanimously.

H. Award of Disposal Products Contract

Nutrition Services Assistant Director Mark Oswalt presented PSJPC FRP# 3-202324, Disposal Products contract with Imperial Dade, for the 2025-2026 school year, for board consideration. The district has the option to participate in this bid through its membership in the Puget Sound Joint Purchasing Cooperative. The base year for this RFP is the 2023-2024 school year with one-year renewal options through 2027-2028. The contract satisfies RCW 70A.455 compostable requirements. Compostable items include trays, napkins, spoons, forks, foil, plastic wrap, etc.

Overall pricing is consistent with the 2024/25 school year.

In response to a question from Director Killman, Mr. Oswalt shared there is not currently a separate garbage can for students to dispose of compostable items.

Director Nolan made a motion to award PSJPC FRP# 3-202324, Disposal Products contract for the 2025-2026 school year to Imperial Dade, as presented. Director Killman seconded the motion. The motion carried unanimously.

I. Award of Fuel Contract

Transportation Director Tony Davis presented a contract with PetroCard for fuel services for the 2025/26 school year for board consideration. The base year for the Request for Proposal was the 2024-2025 school year, with four one-year renewal options through 2028-2029. The district has been satisfied with PetroCard's performance and is confident in their ability to meet fuel needs in the 2025-2026 school year.

Overall pricing is consistent with the 2024/25 school year.

In response to board questions, Mr. Davis shared fuel prices fluctuate throughout the year. Regarding fuel costs, 80% is for diesel, 5% for propane and 15% for gas. Because they were only in operation for three months, there is no cost data available for operating the new electric buses.

Director Nolan made a motion to award PetroCard the contract for fuel services for the 2025/2026 school year, as presented. Director Killman seconded the motion. The motion carried unanimously.

J. Resolution 25-09

Acceptance of the Completion of Skyline Elementary School

Facilities & Planning Director Ned Wendle presented Resolution 25-09, Acceptance of the Completion of Skyline Elementary School, for board consideration. On August 31, 2021, the Mead School District received notification from ALSC Architects confirming that the Skyline Elementary School project was completed in accordance with contract specifications and documents. This was confirmed by district personnel on November 29, 2021.

Adoption of Resolution 25-09 officially certifies that the work of contractor Graham Construction on the Skyline Elementary School project was completed. Mr. Wendle noted the delay in bringing this resolution to the board for adoption was a recently discovered oversight.

Director Killman made a motion to adopt Resolution 25-09, Acceptance of the Completion of Skyline Elementary School, as presented. Director Nolan seconded the motion. The motion carried unanimously. A copy of the resolution is attached.

K. Contract/Bargaining Agreement MECA Contract

Human Resources Director Keri Hutchins presented a tentative four-year contract agreement (September 1, 2025 - August 31, 2029) between the Mead School District and Mead Extracurricular Employees Association (MECA) for board consideration. The association has ratified this tentative agreement.

A summary of contract changes, including a cost estimate, was provided to each board member. Ms. Hutchins assured the presented tentative agreement was crafted with careful consideration to the bargaining parameters established by the board.

Following discussion, Director Nolan made a motion to approve the four-year contract agreement between the Mead School District and Mead Extracurricular Employees Association (MECA), as presented. Director Killman seconded the motion. The motion carried unanimously.

VIII. Reports

A. Financial Report for the Month of July 2025

Chief Financial Officer Heather Ellingson presented a brief financial report for the month of July 2025. Cash Flow continues to be better than projected. Regarding Fund Balance, it is estimated revenue and expenditures will be essentially equal for the 2024/25 school year resulting in the district being very close to a balanced budget. Ending fund balance is estimated to be \$12.2 million.

It will take until mid to late October to close-out the books for the 2024-2025 school year.

B. Minimum Basic Education Compliance Report

Dr. Jay Jordan, Learning & Teaching Assistant Superintendent, as required by the State Board of Education, reported the district is in compliance with all minimum state basic education requirements and that the appropriate report confirming said compliance has been submitted to OSPI. The report includes, among other things, confirmation of 180 school days, compliance with minimum instructional hours and assurance the district meets all state graduation requirements.

C. Superintendent's Report

Superintendent Hanson shared the following:

1. Noting the magic surrounding the start of a new school year, Superintendent Hanson acknowledged the tremendous amount of work that goes into getting ready for the first

day of school by all district employees and expressed his sincere appreciation to all for their efforts.

2. Regarding safety and security upgrades made possible thanks to the passage of the recent 2024 levy, Superintendent Hanson invited Business & Operations Assistant Superintendent, Dr. Jared Hoadley, to provide an update. New radios, that will transition the district from an analogue to digital system, have been purchased. They are fully operational in all buses and will be in schools, if not the first day, soon thereafter. This new communication system will allow for clear, enhanced communication even when students are on a trip on the other side of the state. Dr. Hoadley reminded that the replacement of cameras will take place over the next three years.

IX. Remarks for the Good of the Schools - Public Comment on Non-Agenda Items

Kristen Harvey, Mead School District parent, expressed her concern/opposition to school board members having access to the district's student information system/s. To listen to her comments in their entirety please visit www.mead354.org/board where you can access a link to the Zoom recording of the meeting.

X. Adjourn

The meeting was adjourned at 7:15 pm.

President

Secretary



**Resolution No. 25-06
2025/2026 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 2025-26 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 2025-26 fiscal year and published electronic notice of the same on its website. The 2025-26 budget includes, among other things, a complete financial plan of the District for the ensuing 2025-26 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 2025-26 budget on or before August 31, 2025. Prior to adoption of the 2025-26 budget, the Board shall meet and conduct a public hearing to allow any person to be heard for or against any part of the 2025-26 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 25, 2025, in accordance with the requirements of RCW 28A.505.060 for the purpose of adopting the 2025-26 budget.

Section 2. Fixing and Determining Fund Appropriations; Adoption of 2025-26 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 2025-26 budget, as follows:

General Fund	\$194,523,992
Capital Projects Fund	\$ 6,155,673
Transportation Vehicle Fund	\$ 2,010,800
Debt Service Fund	\$ 14,690,988
Associated Student Body Fund	\$ 3,409,698

(b) The Board hereby adopts the 2025-26 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.

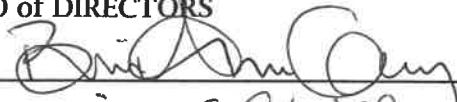
ADOPTED by the Board of Directors of Mead School District No. 354, Spokane County, Washington, at a regular open public meeting thereof, of which due notice was given as required by law, held this 25th day of August 2025, the following Directors being present and voting in favor of the resolution.

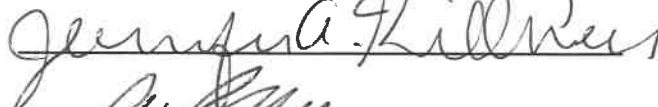
ATTEST:


MEAD SCHOOL DISTRICT
BOARD of DIRECTORS



Secretary to the Board









**Resolution No. 25-07
2025/2026 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 2025/2026 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.

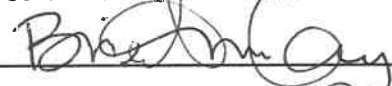
Dated this 25th day of August 2025.

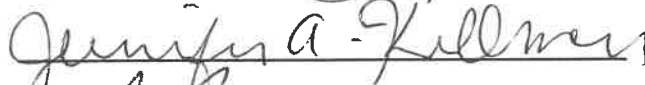
ATTEST:

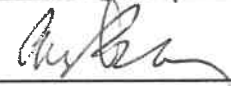
**MEAD SCHOOL DISTRICT
BOARD of DIRECTORS**



Secretary to the Board









2025/2026 FEES AND BUDGET POLICIES

The Board of Directors, in the process of adopting 2025/2026 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 Membership Fee:
 - A. Middle School: \$15.00
 - B. High School: \$50.00
5. Parking – High School: \$50.00
6. Optional Chromebook Insurance
Secondary - \$30
7. Camp Fees: Camp fees for summer 2026 will be determined at a later date.

**Board Policy 6113
Facility Use Fee Schedule
2025-2026**

Classification → → → →	I	II	III	IV
Gymnasium/Fitness/Wt Rm				
School Day	N/C	*N/C or \$25/hour	\$51/hour	\$56/hour
Non-School Day	TBD	\$65/hour	\$81/hour	\$86/hour
Holiday	TBD	\$110/hour	\$138/hour	\$148/hour
Classroom				
School Day	N/C	*N/C or \$25/hour	\$46/hour	\$51/hour
Non-School Day	TBD	\$60/hour	\$75/hour	\$80/hour
Holiday	TBD	\$110/hour	\$138/hour	\$148/hour
Cafeteria/Commons/Library				
School Day	N/C	*N/C or \$25/hour	\$51/hour	\$56/hour
Non-School Day	TBD	\$65/hour	\$81/hour	\$86/hour
Holiday	TBD	\$110/hour	\$138/hour	\$148/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	\$81/hour	\$86/hour
Holiday	TBD	\$110/hour	\$138/hour	\$148/hour
Auditorium/Theater	May Require Stage Crew	May Require Stage Crew	May Require Stage Crew	May Require Stage Crew
School Day	TBD	\$45/hour	\$57/hour	\$62/hour
Non-School Day	TBD	\$60/hour	\$75/hour	\$80/hour
Holiday	TBD	\$110/hour	\$138/hour	\$148/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.**

UNION STADIUM RENTAL FEES

Effective September 1, 2025

Classification	I	II	III	IV
Turf Field	Practice-\$150/hour Home Event - N/C	Practice-\$200/hour Event - Estimate upon Approval	Practice-\$300/hour Event - Estimate upon Approval	Practice-\$350/hour Event - Estimate upon Approval
U1 Grass Soccer Field	N/C	\$20/hour	\$35/hour	\$45/hour
U2 Grass Soccer Field	N/C	\$20/hour	\$35/hour	\$45/hour
U3 Grass Soccer Field	N/C	\$20/hour	\$35/hour	\$45/hour
Stadium Lights-2hr min	N/C	\$50/hour	\$50/hour	\$50/hour
Custodian-2hr min				
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
Press box for Sound System & Scoreboard	\$52/hour	\$52/hour	\$52/hour	\$52/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)

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.



RESOLUTION 25-08
2025/26 School Nutrition Fees

WHEREAS, fees and budget policies for school nutrition fees are incorporated into the operations of the school budget,

NOW, THEREFORE BE IT RESOLVED by the Board of Directors that the amounts set forth on the attached 2025-2026 Meal Price Recommendation be established and administered in the 2025-2026 operating budget.

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

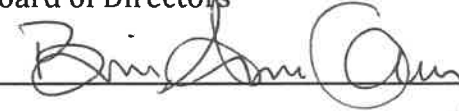
Dated this 25th day of August, 2025.

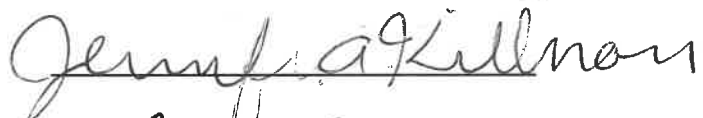
Attest:




Secretary to the Board

Mead School District No. 354
Board of Directors









Nutrition Services
 12509 N. Market St. Bldg E, Mead, WA 99021
 Telephone (509) 465-6100 FAX (509) 461-5111

2025-2026 Meal Price Recommendation

	Current Breakfast	Proposed Breakfast	Current Lunch	Proposed Lunch
Elementary	1.85	No change	2.95	No change
Middle	2.00	No change	3.50	No change
High	2.00	No change	3.50	No change
Adult	3.25	3.50	5.00	5.25
Milk	.65	No change	.65	No change

1. Paid Meal Equity Price Requirement for the 2025-2026 school year is \$4.01. The current weighted average price for lunch is \$3.33. USDA requires increases in lunch meal prices for 2025-2026 to meet the weighted average of \$3.43, which is the price requirement with a .10 cent cap. **See attached.**
2. However, USDA allows School Nutrition Programs with a neutral or positive fund balance as of June 30 of the second preceding year to claim an exemption from raising paid meal prices.
3. A majority of surrounding districts are 100% free meals due to Community Eligibility Expansion through HB 1878 and Provision 2 through HB 1238. Meal prices for paid lunch at other districts are currently similar to our student prices.
4. The Nutrition Services department is self-sustaining and recognize that raising meal prices may decrease participation of paid students.
5. We would recommend no changes in student meal pricing to keep our prices competitive with other districts that still have paid meals. We do recommend raising adult meal prices by 25 cents to cover expenses of meals for which we receive zero federal reimbursement and to meet pricing requirements from USDA. **See attached.**

SFA NAME: [TYPE SFA NAME HERE]

The prices are based on adjusting SY 2024-25 price requirement by the 2% rate increase plus the Consumer Price Index (6.03%).

SY 2025-26 Weighted Average Price Requirement	
Requirement to the nearest cent	Requirement ROUNDED DOWN to the nearest 5 cents
\$4.01	\$ 4.00

SY 2025-26 Price Raise Calculator

Step 1

If the SY 2024-25 Weighted Average Price is equal to or above the target price of \$4.01 then the SFA is compliant for SY 2025-26.

SY 2024-25 Weighted Average Price Calculator

Enter the paid prices and number of paid lunches sold at each price for October 2024.

	Number of Paid Lunches	Paid Lunch Prices	Monthly Revenue	Weighted Average Price for SY 2024-25
1	10,356	\$ 2.95	\$ 30,550.20	
2	23,506	\$ 3.50	\$ 82,271.00	
3			\$ -	
4			\$ -	
5			\$ -	
6			\$ -	
7			\$ -	
8			\$ -	
9			\$ -	
10			\$ -	
Total	33,862		\$ 112,821.20	\$ 3.33

Step 2

Shortfall or Credit

Enter any shortfall or credit carried forward from SY 2024-25

\$ -

Overview of the Calculations

Total Price Increase for SY 2025-26 (Based on the requirement rounded down to the nearest 5 cents)	0.67
Required Weighted Average Price for SY 2025-26 (Increase with the 10 cents cap)	3.43
Remaining Shortfall to Meet the Total Price Increase for SY 2025-26 (Based on establishing the price with the 10 cents cap)	0.57
Credit From the Total Price Increase for SY 2025-26 (Based on a greater price in SY 24-25 and/or credit from the previous year)	-

(Optional Step)

Pricing Estimation Calculator

Below is a tool allowing users to manipulate prices to achieve the required weighted average price for SY 2025-26.

	Number of Paid Lunches	Paid Lunch Prices	Monthly Revenue	Weighted Average Price for SY 2025-26
1	10,356	\$ 3.05	\$ 31,585.80	
2	23,506	\$ 3.60	\$ 84,621.60	
3			\$ -	
4			\$ -	
5			\$ -	
6			\$ -	
7			\$ -	
8			\$ -	
9			\$ -	
10			\$ -	
Total	33,862		\$ 116,207.40	\$ 3.43

Step 3

[SY 25-26 Report](#)

To review the instructions for the SY 25-26 Price Raise Calculator:

[Instructions](#)

Attention: Users should only enter information in the cells highlighted in green. Modifications should not be made to the tool as changes can cause an incorrect new average price to be calculated which will impact future calculations.

Pricing Adult Meal Prices for Non-Pricing Programs

Values current for SY 2025-26	
Federal Reimbursement for *FREE student breakfast	\$2.94
Menu Certification	\$0.00
Value of USDA Foods thru July 2025	\$0.4500
Price your district charges for Paid students	
Minimum Adult Breakfast Price:	\$3.39

*Low Rate: \$2.46

*High Rate: \$2.94

Pricing Adult Meal Prices for

Values current for SY 2025-26	
Federal Reimbursement for *FREE student lunch	\$4.60
Menu Certification	\$0.09
Value of USDA Foods thru July 2025	\$0.4500
Price your district charges for Paid students	
Minimum Adult Lunch Price:	\$5.14

*Low Rate: \$4.60

*High Rate: \$4.62



RESOLUTION 25-09
Acceptance of the Completion of Skyline Elementary School

WHEREAS, Mead School District No. 354 received notification from ALSC Architects on August 31, 2021, that the new Skyline Elementary School Project was complete in accordance with contract specifications and documents (see attached Certificate of Substantial Completion document); and

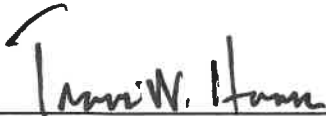
WHEREAS, the district's Director of Facilities & Planning and consultant staff visited the project and concurred on November 29, 2021.

NOW THEREFORE BE IT RESOLVED, that the Board of Directors of Mead School District No. 354 does hereby certify that the work of contractor Graham Construction & Management was completed as of November 29, 2021.

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

Dated this 25th day of August, 2025.

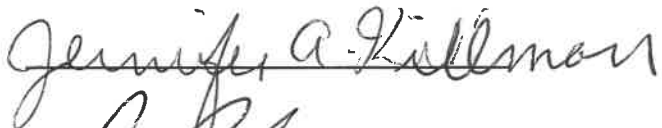
Attest:



Secretary to the Board

Mead School District No. 354
Board of Directors









AIA[®]

Document G704[®] – 2017

Certificate of Substantial Completion

PROJECT: *(name and address)*
Mead School District No. 354
Mead Elementary No. 10

CONTRACT INFORMATION:
Contract For: General Construction
Date: August 19, 2019

CERTIFICATE INFORMATION:
Certificate Number: 01
Date: August 31, 2021

OWNER: *(name and address)*
Mead School District No. 354
2323 E. Farwell Road
Mead, WA 99021

ARCHITECT: *(name and address)*
ALSC Architects, P.S.
203 N. Washington, Suite 400
Spokane, WA 99201

CONTRACTOR: *(name and address)*
Graham Construction & Management
331 North Fancher Road
Spokane, WA 99212

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.
(Identify the Work, or portion thereof, that is substantially complete.)

ALSC Architects, P.S.
ARCHITECT *(Firm Name)*


SIGNATURE

Kenneth J. Murphy,
Principal
PRINTED NAME AND TITLE

August 31, 2021
DATE OF SUBSTANTIAL COMPLETION

WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:
(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)

WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:
(Identify the list of Work to be completed or corrected.)
See attached punchlist.

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within () days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$25,000.

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:
(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

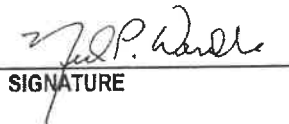
Graham Construction & Management
CONTRACTOR *(Firm Name)*


SIGNATURE

Trevor Graafstra,
District Manager
PRINTED NAME AND TITLE

Nov. 16, 2021
DATE

Mead School District No. 354
OWNER *(Firm Name)*


SIGNATURE

Ned Wendle,
Executive Director
PRINTED NAME AND TITLE

Nov. 29, 2021
DATE