



**Board Work Session Minutes  
Monday, November 3, 2025**

The Board of Directors held a Work Session on Monday, November 3, 2025. The meeting began at 6:00 pm and was held at District Office. Directors Cannon, Gray, Burchard, Nolan and Killman were present. Also attending were Superintendent Travis Hanson and Learning & Teaching Assistant Superintendent Jay Jordan.

**I. Balanced Calendar Discussion**

Heather Havens, Executive Director Special and Alternative Programs, who chaired the district's Balanced Calendar Committee, shared two calendar options for the upcoming 2026-2027 school year. These options were the culmination of several months of work by the committee.

Information shared included the following:

- Mead, along with other school districts in the Spokane region, has been considering calendar changes/options that redistribute instructional days more evenly throughout the year resulting in a more balanced school calendar.
- The differences between the current "traditional" calendar, a "balanced" calendar and a "year-round" calendar were shared. All options include 180 school days and a minimum of 1080 instructional hours.
- The committee, represented by a good cross-section of the community, included 16 Mead staff members and 10 Mead parents.
- The committee met seven times with the first meeting taking place on February 5, 2025 and the last meeting taking place on October 8, 2025.
- Input considered by the committee was shared. This included survey results from students (1751 submissions) and staff/parents (1647 submissions). The top five "benefits" and top five "concerns" from each survey were reviewed.

In each of the presented calendar options (attached) school starts prior to Labor Day, August 26<sup>th</sup>, and ends on June 16<sup>th</sup>, with Winter Break (December 21<sup>st</sup> - January 1<sup>st</sup>) and Spring Break (April 12<sup>th</sup> - April 16<sup>th</sup>) being the same. The primary difference in the options is that Option A has a week long break February 15<sup>th</sup> - February 19<sup>th</sup> (Monday, February 15<sup>th</sup> is President's Day) with Option B having a week long break November 23<sup>rd</sup> - November 27<sup>th</sup> (Thursday, November 26<sup>th</sup> is Thanksgiving).

Discussion included the need for more parent voice, notation that should Option A be selected the Boys & Girls Club would be open the week of February 15<sup>th</sup> - February 19<sup>th</sup> and explanation that the Mead School District has a long-standing past practice of presenting two calendar options for staff to vote on each school year. Board action on the 2026-2027 calendar is scheduled for the December 8<sup>th</sup> meeting but can, if more time is needed, be postponed.

**II. Policy/Procedure 2020 (Course Design, Selection and Adoption of Instructional Materials) Revision Continued Discussion**

A revision to Policy/Procedure 2020, Course Design, Selection and Adoption of Instructional Materials, has been discussed/considered at several board meetings. Discussion began on August 11<sup>th</sup> at a Work Session, and most recently second reading action on the revisions was tabled at the October 20<sup>th</sup> Regular Board Meeting to allow for more discussion at this Work Session.

To underscore the importance of accountability, particularly in the sections of the procedure related to Supplemental Instructional Materials and Temporary Supplemental Instructional Materials, Director Gray referenced a middle school novel example that happened just this fall where appropriate processes were not followed. While this may be a “one off” situation it highlights the need for really good policy. Regarding this situation, Superintendent Hanson assured he will be investigating the matter and noted clarity in how materials are approved/implemented is very important. Because the district, for many years, has not had money to adopt curriculum, the system as a whole is using a lot of supplemental materials. Superintendent Hanson added that this is a classic example of a system in need of better processes.

Regarding Procedure 2020, there was lengthy discussion on the revisions, particularly as they relate to Supplemental Instructional Materials and Temporary Instructional Materials. Based on this discussion Learning & Teaching Assistant Superintendent Jay Jordan will revise the second reading draft procedure incorporating agreed upon changes. The policy/procedure will be brought forward for second reading action at the upcoming November 17, 2025 Regular Board Meeting.

### **III. Policy/Procedure 5254 (Staff Expression) Adoption Discussion**

Board members were provided with a rough draft of Policy/Procedure 5254, Staff Expression. Discussion included extending the classroom display language to include the entire building and a suggestion that a reference to RCW 28A.405.030 be added to the policy. It was the consensus of the board to have the policy/procedure reviewed by legal counsel prior to bringing it forward for first reading consideration.

### **IV. Discipline Appeals Council Discussion**

Referencing the shorter timelines associated with board appeals in the new student discipline policy/procedure, Superintendent Hanson shared the law allows the board to establish a Discipline Appeals Council with members (minimum of three) appointed by the school board.

Discussion included having a board member serve as the committee chair and the need for the council to be properly trained. Superintendent Hanson will reach out to other school districts who are utilizing a Discipline Appeals Council to learn about how they are operating.

### **V. Policy/Procedure 3240 (Student Conduct Expectations & Reasonable Sanctions) Suspension Discussion**

With the recent approval of revisions to Policy/Procedure 3241, Student Discipline, Superintendent Travis Hanson shared there is now no need for Policy/Procedure 3240, Student Conduct Expectations & Reasonable Sanctions, as the provisions set forth in that policy/procedure have been incorporated into the new student discipline policy/procedure. Superintendent Hanson additionally noted WSSDA no longer has policy/procedure 3240 in its policy/procedure catalog.

The suspension of policy/procedure 3240 will be included for board approval in the November 17, 2025 Consent Agenda.

### **VI. Superintendent Update**

Superintendent Hanson updated the board on the following topics:

- ESD 101 currently operates an ECEAP preschool program as part of Mead’s Early Learning Program at Creekside Elementary. The district is in the early stages of exploring the possibility of taking over this program. Central Valley did this approximately six years ago. Additional information will be shared with the board in January or February on this topic.

- Attorney Garrett Williams recently completed the second of two student discipline trainings with school administrators. Upcoming will be Special Education training presented by an attorney from Stevens Clay.

**VII. Adjourn**

The meeting was adjourned at 9:35 pm.

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**President**

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**Secretary**

Option A

# SCHOOL DISTRICT

## 2026-27 Academic Master Calendar

### 2026

#### AUGUST

4 Student Days

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23 <sub>30</sub>	24 <sub>31</sub>	25	26	27	28	29

#### SEPTEMBER

21 Student Days

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

#### CALENDAR NOTES

**Late Start Info**  
(does not apply to MLO)

School starts 40 minutes later on Wednesdays, with the exception of: 9/2, 10/7, 1/20, 2/3, 6/9, 6/16

#### Early Release Times\*

\*unless otherwise noted at right  
Elementary (TK-K-5): 12:45 pm  
Middle School (6-8): 11 am  
High School (9-12): Release at 10:40 am, buses leave at 11 am

#### OCTOBER

21 Student Days

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

#### NOVEMBER

17 Student Days

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

#### DECEMBER

14 Student Days

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

### 2027

#### JANUARY

19 Student Days

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24 <sub>31</sub>	25	26	27	28	29	30

#### FEBRUARY

15 Student Days

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

#### MARCH

21 Student Days

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

#### APRIL

17 Student Days

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

#### MAY

19 Student Days

S	M	T	W	T	F	S
					1	
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23 <sub>30</sub>	24 <sub>31</sub>	25	26	27	28	29

#### JUNE

12 Student Days

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

- First/Last Day/School Resumes
- Non-Student Day
- Holiday (No School)
- Elementary Conferences (No School)
- Snow Make-Up Day (No School)
- No Late Start

○ Date noted in right-hand column

#### Mead School District

District Office (509) 465-6000  
2323 E Farwell Rd  
Mead, WA 99021  
[www.mead354.org](http://www.mead354.org)



#### August

- 26 1st Day of School (Gr. 1-12)
- 31 1st Day of K & TTK

#### September

- 2 NO LATE START
- 3 1st Day of PreSchool
- 7 Labor Day (No School)

#### October

- 7 NO LATE START
- 7-9 Elementary Conferences (Half-day 10/7 with early release at 12:45 p.m., Non-Student Days 10/8 & 10/9)
- 16 Learning Improvement Day (Non-Student Day)

#### November

- 11 Veterans Day
- 25-27 Thanksgiving Break

#### December

- 21-Jan 1 Winter Break

#### January

- 4 School Resumes
- 18 Martin Luther King Jr. Day
- 20 NO LATE START
- 22 End 1st Semester (Secondary Early Release at 11 a.m.)

#### February

- 3 NO LATE START
- 3-5 Elementary Conferences (Half-day 2/3 with early release at 12:45 p.m., Non-Student Days 2/4 & 2/5)
- 15 Presidents' Day
- 16-19 Mid-Winter Break

#### March

- 19 Learning Improvement Day (Non-Student Day)
- 22 Snow Make-Up Day (No School)

#### April

- 12-16 Spring Break

#### May

- 28 Non-Student Day
- 31 Memorial Day

#### June

- 9 NO LATE START
- 10 Last Day of Preschool
- 16 NO LATE START + Last Day of School (Elementary early release at 12:00 p.m., Secondary early release at 11 a.m.)
- 17 Snow Make-Up Day (No School)
- 18 Juneteenth (Observed)

Option B

# SCHOOL DISTRICT

## 2026-27 Academic Master Calendar

### 2026



#### AUGUST

4 Student Days

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
<sup>23</sup> / <sub>30</sub>	<sup>24</sup> / <sub>31</sub>	25	26	27	28	29

#### SEPTEMBER

21 Student Days

S	M	T	W	T	F	S
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
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19 Student Days

S	M	T	W	T	F	S
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- 12, 15 No School, Presidents' Day

#### March

- 18 Learning Improvement Day (Non-Student Day)
- 19 Non-Student Day
- 22 Snow Make-Up Day (No School)

#### April

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#### May

- 28 Non-Student Day
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