



AGENDA FOR THE REGULAR BOARD MEETING
Monday, February 23, 2026 - 6 pm
Union Event Center, 12509 N. Market St., Bldg. D, Mead, WA 99021

Webinar Link: mead354-org.zoom.us/j/98818558514
Or Call 669-900-6833 Webinar ID 988 1855 8514

I. PLEDGE OF ALLEGIANCE

II. APPROVAL OF AGENDA

(Action)

III. APPROVAL OF MINUTES

(Action)

Approval of the Minutes from the Regular Board Meeting of January 26, 2026 and
Work Session of February 9, 2026

IV. REMARKS FOR THE GOOD OF THE SCHOOLS

- High School Updates
- Board/Staff Comments
- Public Comment on Agenda Items

V. CONTINUING BUSINESS –

- A. 1st Reading Procedure 2153 Adoption**
Non-Curriculum Related Student Clubs

(Presented by: *Travis Hanson, Superintendent*)

(Action) 1

- B. 2nd Reading Policy & Procedure 3210 Revision**
Nondiscrimination

(Presented by: *Jay Jordan, Learning & Teaching Assistant Superintendent*)

(Action) 2

VI. NEW BUSINESS

- A. Consent Agenda**

Vouchers, Personnel Actions, Co-Curricular, Extra-Curricular & Supplemental Contracts **(Action) 3**

- B. Student Travel Proposal**
Mt. Spokane HS Yearbook

(Presented by: *Jay Jordan, Learning & Teaching Assistant Superintendent*)

(Action) 4

- C. Student Travel Proposal**
Mead HS Yearbook

(Presented by: *Jay Jordan, Learning & Teaching Assistant Superintendent*)

(Action) 5

- D. Real Time Crime Center (Spokane County Sheriff's Office)**
Technology Contract

(Presented by: *Travis Bown, Maintenance Director*)

(Action) 6

VII. REPORTS

- A. Financial Report for the Month of January 2026**

7

(Presented by: *Heather Ellingson, Chief Financial Officer*)

- B. Superintendent's Report**

VIII. REMARKS FOR THE GOOD OF THE SCHOOLS

- Public Comment on Non-Agenda Items

IX. ADJOURN

Public Comment – Policy 1430

The Board recognizes the value of public comment on educational issues and the importance of involving members of the public in its meetings.

Public Comment on Agenda Items will be taken at the beginning of the meeting (prior to board action).

Public Comment on Non-Agenda Items will be taken at the conclusion of the business portion of the meeting, prior to adjournment.

Process & Length of Public Comments – Individuals wishing to be heard by the Board shall first be recognized by the board President. Individuals, after identifying themselves, will have **three minutes** to offer their comments. Those wishing to address the Board are asked to complete a *Public Comment Form*, giving the form to the board clerk in person, prior to the start of the meeting. Generally, *Public Comment Forms* are not accepted after the start of the meeting. However, prior to taking Public Comment on non-agenda items at the conclusion of the business portion of the meeting, an opportunity will be provided for those in attendance to complete a *Public Comment Form* and address the Board.

Public Comment Constraints – The board President may interrupt or terminate an individual's statement when it is too lengthy, personally directed, abusive or obscene. The Board as a whole shall have the final decision in determining the appropriateness of all such rulings. The Board shall not hear oral complaints regarding district employees. A member of the public wishing to make such a complaint shall do so in writing to the board President and/or Superintendent who shall take appropriate action.

Board Response to Public Comments – Whenever an individual comments to the Board, board members may ask clarifying questions of speakers, however, there should be no expectation of discussion and/or response. Please understand that the Board's silence is neutral. It is neither a signal of agreement nor disagreement with the speaker's remarks. If a response is requested, the board President will generally refer the matter to the district superintendent or a designee for further study and follow-up. In limited cases, an issue brought before the Board may be deferred to a future board meeting for response or discussion.

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



**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

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

Mt. Spokane High School

Office	Current	Newly Elected
President	Beau Tampien	Nduta Chicoine
Vice President	Brooklyn Buth	Jayden Barton
Secretary	Brendan Hughes	Eli Hewa
Public Relations	Quincy Schuerman	Emery McMurray
Treasurer	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 where you can access a link to the Zoom recording of the meeting.

V. Continuing Business

A. 1st 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 2nd 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 nd 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	Ailahni 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 nd semester 25/26
Annie Sturtevant	Skyline	Cert	2 nd 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 nd 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)
Shaniah 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. 1st 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 12th and Friday, March 13th, 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 where you can access a link to the Zoom recording of the meeting.

IX. Adjourn

The meeting was adjourned at 8pm.

President

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)



**Board Work Session Minutes
Monday, February 9, 2026**

The Board of Directors held a Work Session on Monday, February 9, 2026. The meeting began at 6:00 pm and was held at District Office. Directors Gray, Nolan, Cannon, Killman and Woodworth were present. Also attending were Superintendent Travis Hanson and Learning & Teaching Assistant Superintendent Jay Jordan.

Prior to moving to the first agenda item, board members were invited to attend the district's Audit Entrance Conference taking place on Tuesday, February 10, 2026 at 2 pm. Those interested in participating were asked to let the Superintendent's Office know so that meeting login information could be provided. Regarding the required Risk Assessment call with state auditors, Director Cannon volunteered to participate in this call.

I. ELL Annual Report (Policy 2110)

Robin Placzek, who oversees Curriculum Assessment and State and Federal programs, as set forth in Policy 2110, Transitional Bilingual Education, presented an update on the district's Multilingual (ML) Program. Information shared included the following:

- Who We Are
 - 9 Certificated Teachers
 - 3 Paraeducators
 - 1 Director
 - 1 Support Specialist
- Who We Serve
 - 499 multilingual learners are identified in MSD
 - 450 multilingual learners receive support
 - 48 different languages are represented in MSD
 - TK-12th grade teachers receive coaching and support for working with multilingual learners
- What We Do
 - Identification and assessment of students
 - English Language Development instruction
 - Content area instruction
 - Collaboration with classroom teachers, interventionists, specialists and administrators
 - Family engagement

In sharing the rationale for why/how staff are allocated, Ms. Placzek noted the goal is to work in meaningful ways with ML students, district staff and families. Looking forward, the district is in the process of moving from a "pull out" to a more inclusive model. A part of this process is building/developing the capacity of general education teachers to work with ML students.

As an example of the great work done by ML staff, Superintendent Hanson shared the story of his son-in-law who came to the Mead School District from Brazil as a 9th grader speaking little to no English. He is now a Whitworth graduate, is fluent in multiple languages and teaches at St. George's.

II. School Improvement Plans: Mid-Year Update

Learning & Teaching Assistant Superintendent Jay Jordan, joined by Jeff Naslund (Director of Schools), and principals Chelsea Gallagher (Mt. Spokane High School), Gregg Hare (Mountainside

Middle School), Laura Duchow (Creekside Elementary) and Lisa Horn (Shiloh Hills Elementary), provided a mid-year update on their respective progress toward reaching the goals identified in their School Improvement Plans. Information in response to the following questions was shared:

- How do we create goals for our SIP?
 - Data
 - Staff Input/Buy-in
 - Critical Components (Achievement, Growth, Climate, Specific Content, District Initiatives)
- How do we engage with stakeholders in the goal development process?
 - Input gathered from students, staff and families
 - Student feedback via principal advisory groups, classes and leadership opportunities
 - All staff review data and help shape priorities
 - Families receive updates via newsletters, school websites and social media
 - Progress monitored through regular data review
- What are we doing that makes a difference that is a recognizable change from the year before?
 - PLC (intentional data-driven teacher team collaboration)
 - MTSS Systems (Master Schedules, Academic Interventions, Co-Teaching Model)
 - Technology
 - Reading Instruction and Training (Science of Reading)
- What are ongoing goals that are not included in the SIP?
 - School safety
 - Student to student interactions/behavior - HIB
 - Parent/community with basic needs
 - Athletic and Activity supervision
 - Discipline work in general
 - Student Attendance
 - Attending to the needs of adults so that staff are ready to meet the needs of students
 - Staff retention and hiring (Certified and Classified)
 - Master Schedule development
 - Managing public perception
 - Family engagement
 - Building culture

The presentation additionally included each principal sharing one goal and a mid-year reflection. In particular, principals talked about how their individual school goals translate into a “Feeder Pattern” goal, helping ensure when students transition from Shiloh Hills and Creekside to Mountainside, and then from Mountainside to Mt. Spokane, they are in the best position possible for success. To illustrate this, Mountainside Principal Gregg Hare talked about attendance and their goal of having 99% of 8th graders passing all of their classes. Understanding and doing the work to pass classes puts students in a strong position to be successful at Mt. Spokane High School.

Principals also explained why sometimes SIP goals are the same from one year to the next and why, like at Shiloh Hills this year, the SIP goals may be completely overhauled.

In response to a question from Director Nolan regarding the OSPI Report Card and educational outcomes, principals talked about the delay associated with receiving Smarter Balanced test results and how there are other assessment tools available that provide feedback in real time.

Director Cannon thanked Dr. Jordan, Dr. Naslund and the principals for the excellent information that was shared, noting the board, in his tenure, has never spent this much time on the topic of School Improvement Plans.

III. Policy/Procedure 3210 (Nondiscrimination) Revision Discussion

A revision to this policy/procedure was presented for first reading, non-action, consideration at the January 26, 2026 Regular Board Meeting. As was shared at that meeting, Learning & Teaching Assistant Superintendent Jay Jordan reiterated that the presented revisions are identical to the WSSDA Sample policy and procedure, and shared a bulleted list of updates to current Policy/Procedure 3210.

Following discussion, President Gray confirmed the policy/procedure revision can be brought forward for second reading action at the upcoming February 23, 2026 Regular Board Meeting.

IV. IMC Parent/Community Member Selection Discussion

In approving the makeup of the Instructional Materials Committee on January 26, 2026, the board expressed the desire to have input on the parents selected to serve on the IMC.

Following discussion, it was determined Learning & Teaching Assistant Superintendent Jay Jordan will establish a couple of potential dates to screen/select parent members with Superintendent Hanson then sharing those dates with board members to see who is available to participate in the screening/selection process.

V. Facilities Planning Report/Discussion

Ned Wendle (Facilities & Planning Director) and Travis Bown (Maintenance Director) shared a list (attached) of facility and operations projects needing immediate, or in the near future, attention. Projects highlighted from the list included:

- Top 10 Priority Projects
 - Mead HS HVAC Repair
 - Farwell Chiller Replacement
 - Mead HS Auditorium Improvements
 - Mt. Spokane HS Auditorium Improvements
- Alternative Projects
 - MHS Fire Alarm System Replacement
- Medium-Scale Projects
 - Mead HS Tennis Courts

On the topic of Pittsburgh Learning Center (old Northwood), that houses Mead Learning Options, the board was updated on the status of several failing systems. This facility is currently home to 1000+ students who access programs through MLO. Instruction delivered by certificated staff can continue in this building until June of 2027 via a waiver approved by OSPI.

Various options to serve MLO students were discussed. This discussion included an overview of the monies that would need to be spent to take care of the most critical issues at PLC.

Superintendent Hanson recommended the district convene a Facilities Planning Committee to determine facility needs and recommend a course of action for board consideration. He additionally explained the differences between a Bond and Capital Levy and the challenges associated with promoting each of these ballot measures.

In discussion regarding the list of facility and operations needs, it was shared there is approximately \$2.8 million in the Capital Projects Fund. All or a portion of those funds could be used, potentially in conjunction with some General Fund monies, to address identified needs. The board requested the district put together a recommendation to take care of some of the most critical projects and share the plan/proposal at either the March or April Work Session.

Regarding a location for Mead Learning Options, the popularity of programs offered and the need to provide a high quality learning space for these students was emphasized.

VI. Superintendent Update

Superintendent Hanson's update included the following:

- **Procedure 2153** - Policy 2153, Non-Curricular Related Student Clubs, was adopted in April of 2021. At this time there is no procedure that accompanies this policy and WSSDA does not have a recommended model procedure. Therefore, to address recent/current situations related to student clubs, Superintendent Hanson researched procedures from other school districts to create a draft procedure for the Mead School District. This draft has been reviewed by district legal counsel. Following discussion, that included the board's desire that the procedure impose as few restrictions as possible on student led clubs, President Gray confirmed the procedure can be brought forward for first reading action at the February 23, 2026 Regular Board Meeting, with the understanding that, if need be, the procedure could be revised at a later date.
- **Policy/Procedure 3207 Revision (Prohibition of Harassment, Intimidation and Bullying)** - This policy/procedure revision was discussed at the January 12, 2026 Work Session and was brought forward for first reading, non-action, at the January 26, 2026 Regular Board Meeting. The board requested second reading action not take place at the February 23, 2026 Regular Board Meeting so that further discussion can take place at the March 9, 2026 Work Session.
- **Procedure 5254 (Staff Expression)** - As a first step in bargaining the impact of this staff expression policy/procedure with the Mead Education Association, Superintendent Hanson shared the changes that will be made to this administrative procedure. Even with these procedure revisions it is anticipated the Mead Education Association will want to continue bargaining the impact particularly on the portion of the procedure that addresses classroom décor.
- **Litigation Update** - A brief update on the status of litigation the district is currently a part of was shared.
- **Staff/Parent Communication** - Currently staff throughout the district, in addition to email which will continue, are also using a wide variety of apps to communicate with parents. To streamline/simplify communication with parents the district is looking to transition to one platform, *Parent Square*. Public Information Officer Todd Zeidler will be spearheading this transition. Transitioning to *Parent Square* will involve minimal increase in cost. The district is looking to sign a 2-3 year contract with *Parent Square*.

VII. Executive Session

At 10:10 pm President Gray called for an Executive Session of approximately 20 minutes to Review the Performance of a Public Employee.

At 10:30 pm President Gray returned the meeting to Open Session. No other business was discussed and no action was taken.

VIII. Adjourn

The meeting was adjourned at 10:30 pm.

President

Secretary

Facilities and Operations FUTURE PROJECTS



The management of facilities through small, medium and large-scale projects is an important part of the the maintenance, financial viability and responsibility of the Mead School District. Facilities and Operations personnel continually assess and monitor the the physical needs of district buildings to ensure safety, security and functionality.

Costs listed below are estimates based on current market research or actual quotes.

TOP 10 PRIORITY PROJECTS

Priority Projects have been identified as having the most urgent need and are the top priority if funding is available. Some of the items listed here have the possibility of being covered by state or federal grant dollars. If covered by a grant, items from the Alternative Projects list could then be more possible.

Mead HS - HVAC Repair
• \$300,000

Mt. Spokane HS - Auditorium Improvements
• \$150,000-\$200,000

Prairie View - Flooring Upgrades
• \$280,000-\$300,000

Mead HS - Chiller Replacement
• \$450,000-\$600,000*

Mt. Spokane HS - Chiller Replacement
• \$450,000-\$600,000*

Evergreen - Roof Repair/Replacement
• \$650,000-\$700,000

Mead HS - Auditorium Improvements
• \$150,000-\$200,000

Mountainside MS - Flooring Replacement
• \$350,000-\$400,000

Farwell - Chiller Replacement
• \$200,000-\$350,000

Colbert - Chiller Replacement
• \$200,000-\$225,000

**Cost listed is the total, but could be a multi-phase project*

ALTERNATIVE PROJECTS

Alternative Projects are a list of needs that could become reality should a grant be able to cover the costs of either these projects or of those listed as Priority Projects. Should the cost of a Priority Project become covered by a grant, then one or some combination of Alternative Projects could be viable financially.

MHS - Fire Alarm System Replacement
• \$400,000-\$425,000

Colbert - Vinyl Wall Covering
• \$90,000-\$100,000

Brentwood - Vinyl Wall Covering
• \$90,000-\$100,000

Meadow Ridge - Door Replacement
• \$60,000-\$70,000

Farwell - Vinyl Wall Covering
• \$90,000-\$100,000

Evergreen - Vinyl Wall Covering
• \$90,000-\$100,000

District Office - Flooring Upgrades
• \$60,000-\$85,000

MEDIUM-SCALE PROJECTS

Medium-scale projects fall outside of year-to-year budget planning and are large enough in scale that multi-year planning would be necessary. These projects have no current funding source and are anticipatory with a need that spans the next 10-15 years.

Mead HS - Tennis Court Rebuild

Mt. Spokane HS - Tennis Court Rebuild

Mt. Spokane HS - Campus Re-Keying

Union Stadium - Artificial Turf Replacement
• \$1,000,000+

Mt. Spokane HS - Field House Floor Replacement

Mt. Spokane HS - Track Resurfacing
• \$250,000-\$300,000

Mead HS - Field House Floor Replacement

Mead HS - Baseball Field Modernization

MEAD SCHOOL DISTRICT

Board Meeting of February 23, 2026
Continuing Business

V.A.

Agenda Item: **1st Reading Procedure 2153 Adoption
Non-Curriculum Related Student Clubs**

Background: The adoption of Procedure 2153, Non-Curriculum Related Student Clubs, is being presented for first reading action. This would be a new procedure for the Mead School District. Policy 2153 was adopted in April of 2021. WSSDA does not have a sample model procedure for Policy 2153. Therefore, as was shared at the February 9, 2026 Work Session, the presented draft was compiled after researching procedures on this topic from other school districts.

Classification & Legal Foundation

Non-curriculum related clubs ("student led" clubs) are defined by a limited level of school control given the nature of the "forum" created by their existence; they are different from curriculum-related clubs.

- Curriculum-Related Clubs: These have a direct rather than tangential relationship to courses offered for credit. They are school-sponsored and can receive special benefits, such as school financing or meeting during instructional time.
- Non-Curriculum Related Clubs: These are student-initiated and student-led. Under the federal Equal Access Act (EAA), if a school allows even one non-curriculum club to meet, it creates a "limited open forum," meaning it cannot deny others based on religious, political, or philosophical viewpoints.

Key Administrative Requirements

To maintain a non-curriculum status, the procedure sets forth specific "guardrails" that must be met for approval and ongoing operation.

Legal Responsibilities, Neutrality, Participation

The district's primary responsibility is to maintain viewpoint neutrality. Also, when even one club is authorized, the principal cannot discriminate against the viewpoints of subsequent applicants.

- Equal Access: Following the Washington State Supreme Court's *Prince* decision, access to facilities and benefits

(like bulletin boards) must be equal for all non-curriculum student groups regardless of ASB affiliation.

- No Student Vote: Access to the forum cannot be subject to a student or ASB vote, as statutory rights cannot be denied by a majority vote.
- Participation in non-curriculum related clubs is limited to students who are currently registered in the school. Guests (non-registered students and/or adults) are allowed, but only after principal approval. Guests may not be regular attendees and cannot direct, control, or control, club meetings or activities.

Potential Pitfalls & Restrictions

Administrators should be aware of specific areas where they may—or must—intervene:

- The "Endorsement" Trap: To avoid the appearance of school sponsorship, the district may require a disclaimer stating it does not endorse the club. Clubs cannot use names that imply school endorsement or inappropriate outside associations.
- Valid Grounds for Denial: Authorization can be denied only if the club's purpose or activities:
 - Materially and substantially disrupt school operations.
 - Violate the law or district policy (specifically anti-discrimination Policy 3210).
 - Harass or invade the legal rights of others.
- Public Funds: Public funds generally *cannot* be used for non-curriculum groups, except for incidental or monitoring costs. If financial support is provided to one, it must be available to all using neutral criteria.

Recommendation: Adoption of Procedure 2153, Non-Curriculum Related Student Clubs, is recommended

Attachments:

- Draft Procedure 2153
- Current Procedure 3210

NON-CURRICULUM RELATED STUDENT CLUBS

Non-curriculum clubs are student-initiated and student-led clubs. Participating students are responsible for the direction, control, and conduct of non-curriculum club meetings. Students proposing a student-initiated non-curriculum club shall submit a written application on the district's non-curriculum club authorization form no later than October 15 of each year. Written applications for authorization of non-curriculum clubs must include:

1. The proposed club name;
2. A statement of proposed purpose, goals, and activities;
3. Recommended meeting times, dates, and location;
4. A participant list of at least 5 students; and
5. The proposed club charter, constitution, or bylaws which shall include at least:
 - a. The rules of the organization;
 - b. The election of officers;
 - c. Objective participation criteria;
 - d. Meeting rules of order;
 - e. Procedures for amending the rules; and
 - f. A statement that the club will comply with district policy, procedure, and guidelines for non-curriculum clubs.

Procedures for Reviewing Applications for Non-Curriculum Clubs

- A. The principal or designee shall review applications for authorization of non-curriculum clubs on a case-by-case basis. Before granting authorization, the principal or designee must find that the proposed club's purpose and activities advance the educational mission of the school; are lawful and comply with this policy and procedure; and that the proposed name complies with this policy and procedure. If any non-curriculum club has been authorized, then the principal or designee in deciding whether to authorize another club shall not discriminate against the religious, political, ideological, philosophical, or other viewpoints of the club.
- B. The principal or designee may request additional information from the students proposing the club.
- C. The principal or designee shall deny authorization to any club, or require changes prior to granting authorization, if the principal or designee finds that its purpose or activities could:
 1. Materially and substantially disrupt school operations;
 2. Violate the law or district policy or advocate such imminent violation. This restriction does not apply to appropriate discussions concerning the changing of

- laws or rules, or to actions taken through appropriate channels or procedures to effectuate such changes; or
3. Harass or discriminate against, or otherwise invade the legal rights of others or advocate such action.
- D. The principal or designee may deny authorization of a club's name, or require changes prior to granting permission for the group to meet in school facilities, if the principal or designee finds that the proposed name:
1. Does not reasonably reflect the nature, purposes, and activities of the club;
 2. Is reasonably likely to result in undue disruption of school operation;
 3. Is reasonably likely to subject students to any violation of district policy and procedure prohibiting discrimination (Policy and Procedure 3210).
 4. Implies inappropriate association with outside organizations or groups; or
 5. Implies school endorsement of the club or its activities.
 6. Violates the law or District policy.
- E. The principal or designee is authorized to deny authorization to proposed clubs which do not meet the requirements of this policy and procedure or require changes prior to granting authorization to proposed clubs.
- F. Permission for a non-curriculum student group to meet may be withdrawn at any time if the group no longer meets the approval criteria provided above.

Operation of Non-Curriculum Clubs

- A. The principal or designee will appoint a staff monitor (also called “club supervisor”) to monitor a non-curriculum club. The staff monitor’s role is limited to overseeing the club for custodial purposes. The staff monitor shall not be involved in the general direction, control, or conduct of club meetings and shall not promote, participate in, or otherwise sponsor the club’s activities. In the event the club’s activities violate this policy or procedure, the staff monitor is authorized to intervene and report to school administration. The staff monitor shall be a certificated employee in that high school or middle school.
- B. The principal or designee will determine the facilities needed and assign facilities for non-curriculum related clubs consistent with the needs of the school.
- C. No preference or priority shall be given among non-curriculum clubs.
- D. Each school may establish the non-instructional times during which non-curriculum clubs may meet, depending on the school's schedule.
- E. All non-curriculum student-led clubs may post meeting announcements on bulletin board(s) provided by the school for posting of non-curriculum related school announcements. Other access to school media shall be determined by each school,

provided that all non-curriculum related groups are given the same opportunity to access the media. The district may require that listings, communications, and announcements issued by a non-curriculum club contain a disclaimer that the district does not endorse the club, but that the district is required by federal law to permit the club's activities.

- F. The district does not sponsor, sanction, or monitor off-campus activities by non-curriculum related clubs.
- G. The school shall only provide meeting space for non-curriculum club meetings.
- H. Public funds cannot be used for non-curriculum student groups other than for incidental and/or monitoring costs. Should the district provide financial support of the activities of one non-curriculum club, the district shall use the same criteria for providing financial support for other non-curriculum clubs, regardless of the religious, political, philosophical or other views of the club. These criteria shall include whether and to what extent, the activity advances the educational mission of the school and whether the activity complies with the requirements of this procedure.

Participation

- A. Participation in non-curriculum related club is limited to students who are currently registered in the school.
- B. Participation in a non-curriculum related club may not be limited on the basis of race, gender, sexual orientation, ethnicity, national origin, religion, disability, or any other legally protected status.
- C. Attendance or participation in club meetings or activities is limited to students registered at the school except that non-students may attend by invitation to make presentations if approved in advance by the principal or designee. Non-students may not direct, conduct, control, or regularly attend club meetings or activities. This limitation on regular attendance does not apply to the appointed staff monitor and does not implicate or limit administrative responsibilities related to oversight and compliance enforcement as they relate to district policy and procedure.

Review of Authorization

- A. The principal or designee shall investigate any report or allegation that an authorized non-curriculum club is participating in activities beyond the scope of its charter, constitution, or bylaws, or is in violation of any applicable law, rule, policy, or procedure, or has caused a material and substantial disruption to school operations.
- B. After meeting with the staff monitor and the students involved, the principal or designee may take any of the following actions:
 - 1. Allow the original charter, constitution, or bylaws to be modified to include the activities if they are in compliance with the law, rules, policies, or procedures;
 - 2. Instruct the staff monitor/supervisor to not allow similar violations in the future;

3. Suspend the club's authorization pending further corrective action as determined by the principal; and
4. Terminate the club's authorization.

Evaluation

- A. When a club is suspended or terminated for non-compliance with this procedure, the club president may appeal in writing to the Superintendent or designee. The Superintendent's (or designee's) decision is final.
- B. The superintendent or designee shall review and evaluate this procedure as needed.

Adopted:

Non-Curriculum-Related Student Groups

Pursuant to the Equal Access Act, the board authorizes non-curriculum-related student groups to meet before school, after school or during noninstructional time, subject to the approval of the principal. Such approval will be granted provided that activities of the group are not disruptive to school operations and the members of the group comply with the rules established by the superintendent and/or school principal. The board authorizes the superintendent or designee to develop administrative procedures to create or maintain this “limited open forum.”

The principal will approve the noncurriculum-related student meeting or activity provided that:

- a. The meeting will be voluntary and initiated by students;
- b. The school or its staff will not be a sponsor of the group;
- c. The meeting will not materially and substantially interfere with the orderly operation of the school;
- d. Students will be responsible for the direction, control and conduct of the meeting. Guests must be registered and must not be regular participants;
- e. The use of public funds for other than incidental and/or monitoring costs will not be permitted. Funds acquired by non-curriculum related student groups will be considered nonassociated student body private moneys and will be held in trust in a separate account within an associated student body fund that will be accessible by that student group;
- f. A staff member will not be compelled to attend when the meeting is contrary to his/her beliefs; and
- g. The constitutional rights of all persons will be respected.

The principal will be responsible for the assignment of a room and for the approval and/or assignment of a staff member to monitor the meeting.

Cross References

2150 – Co-Curricular Program

Legal References

20 U.S.C. 4071-4074 Equal Access Act
Wash. Const. Art. I, 11
Wash. Const. Art. IX, 4

Adoption Date: April 12, 2021

MEAD SCHOOL DISTRICT

Board Meeting of February 23, 2026

Continuing Business

V.B.

Agenda Item: **2nd Reading Policy & Procedure 3210 Revision
Nondiscrimination**

Background: A revision to Policy & Procedure 3210, Nondiscrimination, is being presented for second reading 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 with the exception of language added to the procedure allowing for either the board or, as designated by the board, a discipline appeal council to hear and decide appeals. This change/revision was recommended at the February 9, 2026 Work Session where the revision to Policy/Procedure 3210 was a discussion topic. For comparison purposes a copy of current Policy 3210 and current Procedure 3210 are also attached.

WSSDA updates to the policy include the following:

- Adds definition of “Protected Status”
- Adds ethnicity, homelessness, immigration or citizenship status, and neurodivergence to Protected Status categories
- Policy now begins with statement: The district is committed to complying with anti-discrimination laws
- Adds specific section headers (Definition, Nondiscrimination Statement, Model Student Handbook Language, Discriminatory Harassment, Complaint Procedure, Compliance Officer, Training, Retaliation Prohibited)
- Adds the expanded “Protected Status” categories
- Adds Boy Scouts of America to nondiscrimination statement
- Adds section on discriminatory harassment to include examples and definitions of discriminatory harassment
- Provides details for the district’s obligation when a complaint is received or discriminatory conduct is suspected
- The complaint process is outlined
- Expands to include specifics of the training to include “Protected Status” categories

WSSDA updates to the procedure include the following:

- Definition added, “Complainant”
- Section headings added to provide clarity (Complainant, Formal Complaint, Informal Complaint, Receiving a Formal Complaint, Written Response to a Formal Complaint, Appeal to the Board, Complaint to OSPI, Administrative Hearing, Mediation, Recordkeeping)
- Grievance term is not used
- Complaint and Complainant are both separate sections
- Respondent term is not used
- Informal complaint process outlined and defined (oral)
- Responsibility is on the compliance officer to initiate contact with the complainant
- Informal Complaint procedures are outlined
- “Levels” of complaint are not in the WSSDA policy
- Superintendent’s response must be delivered within 30 calendar days of receiving the complaint – This includes days for the investigation to be completed
- Steps to take after Receiving a Formal Complaint
- The board is no longer required to schedule a meeting with the complainant
- If no meeting is scheduled, all investigative materials, reports, and the superintendent’s response must be considered before the Board issues a decision

Staffing Implication: None

Recommendation: Approval of the presented revisions to Policy & Procedure 3210, Nondiscrimination, is recommended.

Attachments:

- Draft Policy 3210
- Draft Procedure 3210
- Current Policy 3210
- Current Procedure 3210

NONDISCRIMINATION

The district is committed to complying with anti-discrimination laws.

Definition

“Protected status” is short for the phrase “sex, race, ethnicity, creed, religion, color, national origin, honorably discharged veteran or military status, sexual orientation, gender expression, gender identity, homelessness, immigration or citizenship status, the presence of any sensory, mental, or physical disability, neurodivergence, or the use of a trained dog guide or service animal by a person with a disability.”

Nondiscrimination Statement

The district will adopt a nondiscrimination statement that must include the following:

1. Notice that the district may not discriminate in any programs or activities based on sex, race, ethnicity, creed, religion, color, national origin, honorably discharged veteran or military status, sexual orientation, gender expression, gender identity, homelessness, immigration or citizenship status, the presence of any sensory, mental, or physical disability, neurodivergence, or the use of a trained dog guide or service animal.
2. The name or title, office address, and telephone number of the employee designated as the compliance officer under this policy, the Section 504 Coordinator, and the Title IX Coordinator.
3. Notice that the district provides equal access to the Boy Scouts of America and any other youth group listed in Title 36 of the United States Code as a patriotic society.

The district will include this statement in written announcements, notices, recruitment materials, employment application forms, and other publications made available to all students, parents, or employees.

The district may combine the statement described above with the notice described in Policy 3205.

Model Student Handbook Language

The district will adopt the model student handbook language described in RCW 28A.300.286 and include the language in any student, parent, employee, and volunteer handbook it or its schools publish and on its and its schools' websites.

Discriminatory Harassment

Students have a right to be free from discriminatory harassment. The district violates that right if the following conditions are met:

1. The alleged conduct is based on a student's protected status.
2. The alleged conduct creates a hostile environment. A hostile environment is created if the alleged conduct is sufficiently severe, persistent, or pervasive that it limits or denies a student's

ability to participate in or benefit from the district's course offerings, including any educational program or activity. A hostile environment could impact a student's life in many ways. Physical illness, anxiety about going to school, or a decline in grades or attendance could signal a hostile environment.

3. After receiving notice of the alleged conduct, the district fails to take prompt and appropriate action to investigate it or fails to take prompt and effective steps reasonably calculated to end the harassment, eliminate the hostile environment, prevent its recurrence, and remedy its effects as appropriate. The district has notice of discriminatory harassment if a reasonable employee knew or, in the exercise of reasonable care, should have known about the harassment. Employees may have notice of discriminatory harassment if they receive an oral report from a student, parent, or other individual; receive a written complaint; witness harassing conduct; or become aware of harassment by members of the community or the media.

Harassing conduct may include verbal acts and name-calling, graphic and written statements, or other conduct that may be physically threatening, harmful, or humiliating.

When the district receives notice of potential discriminatory harassment, it will take prompt and appropriate action to investigate and, as applicable, take prompt and effective steps reasonably calculated to end the harassment, eliminate the hostile environment, prevent its recurrence, and remedy its effects. Examples of the steps the district might take include imposing discipline, separating individuals, developing a safety plan, offering counseling, and providing additional training and instruction. These steps will not penalize the student who was harassed.

Complaint Procedure

The district will adopt a complaint procedure in accordance with chapter 392-190 WAC.

Annually, the district will publish a notice of the complaint procedure in a way that is reasonably calculated to inform all students, parents, and employees of it. The district will provide the notice in a language each parent can understand, which may require language assistance in accordance with Title VI of the Civil Rights Act of 1964 for those with limited English proficiency.

The district will not adopt any policy, procedure, or practice that would limit a person's right to file a complaint under the complaint procedure.

Compliance Officer

The superintendent will designate an employee who is responsible for monitoring and coordinating the district's compliance with chapter 392-190 WAC and the guidelines the Office of the Superintendent of Public Instruction has adopted under WAC 392-190-005.

The compliance officer is responsible for ensuring that all complaints filed under the complaint procedure are promptly investigated and resolved.

Training

The district will train all administrators, certificated personnel, and classroom personnel regarding their responsibilities under this policy and chapter 392-190 WAC. The training will aim to raise awareness of and eliminate bias based on sex, race, creed, religion, color, national origin, honorably discharged veteran or military status, sexual orientation, gender expression, gender identity, the presence of any sensory, mental or physical disability, or the use of a trained dog guide or service animal.

Retaliation Prohibited

The district will not intimidate, threaten, coerce, or discriminate against any individual who seeks to secure their rights under this policy or chapter 392-190 WAC or because the individual has filed a complaint under the complaint procedure. Further, the district will not tolerate someone else retaliating against another because they sought to secure their rights under this policy or chapter 392-190 WAC or because they have filed a complaint under the complaint procedure.

Any person who retaliates will be subject to appropriate discipline.

Legal References:

- RCW 28A.300.286 Discrimination, harassment, intimidation, and bullying - Policies and complaint procedures - Posting of model student handbook language
- Chapter 392-190 WAC Equal Educational Opportunity - Unlawful Discrimination Prohibited
- Chapter 28A.640 RCW Sexual equality
- Chapter 28A.642 RCW Discrimination prohibition
- Chapter 49.60 RCW Discrimination - Human rights commission
- WAC 392-190-020 Training - Staff responsibilities - Bias awareness
- 20 U.S.C. 7905 Boy Scouts of American Equal Access Act
- 42 U.S.C. 12101-12213 Americans with Disabilities Act
- 20 U.S.C. 1681-1688 Title IX of the Education Amendments of 1972
- 42 U.S.C. 2000d, et seq. Title VI of the Civil Rights Act of 1964
- 34 CFR Part 100 Nondiscrimination Under Programs Receiving Federal Assistance Through the Department of Education Effectuation of Title VI of the Civil Rights Act of 1964
- 34 CFR 104 Nondiscrimination on the basis of handicap in programs or activities receiving federal financial assistance
- 34 CFR Part 106 Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance

Cross References:

- 2020 - Course Design, Selection, and Adoption of Instructional Materials
- 2030 - Service Animals in Schools
- 2150 - Co-Curricular Program
- 2151 - Interscholastic Activities
- 3205 - Sexual Harassment of Students Prohibited
- 3207 - Prohibition of Harassment, Intimidation, and Bullying of Students

Adopted: March 27, 1991
Revised: March 14, 1995
Revised: January 8, 2007
Revised: April 27, 2015

NONDISCRIMINATION

This complaint procedure is adopted in accordance with chapter 392-190 WAC.

Complainant

Anyone may file a complaint against the district alleging that it has violated anti-discrimination laws. The person filing the complaint is referred to as the “complainant.”

Formal Complaint

A formal complaint must be in writing and describe the specific acts, conditions, or circumstances alleged to violate anti-discrimination laws.

A complaint must be filed within one year of the occurrence giving rise to the complaint. The deadline will not be imposed if the complainant was prevented from filing a complaint because (1) the district specifically misrepresented that it had resolved the problem forming the basis of the complaint or (2) the district withheld information it was required to provide under chapter 392-190 WAC.

A complaint may be filed by mail, fax, email, or hand delivery to any district or school administrator or to the compliance officer.

Informal Complaint

A complainant may bring an informal (i.e., oral) complaint to the district. If that occurs, the compliance officer or their designee will schedule a meeting to discuss the informal complaint and how to resolve the complainant’s concerns. Using this informal process does not limit the complainant’s right to file a formal complaint. Further, as part of this informal process, the district will notify the complainant in writing about their right to file a formal complaint. The notice will be in a language the complainant can understand, which may require language assistance in accordance with Title VI of the Civil Rights Act of 1964 for complainants with limited English proficiency.

Receiving a Formal Complaint

Any district or school administrator who receives a formal complaint will promptly notify the compliance officer. Once the compliance officer receives a complaint, they will do the following:

1. Provide the complainant with a copy of Policy 3210 and this procedure in a language they can understand, which may require language assistance in accordance with Title VI of the Civil Rights Act of 1964 for complainants with limited English proficiency.
2. Ensure that the district conducts a prompt and thorough investigation into the allegations in the complaint.

In lieu of investigating, the district and the complainant may agree to resolve the complaint. If the complaint is resolved, no further action is necessary.

Written Response to a Formal Complaint

After completing the investigation, the compliance officer or their designee will give the superintendent a full written report of the complaint and the investigation results.

The superintendent or their designee will issue a written response to the complainant within thirty calendar days after the district receives the formal complaint. The thirty-day timeline can be extended if agreed to by the complainant or if exceptional circumstances related to the complaint require an extension. If an extension is needed, the district will notify the complainant in writing of the reasons for the extension and the anticipated response date. The notice will be in a language the complainant can understand, which may require language assistance in accordance with Title VI of the Civil Rights Act of 1964 for complainants with limited English proficiency.

The written response must include a summary of the results of the investigation; a finding as to whether the district failed to comply with anti-discrimination laws; notice to the complainant of their right to appeal, including where and to whom the appeal must be filed; and, if the district failed to comply with anti-discrimination laws, the corrective measure deemed necessary to correct the noncompliance. Any corrective measures must be instituted as expeditiously as possible but no later than thirty calendar days after the written response is issued unless otherwise agreed to by the complainant. The written response will be in a language the complainant can understand, which may require language assistance in accordance with Title VI of the Civil Rights Act of 1964 for complainants with limited English proficiency.

The district will send a copy of the written response to the Office of the Superintendent of Public Instruction (OSPI) when it sends the response to the complainant.

Appeal to the Board

If a complainant disagrees with the superintendent's written response, they may appeal to the board. The appeal must be in writing and filed with the superintendent within ten calendar days of receiving the written response.

The board may designate a discipline appeal council to hear and decide any appeals in this policy and procedure or to review and reconsider a district's appeal decision. A discipline appeal council must consist of at least three persons appointed by the board for fixed terms. All members of a discipline appeal council must be knowledgeable about the laws associated with this policy and procedure.

The board or discipline appeal council must issue a written appeal decision within thirty calendar days of receiving the appeal unless the complainant agrees otherwise. The board or discipline appeal council may schedule a meeting to hear from the complainant and district representatives before issuing its decision. If it doesn't schedule a meeting, the board or discipline appeal council will consider the investigation report, the written response, and any documentation the complainant submits before making its decision.

The appeal decision must include notice of the complainant's right to file a complaint with OSPI under WAC 392-190-075. The district will send a copy of the appeal decision to OSPI.

The appeal decision will be in a language the complainant can understand, which may require language assistance in accordance with Title VI of the Civil Rights Act of 1964 for complainants with limited English proficiency.

Complaint to OSPI

If a complainant disagrees with the board's decision, or if the district fails to comply with this procedure, the complainant may file a complaint with OSPI.

A complaint must be received by OSPI on or before the twentieth calendar day following the date upon which the complainant received the board's decision unless OSPI grants an extension for good cause.

Complaints may be submitted by mail, fax, email, or hand delivery.

A complaint must be in writing and include the following: (1) a description of the specific acts, conditions or circumstances alleged to violate applicable anti-discrimination laws; (2) the name and contact information, including address, of the complainant; (3) the name and address of the district subject to the complaint; (4) a copy of the district's written response and appeal decision, if any; and (5) a proposed resolution of the complaint or relief requested. If the allegations regard a specific student, the complaint must also include the student's name and address and the name of the school and school district the student attends. If the student is homeless, the complaint should include contact information. Upon receipt of a complaint, OSPI may initiate an investigation, which may include conducting an independent on-site review. OSPI may also investigate additional issues related to the complaint that were not included in the initial complaint or appeal to the board.

Following the investigation, OSPI will make an independent determination as to whether the district has failed to comply with chapter 392-190 WAC or OSPI's guidelines and will issue a written decision to the complainant and the district that addresses each allegation in the complaint and any other noncompliance issues it has identified. The written decision will include corrective actions deemed necessary to correct noncompliance and documentation the district must provide to demonstrate that corrective action has been completed.

All corrective actions must be completed within the timelines established by OSPI in the written decision unless OSPI grants an extension. If timely compliance is not achieved, OSPI may take action including but not limited to referring the district to appropriate state or federal agencies empowered to order compliance.

A complaint may be resolved at any time when, before the completion of the investigation, the district voluntarily agrees to resolve the complaint. OSPI may provide technical assistance and dispute resolution methods to resolve a complaint.

Administrative Hearing

The complainant or the district may appeal OSPI's written decision by filing a written notice of appeal with OPSI within thirty calendar days of receiving the decision. OSPI will conduct a formal administrative hearing in accordance with the Administrative Procedures Act, chapter 34.05 RCW.

Mediation

The district may offer mediation at any time during the complaint procedure. The purpose of mediation is to offer the complainant and the district an opportunity to resolve disputes and reach an acceptable agreement concerning the complaint using an impartial mediator. The parties may agree to extend the complaint procedure deadlines to pursue mediation.

Mediation is voluntary, requires the agreement of both parties, and may be terminated by either party at any time.

The mediator must be impartial, may not be an employee of the district or any agency providing education or related services to a student who is involved in the mediation, and must not have a personal or professional conflict of interest. A person is not disqualified as a mediator solely because the district pays them to serve as a mediator.

If the parties resolve a dispute through mediation, they may execute a legally binding agreement that describes the resolution, states that all discussions that occurred during mediation will remain confidential and may not be used as evidence in any subsequent complaint, due process hearing, or civil proceeding, and is signed by the complainant and the district's representative.

Recordkeeping

The compliance officer's office will maintain documentation for each complaint received (e.g., the complaint, notices, the investigation report, the written response, the appeal decision, documentation of corrective measures, etc.) for six years.

Adopted: March 14, 1995
Revised: January 8, 2007
Revised: March 26, 2012
Revised: April 27, 2015
Revised: February 24, 2020
Revised:

NONDISCRIMINATION

The district will provide equal educational opportunity and treatment for all students in all aspects of the academic and activities program without discrimination based on race, religion, creed, color, national origin, age, honorably-discharged veteran or military status, sex, sexual orientation, gender expression or identity, marital status, the presence of any sensory, mental or physical disability, or the use of a trained dog guide or service animal by a person with a disability. The district will provide equal access to school facilities to the Boy Scouts of America and all other designated youth groups listed in Title 36 of the United States Code as a patriotic society. District programs will be free from sexual harassment.

Conduct against any student that is based on one of the categories listed above that is sufficiently severe, persistent or pervasive as to limit or deny the student's ability to participate in or benefit from the district's course offerings; educational programming or any activity will not be tolerated. When a district employee knows, or reasonably should know, that such discriminatory harassment is occurring or has occurred, the district will take prompt and effective steps reasonably calculated to end the harassment, prevent its recurrence and remedy its effects.

The district's nondiscrimination statement will be included in all written announcements, notices, recruitment materials, employment applications, and other publications made available to all students, parents, or employees. The statement will include: 1) notice that the district will not discriminate in any programs or activities on the basis of any of the above-listed categories; 2) the name and contact information of the district's compliance officer designated to ensure compliance with this policy; and 3) the names and contact information of the district's Section 504 and Title IX compliance officers.

The district will annually publish notice reasonably calculated to inform students, students' parents/guardians (in a language that they can understand, which may require language assistance), and employees of the district's discrimination complaint procedure.

The superintendent will designate a staff member to serve as the compliance officer for this policy. The compliance officer will be responsible for investigating any discrimination complaints communicated to the district.

The district will provide training to administrators and certificated and classroom personnel regarding their responsibilities under this policy and to raise awareness of and eliminate bias and discrimination based on the protected classes identified in this policy.

Cross References: 4400 - Co-Curricular Program
2020 - Curriculum Development and Adoption
of Instructional Materials

Legal References: Chapter 28A.640 RCW Sexual equality
Chapter 28A.642 RCW Discrimination
prohibition
Chapter 49.60 RCW Discrimination — Human
rights commission
WAC 392-190-020 Training—Staff
responsibilities—Bias awareness
WAC 392-190-060 Compliance – School
district designation of responsible employee -
Notification
WAC 392-400-215 Student rights
20 U.S.C. _ 7905 Boy Scouts of American
Equal Access Act
42 U.S.C. __ 12101-12213 Americans with
Disabilities Act

Management Resources: 2014 - December Issue
2013 - April Issue
2012 - December Issue
2011 - June Issue
Policy News, August 2007 Washington’s Law
Against Discrimination

Adopted: March 27, 1991
Revised: March 14, 1995
Revised: January 8, 2007
Revised: April 27, 2015

NONDISCRIMINATION

Anyone may file a complaint against the district alleging that the district has violated anti-discrimination laws. This complaint procedure is designed to assure that the resolution of real or alleged violations are directed toward a just solution that is satisfactory to the complainant, the administration and the board of directors. This grievance procedure will apply to the general conditions of the nondiscrimination policy (Policy 3210) and to policies dealing with co-curricular program (Policy 4400) and curriculum development and instructional materials (Policy 2020). As used in this procedure:

- A. Grievance means a complaint which has been filed by a complainant relating to alleged violations of any state or federal anti-discrimination laws. Complaint means a written charge alleging specific acts, conditions or circumstances, which are in violation of the anti-discrimination laws.
- B. The time period for filing a complaint is one year from the date of the occurrence that is the subject matter of the complaint. However, a complaint filing deadline may not be imposed if the complainant was prevented from filing due to: 1) Specific misrepresentations by the district that it had resolved the problem forming the basis of the complaint; or 2) Withholding of information that the district was required to provide under WAC 392-190-065 or WAC 392-190-005. Complaints may be submitted by mail, fax, e-mail or hand-delivery to any district, school or to the district compliance officer responsible for investigating discrimination complaints. Any district employee who receives a complaint that meets these criteria will promptly notify the compliance officer.
- C. Respondent means the person alleged to be responsible or who may be responsible for the violation alleged in the complaint.

The primary purpose of this procedure is to secure an equitable solution to a justifiable complaint. To this end, specific steps will be taken. The district is prohibited by law from intimidating, threatening, coercing or discriminating against any individual for the purpose of interfering with their right to file a grievance under this policy and procedure and from retaliating against an individual for filing such a grievance.

A. Informal Process for Resolution

Anyone with an allegation of discrimination may request an informal meeting with the compliance officer or designated employee to resolve their concerns. Such a meeting will be at the option of the complainant. If unable to resolve the issue at this meeting, the complainant may submit a written complaint to the compliance officer. During the course of the informal process, the district must notify complainant of their right to file a formal complaint.

B. Formal Process for Resolution

Level One: Complaint to District

The complaint must set forth the specific acts, conditions or circumstances alleged to be in violation. Upon receipt of a complaint, the compliance officer will provide the complainant a copy of this procedure. The compliance officer will investigate the allegations within 30 calendar days. The school district and complainant may agree to resolve the complaint in lieu of an investigation. The officer shall provide the superintendent with a full written report of the complaint and the results of the investigation.

The superintendent or designee will respond to the complainant with a written decision as expeditiously as possible, but in no event later than 30 calendar days following receipt of the written complaint, unless otherwise agreed to by the complainant or if exceptional circumstances related to the complaint require an extension of the time limit. In the event an extension is needed, the district will notify the complainant in writing of the reason for the extension and the anticipated response date at the time the district responds to the complainant, the district must send a copy of the response to the Office of the Superintendent of Public Instruction.

The decision of the superintendent or designee will include: 1) a summary of the results of the investigation; 2) whether the district has failed to comply with anti-discrimination laws; 3) if non-compliance is found, corrective measures the district deems necessary to correct it; and 4) notice of the complainant's right to appeal to the school board and the necessary filing information. The superintendent's or designee's response will be provided in a language the complainant can understand and may require language assistance for complainants with limited English proficiency in accordance with Title VI of the Civil Rights Act of 1964.

Any corrective measures deemed necessary shall be instituted as expeditiously as possible, but in no event later than 30 calendar days following the superintendent's mailing of a written response to the complaining party unless otherwise agreed to by the complainant.

Level Two: Appeal to the Board of Directors

If a complainant disagrees with the superintendent's or designee's written decision, the complainant may appeal the decision to the district board of directors by filing a written notice of appeal with the secretary of the board within ten (10) calendar days following the date upon which the complainant received the response.

The board shall schedule a hearing to commence by the twentieth (20th) calendar day following the filing of the written notice of appeal, unless otherwise agreed to by the complainant and the superintendent or for good cause. Both parties shall be allowed to present such witnesses and testimony as the board deems relevant and material. Unless otherwise agreed to by the complainant, the board will render a written decision within thirty (30) calendar days following the filing of the notice

of appeal and provide the complainant with a copy of the decision. The decision of the board will be provided in a language the complainant can understand, which may require language assistance for complainants with limited English proficiency in accordance with Title VI of the Civil Rights Act. The decision will include notice of the complainant's right to appeal to the Superintendent of Public Instruction and will identify where and to whom the appeal must be filed. The district will send a copy of the appeal decision to the Office of the Superintendent of Public Instruction.

Level Three: Complaint to the Superintendent of Public Instruction

If a complainant disagrees with the decision of the board of directors, or if the district fails to comply with this procedure, the complainant may file a complaint with the Superintendent of Public Instruction.

A complaint must be received by the Superintendent of Public Instruction on or before the twentieth (20th) calendar day following the date upon which the complainant received written notice of the board of directors' decision, unless the Superintendent of Public Instruction grants an extension for good cause. Complaints may be submitted by mail, fax, electronic mail, or hand delivery.

A complaint must be in writing and include: 1) A description of the specific acts, conditions or circumstances alleged to violate applicable anti-discrimination laws; 2) The name and contact information, including address, of the complainant; 3) The name and address of the district subject to the complaint; 4) A copy of the district's complaint and appeal decision, if any; and 5) A proposed resolution of the complaint or relief requested. If the allegations regard a specific student, the complaint must also include the name and address of the student, or in the case of a homeless child or youth, contact information.

Upon receipt of a complaint, the Office of the Superintendent of Public Instruction may initiate an investigation, which may include conducting an independent on-site review. OSPI may also investigate additional issues related to the complaint that were not included in the initial complaint or appeal to the superintendent or board. Following the investigation, OSPI will make an independent determination as to whether the district has failed to comply with RCW 28A.642.010 or Chapter 392-190, WAC and will issue a written decision to the complainant and the district that addresses each allegation in the complaint and any other noncompliance issues it has identified. The written decision will include corrective actions deemed necessary to correct noncompliance and documentation the district must provide to demonstrate that corrective action has been completed.

All corrective actions must be completed within the timelines established by OSPI in the written decision unless OSPI grants an extension. If timely compliance is not achieved, OSPI may take action including but not limited to referring the district to appropriate state or federal agencies empowered to order compliance.

A complaint may be resolved at any time when, before the completion of the investigation, the district voluntarily agrees to resolve the complaint. OSPI may provide technical assistance and dispute resolution methods to resolve a complaint.

Level Four: Administrative Hearing

A complainant or school district that desires to appeal the written decision of the Office of the Superintendent of Public Instruction may file a written notice of appeal with OSPI within thirty (30) calendar days following the date of receipt of that office's written decision. OSPI will conduct a formal administrative hearing in conformance with the Administrative Procedures Act, Chapter 34.05, RCW.

C. Mediation

At any time during the discrimination complaint procedure set forth in WAC 392-190-065 through 392-190-075, a district may, at its own expense, offer mediation. The complainant and the district may agree to extend the discrimination complaint process deadlines in order to pursue mediation.

The purpose of mediation is to provide both the complainant and the district an opportunity to resolve disputes and reach a mutually acceptable agreement through the use of an impartial mediator. Mediation must be voluntary and requires the mutual agreement of both parties. It may be terminated by either party at any time during the mediation process. It may not be used to deny or delay a complainant's right to utilize the complaint procedures.

Mediation must be conducted by a qualified and impartial mediator who may not:

1) Be an employee of any school district, public charter school, or other public or private agency that is providing education related services to a student who is the subject of the complaint being mediated; or 2) Have a personal or professional conflict of interest. A mediator is not considered an employee of the district or charter school or other public or private agency solely because he or she serves as a mediator.

If the parties reach agreement through mediation, they may execute a legally binding agreement that sets forth the resolution and states that all discussions that occurred during the course of mediation will remain confidential and may not be used as evidence in any subsequent complaint, due process hearing or civil proceeding. The agreement must be signed by the complainant and a district representative who has authority to bind the district.

D. Preservation of Records

The files containing copies of all correspondence relative to each complaint communicated to the district and the disposition, including any corrective measures instituted by the district, will be retained in the office of the compliance officer for a period of six years.

Adopted: March 14, 1995
Revised: January 8, 2007
Revised: March 26, 2012
Revised: April 27, 2015
Revised: February 24, 2020

MEAD SCHOOL DISTRICT

Board Meeting of February 23, 2026

New Business

VI.A.

Agenda Item: Consent Agenda

Background:

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

Fiscal Impact:

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

Staffing Implications:

None, other than the personnel recommendations, as presented.

Other Considerations:

None

Recommendation:

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

Consent Agenda

Regular Board Meeting of February 23, 2026

1. Hire Certificated Personnel:

Thierry Olivier	Mead HS	Cert	.2 FTE Leave Replacement 2 nd Semester 25/26 effect 1/26/26 (in addition to .8 FTE Continuing)
Faith Bishop-Purkey	Special Services	Cert	1.0 FTE Continuing SLP effective 1/15/26
Shawna Eddy	MLO	Cert	1.0 FTE Continuing Special Education teacher effective 1/26/26 (no longer at Mountainside)
Lindsay Carlson	Mountainside	Cert	.2 FTE Leave Replacement 2 nd Semester 25/26 effective 1/26/26 (in addition to .8 FTE Continuing)
Terence Cloer	Mt. Spokane	Cert	.2 FTE Non-Continuing Math teacher Super Contract 2 nd semester 25/26 effective 1/26/26 (in addition to 1.0 FTE Continuing)
Summer Clegg	Mt. Spokane	Cert	.2 FTE Non-Continuing Math teacher Super Contract 2 nd semester 25/26 effective 1/26/26 (in addition to 1.0 FTE Continuing)
Cooper Hatton	Mt. Spokane	Cert	.2 FTE Non-Continuing Science teacher Super Contract 2 nd semester 25/26 effective 1/26/26 (in addition to 1.0 FTE Continuing)
Pam Tsuchida	Mt. Spokane	Cert	.2 FTE Non-Continuing Math teacher Super Contract 2 nd semester 25/26 effective 1/26/26 (in addition to 1.0 FTE Continuing)
Deanna Ganea	Mead HS	Cert	.2 FTE Non-Continuing Resource teacher Super Contract 2 nd semester 25/26 effective 1/28/26 (in addition to 1.0 FTE Continuing)
Hailey Horn	Shiloh Hills	Cert	.4 FTE Continuing Special Ed teacher effective 2/2/26 (in addition to .6 FTE Leave Replacement 25/26 school year)
Emma Allen	Mountainside	Cert	1.0 FTE Continuing Special Ed teacher effective 2/5/26
Janeal Proffitt	Shiloh Hills/Special Ed	Cert	.4 FTE Leave Replacement Special Ed teacher 2 nd semester 25/26 effective 2/23/26

2. Hire Classified Personnel:

Vanessa Avenido	Human Resources	Class	8 hrs/day HR Specialist effective 2/5/26
Emma Braddock	Meadow Ridge	Class	6.17 hrs/day Para Ed effective 2/5/26
Rebekah Brazeau	Brentwood	Class	6 hrs/day Para Ed effective 2/17/26
Brenda Burns	MLO	Class	3 hrs/day Para Ed effective 1/19/26
Donald Davidson	Colbert	Class	6.12 hrs/day Para Ed effective 2/5/26
Kirk Figon	Transportation	Class	4 hrs/day Bus Driver effective 1/22/26
Erin Johnson	Special Services/Skyline	Class	7 hrs/day Behavior Tech effective 1/25/26
Dawn Quinn	Transportation	Class	4 hrs/day Bus Driver effective 1/22/26
Zachary Sells	Northwood	Class	6.38 hrs/day Para Ed effective 1/26/26
Rebekah Smith	Special Services/Creekside	Class	5.2 hrs/day Para Ed effective 2/2/26
Nicole Varnell	Mountainside	Class	5.23 hrs/day Para Ed effective 1/29/26

Darin Wiseman	Brentwood	Class	6.5 hrs/day Para Ed effective 2/12/26
Megan Yakely	Special Services	Class	6 hrs/day Para Ed effective 2/4/26

3. **Hire Certificated Substitutes:**

Jaen Thomas	Kristen Schuerman	Cerissa Moeller	Caleb Wendle
Frederic Dugenet	Isao Puailoa		

4. **Hire Classified Substitutes:**

Spencer Brower	Chelsea Bright	Kristen Morris	Angela Addicks
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5. **Approve AP Vouchers for General Fund, Capitol Projects, Private Purpose Trust and ASB, as attached.**

6. **Approve Co-Curricular, Supplemental & Extra-Curricular Contracts (attached).**

7. **Accepted the Following Donation:**

- \$22,500 from Greater Spokane League to Mead HS (Fall Revenue Share)
- \$7,000 from Numerica Credit Union to Midway Elementary (for Salmon in the Classroom expenses)
- \$1,000 from Great American Rivalry Series to Mead HS (2025 Rivalry Host School)
- \$1,500 from Taud & Mandolyn Hume to Mead HS Dance Team
- \$1,000 from Rayce Rudeen Foundation to Skyline Music Program
- \$1,175 from Great West Engineering to Mead SD Resource Hub
- \$500 from Karen Rathbun to Mead SD Resource Hub
- \$32,031.21 from Mead HS Sports Booster Organization to Mead HS Athletics
- \$750 from Idaho Central Credit Union to Mead School District (will likely use to help cover unpaid lunch balances for inactive students at the end of the year)

8. **Approve Unpaid Leaves (i.e. parenting, medical, Good of the District, education, etc.):**

Camron Hare	Mead HS	Class	1/15-26 - 6/16/26 up to two days/month
Marie Toutant-Meredith	Skyline	Cert	1/9/26 - 3/29/26
Tamara Pratt	Brentwood	Class	1/5/26- 3/29/26
Alison Hood	Special Services	Cert	1/6/26 - 6/16/26
Karen Lonn	Meadow Ridge	Class	2/17/26 - 5/15/26
Stephanie Robinson	Prairie View	Class	2/4/26 - 2/13/26 & 3/2/26 -5/29/26
Christina Marshall	Creekside	Class	4/28-30/26
Julie Allen	Meadow Ridge	Cert	.4 FTE Leave 3/2/26 - 6/16/26
Kaylen Kociela	Skyline	Cert	1.0 FTE Leave 2 nd Semester 25/26

9. **Accept the Following Resignations/Retirements:**

Brenda'Le Hunter	Creekside	Class	Resignation effective 2/10/26 (Para Ed)
Tanisha Kilgore	Meadow Ridge	Class	Resignation effective 12/5/25 (Para Ed)
Sarah Quirke	Nutrition Services/Mountainside	Class	Resignation effective 1/13/26 (Cook II)
Prisca Shin	Shiloh Hills	Class	Resignation effective 1/30/26 (Para Ed)
Janna Elijah	Copy Center	Class	Retirement effective 4/3/26 (Copy Center Tech)
Mary Moore	Brentwood	Cert	Retirement effective 6/30/26 (teacher)

Mead School District No. 354

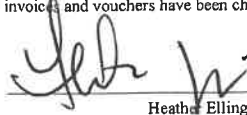
Spokane County, Mead, Washington

Affidavit covering payment of payroll and invoices for General Fund,

Capital Projects Fund, Associated Student Body Fund, and Transportation Vehicle Fund

2/23/2026

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



Heather Ellingson, Auditing Officer

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

Fund Name	Vouchers (Inclusive)	Warrants (Inclusive)	Amount
General Fund:			
1/30/2026	1092	125622-125704	\$307,092.28
1/30/2026	1093	ACH	\$1,560.96
2/6/2026	1100	125772-125845	\$465,178.58
2/6/2026	1101	ACH	\$333.06
2/13/2026	1106	125871-125942	\$777,683.24
2/13/2026	1107	ACH	\$4,629.84
2/11/2026	1109	ACH-USE TAX	\$504.04
2/20/2026	1111	125961-126020	\$234,650.84
2/20/2026	1112	ACH	\$398.79
		TOTAL/General Fund:	\$1,792,031.63
Payroll:			
1/30/2026	1097	ACH	\$2,499,230.45
1/30/2026	1098	ACH	\$6,274,304.34
1/30/2026	1099	ACH	\$3,441,640.18
1/30/2026	14	125726-125751	\$32,578.53
1/30/2026	12	125725	\$4,623.96
2/13/2026	1103	ACH	\$179,061.14
2/13/2026	1104	ACH	\$35,288.57
2/13/2026	15	125869-125870	\$517.55
		TOTAL/General Fund:	\$12,467,244.72
Capital Projects:			
		TOTAL/Capital Projects:	\$0.00
Assoc. Student Body:			
1/30/2026	1094	125705-125723	\$22,775.45
1/30/2026	1095	ACH	\$1,791.86
2/6/2026	1102	125846-125868	\$58,565.65
2/13/2026	1108	125943-125960	\$90,338.07
2/11/2026	1109	ACH - USE TAX	\$485.92
2/20/2026	1113	126021-126034	\$69,839.74
		TOTAL/ASB Fund:	\$243,796.69
Transportation Vehicle Fund:			
1/30/2026	1096	125724	\$190,229.00
		TOTAL/Transportation Fund:	\$190,229.00
TOTAL ALL FUNDS			\$14,693,302.04

Secretary _____

Board Signature _____

Board Signature _____

Board Signature _____

Board Signature _____

Board Signature _____

GENERAL FUND

Mead School District No 354

Payee Listing

Fiscal Year: 2025-2026

Criteria:

Bank Account: SPOKANE COUNTY TREASURER
153607390207

Voucher: 1092

Starting Check Number: 125622

Check #	Date	Payee	Amount
125622	01/30/2026	ACE HARDWARE	\$79.96
125623	01/30/2026	AMAZON	\$6,451.19
125624	01/30/2026	AMERIGAS PROPANE LP	\$710.77
125625	01/30/2026	APPLE COMPUTER INC	\$342.02
125626	01/30/2026	APS INC	\$363.14
125627	01/30/2026	BARGREEN ELLINGSON INC	\$33.58
125628	01/30/2026	BOOKSHARK LLC	\$707.55
125629	01/30/2026	BRUSE, ANDREA	\$13.96
125630	01/30/2026	BRYSON SALES & SERVICE OF WASHINGTON	\$612.92
125631	01/30/2026	CAMP FIRE INLAND NORTHWEST	\$11,330.00
125632	01/30/2026	CANON USA INC	\$177.56
125633	01/30/2026	CLASS CREATOR LLC	\$1,484.80
125634	01/30/2026	CO ENERGY	\$146.84
125635	01/30/2026	COMMERCIAL TIRE INC	\$1,238.32
125636	01/30/2026	COMPUNET INC	\$3,599.80
125637	01/30/2026	CUSTOM STRINGS	\$347.62
125638	01/30/2026	CUTLER, DAN J	\$100.00
125639	01/30/2026	DATACORE SOFTWARE CORPORATION	\$3,920.40
125640	01/30/2026	EDNETICS INC	\$9,988.66
125641	01/30/2026	ESD 113	\$1,100.00
125642	01/30/2026	EVCO SOUND & ELECTRONICS	\$765.00
125643	01/30/2026	FIRST CHOICE SERVICES	\$154.27
125644	01/30/2026	FISHER'S TECHNOLOGY	\$2,395.44
125645	01/30/2026	FOLLETT CONTENT SOLUTIONS LLC	\$653.31
125646	01/30/2026	FOUNDATIONS FOR LITERACY	\$1,000.00
125647	01/30/2026	FRANZ FAMILY BAKERIES	\$2,928.01
125648	01/30/2026	GOLD STAR FOODS INC	\$7,347.86
125649	01/30/2026	GOPHER	\$298.41
125650	01/30/2026	GRAYBAR ELECTRIC CO INC	\$1,534.46
125651	01/30/2026	GREATAMERICA FINANCIAL SERVICES	\$740.79
125652	01/30/2026	GUARDIAN OCCUPATIONAL HEALTH	\$200.00
125653	01/30/2026	HD SUPPLY	\$10,476.88
125654	01/30/2026	HENRY SCHEIN INC	\$6,764.87
125655	01/30/2026	HINMAN, MICHAEL	\$1,500.00
125656	01/30/2026	HOME DEPOT CREDIT SERVICES	\$52.13
125657	01/30/2026	INSIGHT DISTRIBUTING COMPANY	\$8,622.26
125658	01/30/2026	INTERMAX NETWORKS	\$2,507.24
125659	01/30/2026	INTERSTATE BATTERIES OF NORTHEASTERN WA	\$820.77

Mead School District No 354

Payee Listing

Fiscal Year: 2025-2026

Criteria:

Bank Account: SPOKANE COUNTY TREASURER
153607390207

Voucher: 1092

Starting Check Number: 125622

Check #	Date	Payee	Amount
125660	01/30/2026	JEI ENTERPRISES LLC	\$1,623.70
125661	01/30/2026	JOSTENS	\$3,737.46
125662	01/30/2026	JW PEPPER	\$753.98
125663	01/30/2026	K C ENTERPRISES	\$1,092.03
125664	01/30/2026	KCDA	\$1,857.17
125665	01/30/2026	LES SCHWAB TIRE	\$4,914.51
125666	01/30/2026	M & L SUPPLY	\$13.04
125667	01/30/2026	MILLERSMITH, TISHA	\$1,500.00
125668	01/30/2026	MOMENTUM INC	\$1,905.30
125669	01/30/2026	NANDAGOPAL, RADHA	\$495.00
125670	01/30/2026	NAPA AUTO PARTS	\$1,270.97
125671	01/30/2026	NATIONAL COLOR GRAPHICS, INC	\$561.87
125672	01/30/2026	ND DEPARTMENT OF HEALTH	\$15.00
125673	01/30/2026	NORTH 40 OUTFITTERS	\$218.22
125674	01/30/2026	NW BAVX GRP LLC	\$4,200.00
125675	01/30/2026	O'REILLY AUTO PARTS	\$286.48
125676	01/30/2026	OSPI	\$30.87
125677	01/30/2026	PETROCARD SYSTEMS INC	\$22,688.24
125678	01/30/2026	PURE FILTRATION PRODUCTS INC	\$9,674.70
125679	01/30/2026	RAINBOW RESOURCES	\$4,702.66
125680	01/30/2026	RWC INTERNATIONAL	\$5,514.05
125681	01/30/2026	SAFETY-KLEEN	\$319.45
125682	01/30/2026	SAMUEL, ONESIMUS	\$268.80
125683	01/30/2026	SCHOOL DATA SOLUTIONS LLC	\$29,668.18
125684	01/30/2026	SCHOOLS INSURANCE ASSOC OF WA	\$2,642.73
125685	01/30/2026	SERVERMONKEY.COM	\$4,888.41
125686	01/30/2026	SFMEA	\$86.19
125687	01/30/2026	SHERWIN WILLIAMS	\$634.39
125688	01/30/2026	SKYLINE PTO	\$381.12
125689	01/30/2026	SODEXO AMERICA, LLC	\$267.00
125690	01/30/2026	SPOKANE CO WATER DIST 3	\$3,042.63
125691	01/30/2026	SPOKANE COMMUNITY COLLEGE	\$80.00
125692	01/30/2026	SPOKANE INTERNATIONAL TRANSLATION	\$592.84
125693	01/30/2026	SPOKANE REGIONAL HEALTH DISTRICT	\$325.00
125694	01/30/2026	STRUCTURED COMMUNICATION SYSTEMS INC	\$1,273.29
125695	01/30/2026	TDS TELECOM SERVICE LLC	\$449.00
125696	01/30/2026	TERRY'S DAIRY INC	\$21,832.78
125697	01/30/2026	TRUE, ANNA	\$11.06

Mead School District No 354

Payee Listing

Fiscal Year: 2025-2026

Criteria:

Bank Account: SPOKANE COUNTY TREASURER
153607390207

Voucher: 1092

Starting Check Number: 125622

Check #	Date	Payee	Amount
125698	01/30/2026	US FOODS INC	\$73,586.01
125699	01/30/2026	WA ST FIRST AID	\$816.75
125700	01/30/2026	WASA	\$530.80
125701	01/30/2026	WCP SOLUTIONS	\$3,916.75
125702	01/30/2026	WENDLE @ THE Y	\$176.81
125703	01/30/2026	WHITESTONE MOUNTAIN ORCHARD INC	\$2,646.25
125704	01/30/2026	YMCA	\$90.00
Total Amount:			\$307,092.28

End of Report

Mead School District No 354

Voucher Supplement Account Summary

Fiscal Year: 2025-2026

Voucher Batch Number: 1093

01/30/2026

Vendor Remit Name	Vendor #	Account	Description	Amount
Camp, Nicholas David				
		1.0.530.9700.61.8581.07.34.000.0000	TRAVEL-IN DISTRICT	\$25.96
			Vendor Total:	\$25.96
Fox, Russell John				
		1.0.530.9900.52.5370.09.36.000.0000	LICENSES & PERMITS	\$176.00
			Vendor Total:	\$176.00
Mattingly, Carolyn Kay				
		1.1.530.9900.53.5190.09.03.000.0000	UNIFORM REPLACEMENT	\$150.00
			Vendor Total:	\$150.00
McLean, Philip A				
		1.1.530.0128.28.8582.28.28.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$153.00
			Vendor Total:	\$153.00
McLean, Tyler James				
		1.1.530.0128.28.8582.28.28.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$153.00
			Vendor Total:	\$153.00
Smith, Bryan				
		1.1.530.0128.28.8582.28.28.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$153.00
			Vendor Total:	\$153.00
Tebbets, Jason				
		1.1.530.0128.28.8582.28.28.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$153.00
			Vendor Total:	\$153.00
Voightlaender, Samuel P				
		1.1.530.0128.28.8582.28.28.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$153.00
			Vendor Total:	\$153.00
Weisgerber, William E				
		1.1.530.0128.28.8582.28.28.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$153.00
			Vendor Total:	\$153.00
Whetzel, Mitchell				
		1.1.530.0128.28.8582.28.28.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$153.00
			Vendor Total:	\$153.00

Mead School District No 354

Voucher Supplement Account Summary

Voucher Batch Number: 1093

01/30/2026

Fiscal Year: 2025-2026

Vendor Remit Name	Vendor #	Account	Description	Amount
Wolfe, Patrick Karl				
		1.0.530.9900.52.8582.09.36.000.0000	TRAVEL-OUT OF DISTRICT	
			Vendor Total:	\$153.00
			Vendor Total:	\$138.00
			Grand Total:	\$1,560.96

End of Report

Mead School District No 354

Payee Listing

Fiscal Year: 2025-2026

Criteria:

Bank Account: SPOKANE COUNTY TREASURER
153607390207

Voucher: 1100

Starting Check Number: 125772

Check #	Date	Payee	Amount
125772	02/06/2026	AC HOTEL	\$2,530.64
125773	02/06/2026	ACE HARDWARE	\$166.34
125774	02/06/2026	ALCOBRA METALS	\$223.09
125775	02/06/2026	ALL ABOUT TOWING	\$992.81
125776	02/06/2026	AMAZON	\$3,194.39
125777	02/06/2026	AMERIGAS PROPANE LP	\$635.91
125778	02/06/2026	ASAP AUTOGLASS LLC	\$511.83
125779	02/06/2026	AVISTA UTILITIES	\$206,022.39
125780	02/06/2026	AWSP	\$1,254.66
125781	02/06/2026	BALDWIN SIGN COMPANY	\$3,099.63
125782	02/06/2026	BARGREEN ELLINGSON INC	\$201.58
125783	02/06/2026	BATTERIES PLUS	\$494.83
125784	02/06/2026	BLOOM GILBERT, CHARMONIX	\$56.85
125785	02/06/2026	BROOM, MATTHEW	\$12.00
125786	02/06/2026	BRYSON SALES & SERVICE OF WASHINGTON	\$104.68
125787	02/06/2026	BUB'S SEPTIC PUMPING	\$5,603.90
125788	02/06/2026	CANON USA INC	\$630.45
125789	02/06/2026	CDS SO CAL	\$403.34
125790	02/06/2026	CITY OF SPOKANE - UTILITIES DIVISION	\$4,424.36
125791	02/06/2026	CLEARWATER MUSIC	\$38.19
125792	02/06/2026	CO ENERGY	\$256.45
125793	02/06/2026	COSCO FIRE PROTECTION, INC	\$3,577.82
125794	02/06/2026	CULLIGAN SOFT WATER SERVICE	\$308.03
125795	02/06/2026	DAY WIRELESS SYSTEMS.	\$143.80
125796	02/06/2026	DEPT OF LABOR & INDUSTRIES - BOILER	\$160.10
125797	02/06/2026	DISHMAN DODGE RAM CHRYSLER JEEP	\$67,394.38
125798	02/06/2026	EVCO SOUND & ELECTRONICS	\$3,246.86
125799	02/06/2026	FISHER'S TECHNOLOGY	\$3,799.09
125800	02/06/2026	GARLAND/DBS, INC	\$934.45
125801	02/06/2026	GRADUATION ALLIANCE	\$3,540.16
125802	02/06/2026	GRAYBAR ELECTRIC CO INC	\$64.67
125803	02/06/2026	GUARDIAN OCCUPATIONAL HEALTH	\$200.00
125804	02/06/2026	HATCHER, TIMOTHY	\$135.00
125805	02/06/2026	HD SUPPLY	\$889.76
125806	02/06/2026	HENRY SCHEIN INC	\$119.47
125807	02/06/2026	HESS, OCEAN	\$50.00
125808	02/06/2026	HOME DEPOT CREDIT SERVICES	\$522.53
125809	02/06/2026	IML SECURITY SUPPLY	\$5.99

Mead School District No 354

Payee Listing

Fiscal Year: 2025-2026

Criteria:

Bank Account: SPOKANE COUNTY TREASURER
153607390207

Voucher: 1100

Starting Check Number: 125772

Check #	Date	Payee	Amount
125810	02/06/2026	JW PEPPER	\$825.51
125811	02/06/2026	K C ENTERPRISES	\$1,085.65
125812	02/06/2026	KCDA	\$91.94
125813	02/06/2026	KENWORTH SALES SPOKANE	\$7,237.78
125814	02/06/2026	LES SCHWAB TIRE	\$1,777.57
125815	02/06/2026	LINC FOODS	\$2,939.40
125816	02/06/2026	MACKIN & LITTLE	\$6,612.06
125817	02/06/2026	MALACAS, STACIE	\$17.95
125818	02/06/2026	MCGUIRE BEARING CO	\$93.33
125819	02/06/2026	MCNAGHTEN, VALERIE	\$73.55
125820	02/06/2026	MICROK12	\$22,888.60
125821	02/06/2026	MOTION AUTO SUPPLY	\$479.82
125822	02/06/2026	NAPA AUTO PARTS	\$980.98
125823	02/06/2026	NORTH 40 OUTFITTERS	\$817.83
125824	02/06/2026	OXARC	\$50.20
125825	02/06/2026	PETROCARD SYSTEMS INC	\$2,212.88
125826	02/06/2026	RC WORST & COMPANY INC	\$1,992.62
125827	02/06/2026	RESOURCE SYNERGY LLC	\$5,433.45
125828	02/06/2026	RIDDELL	\$5,031.72
125829	02/06/2026	RWC INTERNATIONAL	\$3,043.65
125830	02/06/2026	SAFETY-KLEEN	\$788.92
125831	02/06/2026	SAMUEL, ONESIMUS	\$301.60
125832	02/06/2026	SAVAGE, MADISON	\$1,827.00
125833	02/06/2026	SHERWIN WILLIAMS	\$63.78
125834	02/06/2026	SILBAR, STEVEN	\$60.65
125835	02/06/2026	STEVENS, CLAY PS	\$33,101.10
125836	02/06/2026	STONEWAY ELECTRIC	\$2,611.72
125837	02/06/2026	SWANSON, AIMEE	\$162.10
125838	02/06/2026	T-MOBILE	\$3,558.03
125839	02/06/2026	THE MASTER TEACHER, INC	\$598.95
125840	02/06/2026	US LINEN & UNIFORM INC	\$5,106.01
125841	02/06/2026	WA DECA	\$1,002.00
125842	02/06/2026	WCP SOLUTIONS	\$35,451.08
125843	02/06/2026	WILLIAMS, JOSEPH	\$365.40
125844	02/06/2026	WURTH USA INC	\$448.73
125845	02/06/2026	ZIGGY'S	\$94.59
Total Amount:			\$465,178.58

End of Report

Mead School District No 354

Voucher Supplement Account Summary

Fiscal Year: 2025-2026

Voucher Batch Number: 1101 02/06/2026

Vendor Remit Name	Vendor #	Account	Description	Amount
Baude, Shannon Lee		1.0.630.0000.00.0000.01.00.000.0000	SALES TAX DUE – FINGERPRINTING	\$5.79
		1.1.960.9700.22.0000.01.04.000.0000	HR FEES FOR SERVICES	\$65.00
Finch, Mary Ellen Robeson			Vendor Total:	\$70.79
Gilbert, Donald L		1.0.530.9800.41.8581.07.07.000.0000	TRAVEL-IN DISTRICT	\$108.17
			Vendor Total:	\$108.17
Palpant, Kristen A		1.0.530.9700.63.8581.07.35.000.0000	TRAVEL-IN DISTRICT	\$73.08
			Vendor Total:	\$73.08
Sherwood, Kristin Elisa		1.0.530.0129.26.8581.01.08.000.0000	TRAVEL-IN DISTRICT	\$18.49
			Vendor Total:	\$18.49
		1.0.530.2100.26.7810.01.09.000.0000	MEMBERSHIPS	\$62.53
			Vendor Total:	\$62.53
			Grand Total:	\$333.06
End of Report				

End of Report

Mead School District No 354

Payee Listing

Fiscal Year: 2025-2026

Criteria:

Bank Account: SPOKANE COUNTY TREASURER
153607390207

Voucher: 1106

Starting Check Number: 125871

Check #	Date	Payee	Amount
125871	02/13/2026	ACE HARDWARE	\$41.72
125872	02/13/2026	ALPHA OMEGA TOURS & CHARTERS	\$11,896.50
125873	02/13/2026	AMAZON	\$4,389.19
125874	02/13/2026	AMERIGAS PROPANE LP	\$568.07
125875	02/13/2026	APPLE COMPUTER INC	\$358,825.50
125876	02/13/2026	ASAP AUTOGLASS LLC	\$54.45
125877	02/13/2026	BAERTLEIN, DAWN	\$23.00
125878	02/13/2026	BARGREEN ELLINGSON INC	\$67.19
125879	02/13/2026	BATTERIES PLUS	\$937.77
125880	02/13/2026	BROCKS ACADEMY LLC	\$11,531.25
125881	02/13/2026	CAROLINA BIOLOGICAL SUPPLY CO	\$60.11
125882	02/13/2026	CUSTOM STRINGS	\$93.95
125883	02/13/2026	EQUIFAX WORKFORCE SOLUTIONS LLC	\$524.12
125884	02/13/2026	FIRST CHOICE SERVICES	\$36.45
125885	02/13/2026	FISHER'S TECHNOLOGY	\$2,449.24
125886	02/13/2026	FRANZ FAMILY BAKERIES	\$2,742.46
125887	02/13/2026	GENE'S ALIGNMENT LLC	\$397.85
125888	02/13/2026	GONZAGA UNIVERSITY	\$135.00
125889	02/13/2026	GRADUATION ALLIANCE	\$9,096.87
125890	02/13/2026	GUARDIAN OCCUPATIONAL HEALTH	\$100.00
125891	02/13/2026	HANCOCK, SHERRIE	\$15.00
125892	02/13/2026	HOME DEPOT CREDIT SERVICES	\$282.00
125893	02/13/2026	HOPSKIPDRIVE INC	\$52,571.34
125894	02/13/2026	INLAND POWER & LIGHT CO	\$10,744.75
125895	02/13/2026	INSIGHT DISTRIBUTING COMPANY	\$2,635.24
125896	02/13/2026	INTERSTATE BATTERIES OF NORTHEASTERN WA	\$235.90
125897	02/13/2026	JW PEPPER	\$156.38
125898	02/13/2026	KCDA	\$3,866.42
125899	02/13/2026	LANGUAGE LINE SERVICES INC	\$168.32
125900	02/13/2026	LES SCHWAB TIRE	\$3,276.33
125901	02/13/2026	LILAC CITY BEHAVIORAL SERVICES PLLC	\$73,333.32
125902	02/13/2026	M & L SUPPLY	\$235.78
125903	02/13/2026	MAINTENANCE SOLUTIONS INC	\$961.43
125904	02/13/2026	MOSAIC COOPERATIVE LLC	\$2,400.00
125905	02/13/2026	NAPA AUTO PARTS	\$419.81
125906	02/13/2026	NORTH 40 OUTFITTERS	\$205.91
125907	02/13/2026	OSPI	\$5,168.43
125908	02/13/2026	OXARC	\$10.98

Mead School District No 354

Payee Listing

Fiscal Year: 2025-2026

Criteria:

Bank Account: SPOKANE COUNTY TREASURER
153607390207

Voucher: 1106

Starting Check Number: 125871

Check #	Date	Payee	Amount
125909	02/13/2026	PETROCARD SYSTEMS INC	\$36,793.30
125910	02/13/2026	PPC SOLUTIONS, INC	\$3,847.39
125911	02/13/2026	PUMPTECH LLC	\$4,371.79
125912	02/13/2026	RIDGE EVENTS LLC	\$120.00
125913	02/13/2026	RWC INTERNATIONAL	\$3,630.59
125914	02/13/2026	SAFEGUARD BUSINESS SYSTEMS	\$135.95
125915	02/13/2026	SCHOOL SPECIALTY	\$221.40
125916	02/13/2026	SFMEA	\$740.37
125917	02/13/2026	SHERWIN WILLIAMS	\$37.81
125918	02/13/2026	SPOKANE CO SEWER BILLING	\$4,658.44
125919	02/13/2026	SPOKANE CO SOLID WASTE	\$992.17
125920	02/13/2026	SPOKANE HOUSE OF HOSE INC.	\$175.01
125921	02/13/2026	SPOKANE PUBLIC SCHOOLS	\$3,808.50
125922	02/13/2026	SPOKANE SUNSCREEN	\$217.80
125923	02/13/2026	SPOKANE TESTING SOLUTIONS	\$318.50
125924	02/13/2026	SUNSHINE DISPOSAL & RECYCLING	\$3,630.74
125925	02/13/2026	SUNTOYA CORPORATION	\$529.70
125926	02/13/2026	SUTLEY, LANESSA	\$33.00
125927	02/13/2026	SWEETWATER	\$601.68
125928	02/13/2026	T-MOBILE	\$49.20
125929	02/13/2026	TERRY'S DAIRY INC	\$21,401.75
125930	02/13/2026	THUSWALDNER, PAMELA	\$17.30
125931	02/13/2026	TITAN TRUCK	\$3,862.47
125932	02/13/2026	US FOODS INC	\$93,822.80
125933	02/13/2026	WA HOSA	\$95.00
125934	02/13/2026	WALTER E NELSON CO	\$1,273.47
125935	02/13/2026	WASTE MANAGEMENT OF SPOKANE	\$13,110.54
125936	02/13/2026	WCP SOLUTIONS	\$2,245.89
125937	02/13/2026	WELLS, BETTY	\$17.00
125938	02/13/2026	WHITESTONE MOUNTAIN ORCHARD INC	\$2,401.25
125939	02/13/2026	WHITWORTH WATER DIST 2	\$891.81
125940	02/13/2026	WURTH USA INC	\$1,009.11
125941	02/13/2026	ZAYO ENTERPRISE NETWORKS	\$11,867.64
125942	02/13/2026	ZIGGY'S	\$95.84

Total Amount: \$777,683.24

End of Report

Mead School District No 354

Voucher Supplement Account Summary

Fiscal Year: 2025-2026

Voucher Batch Number: 1107

02/13/2026

Vendor Remit Name	Vendor #	Account	Description	Amount
Anderson, Vanessa Colette		1.0.530.2133.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$31.83
			Vendor Total:	\$31.83
Aoki, Jenelle		1.0.530.0100.27.8581.01.05.000.0000	TRAVEL-IN DISTRICT	\$48.65
			Vendor Total:	\$48.65
Armstrong, Kalin K		1.0.530.2133.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$37.92
			Vendor Total:	\$37.92
Ausband, Dorsey M		1.0.530.2130.27.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$174.00
			Vendor Total:	\$174.00
Baker, Dionne C		1.0.530.5100.31.8582.14.05.000.0000	TRAVEL-OUT OF DISTRICT	\$168.00
			Vendor Total:	\$168.00
Bakos, Melinda Nichole		1.0.530.2130.27.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$125.07
			Vendor Total:	\$125.07
Barnes, Jessi Dee		1.0.530.2107.27.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$160.81
			Vendor Total:	\$160.81
Beeman, Deann C		1.0.530.2133.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$40.68
			Vendor Total:	\$40.68
Belding-Wilson, Dawn		1.0.530.2133.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$57.42
			Vendor Total:	\$57.42
Berry, Jared Charles Astley		1.0.530.2102.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$8.85

Mead School District No 354

Voucher Supplement Account Summary

Fiscal Year: 2025-2026

Voucher Batch Number: 1107

02/13/2026

Vendor Remit Name	Vendor #	Account	Description	Amount
Bower, Shelly Ann				Vendor Total: \$8.85
		1.0.530.9700.63.8581.07.35.000.0000	TRAVEL-IN DISTRICT	\$44.37
				Vendor Total: \$44.37
Boxleitner, Grace Danielle				\$14.94
		1.0.530.2133.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	
				Vendor Total: \$14.94
Breitenbach, Karen T				\$31.40
		1.0.530.2133.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	
				Vendor Total: \$31.40
Broussard, Faythe Noel				\$26.47
		1.0.530.2133.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	
				Vendor Total: \$26.47
Brown, Danielle Renee				\$25.02
		1.0.530.2133.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	
				Vendor Total: \$25.02
Camp, Nicholas David				\$100.00
		1.0.530.9700.64.5370.07.34.000.0000	LICENSES & PERMITS	
				Vendor Total: \$100.00
Carrell, Julia				\$6.96
		1.0.530.2102.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	
				Vendor Total: \$6.96
Clegg, Stefani Kate				\$17.40
		1.0.530.2133.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	
				Vendor Total: \$17.40
Davis, Amanda J				\$238.00
		1.0.530.5100.31.8582.14.05.000.0000	TRAVEL-OUT OF DISTRICT	
				Vendor Total: \$238.00
DuVall, Hannah Alene				

Mead School District No 354

Voucher Supplement Account Summary

Fiscal Year: 2025-2026

Voucher Batch Number: 1107

02/13/2026

Vendor Remit Name	Vendor #	Account	Description	Amount
Eckersley, Kiana Arielle Jasmyne		1.0.530.2133.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$26.68
			Vendor Total:	\$26.68
Elkins, Kimberly		1.0.530.2102.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$19.87
			Vendor Total:	\$19.87
Feist, Stephanie N		1.0.530.9800.41.8581.07.07.000.0000	TRAVEL-IN DISTRICT	\$68.73
			Vendor Total:	\$68.73
Hill, Amelia Louise		1.0.530.5100.31.8582.14.05.000.0000	TRAVEL-OUT OF DISTRICT	\$368.11
			Vendor Total:	\$368.11
Hoffman, Ashly Patricia		1.0.530.2100.27.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$78.31
			Vendor Total:	\$78.31
Jaecks, Meredith Madeline		1.0.530.2101.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$56.12
			Vendor Total:	\$56.12
Kassa, Alexander Michael		1.0.530.2109.27.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$276.01
			Vendor Total:	\$276.01
Lamberd, June R		1.0.530.9700.64.5370.07.34.000.0000	LICENSES & PERMITS	\$10.00
			Vendor Total:	\$10.00
Lehrman, Jennifer True		1.0.530.5100.31.8582.14.05.000.0000	TRAVEL-OUT OF DISTRICT	\$208.00
			Vendor Total:	\$208.00
		1.0.530.2100.27.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$53.22
			Vendor Total:	\$53.22

Mead School District No 354

Voucher Supplement Account Summary

Fiscal Year: 2025-2026

Voucher Batch Number: 1107

02/13/2026

Vendor Remit Name	Vendor #	Account	Description	Amount
Lewis Mowry, Jessica Michelle				
Martinsen, Jennifer L		1.0.530.2101.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$24.07
				Vendor Total: \$24.07
Masiarek, Lindsey Johanna		1.0.530.2101.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$16.82
				Vendor Total: \$16.82
McCarthy, Molly Neagle		1.0.530.2133.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$22.55
				Vendor Total: \$22.55
McLean, Philip A		1.0.530.5100.31.8582.14.05.000.0000	TRAVEL-OUT OF DISTRICT	\$237.96
				Vendor Total: \$237.96
McLean, Tyler James		1.1.530.0128.28.8582.28.28.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$118.00
				Vendor Total: \$118.00
Meyer, Jennifer Anne		1.1.530.0128.28.8582.28.28.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$118.00
				Vendor Total: \$118.00
Overhauser, Johanna Marie		1.0.530.2109.27.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$107.96
				Vendor Total: \$107.96
Palmer, Crystal E		1.0.530.2133.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$27.79
				Vendor Total: \$27.79
Patry, Katherine Sarah		1.0.530.2100.27.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$128.48
				Vendor Total: \$128.48
		1.0.530.2133.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$6.02
				Vendor Total: \$6.02

Mead School District No 354

Voucher Supplement Account Summary

Fiscal Year: 2025-2026

Voucher Batch Number: 1107

02/13/2026

Vendor Remit Name	Vendor #	Account	Description	Amount
Pfannenstiel-Wilner, Mary Lou		1.0.530.2130.27.8581.01.09.000.0000	TRAVEL-IN DISTRICT	Vendor Total: \$6.02
				\$87.80
				Vendor Total: \$87.80
Poston, Bethany Ruth		1.0.530.2133.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	Vendor Total: \$19.58
				\$19.58
Ranin, Evangeline Benito		1.0.530.2130.27.8581.01.09.000.0000	TRAVEL-IN DISTRICT	Vendor Total: \$94.04
				\$94.04
Rowley, Leslyn Rae		1.0.530.0100.26.5370.01.08.000.0000	LICENSES & PERMITS	Vendor Total: \$138.00
				\$138.00
Schafer, Joseph Harold		1.0.530.2102.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	Vendor Total: \$112.67
				\$112.67
Sponenburg, Sarah		1.0.530.2133.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	Vendor Total: \$26.97
				\$26.97
Strate, Carolyn Ann		1.0.530.2133.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	Vendor Total: \$47.35
				\$47.35
Thomas, Lori A		1.0.530.2100.27.8581.01.09.000.0000	TRAVEL-IN DISTRICT	Vendor Total: \$118.32
				\$118.32
Timberlake, Kelliejo D		1.0.530.2100.27.8581.01.09.000.0000	TRAVEL-IN DISTRICT	Vendor Total: \$50.46
				\$50.46
Turner, Finis				Vendor Total: \$50.46

Mead School District No 354

Voucher Supplement Account Summary

Fiscal Year: 2025-2026

Voucher Batch Number: 1107

02/13/2026

Vendor Remit Name	Vendor #	Account	Description	Amount
Van Cleef, Joshua Michael		1.0.530.2130.27.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$99.26
			Vendor Total:	\$99.26
Wall, Stephanie LeeAnn		1.0.530.5100.31.8582.14.05.000.0000	TRAVEL-OUT OF DISTRICT	\$184.53
			Vendor Total:	\$184.53
Wellman, Jennie L		1.0.530.2133.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$32.19
			Vendor Total:	\$32.19
Westermann, Joshalund Cyrus		1.0.530.2100.21.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$37.27
			Vendor Total:	\$37.27
Whetzel, Mitchell		1.0.530.0100.21.8581.01.08.000.0000	TRAVEL-IN DISTRICT	\$76.71
			Vendor Total:	\$76.71
Witherspoon, Ana Maria		1.1.530.0128.28.8582.28.28.000.0000	AD/SPORTS TRAVEL-OUT OF DISTRICT	\$118.00
			Vendor Total:	\$118.00
Wren, Jared Dewane		1.0.530.2102.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$14.87
			Vendor Total:	\$14.87
		1.0.530.0100.27.8581.26.03.000.0000	TRAVEL-IN DISTRICT	\$41.33
			Vendor Total:	\$41.33
			Grand Total:	\$4,629.84

End of Report

Mead School District No 354

Payee Listing

Fiscal Year: 2025-2026

Criteria:

Bank Account: SPOKANE COUNTY TREASURER
153607390207

Voucher: 1111

Starting Check Number: 125961

Check #	Date	Payee	Amount
125961	02/20/2026	A2Z INTERPRETING, LLC	\$237.35
125962	02/20/2026	ACCESS INFORMATION PROTECTED	\$538.50
125963	02/20/2026	ACE HARDWARE	\$60.57
125964	02/20/2026	AIRGAS USA LLC	\$108.81
125965	02/20/2026	ALLIANT INSURANCE SERVICE INC	\$30.00
125966	02/20/2026	AMAZON	\$5,164.79
125967	02/20/2026	AMERICAN ON SITE SERVICES	\$259.95
125968	02/20/2026	AMERIGAS PROPANE LP	\$586.20
125969	02/20/2026	APPLE COMPUTER INC	\$4,567.34
125970	02/20/2026	AUTOMATED LOGIC CONTRACTING SERVICES	\$7,905.05
125971	02/20/2026	BARGREEN ELLINGSON INC	\$271.59
125972	02/20/2026	BATTERIES PLUS	\$148.27
125973	02/20/2026	CAMTEK	\$2,507.78
125974	02/20/2026	CITY GLASS	\$859.40
125975	02/20/2026	CO ENERGY	\$537.91
125976	02/20/2026	COFFMAN ENGINEERS INC	\$325.00
125977	02/20/2026	CUSTOM STRINGS	\$138.85
125978	02/20/2026	DUONG, TRIEU	\$18.00
125979	02/20/2026	EPS OPERATIONS LLC	\$1,033.18
125980	02/20/2026	GUARDIAN OCCUPATIONAL HEALTH	\$200.00
125981	02/20/2026	HD SUPPLY	\$2,317.38
125982	02/20/2026	HOME DEPOT CREDIT SERVICES	\$250.96
125983	02/20/2026	INSIGHT DISTRIBUTING COMPANY	\$3,124.28
125984	02/20/2026	JOHNSTONE SUPPLY	\$196.37
125985	02/20/2026	JONES, LEIA	\$24.00
125986	02/20/2026	JW PEPPER	\$177.82
125987	02/20/2026	K C ENTERPRISES	\$123.17
125988	02/20/2026	KCDA	\$1,074.80
125989	02/20/2026	KUTA SOFTWARE	\$552.00
125990	02/20/2026	LANGUAGE LINE SERVICES INC	\$45.86
125991	02/20/2026	M & L SUPPLY	\$152.89
125992	02/20/2026	MAXIM STAFFING SOLUTIONS	\$8,711.81
125993	02/20/2026	MEAD SCHOOL DISTRICT	\$74,659.63
125994	02/20/2026	MICROK12	\$1,214.23
125995	02/20/2026	NAPA AUTO PARTS	\$1,240.07
125996	02/20/2026	NATIONAL COLOR GRAPHICS, INC	\$518.23
125997	02/20/2026	NORTH 40 OUTFITTERS	\$84.05
125998	02/20/2026	NORTHWEST BUSINESS STAMP	\$27.95

Mead School District No 354

Payee Listing

Fiscal Year: 2025-2026

Criteria:

Bank Account: SPOKANE COUNTY TREASURER
153607390207

Voucher: 1111

Starting Check Number: 125961

Check #	Date	Payee	Amount
125999	02/20/2026	OAKES, JOY	\$13.00
126000	02/20/2026	PROJECT LEAD THE WAY INC	\$4,570.81
126001	02/20/2026	PROVIDENCE HEALTH & SERVICES WA	\$125.00
126002	02/20/2026	PURE FILTRATION PRODUCTS INC	\$1,818.68
126003	02/20/2026	RAINBOW RESOURCES	\$1,301.68
126004	02/20/2026	REFRIGERATION SUPPLIES DIST	\$385.11
126005	02/20/2026	RIO GRANDE ALBUQUERQUE	\$1,937.33
126006	02/20/2026	RWC INTERNATIONAL	\$2,037.90
126007	02/20/2026	SCHOOLS INSURANCE ASSOC OF WA	\$2,500.00
126008	02/20/2026	SHERWIN WILLIAMS	\$69.39
126009	02/20/2026	SPOKANE HOPE	\$7,500.00
126010	02/20/2026	SPOKESMAN REVIEW.	\$364.64
126011	02/20/2026	STATE AUDITOR'S OFFICE	\$8,812.50
126012	02/20/2026	STONEWAY ELECTRIC	\$94.99
126013	02/20/2026	UNITED DATA SECURITY INC	\$204.92
126014	02/20/2026	US BANK CORPORATE PYMT SYSTEM	\$76,823.41
126015	02/20/2026	WARDS NATURAL SCIENCE	\$290.79
126016	02/20/2026	WASH STATE THESPIANS	\$2,026.47
126017	02/20/2026	WASHINGTON FCCLA	\$886.67
126018	02/20/2026	WESTERN STATES EQUIPMENT	\$231.41
126019	02/20/2026	WHITESTONE MOUNTAIN ORCHARD INC	\$1,977.50
126020	02/20/2026	WURTH USA INC	\$684.60
Total Amount:			\$234,650.84

End of Report

Mead School District No 354

Voucher Supplement Account Summary

Fiscal Year: 2025-2026

Voucher Batch Number: 1112

02/20/2026

Vendor Remit Name	Vendor #	Account	Description	Amount
Booher, Breann		1.0.530.3151.28.8582.27.39.000.0000	TRAVEL-OUT OF DISTRICT	\$135.00
			Vendor Total:	\$135.00
Kenney, Sara Teresa		1.0.530.2133.26.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$80.62
			Vendor Total:	\$80.62
O'Donnal, Charmaine Coleman		1.0.530.2100.27.8581.01.09.000.0000	TRAVEL-IN DISTRICT	\$139.20
			Vendor Total:	\$139.20
Willyard, David P		1.0.530.9700.72.8581.01.32.000.0000	TRAVEL-IN DISTRICT	\$43.97
			Vendor Total:	\$43.97
			Grand Total:	\$398.79

End of Report

ASB FUND

Mead School District No 354

Payee Listing

Fiscal Year: 2025-2026

Criteria:

Bank Account: SPOKANE COUNTY TREASURER
153607390207

Voucher: 1094

Starting Check Number: 125705

Check #	Date	Payee	Amount
125705	01/30/2026	AMAZON	\$305.42
125706	01/30/2026	BSN SPORTS	\$72.15
125707	01/30/2026	CLARKSTON HIGH SCHOOL	\$100.00
125708	01/30/2026	FRIENDS OF FERRIS	\$319.00
125709	01/30/2026	GONZAGA UNIVERSITY	\$225.00
125710	01/30/2026	K-L MFG CO INC	\$708.28
125711	01/30/2026	KIWANIS YOUTH PROGRAM	\$170.50
125712	01/30/2026	LAKE CHELAN SCHOOL DISTRICT	\$500.00
125713	01/30/2026	LEWIS & CLARK HS	\$250.00
125714	01/30/2026	MEAD SCHOOL DISTRICT	\$14,788.42
125715	01/30/2026	PALOUSE RIDGE GOLF CLUB	\$500.00
125716	01/30/2026	PEPSI COLA BOTTLING CO	\$1,119.10
125717	01/30/2026	SEATTLE POTTERY SUPPLY	\$700.16
125718	01/30/2026	SFMEA	\$361.17
125719	01/30/2026	SOUTHRIDGE HIGH SCHOOL	\$150.00
125720	01/30/2026	TROPHIES UNLIMITED	\$63.28
125721	01/30/2026	WASHINGTON OFFICIALS ASSOCIATION	\$1,132.00
125722	01/30/2026	WILDROSE GRAPHICS	\$760.97
125723	01/30/2026	WISENOR, CATHERINE	\$550.00
Total Amount:			\$22,775.45

End of Report

Mead School District No 354

Voucher Supplement Account Summary

Fiscal Year: 2025-2026

Voucher Batch Number: 1095

01/30/2026

Vendor Remit Name	Vendor #	Account	Description	Amount
Anderson, Quantae L				
		4.0.530.2300.00.0000.28.00.000.0000	GIRLS BASKETBALL	\$1,053.98
Fisher, KayDee Christine			Vendor Total:	\$1,053.98
		4.0.530.2300.00.0000.28.00.000.0000	GIRLS BASKETBALL	\$77.27
Jackson, Lauren McKenzie			Vendor Total:	\$77.27
		4.0.530.2300.00.0000.28.00.000.0000	GIRLS BASKETBALL	\$91.87
Sonneland, Andrew Arthur			Vendor Total:	\$91.87
		4.0.530.2830.00.0000.27.00.000.0000	GIRLS CROSS COUNTRY	\$568.74
			Vendor Total:	\$568.74
			Grand Total:	\$1,791.86

End of Report

Mead School District No 354

Payee Listing

Fiscal Year: 2025-2026

Criteria:

Bank Account: SPOKANE COUNTY TREASURER
153607390207

Voucher: 1102

Starting Check Number: 125846

Check #	Date	Payee	Amount
125846	02/06/2026	AC HOTEL	\$9,700.72
125847	02/06/2026	ALPHA OMEGA TOURS & CHARTERS	\$3,683.88
125848	02/06/2026	AMAZON	\$605.74
125849	02/06/2026	BSN SPORTS	\$2,377.28
125850	02/06/2026	FROSTY FRUIT LLC	\$2,426.56
125851	02/06/2026	HENSHAW, JENNIFER	\$25.00
125852	02/06/2026	JIM SHRIVER CUP	\$550.00
125853	02/06/2026	JOURNALISM EDUCATION ASSOCIATION	\$95.00
125854	02/06/2026	MEAD SCHOOL DISTRICT	\$6,921.25
125855	02/06/2026	MOSES LAKE HIGH SCHOOL	\$300.00
125856	02/06/2026	MOUNTAINSIDE MIDDLE SCHOOL	\$57.00
125857	02/06/2026	MT SPOKANE ASB	\$80.00
125858	02/06/2026	SFMEA	\$297.87
125859	02/06/2026	SIGNS FOR SUCCESS	\$664.02
125860	02/06/2026	SOUZA, KIM	\$55.00
125861	02/06/2026	THREESTARS, JENNY	\$2,611.33
125862	02/06/2026	UNIVERSAL ATHLETIC	\$1,966.86
125863	02/06/2026	VARSITY	\$12,991.65
125864	02/06/2026	WA DECA	\$11,760.00
125865	02/06/2026	WASHINGTON OFFICIALS ASSOCIATION	\$575.00
125866	02/06/2026	WEITZ ENTERPRISES LLC	\$396.49
125867	02/06/2026	WSSAAA	\$350.00
125868	02/06/2026	YOUNG, HARMONY	\$75.00
Total Amount:			\$58,565.65

End of Report

Mead School District No 354

Payee Listing

Fiscal Year: 2025-2026

Criteria:

Bank Account: SPOKANE COUNTY TREASURER
153607390207

Voucher: 1108

Starting Check Number: 125943

Check #	Date	Payee	Amount
125943	02/13/2026	AMAZON	\$1,585.74
125944	02/13/2026	BSN SPORTS	\$1,902.53
125945	02/13/2026	CC CREATIONS LTD	\$2,335.63
125946	02/13/2026	DISNEY DESTINATIONS LLC	\$71,203.50
125947	02/13/2026	JIM SHRIVER CUP	\$550.00
125948	02/13/2026	MEAD HIGH SCHOOL ASB	\$30.00
125949	02/13/2026	PASCO HIGH SCHOOL	\$310.00
125950	02/13/2026	PEPSI COLA BOTTLING CO	\$980.85
125951	02/13/2026	SCRAPS HOPE FOUNDATION	\$3,500.00
125952	02/13/2026	STARPLEX CORPORATION	\$117.83
125953	02/13/2026	TED BROWN MUSIC CO	\$752.78
125954	02/13/2026	TROPHIES UNLIMITED	\$384.03
125955	02/13/2026	VARSITY	\$3,735.18
125956	02/13/2026	WA HOSA	\$1,710.00
125957	02/13/2026	WASHINGTON OFFICIALS ASSOCIATION	\$575.00
125958	02/13/2026	WATRACK PUBLICATIONS	\$125.00
125959	02/13/2026	WSMC	\$100.00
125960	02/13/2026	ZIGARLICK, ANGELA	\$440.00
Total Amount:			\$90,338.07

End of Report

Mead School District No 354

Payee Listing

Fiscal Year: 2025-2026

Criteria:

Bank Account: SPOKANE COUNTY TREASURER
153607390207

Voucher: 1113

Starting Check Number: 126021

Check #	Date	Payee	Amount
126021	02/20/2026	AIRGAS USA LLC	\$7.98
126022	02/20/2026	AMAZON	\$569.39
126023	02/20/2026	BSN SPORTS	\$917.05
126024	02/20/2026	CASCADE BAND AND COLOR GUARD BOOSTERS	\$375.00
126025	02/20/2026	KCDA	\$271.09
126026	02/20/2026	LAKESIDE HIGH SCHOOL	\$200.00
126027	02/20/2026	MECA SPORTSWEAR	\$505.08
126028	02/20/2026	MT SPOKANE ASB	\$125.00
126029	02/20/2026	MTR WESTERN LLC	\$1,979.25
126030	02/20/2026	ROGERS HIGH SCHOOL	\$290.00
126031	02/20/2026	US BANK CORPORATE PYMT SYSTEM	\$56,509.99
126032	02/20/2026	VARSITY	\$843.91
126033	02/20/2026	WA DECA	\$4,762.00
126034	02/20/2026	WASHINGTON FCCLA	\$2,484.00
Total Amount:			\$69,839.74

End of Report

TRANSPORTATION VEHICLE FUND

Mead School District No 354

Payee Listing

Fiscal Year: 2025-2026

Criteria:

Bank Account: SPOKANE COUNTY TREASURER
153607390207

Voucher: 1096

Starting Check Number: 125724

Check #	Date	Payee	Amount
125724	01/30/2026	RWC INTERNATIONAL	\$190,229.00
Total Amount:			\$190,229.00

End of Report

EXTRA CURRICULAR CONTRACTS

February 2026

Location	First Name	Last Name	Activity	Amount
Highland Middle	Krystal	Metzger	Math Club	\$ 926.00
Highland Middle	Christina	Wilson	Robotics/Lego Club	\$ 1,852.00
Northwood Middle	Sean	Hopf	Drama Club - Session I	\$ 926.00
Farwell Elementary	June	Lamberd	ASB	\$ 1,389.00
Farwell Elementary	Stephanie	Feist	ASB	\$ 1,389.00
Northwood Middle	Tannea	Zollinger	Art Club - Session I	\$ 463.00
Skyline Elementary	Nick	Troup	Math is Cool Club	\$ 1,389.00
Mountainside Middle	Eralee	Jordon	2nd Semester Academic Asst.	\$ 694.50
Mountainside Middle	Jaquelyn	Noldin	2nd Semester Academic Asst.	\$ 694.50
Mt. Spokane	Tim	Trout	Unified Basketball	\$ 1,846.00
Mt. Spokane	Andrew	Sonneland	Coach Van Driving - Everett	\$ 150.00
Mt. Spokane	Andrew	Sonneland	Coach Van Driving - Bellevue	\$ 150.00
Mt. Spokane	Scott	Daratha	Coach Van Driving - Bellevue	\$ 150.00
Mt. Spokane	Scott	Daratha	Coach Van Driving - Tacoma	\$ 150.00
Mt. Spokane	Scott	Daratha	Coach Van Driving - Pasco	\$ 150.00
Mt. Spokane	Justin	Conner	Coach Van Driving - Bellevue	\$ 150.00
Mt. Spokane	Justin	Conner	Coach Van Driving - Tacoma	\$ 150.00
Mt. Spokane	Carpenter	Mukai	Coach Van Driving - Pasco	\$ 150.00
Northwood Middle	David	Riggs	8th GR Basketball	\$ 5,272.00
Northwood Middle	Sherilyn	Redmon	8th GR Basketball	\$ 3,479.00
Northwood Middle	Dustin	Sanchez	8th GR Basketball	\$ 3,171.00
Northwood Middle	Kyle	Smith	8th GR Basketball	\$ 4,955.00
Northwood Middle	Brock	Salzman	8th GR Basketball	\$ 4,745.00
Northwood Middle	Tallie	Carlson	8th GR Basketball	\$ 3,373.00
Highland Middle	Leonard	Vargas	8th GR Basketball	\$ 3,989.00
Highland Middle	Orom	Opiew	8th GR Basketball	\$ 3,373.00
Highland Middle	Robin	Haws	8th GR Basketball	\$ 3,939.00
Highland Middle	Chris	Bontrager	8th GR Basketball	\$ 4,600.00
Highland Middle	Julian	Medina	8th GR Basketball	\$ 3,523.00
Highland Middle	Shay	LaBissionere	8th GR Basketball	\$ 3,171.00
Highland Middle	Jolisa	Wenkheimer	8th GR Basketball	\$ 3,373.00
Prairie View Elementary	Kellie	Nixon	Dance Club	\$ 926.00
Prairie View Elementary	Melanie	Wiser	Drama Club	\$ 926.00
Prairie View Elementary	Ryan	Wiser	Set Building Club	\$ 926.00
Prairie View Elementary	Andrea	Schaefer	Math is Cool - 4th	\$ 926.00
Prairie View Elementary	Sarah	Wilson	Math is Cool - 5th	\$ 926.00
Northwood Middle	Natalie	Gallagher	Pickleball - Session 2	\$ 463.00
Creedside Elementary	Andrea	Medrano	Creekside Crew	\$ 1,389.00
Creedside Elementary	Ashleigh	Kenison	Math is Cool - 4th & 5th	\$ 463.00
Farwell Elementary	Natalie	McKenna	Math is Cool - 4th	\$ 231.50
Farwell Elementary	Cyndi	Ervin	Math is Cool - 4th	\$ 231.50
Mountainside Middle	Luke	Thomas	Boys Basketball	\$ 5,111.00
Mountainside Middle	Trek	Davis	Boys Basketball	\$ 4,191.00
Mountainside Middle	Rick	Waldt	Boys Basketball	\$ 3,704.00

EXTRA CURRICULAR CONTRACTS
February 2026

Location	First Name	Last Name	Activity	Amount
Mountainside Middle	Kainoa	Figueira	Boys Basketball	\$ 3,074.00
Mountainside Middle	Sarah	Edmonson	Girls Basketball	\$ 3,415.00
Mountainside Middle	Melissa	Mather	Girls Basketball	\$ 4,600.00

SUPPLEMENTAL CONTRACTS

February 2026

Location	First Name	Last Name	Activity	Amount
Special Services	Jordyn	Andrade	Case Manager - 1st Semester	\$ 959.42
Special Services	Heidi	Baker	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Melinda	Bakos	Case Manager - 1st Semester	\$ 70.47
Special Services	Teresa	Baldwin	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Bethany	Balyeat	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Jesse	Barnes	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Kevin	Beiers	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Britney	Berg	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Daniel	Bettis	Case Manager - 1st Semester	\$ 920.26
Special Services	Jamie	Bowman	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Melanie	Bruski	Case Manager - 1st Semester	\$ 1,057.05
Special Services	Nancy J	Burke	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Kelli	Burkhardt	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Jennifer	Frase	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Maria	Friesen	Case Manager - 1st Semester	\$ 1,761.75
Special Services	DeAnna	Ganea	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Maggie	Gatlin	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Emily	Glutting	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Kim	Gortsema	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Katelyn	Greene	Case Manager - 1st Semester	\$ 1,429.34
Special Services	Jaci	Gregg	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Ivan	Gustafson	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Lindsey	Hollis	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Hailey	Horn	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Kelly	Inderrieden	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Michele	Jacobson	Case Manager - 1st Semester	\$ 1,409.40
Special Services	Nikole	Burton	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Rebecca	Cannon	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Nicholas	Cerenzia	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Kim	Clark	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Correna	Cockrill	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Denise	Crouch	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Maren	Cummings	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Anna	Dent	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Julie	Dodge	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Tracee	Donahoe	Case Manager - 1st Semester	\$ 1,409.40
Special Services	Erika	Dubinsky	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Shawna	Eddy	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Kayla	Edgmon	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Meredith	Jaacks	Case Manager - 1st Semester	\$ 422.82
Special Services	Emma	Gamlem	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Joshua	Kiehl	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Heidi	Kieper	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Kimberly	Killman	Case Manager - 1st Semester	\$ 1,761.75

SUPPLEMENTAL CONTRACTS

February 2026

Special Services	Justin	King	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Natalie	King	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Linda	Koscielski	Case Manager - 1st Semester	\$ 1,761.75
Special Services	June	Lamerd	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Tami	Lee	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Madeline	Leslie	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Nicole	Leslie	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Grace	Longmeier	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Gabriel	Martin	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Michael	Mason	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Anna	May	Case Manager - 1st Semester	\$ 1,409.40
Special Services	Ireland	Mayfield	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Gina	McGlocklin	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Jacob	Milhon	Case Manager - 1st Semester	\$ 1,057.05
Special Services	Diane	Mitchell	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Morgan	Mizoguchi	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Natalie	Moore	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Justus	Morlock	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Benjamin	Mortensen	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Joel	Murphy	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Jordan	Isitt	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Stephannie	O'Neel	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Amber	Oglesbee	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Molly	Owens	Case Manager - 1st Semester	\$ 1,409.40
Special Services	Crystal	Palmer	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Mary	Pfannenstiel	Case Manager - 1st Semester	\$ 281.88
Special Services	Ellie	Powers	Case Manager - 1st Semester	\$ 1,409.40
Special Services	Kim	Rasmussen	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Kelly	Riener	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Jessica	Rumberger	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Kirsten	Sandstrom	Case Manager - 1st Semester	\$ 1,409.40
Special Services	Whittni	Sanford	Case Manager - 1st Semester	\$ 1,409.40
Special Services	April	Schober	Case Manager - 1st Semester	\$ 1,761.75
Special Services	William	Schwalbe	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Emily	Shick	Case Manager - 1st Semester	\$ 540.27
Special Services	Karen	Shoop-Swanson	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Mark	Shulkin	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Dan	Smith	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Jennifer	Smith	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Kyle	Smith	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Tina	Smith	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Amber	Sohns	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Cheyenne	Standish	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Sara	Stillian	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Sonja	Svennungsen	Case Manager - 1st Semester	\$ 1,761.75

SUPPLEMENTAL CONTRACTS

February 2026

Special Services	Laurie	Turner	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Christopher	Vogel	Case Manager - 1st Semester	\$ 1,409.40
Special Services	Vic	Wallace	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Tim	Wiersma	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Brooklyn	Wilkerson	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Mardi	Williamson	Case Manager - 1st Semester	\$ 1,057.05
Special Services	Christina	Wilson	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Tera	Wolf-Brasch	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Kelly	Grigsby	Case Manager - 1st Semester	\$ 1,761.75
Special Services	Anna	Minto	Case Manager - 1st Semester	\$ 1,057.05
Special Services	Heather	Gilchrest	Case Manager - 1st Semester	\$ 1,761.75
Evergreen Elementary	Klay	McPeek	Combo Teacher Stipend	\$ 2,500.00
Midway Elementary	Maggie	Cong	Combo Teacher Stipend	\$ 5,000.00
Midway Elementary	Kristi	Holbrook	Combo Teacher Stipend	\$ 5,000.00
Colbert Elementary	Megan	Johnson	Combo Teacher Stipend	\$ 5,000.00
Skyline Elementary	Dusty	Shaw	Combo Teacher Stipend	\$ 2,500.00
Northwood Middle	Lisa	Forster	Multi-Room Stipend	\$ 1,000.00
Northwood Middle	Patrick	McElroy	Multi-Room Stipend	\$ 1,000.00
Mt Spokane High	Alicia	Cronin	Multi-Room Stipend	\$ 1,000.00
Mead High	Greg	Bertsch	Multi-Room Stipend	\$ 500.00
Mead High	Kim	Hernandez	Multi-Room Stipend	\$ 750.00
Mead High	Tiffany	James	Multi-Room Stipend	\$ 750.00
Mead High	Madison	Stevens	Multi-Room Stipend	\$ 750.00
Mead High	Abby	Mills	Multi-Room Stipend	\$ 750.00
Mead High	Kyle	Snell	Multi-Room Stipend	\$ 750.00
Business Services	Andrew	James	Multi-Building Travel	\$ 1,955.76
Business Services	Jared	Wren	Multi-Building Travel	\$ 2,408.16
Business Services	Kit	Lane	Multi-Building Travel	\$ 1,702.59
Business Services	Patrick	McElroy	Multi-Building Travel	\$ 2,408.16
Creekside Elementary	Jennifer	Oglesbee	Elem SW/Counselor Resp	\$ 1,761.75
Colbert Elementary	Jennifer	Hoglund	Elem SW/Counselor Resp	\$ 3,523.50
Midway Elementary	Rachel	Brady	Elem SW/Counselor Resp	\$ 3,523.50

MEAD SCHOOL DISTRICT

Board Meeting of February 23, 2026
New Business

VI.B.

Agenda Item: **Student Travel Proposal**
 Mt. Spokane HS Yearbook

Background:

Mt. Spokane Yearbook, 7 students plus 2 adult chaperones including Yearbook Advisor Susan Best, requests permission to travel to Minneapolis, Minnesota, April 15-19, 2026, to take part in the JEA Spring Convention. At this convention students will attend sessions, led by industry professionals, on various aspects of journalism and yearbook production.

Students will miss three days of school, April 15-17, and Susan Best and Eric Guphill will need substitute teachers for those same three days.

A copy of the Student Travel Proposal, which includes the trip itinerary, is attached.

Fiscal Impact:

The estimated per student cost is \$540 plus food with fundraising opportunities available. ASB Yearbook funds will cover the remaining trip expenses. Teacher sub costs will be covered by CTE funds.

Recommendation:

Approval of the request from Mt. Spokane Yearbook to travel to Minneapolis, Minnesota, April 15-19, 2026, is recommended.

Attachment(s): Student Travel Proposal



STUDENT TRAVEL PROPOSAL

Print

School: MBHS Group: Yearbook / Summit

Trip Name: JEA Spring Conv Submission Date: 2/6/26

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

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

Susan Best

Susan Best (Feb 11, 2026 15:37:08 PST)

Teacher/Coach/Advisor

Feb 11, 2026

Date

☒ **Extended Field Trip (Overnight)**

Trips related to club, leadership or academic activities that involve overnight stays (e.g. overnight leadership camps). Requires preliminary approval of building Principal, Activities/Athletic Director & lead Student Services administrator followed by final School Board approval.

☒ **Special Event Trip (Overnight)**

Co-curricular or extra-curricular trips that are not part of sanctioned regular or post-season schedules and involve overnight stays and substantial cost to the student (e.g. band trip to bowl parade and trips to national or regional student leadership conference). Requires preliminary approval of building Principal, Activities/Athletic Director & lead Student Services administrator followed by final School Board approval.

☐ **Academic Study Trip (Overnight)**

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

☐ **Day Trip**

No overnight stay . . . Requires building principal authorization only.

Date(s) of Trip: April 15-19 Person in Charge: Susan Best

Destination(s): Minneapolis

Approvals

Principal

Moleena Harris

Activities/Athletic Director

Susan Dunfield

Susan Dunfield (Feb 12, 2026 10:17:38 PST)

Student Services

Moleena Harris (Feb 11, 2026 15:48:57 PST)

Nurse

[Signature]

School Board

Final Approval Date

Participants:

Estimated # of Students 7 Estimated # of Adults (Chaperons & Staff) 2

of School Days Missed: 3 # of Sub Days Needed: 3 Student/Chaperone Ratio: 1 to 3 1/2

Additional Information:

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

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

2. Lodging: Hyatt Regency in Minneapolis

3. Transportation: TBD - probably Delta or Alaska air

4. Supporting Documents:

Preliminary Trip Itinerary attached: X Yes No

Related brochures/information attached: X Yes No

Student Trip Expectations attached: X Yes No

Trip Educational Benefit and Planned Activities:

The SEA convention allows students to attend journalism sessions about various topics of journalism + yearbook. They are led by professionals in the field. Students will also participate in national contests, team building + critiques.

Cost & Funding Sources:

Building Budget Covering:	\$ \$
ASB Funds Covering: Hotel 1/2 conference fee Transportation (Uber/Air)	\$
District Funds Covering: CTE Subs	\$
Student/Parent Cost (per student) Covering - Please Itemize: Luggage 1/2 Convention fee Food / experiences	\$

Fundraising Opportunities:

Senior ads contribute to students costs.

Student Travel Field Trips

Trip Date: April 15-19

Date Submitted: 2/6/20

Supervisor Name: Susan Best

Total number of students participating: _____

Total number of adults participating: 2

Copies Included:

- _____ Student Travel Proposal Forms (3 pages)
- _____ Transportation Request Sheet
- _____ Permission Slip w/ Info Filled In (Parent signed slips will be collected by teacher at a later date)
- _____ Itinerary
- _____ Student Expectations and Attire (Normal School Rules Apply)
- _____ Student List (Sarah will submit it to the nurse)
- _____ Chaperone Names and Contact Information Eric Gupfild
- _____ Contact Information of Trip Supervisor
- _____ Travel Request Claim Form (only if planning to claim per diem or reimbursement for out of pocket expenses)

IMPORTANT REMINDERS:

- * Schedule your sub in AESOP
- * Meet with the nurse the week before your trip for necessary information and training.
- * All chaperones must have a Washington State background check completed and approved. Check with your building secretary for this process.
- * Take the collected signed permission slips with you on the trip in case of emergency. You should have one for each student attending the trip.

EXPENSE BREAKDOWN

Transportation (Mark all that apply)

- _____ District Car(s) and/or Van(s) How Many? _____
- X Rental Car(s) and/or Van(s) UBER How Many? \$120
- _____ District Bus How Many? _____
- _____ Charter Bus How Many? _____
- X Plane 9 x \$ 450 = \$ _____

How is Transportation being funded?		
CTE funds	Building funds	Circle one: <u>yearbook</u> ASB funds

Lodging

- _____ None
- _____ School Stay _____ x \$ _____ = \$ _____
- X Hotel or Camp (circle one) 8 x \$ 280 = \$ _____
x 4 days

How is Lodging being funded?		
CTE funds	Building funds	Circle one: <u>yearbook</u> ASB funds

Fees

- _____ None
- X Registration Fees 8 x \$ 135 = \$ _____

How are Fees being funded?		
CTE funds	Building funds	Circle one: <u>yearbook</u> ASB funds

Subs

- _____ No sub needed
- 2 Sub needed x 3
- 1/2 Day _____ x \$65.00 = \$ _____
- Full Day(s) 10 x \$130.00 = \$ _____

How are Subs being funded?		
Circle one: <u>CTE funds</u>	Building funds	ASB funds

ADDITIONAL INFORMATION:

Students pay airfare + 1/2 registration + food
program pay 1/2 registration, hotel, 1 dinner

Dear parents of yearbook students,

Yearbook students have the opportunity to attend the JEA Journalism National Convention in Minneapolis from April 16 - April 18. We attend the fall and spring conventions each year. I will have a parents' meeting closer to the convention, but I have to begin planning, so please read through the information and email me as to whether or not your student is able to go by Feb 2 so that I can buy the airfare and reserve the hotel rooms; your student will then be committed to the cost of the trip whether or not they attend. In no way is attendance at the convention a part of your student's grade in Yearbook class. To attend: students must be passing all of their classes with a 70% or above, agree to share their learning with students in class, participate in a contest at the convention, and have proven their work ethic during class. Please email me with questions you have regarding the convention.

What: JEA Spring National Journalism Convention (JEA.org).

You can go to <https://fall.journalismconvention.org/> to learn more about the convention.

When: Leave Wednesday, April 15 (your student will need a ride to the airport), and return Saturday night, April 18 (3 nights).

Where: Minneapolis Convention Center

Why: Participants attend convention sessions on various journalism and yearbook topics, compete in national competitions, bond with fellow MSHS Yearbook students, and meet professionals in the journalism and publishing community. Ultimately, attending conventions and listening to professionals in the field improves our product and our skills. Participating in competitions improves students' skills, adds credibility to our publication, and looks good on college applications.

How: Meet at the Spokane Airport to board a plane, take a shuttle bus or Uber from the airport to the downtown hotel, attend the opening keynote speaker Thursday night, attend the convention sessions Friday and Saturday, and compete in the competitions on Friday. Attend awards ceremonies Saturday, and fly home that night. Students need to be picked up from the airport.

Students and parents are responsible for food, airfare, part of the convention fee, and tourist attractions. The yearbook fund will cover the cost of the hotel (3 nights, max 4 students in a room) and one dinner. If your student wants to attend the convention, but cost is an issue, we can discuss ways to off-set the costs. Your costs will be about \$540 plus food/souvenirs/etc.

The yearbook fund will cover the rest of the cost for each student.

Thank you for your consideration of this experience for your student; it's exciting when we return from the convention full of ideas that we can bring to the yearbook for next year. Please let me know by Feb 2 if your student can go. Click this link for the tentative schedule: Spring National High School Journalism Convention

Susan Best, MSHS English Teacher & Yearbook Adviser

Expectations for JEA National Convention
Students and parents: please read and sign the following.

1. **The hotel has quiet hours starting at 10PM. Students will respect this. After 11PM, students will be in their own rooms**, making no excessive noise. Lights out at midnight.
2. Students will be expected to follow all convention rules and **attend at least 8 break-out sessions** (see itinerary), listen to the keynote speakers, participate in at least 1 critique of our book from a professional, and attend the awards ceremony even if they didn't compete.
3. During the day, students are expected to stay in groups of 2 or more during free time outside of the hotel. Students are expected to stay within 2-3 blocks of the hotel. We will sightsee as a chaperoned group.
4. Students must be in the hotel after dark or, if outside of the hotel, with a chaperone. Students may not leave the hotel by themselves without the express consent and knowledge of the chaperone.
5. Students may not ride scooters. Transportation will include air, and Uber. We are not approved for any other transportation.
6. Students may not be in a room alone with the opposite gender.
7. Students may not invite people outside of our group to their hotel room. Students should carry a cell phone (give Mrs. Best and Mr. Guptill your number) and have a charger at the hotel. If I text you, you must answer me immediately.
8. If the school is charged for damages to the hotel or phone charges, students staying in that room will split the cost unless the student who did the damage or made the calls confesses.
9. Per convention and school rules, students are not allowed to smoke/vape on any part of the trip.
10. I will follow the MSHS rules/consequences when it comes to drinking and drugs as well as contact parents and then send student(s) home (all costs of going home early will be paid for by the parent). See MSHS expectations below.
11. While in attendance at school or school sponsored events, students are expected to remove themselves immediately from any situation where illegal activities are occurring or where other persons are engaging in conduct which violates school or district rules. If a situation is during a school sponsored field trip (whether local or extended), activity, or event, students will report the situation immediately and in confidence to school supervisory personnel.

Failure to follow the rules will result in the student being sent home at the parents' expense. I will contact parents if their student breaks the rules.

Thank you for your cooperation, I look forward to a fun, safe, educational trip.

Please sign your names acknowledging and accepting the rules, if you have any questions, please ask.

Student _____ date _____

Parent/adult in household _____ date _____

MSHS student expectations:

In accordance with state law, the Mead School District, (and all other school districts), must be tobacco free. Any use or possession of tobacco products, imitation tobacco products or electronic nicotine devices anywhere on campus is prohibited.

Progressive discipline for the use and/or possession of tobacco products is outlined below. Students are also prohibited from tobacco or electronic nicotine device use at all school-related/sponsored activities including, but not limited to: dances, field trips, extended co-curricular activities (debate, drama, music, DECA, etc.), and all athletic contests (home or away).

- 1st offense: Completion of tobacco cessation class through 3rd Millennium and / or in-school suspension
- 2nd offense: In-School Suspension. Administrative discretion.
- 3rd offense: Short-term suspension. Administrative discretion.

*Possible issuance of criminal citation with each offense.

Use and/or Possession: Drugs & Alcohol

The use and unlawful possession of illicit drugs and alcohol is both illegal and harmful. No student shall possess, use, transmit or attempt to possess, use or transmit either drugs or alcohol while on school grounds or attending a school-related/sponsored activity. Additionally, no student shall be under the influence of any of the following substances on school premises during any school term or off school premises at a school-related/sponsored function or event:

1. Any controlled substance or dangerous drug as defined by law including, but not limited to, marijuana, any narcotic drug, hallucinogens, stimulants, depressants, amphetamines or barbiturates.
2. Alcohol or any alcoholic beverage.
3. Any usable glue, aerosol, paint or any other chemical substance for inhalation.
4. Any other intoxicant or mood-changing, mind-altering or behavior-altering drugs.
5. Any drug paraphernalia.

The transmittal, sale or attempted sale of what is represented to any of the above-listed substances is also prohibited under this policy.

"Use" means the student has smoked, ingested, imbibed, absorbed, inhaled, consumed, (or otherwise taken internally), a prohibited substance recently enough that it is detectable by their physical appearance, actions, breath or speech.

"Under the influence" means the student's faculties are noticeably impaired, but they may not be legally intoxicated. The student may be found to be "under the influence" as a result of an assessment administered by an administrator or other school personnel.

- **1st offense: Emergency Removal:** A member of the building administration will notify the student's parents/guardians and their counselor of the emergency removal and schedule an informal initial hearing within three (3) school business days. The emergency removal will be converted to a short-term suspension pending informal initial hearing.

○ This option is NOT available to any student caught selling/transmitting any substances described above.

- **2nd offense: Long Term Suspension**

Theft and/or Possession of Stolen Property

- **1st Offenses:** Student interview with administration. Student may face short-term suspension pending investigation and informal initial hearing.**
- **Additional offenses:** Progressive discipline determined through investigation and information initial hearing.

** School resource officer may be notified and criminal charges may be filed.

Property Damage/Vandalism/Pranks

WAC 72.120.100, WAC 132k.126.190, WAC 504.26.214. Any student found to have committed, aided, or abetted others to commit deliberately mischievous or malicious destruction or damage to property of the rights of others falls under the definition of vandalism. Examples include, but are not limited to, throwing food, tagging school property or senior pranks.

The consequence for vandalism may be cause for disciplinary action, suspension or expulsion.

- **1st offense:** Student interview with administration. Student may face short-term suspension pending investigation and informal initial hearing.**
- **Additional offenses:** Progressive discipline determined through investigation and information initial hearing.

** School resource officer may be notified and criminal charges may be filed.

Inappropriate Behavior at Extra-Curricular or Co-Curricular Events

Student behavior that is deemed to be inappropriate, demeaning or disruptive to the event will result in school discipline.

- **1st Offense:** Immediate removal from the event. Parent contact.
- **2nd Offense:** Removal from attendance at all events for the remainder of the current session.
- **3rd Offense:** Removal from attendance at all events for the remainder of the year

Note: Inappropriate behavior at an event may also result in additional discipline based upon the specific circumstances surrounding the behavior.

**To participate in co-curricular activities, students must be a member of the ASB by paying the ASB fee. In addition, because academic success is our paramount concern, students must follow academic eligibility requirements (listed below) to be eligible for participation.

1. WIAA rules (18.6.0) require a student to be passing in a minimum of five (5) full-time subjects in order to be eligible for participation in interscholastic activities.
2. An athlete must achieve either a 2.0 GPA or be earning at least a "C" in four (4) full-time subjects, or be placed on academic probation for the next grading period.

Minneapolis Spring 2026
Nashville - Fall JEA Convention Itinerary 2025

Wednesday, April 15

Fly from Spokane to Minn.

Meet at the Spokane airport on April 15, at TBD am inside the terminal.
We will go through security together.
Students must bring photo ID

Flight information: TBD

We will take Ubers or local bus to the hotel

Check in:

Hyatt Regency/Get settled in rooms Go to the trade show to check out booths and pick up registration materials

5:15 PM Dinner as a group -

Thursday, April 16

All day sessions - we are signed up to do intensive training in video, photography and social media

7 PM Keynote speaker

Hotel quiet hours begin at 10pm

Hotel/in rooms by 11 - send video by 10:55

Friday, April 17

9-10AM Session 1

10-11AM Session 2

11-12PM Session 3

12:30 - 1 Walsworth critique @ Walsworth booth

1:30 - 2:10 Varsity critique @ Varsity booth

2-3PM session 4

4-6 Contests

**Each student has been entered into a contest, students will go back to their room if they finish early

6:30 dinner

8-10PM Student entertainment in hotel or we go find something to do or hang out in hotel

11 PM - in room, video sent by 10:55

Saturday, April 18

**Attend at least 4 sessions from 8-2 - eat lunch at your leisure - take notes

3-5PM awards ceremony for Best in Show

6:00PM dinner

8-10PM We go find something to do or hang out in hotel

11 PM - in room,

Sunday, April 19

Flight: We will Uber to the airport at TBD

Parents please pick up student at SPO airport at 12:55

***Students will need money for food (\$50-70 a day?), souvenirs, and any other activities they decide to do as a group.

To check a bag is \$\$\$\$. I strongly suggest you don't do that.

I always bring bars or something easy for breakfast and snacks - stuff is expensive in the hotel and the Starbucks line is too long to get to the sessions on time.

My number is 206-910-2891. Put it in your phone and text me your name. I will create a group chat to send out info to you all at once, don't put inappropriate stuff in the group chat.

**Permission To Participate In School Trip – Middle and High School**

After reviewing the information provided regarding this trip, I hereby grant permission to participate for:

STUDENT NAME _____ SCHOOL _____

DATE OF BIRTH _____ EMERGENCY CONTACT NAME _____

CONTACT HOME NUMBER _____ CELL/WORK NUMBER _____

TRIP PURPOSE NEA Spring Convention in Minneapolis

TRIP DESTINATION Minneapolis TRIP DATE April 15-19

TRANSPORTATION: District Bus or vehicle _____

Other (description) AIR / UBER or bus

ADDITIONAL NOTES: _____

TO BE COMPLETED BY PARENT (All bold faced items):

Please list any **medical conditions or medications needed** which school staff should be aware of:

I acknowledge that this activity entails inherent risks of bodily injury as well as damage to or loss of property. I hereby release the Mead School District, and its staff and representatives, from liability for such loss or injury as the result of this trip, to the extent allowed by law.

I certify that my child has no known medical or physical conditions which could interfere with his/her safety in this activity. In the event that it becomes necessary for the school district staff in charge to obtain emergency care for my child, I acknowledge that neither the school district or the individual staff member is responsible for the expense incurred as the result of the accident, injury, illness, or other unforeseen circumstance.

I authorize qualified medical and emergency professionals to examine, and in the event of injury or serious illness, administer emergency care to the above named student. I understand that an effort will be made to contact me to explain the nature of the problem prior to any treatment.

Signature of Parent/Legal Guardian _____

Date _____

Phone _____

TRIP INFORMATION (Attached)

I have read and reviewed with my child the attached itinerary (detailing dates, places, events, times, etc.) and behavior expectations. I am also fully aware of the special dangers and risks inherent in participating in these activities. Being fully informed as to these risks and expectations, we agree to abide by those expectations and participate in the event listed above.

Signature of Parent/Legal Guardian _____

Date _____

Phone _____



TRAVEL REQUEST AND CLAIM FORM

Day Travel ☐Overnight Travel ☐REQUEST (Must be completed **PRIOR** to Traveling)☐ Classified☐ Certificated

Name <u>Susan Best</u>		Position <u>Advisor</u>	
School/Location <u>MSHS /</u>		Contact Number	
Meeting/Conference Name		Meeting City/State	
Departure Date	Departure Time	Return Date	Return Time

Substitute Needed ☐ NO ☒ Yes If yes, what date(s)? _____

Total Estimate of Expenses (See page 2 for Per Diem estimate) \$ _____ (Report Actual Below)

Pre-Approval Signatures Required

Employee <u>Susan Best</u>	Date <u>2/6/26</u>
Principal/Supervisor	Date
Superintendent (For travel outside the United States)	Date

Expenses-ACTUAL completed by Employee: Must be completed and submitted within 10 days of travel return date.

Depart Date	Actual Depart Time	Return Date	Actual Return Time					
ONLY REIMBURSEABLE CLAIM – Staple all itemized receipts to this form								
ACTUAL COSTS	SUN	MON	TUES	WED	THURS	FRI	SAT	TOTAL
Lodging								
Registration*								
*Agenda or Registration Required								
Transportation								
Taxi, Parking								
Mileage	From:	To:		Miles:			X Rate	
								TOTAL
****For District Business Services Use Only: Actual Per Diem calculated by Accounts Payable Department****								
Breakfast								
Lunch								
Dinner								
								PER DIEM TOTAL
								GRAND TOTAL

APPROVAL FOR ACTUAL REIMBURSEMENT: I hereby certify, under penalty of perjury, that this is a true and correct claim for necessary expenses incurred by me and that no payment has been received on account thereof. I have also read and understand district travel procedure 6213.

Employee Signature: _____ Date _____

Principal/Supervisor _____ Date _____

Account Code (Completed by school/department)

MEAD SCHOOL DISTRICT

Board Meeting of February 23, 2026
New Business

VI.C.

Agenda Item: **Student Travel Proposal**
 Mead HS Yearbook

Background:

Mead HS Yearbook, 2 students plus Yearbook Advisor Makena Busch, requests permission to travel to Minneapolis, Minnesota, April 16-19, 2026, to take part in the JEA Spring Convention. At this convention students will attend sessions, led by industry professionals, on various aspects of journalism and yearbook production.

Students will miss two days of school, April 16-17, and Makenna Busch will need a substitute teacher for those same two days.

A copy of the Student Travel Proposal, which includes the trip itinerary, is attached.

Fiscal Impact:

The estimated per student cost is \$659 with fundraising opportunities available. ASB Yearbook funds will cover the remaining trip expenses. Teacher sub costs will be covered by CTE funds.

Recommendation:

Approval of the request from Mead HS Yearbook to travel to Minneapolis, Minnesota, April 16-19, 2026, is recommended.

Attachment(s): Student Travel Proposal



CTE STUDENT TRAVEL PROPOSAL pg 1/3

School: Mead High School

Group: Yearbook

Trip Name: JEA-NSPA Spring Convention

Submission Date: 2-13-26

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

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

Makena Busch

Teacher/Advisor signature

2-13-26

Date

Extended Field Trip (Overnight)

Trips related to club, leadership or academic activities that involve overnight stays in Washington, Montana, Idaho, Oregon or British Columbia (e.g. overnight leadership camps). Requires preliminary approval of building Principal, Activities Director & CTE Director.



Special Event Trip (Overnight)

Co-curricular or extra-curricular trips that are not part of sanctioned regular or post-season schedules and involve overnight stays and substantial cost to the student (e.g. trips to national or regional student leadership conference). Requires preliminary approval of building Principal, Activities Director & CTE Director, followed by final School Board approval. All trips to destinations outside of Washington, Montana, Idaho, Oregon or British Columbia fall into this category.

Day Trip

No overnight stay...Requires building Principal and CTE Director approval only.

Date(s) of Trip: April 16-19, 2026

Person in Charge: Makena Busch

Destination(s): Minneapolis, Minnesota

Approvals

Principal _____

Activities Director _____

CTE Director _____

Nurse _____

Director _____

School Board Approval Date _____



CTE STUDENT TRAVEL PROPOSAL pg 2/3

Trip Educational Benefit and Planned Activities:

see attached documents

Cost & Funding Sources:

Building Budget Covering - please itemize:	\$ \$0
ASB Funds Covering - please itemize: Registration Fees \$135 x 2 students = \$270 Transportation to/from airport \$100 (UBER) Hotel (1 room) \$258.58 per night x 3 nights + tax = \$865.18 One night for adviser (JEA covering 2 nights) \$248.85 + tax = \$288.39	\$ \$1523.57
District Funds Covering - please itemize:	\$ \$0
Student/Parent Cost (per student) Covering - please itemize: Flight \$459 Food/Entertainment \$200	\$ \$659
CTE Budget Covering - please itemize: Substitute teacher \$130 per day	\$ \$260

Fundraising Opportunities:

Students fundraise selling business ads, senior tributes, and running a photobooth.

^



CTE STUDENT TRAVEL PROPOSAL pg 3/3

Participants:

Estimated # of Students 2

Estimated # of Adults (Chaperones & Staff) 1

Student/Chaperone Ratio 2:1 Teacher: Makena Busch

Chaperone Names: N/A

Chaperone Names: _____

of School Days Missed 2

of Sub Days Needed 2

Additional Information:

1. Does the trip involve any of the following... Please check the box

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

2. Lodging: Hyatt Regency Minneapolis, 1300 Nicollet Mall, Minneapolis, MN 55403

3. Transportation: Delta Airlines

4. Supporting Documents:

- ☒ Preliminary Trip Itinerary Attached
- ☒ Related Brochures/Information Attached
- ☒ Student Trip Expectations Attached
- ☒ List of Student Attendees Attached

Student Travel Field TripsTrip Date: April 16-19, 2026Date Submitted: February 13, 2026Supervisor Name: Makena BuschTotal number of students participating: 2Total number of adults participating: 1**Copies Included:**

- ☒ Student Travel Proposal Forms (3 pages)
- ☒ Transportation Request Sheet
- ☒ Permission Slip w/ Info Filled In (Parent signed slips will be collected by teacher at a later date)
- ☒ Itinerary
- ☒ Student Expectations and Attire (Normal School Rules Apply)
- ☒ Student List
- ☒ Chaperone Names and Contact Information
- ☒ Contact Information of Trip Supervisor
- ☒ Pre-Travel Request Claim Form (if planning to claim per diem or reimbursement for out of pocket expenses)

IMPORTANT REMINDERS:

- * Schedule your sub in AESOP/Frontline
- * Meet with the nurse the week before your trip for necessary information and training.
- * All chaperones must have a Washington State background check completed and approved. Check with your building secretary for this process.
- * Take the collected signed permission slips with you on the trip in case of emergency. You should have one for each student attending the trip.

EXPENSE BREAKDOWN**Transportation (mark all that apply)**

- ☐ District Car(s) and/or Van(s)
- ☐ Rental Car(s) and/or Van(s)
- ☐ District Bus
- ☐ Charter Bus
- ☒ Plane

$$2 \times \$459 = \$918$$

How Many?

How Many?

How Many?

How Many?

How is Transportation being funded?Circle one:
CTE funds Building funds **ASB funds****Lodging**

- ☐ None
- ☐ School Stay
- ☒ Hotel or Camp (circle one)

$$1 \times \$258.58 = \$258.58$$

+one night for adviser

How is Lodging being funded?Circle one:
CTE funds Building funds **ASB funds****Fees**

- ☐ None
- ☒ Registration Fees

$$2 \times \$270 = \$540$$

How are Fees being funded?Circle one:
CTE funds Building funds **ASB funds****Subs**

- ☐ No sub needed
- ☒ Sub needed

$$1/2 \text{ Day} \times \$65.00 = \$32.50$$
$$2 \text{ Full Day(s)} \times \$130.00 = \$260$$

How are Subs being funded?Circle one:
CTE funds Building funds ASB funds**ADDITIONAL INFORMATION:**

Adviser is teaching a pre-convention workshop for JEA. In return JEA will cover the advisers registration fees, two nights at the hotel and flights.

JEA/NSPA Spring National High School Journalism Convention
Minneapolis, Minnesota
Yearbook Itinerary

Adviser: Makena Busch
Phone: 509.939.6497

Both JEA/NSPA are leaders in the field of journalism education and training. Twice a year, JEA and NSPA collaborate to host nationwide conferences. The fall conference is held on the East Coast, whereas the spring conference is held on the West Coast. The average attendance for one JEA/NSPA conference is 5,000+ students, advisers, and professionals.

When: April 16-19, 2026

Where: Minneapolis, MN

Hotel Accommodations: Hyatt Regency
1300 Nicollet Mall, Minneapolis, MN 55403

Airline: Alaska Airlines

Outbound - Flight DL1615 GEG>MSP 6am - 10:52am

Inbound - Flight DL2437 MSP>GEG 11:57am - 1:03pm

Cost: \$659 per student

*incl. hotel, contest fees, and sightseeing

*students should budget approx \$200 for food

Conference Information

This is a unique opportunity for all students involved in yearbook to network and compete with other students from across the United States. As our book continues to receive national recognition and consistent ratings of excellence, it's important for our program to remain competitive, innovative, and informed. Over the course of the weekend, students will be attending workshops focused on building their skills and knowledge within the fields of photography, graphic design, and journalism. There are wonderful opportunities for students to look into universities, apply for scholarships, and compete for recognition of their abilities. The goal of this trip is to provide students with opportunities to learn, improve, and grow. This is a nationwide conference with students traveling from the West and East coasts. There will be tons of opportunities for students to network and learn from other advisers, keynote speakers, and professionals.

For more information, feel free to visit the conference website:

<http://jea.org/home/news-events/national-conventions/>

>>> more info on back

Information from JEA/ NSPA:

The National High School Journalism Convention is a semiannual gathering of high school journalists and advisers sponsored by the Journalism Education Association and its partner, the National Scholastic Press Association. The association partners to prepare hundreds of practical and professional learning sessions, from high-profile keynotes to specific, problem-solving breakouts, hands-on workshops, and discussion groups. Other convention activities include an exhibit hall with vendors who sell to student media, JEA's on-site Write-off contests, NSPA's Best of Show contest, receptions, awards convocations, critiques, career round tables, and evening entertainment.

Breakout sessions for students from all media types — newspaper, online, broadcast, yearbook, and magazine — are planned to meet the publishing and broadcasting needs of all scholastic student media. Some are specifically for advisers, administrators, or middle school students. Whether it's ethics and law, technology and design, advertising and business operations, photography and art, or just the basics of news writing and reporting, this convention covers the bases.

With a typical attendance of more than 5,000 delegates, the JEA/NSPA convention has become the place to seek solutions to the most challenging publishing and broadcasting problems, share and celebrate success stories, see what's new in the media marketplace, discover trends and network with students and advisers from throughout the United States

Mead High School School Trip Behavior and Expectations Agreement

I, _____, understand and agree to follow the rules and expectations listed below while on my overnight field trip to the **JEA/NSPA National Spring Conference in Minneapolis, MN.**

1. I understand that this is a school-approved field trip and that the Mead High School Student Code of Conduct applies to my conduct during this field trip. I agree to follow the Student Code of Conduct while on the field trip and understand that I may be disciplined upon my return if I violate the Student Code of Conduct during this trip.

2. I will conduct myself with maturity, courtesy, and respect toward all parties participating in the field trip, including, but not limited to, my classmates, chaperones, and teachers.

3. I realize the chaperones/teachers are responsible for my welfare and the welfare of the group. Accordingly, I will obey their instructions at all times. I also understand the sponsoring teacher(s) has the final authority and the right to administer consequences for any students who are in breach of this agreement.

4. I acknowledge this is an educational trip. I realize my participation in all group meetings, meals, tours, excursions, and other scheduled events is mandatory. I realize that I will only be exempt from participating in scheduled events if I am ill and I obtain prior permission from a chaperone/teacher to miss an event.

5. Allocation of free time is at the discretion of the chaperone/teacher. I will never go off alone or make any unplanned trips or excursions while on the field trip. I will carry the name, address, and phone number of the chaperones/teachers with me at all times. I will keep a chaperone/teacher informed of my whereabouts at all times.

6. I understand I must stay at the accommodations arranged by the school. Exceptions to this rule will be made only by prior arrangements, with the principal, parent(s)/guardian(s), and sponsoring teachers.

7. I will remain at my assigned lodgings from 10:00 P.M. to sunrise or at a time designated by the sponsor. I understand that boys' rooms are off-limits to girls and vice versa. I understand I am not to leave my assigned lodgings after curfew unless I am accompanied by a chaperone/teacher. In case of emergency, I will immediately contact a chaperone/teacher.

8. I will respect public and personal property. I understand any damages incurred to public property or personal property as a result of my conduct will be my responsibility. I understand Mead School District is not liable for any damage that may occur to my personal property on the field trip.

9. I will not drink alcohol, smoke, use other tobacco products, or use illegal drugs and/or medication that is not prescribed to me during this trip. I will not accept or transport any of these items.

10. I understand that if I do not follow the rules and expectations listed above, or if I engage in illegal activity, I may be required to come home early. I understand my parent(s) will be financially responsible for making arrangements to send me home. I, (print student name), have read the rules and expectations listed above and agree to abide by them. I understand that I may be disciplined and/or sent home early if I fail to adhere to these rules and expectations.

Student Signature

Date _____

Parent Signature

Date _____

Field Trip Information

I hereby give my permission for _____
(Name of Student)

who attends _____
(Name of School)

to participate in a field trip to _____
(Destination)

on April 16-19, 2026. Outbound flight leaves at 6:00 am, Inbound flight arrives at 1:03 pm on Sun.

for the purpose of _____

Class/Club/Team: _____

Staff contact: _____ Phone Number: _____

Transportation for this activity will be provided by:

_____ District/Bus Service

_____ Other (specify): _____

Food will be provided at/by: _____

I received a detailed itinerary of the trip _____ Yes _____ No

I received a list of things the students should/should not bring _____ Yes _____ No

Medical/ emergency information

Student home phone#: _____ Date of birth: _____

Student's Address: _____

Family Physician: _____

Does this student have a medical or physical condition, medication information, or allergies that could interfere with the student's safety? _____ Yes _____ No

If yes, please describe: _____

In the event of an emergency (injury, illness, unforeseen incident), I wish the following person to be notified in case I cannot be contacted:

Name: _____ Relationship: _____

Phone#: _____ Alternate phone#: _____

Parent/Guardian Field Trip

Permission/ Emergency Information

Informed Consent Form

As the parent/guardian of the above-named student, I have read the field trip itinerary and I understand that there may be risks of physical injury associated with participation in these activities. I authorize emergency medical professionals to examine and in the event of injury or serious illness, administer emergency care to the above-named student. I understand every effort will be made to contact me to explain the nature of the problem before any involved treatment. In the event, it becomes necessary for the school district staff-in-charge to obtain emergency care for my student, neither he/she nor the school district assumes financial liability for expenses incurred because of the accident, injury, illness, and/or unforeseen circumstances. These activities are an extension of the school education program and student conduct is to be in accordance with the school's published rules and regulations.

Signature of parent/guardian

Date

Printed name of parent/guardian

Parent/guardian work phone number

Home phone #

Cell phone #

I pledge that my conduct will, at all times, reflect credit upon myself, my parents, and my school. I understand that the school rules of conduct apply while on the trip.

Signature of student

Date

Students and Chaperones

Student Attendees

Corra Webb

Caroline Spink

Chaperone Contact Information

Makena Busch, Yearbook Adviser, Trip Supervisor

Cell Phone: 509.939.6497

Email: makena.busch@mead354.org

Suggested Packing and Supply List

- Carry-on suitcase
 - *Students are required to pay for checked-in luggage
- Backpack
- Driver's License or ID card for airport TSA
- Cell phone + charger
- Raincoat
- Walking shoes
- Casual/school-appropriate clothes for Thursday and Friday
- Dressy outfit for the awards ceremony/dinner on Saturday
- Chromebook / Notepad for workshop sessions + charger
- Write off contest materials
- Writing supplies (paper, pencil/pens, etc)
- Toiletries

Trip Itinerary

Students are responsible for transportation to/from the Spokane airport.

Thursday, April 16, 2026
3:45am - arrive at Spokane airport 6am - Flight to Minneapolis, MN 10:52am - Arrive in Minneapolis 11:30am - Check into the hotel 12pm - Lunch 1pm - 4pm - Makena + students in pre-convention workshop 5pm - Dinner 7pm - Keynote session 10pm - Lights out/Curfew
Friday, April 17, 2026
8am - Breakfast 9am - 12pm Breakout Sessions 12pm-1pm Lunch 1pm - 4pm Breakout Sessions 4pm - 6pm NSMC Contests, Makena Judging 7pm - NSMC Contest judging (Students go to dinner with Mt. Spokane) 10pm - Lights out/Curfew
Saturday, April 18, 2026
8am - Breakfast 9am - 12pm Breakout Sessions 12pm - 1pm Lunch 1pm- 3pm Breakout Sessions 3pm - 5pm Awards Ceremony, Best of Show 6pm - Dinner 10pm - Lights out/Curfew
Sunday, April 19, 2026
8am - Leave for hotel 1pm - Parents pick up students

MEAD SCHOOL DISTRICT

Board Meeting of January 26, 2026

New Business

V.I.D.

Agenda Item: Real Time Crime Center (Spokane County Sheriff's Office Technology Contract)

Purpose: Approval of a 10-year partnership with Axon Fusus to enhance real time video sharing and coordinated emergency response between Mead School District and the Real Time Crime Center operated by the Spokane County Sheriff's Department.

Partnership Benefits: **Shared Real Time Video & Sensor Assess**
Fusus enables secure, on-demand, sharing of live video and sensor feeds including:

- School district cameras
- City and traffic cameras
- Drone feeds
- Fixed security systems

During active incidents or large events (e.g., football games, extra-curricular activities/events) all stakeholders operate from a single, map-based interface. School district security, city police, the Sheriff's Office and emergency management view the same incident timeline and geography. This reduces confusion, duplicated response and delayed decision making.

Seamless Incident-Based Sharing

The system supports conditional, controlled access:

- Incident-specific sharing
- Time-bound permissions
- One-click collaboration during escalations

This preserves district autonomy and privacy while enabling rapid coordination when incidents cross jurisdictional boundaries.

Improved Mutual Aid & Decision Making

- Responders can view live school cameras before arrival
- Command staff can coordinate staging, perimeters and ingress/egress routes
- Drone feeds can be shared instantly across agencies

By reducing reliance on radio traffic and phone calls, commanders make faster, more informed decisions with improved after-action

review capabilities. Mutual aid becomes data-driven rather than radio-driven.

Fiscal Impact:

Negotiated savings of **\$49,614.02** (15% discount) equivalent to approximately 1.5 years of service.

Additional **\$11,475.00** in savings through self-performed installation by Mead SD Technology and Security staff.

Total cost to Mead School District: **\$256,084.02 (pre-tax)** for a 10-year partnership (secures long-term cost savings).

Recommendation:

Approval of the Axon Fusus partnership to enhance coordinated emergency response, improve situational awareness and strengthen interagency collaboration is recommended.

Attachment:

Letter from Spokane County Sheriff's Office



SPOKANE COUNTY
SHERIFF
SHERIFF JOHN F. NOWELS

"In partnership with the community -
Dedicated to your safety"

Dear Mead District Board Members,

On behalf of the Spokane Sheriff's Office and the Real-Time Crime Center (RTCC), we want to reaffirm our shared commitment to protecting students, staff, and school communities. In today's environment, rapid and informed emergency response is critical. To achieve this, we are recommending a partnership between Mead SD and the COMMUNITY CONNECT Program, powered by Fusus technology.

What is COMMUNITY CONNECT and How Does It Work?

COMMUNITY CONNECT is a public safety initiative that allows schools, businesses, and residents to voluntarily register their security cameras with law enforcement through a secure platform. For schools, this includes installing a Fusus CORE device, which enables law enforcement to access live external security camera feeds at any time, and live internal feeds only during an emergency. This capability provides first responders with real-time situational awareness when every second counts.

Key Point: This system does not grant routine or continuous access to school cameras. Control remains entirely with the school. Interior cameras will only be accessed during emergency incidents (as agreed upon in the existing camera access MOU), while exterior cameras may be accessed as needed to support public safety and situational awareness.

Benefits for Our Schools

Faster Emergency Response: Real-time access to security feeds allows first responders to act quickly and effectively during crises. **Improved Situational Awareness:** Law enforcement can make informed decisions, reducing confusion and response delays.

Enhanced Collaboration: Strengthens coordination between schools and law enforcement to safeguard our community.

Privacy and Control: Schools maintain full control over camera access, ensuring compliance with privacy policies.

By implementing Fusus and joining COMMUNITY CONNECT, Mead SD will take a proactive step toward creating a safer learning environment for every student and staff member. This technology is already being adopted by school districts nationwide as a best practice for emergency preparedness.

Thank you for your dedication to student safety and for supporting innovative solutions that protect our schools.

Mead School District
 Budget Status Summary
 as of 01/31/2026

	Annual Budget	
	(original)	YTD Actual
Elementary	3,965.00	3,878.52
Middle	2,305.00	2,305.78
High	2,766.00	2,746.66
ALE	823.00	846.49
Running Start	348.00	403.30
Open Doors	17.00	11.55
Total Enrollment	10,224.00	10,192.30
		(31.70)
		-0.31%
Revenues & Expenditures		
Revenues & Other Financing Sources	\$ 195,685,968	\$ 75,467,031
Expenditures & Other Financing Uses	\$ 194,523,992	\$ 76,642,570
Transfers (to)/from other Funds	\$ -	\$ -
Net Change in Fund Balance	\$ 1,161,976	\$ (1,175,540)

Fund Balance	
Beginning Fund Balance	\$ 16,138,919
Current Fund Balance	\$ 14,963,379
% of budgeted Expenditures	7.69%

	Brentwood Elem	Colbert Elem	Creekside Elem	Evergreen Elem	Farwell	Meadow Ridge Elem	Midway Elem	Prairie View Elem	Shiloh Hills Elem	Skyline Elem	Highland Middle	Northwood Middle	Mountainside Middle	Mead High	Mt Spokane High	Total January 2026, Less ALE	Budgeted #'s 25/26 Less ALE	Mead Learning Options	Difference
K Full Day	59.00	39.00	40.00	60.00	40.00	57.00	57.44	54.00	72.00	60.00						538.44	573.00	54.88	-34.56
Grade 1	58.00	54.00	42.00	66.00	60.00	61.00	74.00	56.00	81.00	58.00						610.00	613.00	56.96	-3.00
Grade 2	65.00	54.00	31.00	59.00	84.00	59.00	70.00	47.00	71.00	61.00						601.00	611.00	60.60	-10.00
Grade 3	83.00	54.00	35.00	84.00	83.00	66.00	76.30	66.00	66.00	61.00						674.30	689.00	51.68	-14.70
Grade 4	90.00	78.00	35.00	69.00	88.00	71.00	64.00	77.00	78.00	74.00						724.00	723.00	61.68	1.00
Grade 5	89.00	76.00	43.00	85.00	95.00	60.00	71.00	76.00	63.00	82.00						740.00	756.00	61.60	-16.00
Grade 6											225.38	228.20	254.51			708.09	725.00	70.71	-16.91
Grade 7											244.00	290.19	296.71			830.90	820.00	54.91	10.90
Grade 8											247.14	253.04	257.00	0.17		757.35	760.00	47.47	-2.65
Grade 9														419.55	379.37	798.92	778.00	76.78	20.92
Grade 10														416.44	326.71	743.15	767.00	88.56	-23.85
Grade 11														350.38	279.73	630.11	649.00	71.43	-18.89
Grade 12														329.21	227.08	556.29	572.00	77.63	-15.71
Total Jan, 2026	444.00	355.00	226.00	423.00	450.00	374.00	412.74	376.00	431.00	396.00	716.52	771.43	808.22	1515.75	1212.89	8912.55	9036.00	834.89	-123.45

*Includes Open Doors & Gateway to College
25/26 Budgeted 17.00

HC	Nov	Voc	Voc
10	9.45	0	0

TBIP			
TTK HC	K-6 HC	7-12 HC	EXCITED HC
9	253	183	67

Vocational	
Northwood	117.90
Mountainside	113.58
Highland MS	116.10
Total	347.58
Mead High School	275.94
Mt. Spokane HS	258.84
Total	534.78

FTE Summary-Monthly

Kindergarten	593.32
Grades 1-3	2,054.54
Grade 4	785.68
Grades 5-6	1,580.40
Grades 7-8	1,690.63
Grades 9-12	3,042.87
K-12 Total	9,747.44
Running Start	403.15
Open Doors	9.45
TTK	125.00
Grand Total	10,285.04

RADIATION ALLIANCE

ALE		MLO		MHS FTE MSHS FTE MHS RPA MSHS Ven TOTA FTE									
k	54.88	54.88											54.88
1	56.96	56.96											56.96
2	60.60	60.60											60.60
3	51.68	51.68											51.68
4	61.68	61.68											61.68
5	61.60	61.60											61.60
6	70.71	70.71											70.71
7	54.91	54.91											54.91
8	47.47	47.47											47.47
9	76.78	76.78							0.33				77.11
10	88.56	88.56							0.65				89.21
11	71.43	71.43	1.00	1.00	1.00	1.94	0.00	0.00	1.94	0.00			75.37
12	77.63	77.63	1.00	1.00	1.00	3.74	0.00	0.00	3.74	0.00			83.37
	834.89	834.89	2.00	2.00	2.00	6.66	0.00	0.00	6.66	0.00			845.55

25/26 Budgeted \$ 823

Running Start
October - June

Mead High School	221.00	176.92	4.68
Mt. Spokane	171.00	146.67	9.12
MLO	70.00	57.51	8.25
Total	462.00	381.10	22.05

25/26 Budgeted Running Start 330.00

Transition to Kindergarten

I	HC	FTE
Meadow Ridge	37.00	37.00
Shiloh Hills	52.00	52.00
Skyline	36.00	36.00
Total	125.00	125.00

24/25 Budgeted TTK 136.00

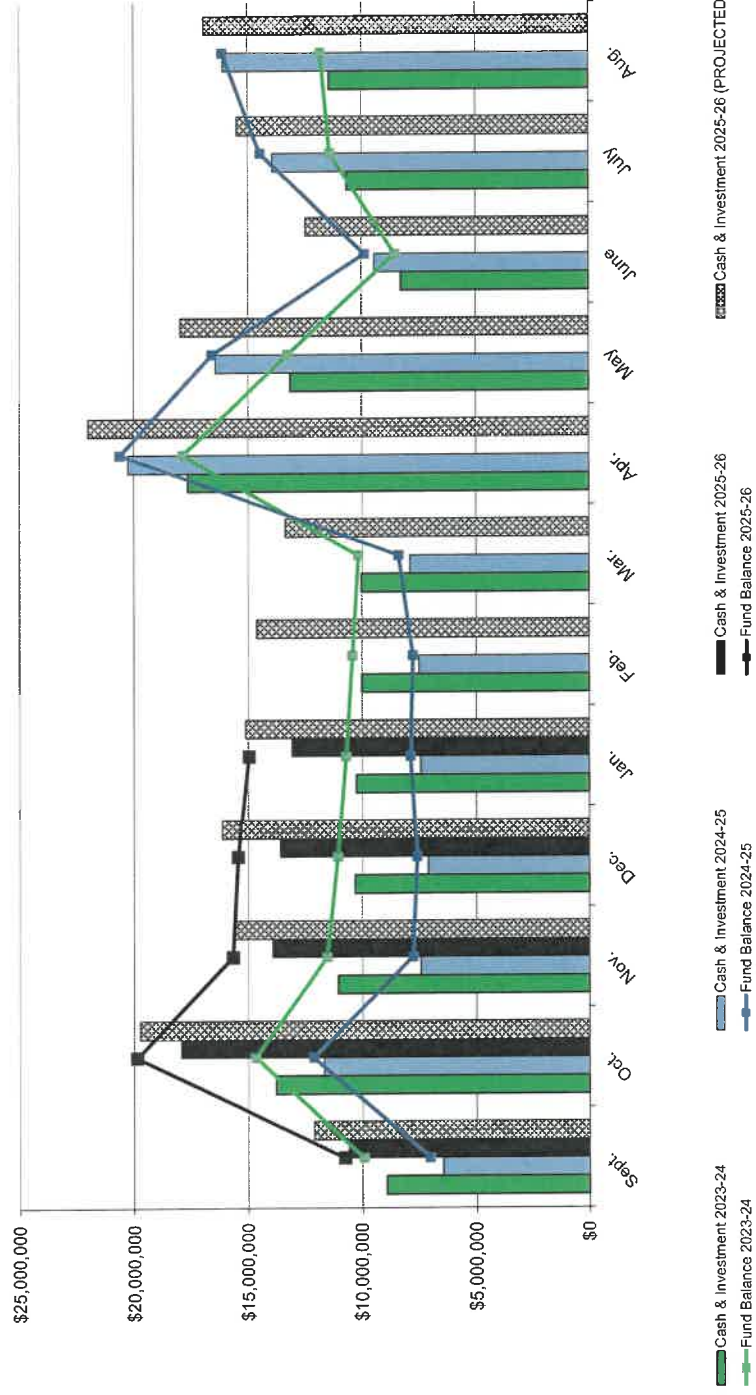
Headcount Enrollment
1/5/2026

	Brentwood Elem	Colbert Elem	Creekside Elem	Evergreen Elem	Farwell Elem	Meadow Ridge Elem	Midway Elem	Prairie View Elem	Shiloh Hills Elem	Skyline Elem	Highland Middle	Northwood Middle	Mountainside Middle	Mead Learning Options	Mead High School	Mt Spokane High	Total January 2026
K Full Day	59	39	40	60	40	57	58	54	72	60				60			599
Grade 1	58	54	42	66	60	61	74	56	81	58				64			674
Grade 2	65	54	31	59	84	59	70	47	71	61				67			668
Grade 3	83	54	35	84	83	66	77	66	66	61				60			735
Grade 4	90	78	35	69	88	71	64	77	78	74				70			794
Grade 5	89	76	43	85	95	60	71	76	63	82				68			808
Grade 6											226	231	255	82			794
Grade 7											244	292	297	56			889
Grade 8											250	256	257	48	1		812
Grade 9														79	421	380	880
Grade 10														95	421	329	845
Grade 11														106	428	343	877
Grade 12														111	401	293	805
Total 1/5/2026	444	355	226	423	450	374	414	376	431	396	720	779	809	966	1672	1345	10180

ALE	RADUATION ALLIANC				MHS				VEN				TOTAL HC			
	MLO	HC	HC	HC	MLO	HC	HC	HC	MHS	RPM	MSHS	VEN	MHS	RPM	MSHS	VEN
k		60														60
1		64														64
2		67														67
3		60														60
4		70														70
5		68														68
6		82														82
7		56														56
8		48														48
9		79									1	0				80
10		95									3	0				98
11		106									10	0				118
12		111									17	0				130
TOTAL																
ALE		966							2	2	31	0				1001

	Cash & Investments				Fund Balance		
	Cash & Investment 2023-24		Cash & Investment 2025-26		Fund Balance 2024-25		Fund Balance 2025-26
	2023-24	2024-25	2025-26	(PROJECTED)	2023-24	2024-25	2025-26
Sept.	8,960,100	6,478,832	10,594,085	12,119,904	9,938,685	7,015,922	10,754,976
Oct.	13,777,993	11,677,966	17,925,490	19,730,006	14,662,512	12,121,771	19,850,433
Nov.	11,049,080	7,445,815	13,925,991	15,591,395	11,536,984	7,778,689	15,679,209
Dec.	10,316,325	7,111,106	13,593,574	16,142,250	11,059,192	7,584,454	15,456,660
Jan.	10,271,267	7,438,747	13,093,551	15,133,975	10,705,767	7,879,926	14,963,379
Feb.	10,032,294	7,514,568		14,618,338	10,436,304	7,762,762	
Mar.	10,039,700	7,902,678		13,362,410	10,163,664	8,398,677	
Apr.	17,649,510	20,249,553		21,986,695	17,883,945	20,604,004	
May	13,150,464	16,436,818		17,964,308	13,268,221	16,594,636	
June	8,287,115	9,472,711		12,481,165	8,537,877	9,884,527	
July	10,664,976	13,914,666		15,505,480	11,388,874	14,447,779	
Aug.	11,421,469	16,101,808		16,925,247	11,802,453	16,138,919	

Revised Year-to-Year Comparison of Cash Balance and Fund Balance



MEAD SCHOOL DISTRICT #354

GENERAL FUND

CASH FLOW SCHEDULE

SEPTEMBER 1, 2025 TO AUGUST 31, 2026

MONTH	TAX COLLECTIONS	STATE APPORTIONMENT	OTHER REVENUE	TOTAL RECEIPTS	ACCOUNTS PAYABLE	PAYROLL	TOTAL DISBURSEMENT	TRANSFER OTHER FUND	INTER-FUND LOAN	CASH & INVESTMENT BALANCE
Beginning Cash 9/1/2025										
9/30/2025										16,101,608
PROJECTED:	528,297	13,666,446	415,709	14,610,452	5,021,438	13,573,624	18,595,062			12,116,998
ACTUAL:	520,430	12,968,254	1,186,647	14,675,331	6,331,063	13,851,791	20,182,854			10,594,085
10/31/2025										
PROJECTED:	9,791,999	12,454,107	752,583	22,998,689	2,301,492	13,094,535	15,396,047			19,719,840
ACTUAL:	10,616,264	12,679,705	326,899	23,622,868	3,697,419	12,590,043	16,287,462			17,929,490
11/30/2025										
PROJECTED:	1,852,540	8,170,720	322,783	10,346,043	1,404,807	13,094,555	14,499,362			15,566,321
ACTUAL:	1,392,752	8,557,549	389,142	10,339,443	1,453,683	12,889,260	14,342,943			13,925,991
12/31/2025										
PROJECTED:	1,058,594	13,733,148	356,103	15,147,845	1,345,028	13,254,244	14,599,272			16,114,894
ACTUAL:	97,974	13,442,423	375,328	13,915,725	1,377,940	12,962,801	14,340,741			13,500,975
1/31/2026										
PROJECTED:	612,006	12,906,255	248,701	13,766,962	2,002,597	12,775,175	14,773,772			15,104,084
ACTUAL:	69,341	13,345,531	400,679	13,815,551	1,888,940	12,334,035	14,222,975			13,093,551
2/28/2026										
PROJECTED:	153,001	13,665,446	354,856	14,173,303	1,434,697	13,254,244	14,686,941	0		14,388,446
ACTUAL:				0			0			13,093,551
3/31/2026										
PROJECTED:	1,224,011	13,665,446	406,922	15,296,379	3,138,399	13,413,934	16,552,333			13,332,492
ACTUAL:				0			0			13,093,551
4/30/2026										
PROJECTED:	8,109,076	15,199,072	371,433	23,679,581	2,122,155	12,934,865	15,057,020			21,956,053
ACTUAL:				0			0			13,093,551
5/31/2026										
PROJECTED:	2,754,026	8,766,840	359,625	11,880,491	2,331,382	13,573,624	15,905,906			17,930,538
ACTUAL:				0			0			13,093,551
6/30/2026										
PROJECTED:	2,142,020	9,212,783	283,123	11,637,926	3,228,067	13,893,003	17,121,070			12,447,364
ACTUAL:				0			0			13,093,551
7/31/2026										
PROJECTED:	0	19,447,836	758,166	20,206,002	2,809,614	14,372,072	17,181,686			15,471,710
ACTUAL:				0			0			13,093,551
8/31/2026										
PROJECTED:	306,003	16,032,997	156,599	16,495,599	2,779,725	12,296,106	15,075,331			16,891,478
ACTUAL:				0			0			13,093,551
Total Projected	\$28,532,573	\$156,920,096	\$4,786,603	\$190,239,272	\$29,919,401	\$159,530,001	\$189,449,402			\$0
Total Actual	\$12,696,762	\$60,993,481	\$2,678,695	\$76,368,918	\$14,749,044	\$64,627,931	\$79,376,975			\$0

Mead School District No 354
Budget Status Report
Fiscal Year 2025-26
January 01, 2026 through January 31, 2026

General Fund

☐ Include Pre Encumbrance

	ANNUAL BUDGET	ACTUAL FOR DATE RANGE	ACTUAL FOR YEAR	ENCUMB	BALANCE	% USED
A. Revenue						
1000 Local Taxes (+)	29,072,258.00	69,341.19	12,705,272.43		16,366,985.57	43.7%
2000 Local Support Nontax (+)	2,705,194.00	270,957.15	1,523,761.17		1,181,733.48	56.3%
3000 State, General Purpose (+)	112,212,410.00	8,982,581.53	43,277,186.32		68,935,223.68	38.6%
4000 State, Special Purpose (+)	41,178,206.00	3,332,618.27	14,602,195.67		26,576,010.33	35.5%
5000 Federal, General Purpose (+)	0.00	0.00	0.00		0.00	0.0%
6000 Federal, Special Purpose (+)	8,942,900.00	1,114,035.84	3,231,669.55		5,711,230.45	36.1%
7000 Revenues Fr Oth Sch Dist (+)	25,000.00	5,061.66	46,845.86		(21,845.86)	187.4%
8000 Other Agencies & Associates (+)	0.00	0.00	0.00		0.00	0.0%
9000 Other Financing Sources (+)	1,550,000.00	0.00	80,099.50		1,469,900.50	5.2%
TOTAL Revenue	195,685,968.00	13,774,595.64	75,467,030.50		120,219,238.15	38.6%
B. Expenses						
00 Regular Instruction (-)	99,667,500.00	7,534,453.29	39,202,482.06	45,054,726.55	15,410,291.39	84.5%
10 Federal Stimulus (-)	0.00	0.00	0.00	0.00	0.00	0.0%
20 Special Ed Instruction (-)	31,902,721.00	2,643,962.07	13,381,971.57	15,873,967.80	2,646,781.63	91.7%
30 Vocational Ed Instruction (-)	9,578,305.00	641,679.71	3,445,253.71	4,513,383.46	1,619,667.83	83.1%
40 Skills Center Instruction (-)	0.00	0.00	0.00	0.00	0.00	0.0%
50 & 60 Compensatory Ed Instruction (-)	10,848,177.00	451,841.86	2,368,073.91	2,994,924.73	5,485,178.36	49.4%
70 Other Instructional Programs (-)	1,084,180.00	25,234.97	132,453.84	171,031.23	780,694.93	28.0%
80 Community Services (-)	488,077.00	24,414.55	184,642.27	108,196.58	195,238.15	60.0%
90 Support Services (-)	40,955,032.00	2,983,050.62	17,927,692.86	12,767,302.28	10,260,036.86	74.9%
TOTAL Expenses	194,523,992.00	14,304,637.07	76,642,570.22	81,483,532.63	36,397,889.15	81.3%
C. Other Fin Uses Trans Out	0.00	0.00	0.00	0.00	0.00	0.0%
D. Other Fin Uses	0.00	0.00	0.00	0.00	0.00	0.0%
E. EXCESS OF REVENUES/OTHER FIN. SOURCES OVER(UNDER) EXP/OTHER FIN USES (A-B-C-D)						
	1,161,976.00	(530,041.43)	(1,175,539.72)		83,821,349.00	(42.7%)
F. TOTAL BEGINNING FUND BALANCES	0.00		16,138,918.87			
G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)	XXXXXX		0.00			
H. TOTAL ENDING FUND BALANCE (E+F+/-G)	1,161,976.00		14,963,379.15			
I. ENDING FUND BALANCE ACCOUNTS						
G/L 810 Restricted for Other Items (-)	0.00		0.00			
G/L 821 Restricted for CO of Restricted Rev (-)	0.00		318,465.79			
G/L 828 Restricted for CO of F/S Rev (-)	0.00		1,976,147.26			
G/L 830 Restricted for Debt Service (-)	0.00		0.00			
G/L 835 Restricted For Arbitrage Rebate (-)	0.00		0.00			
G/L 840 Nonsprd FB - Inventory & Prepaid (-)	0.00		1,370,810.07			
G/L 870 Committed to Other Purposes (-)	0.00		0.00			
G/L 875 Assigned to Contingencies (-)	0.00		0.00			
G/L 888 Assigned to Other Purposes (-)	0.00		8,649,168.93			
G/L 891 Unassigned to Minimum FB Policy (-)	0.00		3,824,326.82			
G/L 898 PY Corrections or Restatements (-)	0.00		0.00			
G/L 890 Unassigned Fund Balance (H - I)	1,161,976.00		(1,175,539.72)			
TOTALS	1,161,976.00		14,963,379.15			

Mead School District No 354
Budget Status Report
Fiscal Year 2025-26
January 01, 2026 through January 31, 2026

Capital Projects Fund

☐ Include Pre Encumbrance

	ANNUAL BUDGET	ACTUAL FOR DATE RANGE	ACTUAL FOR YEAR	ENCUMB	BALANCE	% USED
A. Revenue						
1000 Local Taxes (+)	0.00	0.00	0.00		0.00	0.0%
2000 Local Support Nontax (+)	60,000.00	8,271.71	38,623.60		21,376.40	64.4%
3000 State, General Purpose (+)	0.00	0.00	0.00		0.00	0.0%
4000 State, Special Purpose (+)	0.00	0.00	0.00		0.00	0.0%
5000 Federal, General Purpose (+)	0.00	0.00	0.00		0.00	0.0%
6000 Federal, Special Purpose (+)	0.00	0.00	0.00		0.00	0.0%
7000 Revenues Fr Oth Sch Districts (+)	0.00	0.00	0.00		0.00	0.0%
8000 Other Agencies & Associates (+)	3,500,000.00	0.00	236,724.00		3,263,276.00	6.8%
9000 Other Financing Sources (+)	0.00	0.00	0.00		0.00	0.0%
TOTAL Revenue	3,560,000.00	8,271.71	275,347.60		3,284,652.40	7.7%
B. Expenses						
10 Sites (-)	2,350,000.00	0.00	25,896.42	0.00	2,324,103.58	1.1%
20 Buildings (-)	3,500,000.00	0.00	0.00	0.00	3,500,000.00	0.0%
30 Equipment (-)	305,673.00	0.00	0.00	0.00	305,673.00	0.0%
40 Energy (-)	0.00	0.00	0.00	0.00	0.00	0.0%
50 Sale and Lease Expenditures (-)	0.00	0.00	0.00	0.00	0.00	0.0%
60 Bond/Levy Issuance (-)	0.00	0.00	0.00	0.00	0.00	0.0%
90 Debt (-)	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL Expenses	6,155,673.00	0.00	25,896.42	0.00	6,129,776.58	0.4%
C. Other Fin Uses Trans Out	0.00	0.00	0.00	0.00	0.00	0.0%
D. Other Fin Uses	0.00	0.00	0.00	0.00	0.00	0.0%
E. EXCESS OF REVENUES/OTHER FIN. SOURCES						
OVER(UNDER) EXP/OTHER FIN USES (A-B-C-D)	(2,595,673.00)	8,271.71	249,451.18		(2,845,124.18)	7.3%
F. TOTAL BEGINNING FUND BALANCES						
	0.00		2,657,091.13			
G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)						
	XXXXXX		0.00			
H. TOTAL ENDING FUND BALANCE (E+F+/-G)						
	(2,595,673.00)		2,906,542.31			
I. ENDING FUND BALANCE ACCOUNTS						
G/L 810 Restricted For Other items (-)	0.00		0.00			
G/L 830 Restricted For Debt Service (-)	0.00		0.00			
G/L 835 Restricted For Arbitrage Rebate (-)	0.00		0.00			
G/L 861 Restricted From Bond Proceeds (H-I)	(2,655,673.00)		748,568.40			
G/L 863 Restricted From State Proceeds (H-I)	0.00		0.00			
G/L 870 Committed to Other Purposes (-)	0.00		0.00			
G/L 889 Assigned to Fund Purposes (H-I)	60,000.00		2,157,973.91			
G/L 890 Unassigned Fund Balance (H - I)	0.00		0.00			
TOTALS	(2,595,673.00)		2,906,542.31			

Mead School District No 354
Budget Status Report
Fiscal Year 2025-26
January 01, 2026 through January 31, 2026

Debt Service Fund

☐ Include Pre Encumbrance

	<u>ANNUAL BUDGET</u>	<u>ACTUAL FOR DATE RANGE</u>	<u>ACTUAL FOR YEAR</u>	<u>ENCUMB</u>	<u>BALANCE</u>	<u>% USED</u>
A. Revenue						
1000 Local Taxes (+)	13,405,900.00	35,789.92	6,061,545.02		7,344,354.98	45.2%
2000 Local Support Nontax (+)	0.00	0.00	0.00		0.00	0.0%
3000 State, General Purpose (+)	0.00	0.00	0.00		0.00	0.0%
5000 Federal, General Purpose (+)	0.00	0.00	0.00		0.00	0.0%
6000 Federal, Special Purpose (+)	0.00	0.00	0.00		0.00	0.0%
9000 Other Financing Sources (+)	0.00	0.00	0.00		0.00	0.0%
TOTAL Revenue	13,405,900.00	35,789.92	6,061,545.02		7,344,354.98	45.2%
B. Expenses						
Matured Bond Expenditures (-)	7,860,000.00	0.00	7,860,000.00	0.00	0.00	100.0%
Interest on Bonds (-)	6,815,988.00	0.00	3,506,243.75	0.00	3,309,744.25	51.4%
Interest on Interfund Loan (-)	0.00	0.00	0.00	0.00	0.00	0.0%
Bond Transfer Fees (-)	15,000.00	0.00	1,492.05	0.00	13,507.95	9.9%
TOTAL Expenses	14,690,988.00	0.00	11,367,735.80	0.00	3,323,252.20	77.4%
C. Other Fin Uses Trans Out	0.00	0.00	0.00	0.00	0.00	0.0%
D. Other Fin Uses	0.00	0.00	0.00	0.00	0.00	0.0%
E. EXCESS OF REVENUES/OTHER FIN. SOURCES OVER(UNDER) EXP/OTHER FIN USES (A-B-C-D)	(1,285,088.00)	35,789.92	(5,306,190.78)		4,021,102.78	(32.2%)
F. TOTAL BEGINNING FUND BALANCES	0.00		6,567,531.83			
G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)	XXXXXX		0.00			
H. TOTAL ENDING FUND BALANCE (E+F+/-G)	(1,285,088.00)		1,261,341.05			
I. ENDING FUND BALANCE ACCOUNTS						
G/L 810 Restricted For Other Items (-)	0.00		0.00			
G/L 835 Restricted For Arbitrage Rebate (-)	0.00		0.00			
G/L 870 Committed to Other Purposes (-)	0.00		0.00			
G/L 889 Assigned to Fund Purposes (-)	0.00		0.00			
G/L 890 Unassigned Fund Balance (-)	0.00		0.00			
G/L 830 Restricted For Debt Service (H - I)	(1,285,088.00)		1,261,341.05			
TOTALS	(1,285,088.00)		1,261,341.05			

Mead School District No 354
Budget Status Report
Fiscal Year 2025-26
January 01, 2026 through January 31, 2026

Associated Student Body Fund

☐ Include Pre Encumbrance

	<u>ANNUAL BUDGET</u>	<u>ACTUAL FOR DATE RANGE</u>	<u>ACTUAL FOR YEAR</u>	<u>ENCUMB</u>	<u>BALANCE</u>	<u>% USED</u>
A. Revenue						
1000 General Student Body (+)	675,900.00	77,045.85	301,905.76		374,074.24	44.7%
2000 Athletics (+)	802,000.00	85,909.45	329,555.33		472,444.67	41.1%
3000 Classes (+)	1,447,975.00	123,375.58	604,475.07		843,499.93	41.7%
4000 Clubs (+)	70,910.00	5,043.10	31,111.62		39,798.38	43.9%
6000 Private Moneys (+)	181,450.00	4,480.00	13,256.72		168,193.28	7.3%
TOTAL Revenue	3,178,235.00	295,853.98	1,280,304.50		1,898,010.50	40.3%
B. Expenses						
1000 General Student Body (-)	618,150.00	47,974.22	163,600.19	27,087.76	427,462.05	30.8%
2000 Athletics (-)	1,001,575.00	82,000.89	325,880.15	71,572.46	604,122.39	39.7%
3000 Classes (-)	1,517,025.00	58,124.60	373,450.89	80,393.97	1,063,180.14	29.9%
4000 Clubs (-)	90,140.00	4,511.64	19,993.34	1,041.94	69,104.72	23.3%
6000 Private Moneys (-)	182,808.00	416.51	6,180.22	2,611.33	174,016.45	4.8%
TOTAL Expenses	3,409,698.00	193,027.86	889,104.79	182,707.46	2,337,885.75	31.4%
C. Other Fin Uses Trans Out	0.00	0.00	0.00	0.00	0.00	0.0%
D. Other Fin Uses	0.00	0.00	0.00	0.00	0.00	0.0%
E. EXCESS OF REVENUES/OTHER FIN. SOURCES						
OVER(UNDER) EXP/OTHER FIN USES (A-B-C-D)	(231,463.00)	102,826.12	391,199.71		(439,875.25)	8.8%
F. TOTAL BEGINNING FUND BALANCES	(1,070,051.00)		1,278,594.90			
G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)	XXXXXX		0.00			
H. TOTAL ENDING FUND BALANCE (E+F+/-G)	(1,301,514.00)		1,669,794.61			
I. ENDING FUND BALANCE ACCOUNTS						
G/L 810 Restricted For Other Items (-)	0.00		0.00			
G/L 840 Nonspnd FB - Invent/Prepd Itms (-)	0.00		0.00			
G/L 850 Restricted For Uninsured Risks (-)	0.00		0.00			
G/L 870 Committed to Other Purposes (-)	0.00		0.00			
G/L 889 Assigned to Fund Purposes (-)	0.00		0.00			
G/L 890 Unassigned Fund Balance (-)	0.00		0.00			
G/L 819 Restricted For Fund Purposes (H - I)	(1,301,514.00)		1,669,794.61			
TOTALS	(1,301,514.00)		1,669,794.61			

Mead School District No 354
Budget Status Report
Fiscal Year 2025-26
January 01, 2026 through January 31, 2026

Transportation Vehicle Fund

☐ Include Pre Encumbrance

	<u>ANNUAL BUDGET</u>	<u>ACTUAL FOR DATE RANGE</u>	<u>ACTUAL FOR YEAR</u>	<u>ENCUMB</u>	<u>BALANCE</u>	<u>% USED</u>
A. Revenue						
1000 Local Taxes (+)	0.00	0.00	0.00		0.00	0.0%
2000 Local Support Nontax (+)	10,000.00	1,951.73	13,088.37		(3,088.37)	130.9%
3000 State, General Purpose (+)	0.00	0.00	0.00		0.00	0.0%
4000 State, Special Purpose (+)	925,324.00	0.00	0.00		925,324.00	0.0%
5000 Federal, General Purpose (+)	0.00	0.00	0.00		0.00	0.0%
8000 Other Agencies and Assoc. (+)	0.00	0.00	0.00		0.00	0.0%
9000 Other Financing Sources (+)	0.00	1,125.00	28,980.00		(28,980.00)	0.0%
TOTAL Revenue	935,324.00	3,076.73	42,068.37		893,255.63	4.5%
B. Expenses						
Type 30 Equipment (-)	2,010,800.00	380,109.91	786,929.62	1,308,940.93	(85,070.55)	104.2%
Type 60 Bond Levy Issuance (-)	0.00	0.00	0.00	0.00	0.00	0.0%
Type 90 Debt (-)	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL Expenses	2,010,800.00	380,109.91	786,929.62	1,308,940.93	(85,070.55)	104.2%
C. Other Fin Uses Trans Out	0.00	0.00	0.00	0.00	0.00	0.0%
D. Other Fin Uses	0.00	0.00	0.00	0.00	0.00	0.0%
E. EXCESS OF REVENUES/OTHER FIN. SOURCES OVER(UNDER) EXP/OTHER FIN USES (A-B-C-D)	(1,075,476.00)	(377,033.18)	(744,861.25)		978,326.18	(99.7%)
F. TOTAL BEGINNING FUND BALANCES	0.00		1,150,881.93			
G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)	XXXXXX		0.00			
H. TOTAL ENDING FUND BALANCE (E+F+/-G)	(1,075,476.00)		406,020.68			
I. ENDING FUND BALANCE ACCOUNTS						
G/L 810 Restricted For Other Items (-)	0.00		0.00			
G/L 830 Reserved For Debt Service (-)	0.00		0.00			
G/L 889 Assigned to Fund Purposes (-)	0.00		0.00			
G/L 890 Unassigned Fund Balance (-)	0.00		0.00			
G/L 819 Restricted For Fund Purposes (H - I)	(1,075,476.00)		406,020.68			
TOTALS	(1,075,476.00)		406,020.68			