



**Minutes from the Regular Meeting of the Board of Directors  
Monday, January 26, 2026**

The Board of Directors held a Regular Board Meeting on Monday, January 26, 2026. 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, Cannon and Woodworth were present. Director Killman was 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 President Gray asking all to rise for the Pledge of Allegiance.

**II. Approval of Agenda**

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

**III. Approval of Minutes**

Director Nolan made a motion to approve the minutes of the December 8, 2025 Regular Board Meeting and January 12, 2026 Work Session, as presented. Director Cannon seconded the motion. The motion carried unanimously.

**IV. Remarks for the Good of the Schools**

*High School Updates*

ASB officers from both Mead High School and Mt. Spokane High School were in attendance. In addition to presenting a brief review of the academic, athletic, leadership and music events recently completed and upcoming at each school, current ASB officers introduced newly elected ASB officers. The names of officers are listed below:

*Mead High School*

<b>Office</b>	<b>Current</b>	<b>Newly Elected</b>
<b>President</b>	Benjamin Herzog	Noah Chavez
<b>Vice President</b>	Grace Lockhart	Lucas Hansen
<b>Secretary</b>	Breydon Nguyen	Venita Slavacruz
<b>Public Relations</b>	Claire Blackwell	Lani Zackious
<b>Treasurer</b>	Caitlyn Ha	Anna Hansen

*Mt. Spokane High School*

<b>Office</b>	<b>Current</b>	<b>Newly Elected</b>
<b>President</b>	Beau Tampien	Nduta Chicoine
<b>Vice President</b>	Brooklyn Buth	Jayden Barton
<b>Secretary</b>	Brendan Hughes	Eli Hewa
<b>Public Relations</b>	Quincy Schuerman	Emery McMurray
<b>Treasurer</b>	Jackson Simmons	Maddie Naslund

A consistent theme in remarks from current/outgoing officers was appreciation for the many opportunities they have been given to serve and lead in their respective high school community.

## *Spokane Transit Authority Connect 2035 Plan*

Emily Poole, STA Interim Chief Planning & Development Officer, accompanied by Carly Contright, STA Chief Communications & Customer Service Officer, shared information on the STA Connect 2035 Plan. The presentation included a look back at projects completed in the past ten years (2015-2025) and projects planned for the next ten years (2025-2035). One new project is the planned expansion of bus service to the North Costco area.

### *Board/Staff Comments*

Director Nolan was very complementary of both the Northwood Christmas Assembly and the Farwell MLK Assembly.

Director Cannon updated the board on the following 2026 WSSDA legislative priorities:

- Increase in MSOC funding (Materials, Supplies & Operating Costs) to help cover the escalating cost of things like the district's errors and omissions insurance premium which continues to see substantial annual increases.
- Pause on new state mandates that tell districts what to do.
- Amend legislation approved last year that applies sales tax to good and services purchased by school districts that, in the past, were not taxed.

Noting January is *School Board Appreciation Month*, Superintendent Hanson expressed his personal thanks to board members for their dedication and commitment to district students, staff and the community. In particular he noted the significant amount of "behind the scenes" work the board does and the increasingly challenging political environment they must navigate.

### *Public Comments on Agenda Items*

**Kristen Harvey**, Mead School District parent, addressed the board on the topic of consistency in student discipline as it relates to hazing. These comments were associated with the revisions being considered to Policy & Procedure 3207, Prohibition of Harassment, Intimidation and Bullying. To listen to her comments in their entirety please visit [www.mead354.org/board](http://www.mead354.org/board) where you can access a link to the Zoom recording of the meeting.

## **V. Continuing Business**

### **A. 1<sup>st</sup> Reading Policy & Procedure 3207 Revision**

#### **Prohibition of Harassment, Intimidation and Bullying**

Learning & Teaching Assistant Superintendent Jay Jordan presented a revision to Policy & Procedure 3207, Prohibition of Harassment, Intimidation and Bullying, for first reading, non-action, consideration. The policy and procedure were adopted on June 9, 2023 and last revised on May 26, 2020.

WSSDA Sample Policy 3207 and WSSDA Sample Procedure 3207 were used as the base/template for the presented revisions. In each document new proposed WSSDA language was red and language from the current policy/procedure to be deleted was crossed out/highlighted.

The revisions were a discussion topic at the January 12, 2026 Work Session.

There were no first reading changes recommended. President Gray confirmed the policy/procedure revision can be brought forward for 2<sup>nd</sup> reading action at the next Regular Board Meeting (February 23, 2026).

## B. Instructional Materials Committee

In presenting this agenda item, Learning & Teaching Assistant Superintendent Jay Jordan noted that, as set forth in Procedure 2020, Course Design, Selection and Adoption of Instructional Materials, the board must approve the makeup of the Instructional Materials Committee (IMC).

At the January 12, 2026 Work Session a proposal for IMC membership (makeup of the committee) was shared. Discussion included the recommendation that the number of parents be increased from three to six with representation, ideally, including two elementary parents, two middle school parents and two high school parents. That recommendation was incorporated into the presented Instructional Materials Committee membership list.

In response to a question from Director Nolan, Dr. Jordan shared the district would follow its regular practice for selecting parents to serve on the IMC. Superintendent Hanson added that, like when community members were selected for the Calendar Committee and Technology Committee, the process would take into consideration, among other things, equitable representation from across the district.

Discussion centered on the board's desire to have input on those individuals/parents selected to serve on the IMC. It was suggested specific details of what this could/would look like be a topic of discussion at an upcoming Work Session.

Director Nolan made a motion to approve the makeup of the Instructional Materials Committee, as presented. Director Cannon seconded the motion. The motion carried unanimously. A copy of the Instructional Materials Committee makeup/membership list is attached.

## VI. New Business

### A. Consent Agenda

President Gray read aloud the donations listed in the Consent Agenda and thanked those individuals and organizations for their generosity and support of Mead School District students.

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

### Consent Agenda

#### 1. Hired Certificated Personnel:

Jaime Pilkington	Learning & Teaching	Cert	.5 FTE Leave Replacement LAP teacher (@ PV) in addition to .5 FTE Continuing effective 12/16/25
Emily Shick	Brentwood	Cert	.2 FTE Non-Continuing Combo Support teacher in addition to .4 FTE Continuing effective 12/8/25
Shannon Wenman	Highland	Cert	.4 FTE Leave Replacement Science teacher in addition to .4 FTE Leave Replacement teacher 25/26 school year 2 <sup>nd</sup> semester 25/26
Jayden Matthews	Mt. Spokane	Cert	1.0 FTE Continuing Gen Ed DLC Support teacher effective 1/15/26
Jarred Nelson	Mead HS	Cert	1.0 FTE Continuing Gen Ed DLC Support teacher effective 1/15/26
Anna Minto	Special Services/Skyline	Cert	.6 FTE Leave Replacement Resource Room teacher 1/15/26-6/16/26

#### 2. Hired Classified Personnel:

Shannon Baude	Mountainside	Class	4.12 hrs/day Para Ed effective 1/5/26
Rebekah Biskeborn	Mountainside	Class	5 hrs/day Para Ed effective 1/5/26
Stacie Floyd	Mead HS	Class	3 hrs/day Para Ed effective 12/15/25
Katherine Ford	Nutrition Services	Class	8 hrs/day Admin Asst effective 12/8/25
Jessica Gilliland	Brentwood	Class	6.5 hrs/day Para Ed effective 12/11/25
Sarah Goepel	Custodial Services	Class	8 hrs/day Custodian effective 1/20/26
Breanna Klein	Student Services	Class	6.25 hrs/day Classified Nurse effective 1/20/26
Katie Lamb	Skyline	Class	6.03 hrs/day Para Ed effective 1/7/26
Jodi Magee	Mt. Spokane	Class	3 hrs/day Para Ed effective 12/4/25
Jordan Newman	Mt. Spokane	Class	6.15 hrs/day Para Ed effective 12/4/25

Joel Pierce	Prairie View	Class	6.25 hrs/day Para Ed effective 1/5/26
Birgitte Ruesch	Evergreen	Class	6.5 hrs/day Para Ed effective 12/4/25
Clarissa Schneider	Midway	Class	6.25 hrs/day Para Ed effective 12/4/25
Beata Smith	Mt. Spokane	Class	6.15 hrs/day Para Ed effective 1/8/26
Raymond Trammell	Transportation	Class	4 hrs/day Driver effective 12/4/25
Cyrstalynn Varozza	Creekside	Class	2.2 hrs/day Para Ed effective 12/16/25
Kara Wooten	Midway	Class	6.35 hrs/day Para Ed effective 1/12/26
Erin Johnson	Special Services	Class	7 hrs/day Behavior Tech effective 1/15/26
Joseph Murray	Mt. Spokane	Class	6.4 hrs/day Para Ed effective 1/15/26
Brenda Newsom	Evergreen	Class	6.25 hrs/day Para Ed effective 1/26/26
Josh Wilponen	Mead HS	Class	6.15 hrs/day Para Ed effective 1/15/26
Kristin Woolway	Mt. Spokane	Class	6.15 hrs/day Para Ed effective 1/15/26

**3. Hired Certificated Substitutes:**

Sara Kern	Henry Wheeler	Adeline Arpin	Rachel Yaun
Halley Ortuno	Connor Schlieter	Ashley Castillo	Barrett Chaparro
Ellie Stephens	David Buldenko	Megan Borders	Liliana Barraza

**4. Hired Classified Substitutes:**

Paige Querna	Donald Davidson	Nicole Sauro	Joel Pierce
Xena Choeun	Ailahn Mae Vilorio	Deanna Mayfield	Jesse Powell
Carly Linger	Elizabeth Powers	Rachelle Zickler	Renee Collins

**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, **January 26, 2026**, the Board, by a unanimous vote does approve for payment the vouchers included in the above referenced list and further described as **Warrant Numbers 125078 to 125621** in the following amounts:

<u>Fund</u>	<u>Amount</u>
General Fund - AP	\$ 2,202,123.48
General Fund - PR	13,044,458.90
ASB Fund	257,938.91
Transportation Vehicle Fund	189,880.91

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

**7. Accepted the Following Donations:**

- \$10,000 from Granite Fund Raising of Mt. Inc. to Mead HS Girls Basketball
- \$542.53 from Wenspok Resources LLC to Mead HS Band
- \$1,000 (Technology Grant) from Dorian to Farwell Elementary
- \$500 from KPFF Consulting Engineers to MSD Bridge Building Competition for T-Shirts
- \$1,000 (Technology Grant) from Dorian to Creekside Elementary
- \$2617.35 from Les Schwab Tires to Mt. Spokane Youth Basketball Camps to purchase a basketball for each attendee
- \$500 from Seattle Seahawks to Mt. Spokane Football program
- \$1,804 from M&R Sales, Inc. to Mead HS Girls Track program

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

Nicole Hodl	Skyline	Cert	2 <sup>nd</sup> semester 25/26
Annie Sturtevant	Skyline	Cert	2 <sup>nd</sup> semester 25/26

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

Jean Strom	Colbert	Class	4/17/26
Gary Tuttle	Transportation	Class	5/26/26 - 6/5/26
Sheri Clark	Mountainside	Class	5/5-6/26
Gina McGlocklin	Colbert	Cert	4/2-3/26
Julie Allen	Meadow Ridge	Cert	1/24/26 - 2/27/26 (amends 10/20/25 agenda)
Kimberly Reyes	Highland	Class	5/26-27/26
Meg O'Neil	Highland	Class	Wednesdays 3/11/26 - 6/17/26
Marcella Lybbert	MLO	Cert	.2 FTE 2 <sup>nd</sup> semester 25/26 school year

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

Carrie Baker	Meadow Ridge	Class	Resignation effective 1/14/26 (Para)
Kyra Bigelow	Skyline	Class	Resignation effective 12/31/25 (Para)
Emily Boyzo	Colbert	Class	Resignation effective 12/19/25 (Para)
Kelli Burman	District Office	Class	Resignation effective 1/9/26 (HR)

Cynthia Ellis	Highland	Class	Resignation effective 1/8/26 (Para)
Shanlah Kincaid	Creekside	Class	Resignation effective 12/11/25 (Para)
Lisa King	Evergreen	Class	Resignation effective 12/19/25 (Para)
Morgan Liesman	Mt. Spokane	Class	Resignation effective 12/8/25 (Para)
Alyssa Servatius	Midway	Class	Resignation effective 12/12/25 (Para)
Candace Ainslie	Special Services	Class	Retirement effective 2/27/26 (Admin Asst)
Maureen Collins	Mt. Spokane	Cert	Retirement effective 8/31/26 (teacher)
Rubina Quidwai	Northwood	Class	Retirement effective 1/30/26 (Para)
Kelly McKee	Family & Student Services	Class	Retirement effective 6/30/26 (Coordinator)

## 11. **Approved Employment Termination:**

Trisha Graham | MLO | Class | Probationary Release effective 1/5/26

### **B. 1<sup>st</sup> Reading Policy & Procedure 3210 Revision Nondiscrimination**

Learning & Teaching Assistant Superintendent Jay Jordan presented a revision to Policy & Procedure 3210, Nondiscrimination, for first reading, non-action, consideration. This policy was adopted on March 27, 1991 and last revised on April 27, 2015. The procedure was adopted on March 14, 1995 and last revised on February 24, 2020.

The presented policy revision and procedure revision are identical to WSSDA Sample Policy 3210 and WSSDA Sample Procedure 3210. For comparison purposes a copy of current Policy 3210 and current Procedure 3210 were provided to board members. A bulleted list of updates to both the policy and procedure were included in the point sheet for this agenda item.

This policy/procedure revision will be discussed in more detail at the upcoming February 9, 2026 Work Session.

### **C. Uninterruptable Power Supply Equipment Contract**

Technology Director Dave Willyard presented a contract with Compunet to provide uninterruptable power supply equipment for board consideration.

Two firms (Compunet & Questivity) submitted proposals to the Technology Department's Request for Proposal. Compunet was the selected vendor scoring 100 out of 100 on the seven bid factors. A bid recap was provided to the board.

The cost for the uninterruptable power supply equipment, including tax, totals \$22,441.72. This equipment is eligible for Federal E-Rate funding in the amount of approximately \$13,465.03, resulting in a cost to the district of approximately \$8,976.69.

Following discussion, that included a brief explanation of how E-Rate funding is calculated, Director Cannon made a motion to award Compunet the contract for uninterruptable power supply equipment, as presented. Director Woodworth seconded the motion. The motion carried unanimously.

### **D. Wireless Access Points Equipment and Mountainside Middle School Wiring Contract**

Technology Director Dave Willyard presented a contract with Ednetics to purchase wireless access points equipment and wiring for Mountainside Middle School for board consideration.

The Technology Department sent out a Request for Proposal for pricing on Mountainside Middle School wiring and wireless access points equipment at Brentwood Elementary, Colbert Elementary, Evergreen Elementary, Farwell Elementary, Meadow Ridge Elementary, Midway Elementary, Prairie View Elementary, Shiloh Hills Elementary and Pittsburgh Learning Center (Mead Learning Options). One firm (Ednetics) submitted a proposal. Ednetics was the selected vendor, scoring 100 out of 100 on the seven bid factors. A bid recap was provided to the board.

The cost for the replacement wireless access points equipment and wiring, including tax, totals \$664,367.96. This equipment and wiring are eligible for Federal E-Rate funding in the amount of approximately \$398,620.78. Therefore, if Federal E-Rate funding is awarded, the amount of money necessary for this purchase is approximately \$265,747.18.

Director Nolan made a motion to award Ednetics the contract for wireless access points equipment and wiring for Mountainside Middle School, as presented. Director Cannon seconded the motion. The motion carried unanimously.

#### **E. Student Travel Proposal Mt. Spokane Sports Medicine Club**

Learning & Teaching Assistant Superintendent Jay Jordan presented a travel request from Mt. Spokane Sports Medicine Club (approximately 14 students plus Sports Medicine teacher Breann Booher and two additional adult chaperones, Katie Booher and Ryan Baker) to travel to Los Angeles, California, March 12-15, 2026, to participate in the AACI California Regional Sports Medicine Competition. This Sports Medicine event is one of the most competitive in the nation. Students, in addition to competing in a variety of skill categories, will have the opportunity to network with healthcare professionals and other high school students. A copy of the trip itinerary was provided to board members in their board meeting packet.

Students will miss two days of school, Thursday, March 12<sup>th</sup> and Friday, March 13<sup>th</sup>, and district teachers traveling with students will need a substitute teacher for those two days.

The estimated per student cost is \$650 with fundraising opportunities available. CTE funds will cover substitute, airfare and hotel costs for the three adults traveling with students.

Following discussion, Director Cannon made a motion to approve the request from Mt. Spokane Sports Medicine Club to travel to Los Angeles, California, to participate in the AACI California Regional Sports Medicine Competition, March 12-15, 2026, as presented. Director Nolan seconded the motion. The motion carried unanimously.

#### **F. Contract/Bargaining Agreement Mead Principals' Association**

Superintendent Travis Hanson presented the approval of a tentative two-year (July 1, 2025 - June 30, 2027) collective bargaining agreement between the Mead Principals' Association and the Mead School District for board consideration. The association has ratified this tentative agreement. Contract changes include the addition of \$1,000 annually per association member for Professional Development (the current contract includes no monies for PD) and the addition of a 12-year longevity step (administrator experience) to the salary schedule.

Director Canon made a motion to approve the tentative two-year collective bargaining agreement between the Mead Principals' Association and the Mead School District, as presented. Director Woodworth seconded the motion.

Director Nolan expressed concern with both the longevity step increase and the two-year contract term, noting his desire that incentive/merit pay be incorporated into the contract and that this happen sooner rather than later, hence his opposition to a two-year contract. He could support a one-year contract. In sharing his concerns, Director Nolan acknowledged the complexity and time associated with incorporating merit pay into the contract but also stated his opposition to continuing to simply increase pay for all association members without linking increases to performance.

On the subject of merit pay, President Gray asked that as conversations take place between the district and association that the board receive regular progress updates.

President Gray called for a vote on the motion to approve the tentative two-year contract agreement between the Mead Principals' Association and the Mead School District, as presented. The motion passed (President Gray, Director Cannon and Director Woodworth voted in favor of the motion, Director Nolan was opposed.)

## **VII. Reports**

### **A. Financial Report for the Months of November & December 2025**

Chief Financial Officer Heather Ellingson presented a brief financial report for the months of November & December 2025. Report highlights included the following:

- As has been the recent pattern, enrollment peaked early in the school year and, to date, has been declining each month thereafter. Kindergarten is the grade level where enrollment is most significantly under budget. Declining enrollment is not unique to the Mead School District. Districts throughout the state are experiencing the same downward trend in enrollment.
- Cash Flow is \$2 million less than projected for this point in the school year. This is attributable to high MSOC expenses (materials, supplies & operating costs) in September and an increase in contracted services (special education and nursing).
- Overall, for this point in the fiscal year, both revenue and expenditures are in line with where Ms. Ellingson expected them to be.

### **B. Nondiscrimination & Affirmative Action (Policy 5010), Sexual Harassment (Policy 5011) and Workforce Secondary Traumatic Stress (Policy 5515) Report**

#### *Policy 5010 - Nondiscrimination & Affirmative Action*

Human Resources Director Keri Hutchins, as required annually in Policy 5010, updated the board on the district's progress toward reaching nondiscrimination and affirmative action goals as they relate to employment practices. Information shared included a brief explanation of the district's Equal Opportunity Statement. This statement is governed by WAC statutes and states the district does not discriminate based on any protected class. State law requires the district maintain a comprehensive Affirmative Action Plan. This plan is available on the district's website. The current five-year plan runs through 2025. The 2026-2031 plan is being developed and will be finalized once the state releases demographic data to the county. The data release date is projected to be January 29, 2026.

#### *Policy 5011 - Sexual Harassment*

Human Resources Director Keri Hutchins, as required annually in Policy 5011, updated the board on staff training associated with this policy. While there is no specific plan or program tied to the policy, annual staff training is required. This mandatory online training teaches staff to identify and address sexual harassment, reinforcing their role in maintaining a harassment-free workplace. This training offers strong compliance with Policy 5011. Administrators are trained to promptly investigate any complaints per policy and procedure in collaboration with the HR Department. Based on current data, strong implementation and positive outcomes, no policy or procedural changes are deemed necessary at this time.

#### *Policy 5515 - Workforce Secondary Traumatic Stress*

Human Resources Director Keri Hutchins, as required annually in Policy 5515, updated the board on the processes in place to address workforce secondary traumatic stress. Information shared included a brief explanation of secondary traumatic stress, also referred to as compassion fatigue. In school settings, if not addressed, secondary traumatic stress can contribute to burnout, absenteeism, turnover and reduced employee well-being. To address secondary traumatic stress the district proactively shares information with staff on the subject including a comprehensive list of self-care tools, mindfulness strategies and district resources that are available.

### **C. Superintendent's Report**

Superintendent Hanson shared the following:

1. Referencing the MLO program audit recently completed by Mick Miller, Superintendent Hanson shared Heather Havens (Executive Director, Special & Alternative Programs) and Nick Edwards (MLO Principal) are engaged in implementing a number of the recommended changes with the goal of making the programs offered more sustainable. Additional information will be shared with the board at an upcoming spring Work Session.
2. Referencing the latest Learning & Teaching Newsletter, Superintendent Hanson encouraged the board to review/read this correspondence that includes excellent information on the foundational work being undertaken by Learning & Teaching.

### **VIII. Remarks for the Good of the Schools - Public Comment on Non-Agenda Items**

**Toby Doolittle**, Mead Education Association President, addressed the board on the topic of the tentative agreement between the Mead Principals' Association and Mead School District approved by the board earlier in the meeting and the lack of expressed support from the board for school administrators who do an amazing job. To listen to his comments in their entirety please visit [www.mead354.org/board](http://www.mead354.org/board) where you can access a link to the Zoom recording of the meeting.

### **IX. Adjourn**

The meeting was adjourned at 8pm.

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**President**

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**Secretary**

# Mead School District Instructional Materials Committee

- Assistant Superintendent of Learning & Teaching
- Director of Curriculum & Assessment
- Special Education Director of Learning & Teaching
- 2 Elementary Principals
- Middle School Principal or Assistant Principal
- High School Principal or Assistant Principal
- 2 Elementary Teachers (1 LAP only building and 1 Title building)
- Middle School Teacher
- High School Teacher
- Elementary Special Education Teacher
- Secondary Special Education Teacher
- 6 Parents (ideally two elementary, two middle school, two high school)