



Medical Lake
School District

Medical Lake School District #326, WA

Regular Board Meeting

Date and Time

Tuesday July 22, 2025 at 5:00 PM PDT

Location

Medical Lake School District Administration Office

Agenda

	Purpose	Presenter	Time
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I.	Opening Items		5:00 PM
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A.	Record Attendance		1 m
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B.	Call the Meeting to Order		
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C.	Pledge of Allegiance		1 m
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D.	Approve Agenda	Vote	1 m
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E.	What's Right	Discuss	5 m
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Administrators, Board and Guests Comment on Something Positive They've Seen in the District and Community ~ Anyone attending the meeting will be given the opportunity to share something positive following the Board's comments

II.	Consent Agenda ~ with noted change		5:08 PM
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	Purpose	Presenter	Time
A. Minutes of the Budget Hearing 6-30-2025	Approve Minutes		1 m
B. Minutes of the Regular Board Meeting 6-30-2025	Approve Minutes		1 m
C. Approve the Consent Agenda ~ with noted change	Vote		
<ul style="list-style-type: none"> • Personnel (Certificated and Classified) <ul style="list-style-type: none"> ◦ Resignations ◦ Leaves ◦ Staff Contracts <i>noted change</i> • Staff Travel • Board Member Compensation • Fiscal Vouchers <ul style="list-style-type: none"> ◦ General Fund (Payroll and Accounts Payable) ◦ A.S.B. Fund ◦ Capital Projects • Financial Report 			

III. Public Comments on Individual Action Items

Anyone wishing to speak to a specific individual action item, board policy or other, listed below will be given the opportunity here, prior to action being taken by the Board.

IV. Individual Actions Items		5:10 PM
A. Board Policy 0540 ~ Environmental Scanning; First Reading	Vote	1 m
When we modified our 2013 strategic plan it modified Strategic Plan Board Policies 0540, 0550, 0560 and 0700.		
B. Board Policy 0550 ~ Strategic Planning Goals; First Reading	Vote	1 m

	Purpose	Presenter	Time
	When we modified our 2013 strategic plan it modified Strategic Plan Board Policies 0540, 0550, 0560 and 0700.		
C.	Board Policy 0560 ~ Action Plan to Achieve Results; First Reading	Vote	1 m
	The original 0560 was comprised of four separate action plans and goals. Each of those were targeted to a specific goal or group of people. We've simplified them and created one set of goals that is pertinent to all groups collectively.		
D.	Board Policy 0700 ~ Strategic Plan Evaluation; First Reading	Vote	1 m
	When we modified our 2013 strategic plan it modified Strategic Plan Board Policies 0540, 0550, 0560 and 0700.		
E.	Board Policy 3120 ~ Enrollment; Second Reading	Vote	1 m
	No changes from the first reading.		
F.	Board Policy 3143 ~ Notification and Dissemination of Information About Student Offenses and Notification of Threats of Violence or Harm; Second Reading	Vote	1 m
	No changes from the first reading.		
G.	Board Policy 3420 ~ Anaphylaxis Prevention and Response; Second Reading	Vote	1 m
	No changes from the first reading.		
H.	Board Policy 3424 ~ Opioid Related Overdose Reversal; Second Reading	Vote	1 m
	No changes from the first reading.		
I.	Approve the 2025/2026 Board Meeting Dates	Vote	2 m

- **September 23, 2025 6:00 pm Administration Office**
- **October 21, 2025 @ 6:00 pm Middle School Library**
 - ***Board Work Session/SIP Presentations**
- **October 28, 2025 6:00 pm Administration Office**
- **November 25, 2025 @ 6:00 pm Administration Office**
- **December 2, 2025 @ 5:00 pm Administration Office**

	Purpose	Presenter	Time
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- ***Board Work Session**

- **December 16, 2025 @ 5:00 pm Administration Office**

- **January 27, 2026 6:00 pm Administration Office**

- ***School Board Appreciation**

- **February 24, 2026 6:00 pm High School Library**

- **March 24, 2026 6:00 pm Middle School Library**

- **April 28, 2026 6:00 pm Michael Anderson Library****

- **May 26, 2026 6:00 pm Hallett Elementary Library**

- **June 23, 2026 @ 5:00 pm Administration Office**

- **July 28, 2026 @ 4:45 pm Administration Office**

- ***Special Meeting/Budget Hearing**

- **July 28, 2026 @ 5:00 pm Administration Office**

- **August 25, 2026 @ 5:00 pm Administration Office**

**** NOTE base access required for in-person attendance ~ Zoom link listed Monday, April 27, 2026 by 9:00 am for virtual participation**

J.	Approve the Technology Surplus List	Vote	1 m
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K.	Approve the Annual Notifications	FYI	1 m
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The annual notification that is required by OSPI to be sent to all families. We will send it out in Parent Square as well as having some hard copies in each school office.

L.	Approve the 2025-2026 Voluntary Student Accident and Sickness Insurance Plan	Vote	1 m
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This is the annual voluntary insurance plan that is required to be sent to all families in our district. We will send it out through Parent Square. It will also be given to all student athletes during each sports season.

M.	Approve the Annual Fuel Bid Renewal	Vote	1 m
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V. Student Representatives Report ~ Will Return In October 2025

VI. Reports and Discussions

VII. Board Reports and Discussion

VIII. Superintendent's Report

Purpose Presenter Time

IX. Communications with Staff, Guests, and District Residents

Anyone wishing to speak to something other than a “What’s Right” or an “Individual Action Item” will be given the opportunity to speak. Public comment period is not a time for dialogue between the board and the public. The board will not respond to the public. The board will not respond to statements, questions, or challenges made during public comment period and there will be no back-and-forth dialogue. Please know that the board’s silence is neutral. It is neither a signal of agreement nor disagreement with the speaker’s remarks.

X. Executive Session ~ None at this time

XI. Closing Items

A. Adjourn Meeting FYI

Coversheet

Minutes of the Budget Hearing 6-30-2025

Section:	II. Consent Agenda ~ with noted change
Item:	A. Minutes of the Budget Hearing 6-30-2025
Purpose:	Approve Minutes
Submitted by:	
Related Material:	Minutes for Budget Hearing on June 30, 2025

APPROVED



Medical Lake
School District

Medical Lake School District #326, WA

Minutes

Budget Hearing

Date and Time

Monday June 30, 2025 at 5:45 PM

Directors Present

Alexis Alexander, Gerri Johnson, Laura Parsons (remote), Ron Cooper, Wendy Williams-Gilbert

Directors Absent

None

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Wendy Williams-Gilbert called a meeting of the board of directors of Medical Lake School District #326, WA to order on Monday Jun 30, 2025 at 5:45 PM.

C. Review the Proposed 2025/2026 Budget

Assistant Superintendent of Finance and Operations, Chad Moss discussed the highlights for the district budget and a summary of revenues and expenditures. Also included were pages from the 195F, a 4-year comparison for enrollment and staff counts, general fund budget, ASB fund budget, debt service fund, capital projects fund, and transportation vehicle fund summaries.

II. MSOC Disclosure

A. MSOC

Following the presentation of the budget was the MSOC Disclosure which is required by law and shows that monies were spent for their intended allocations only.

No public comments were made via Zoom or in-person.

III. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:07 PM.

Respectfully Submitted,
Wendy Williams-Gilbert

Documents used during the meeting

- SKM_454e25062615260.pdf

Coversheet

Minutes of the Regular Board Meeting 6-30-2025

Section:	II. Consent Agenda ~ with noted change
Item:	B. Minutes of the Regular Board Meeting 6-30-2025
Purpose:	Approve Minutes
Submitted by:	
Related Material:	Minutes for Regular Board Meeting on June 30, 2025

APPROVED



Medical Lake
School District

Medical Lake School District #326, WA

Minutes

Regular Board Meeting

Date and Time

Monday June 30, 2025 at 6:00 PM

Location

Administration Office

Directors Present

Alexis Alexander, Gerri Johnson, Laura Parsons (remote), Ron Cooper, Wendy Williams-Gilbert

Directors Absent

None

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Wendy Williams-Gilbert called a meeting of the board of directors of Medical Lake School District #326, WA to order on Monday Jun 30, 2025 at 6:10 PM.

C. Pledge of Allegiance

D. Approve Agenda

Ron Cooper made a motion to approve.

Alexis Alexander seconded the motion.

The board **VOTED** unanimously to approve the motion.

E. What's Right

II. Consent Agenda

A. Minutes from Regular Board Meeting 5/27/2025

Laura Parsons made a motion to approve the minutes from Regular Board Meeting on 05-27-25.

Alexis Alexander seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. Approve the Consent Agenda

Laura Parsons made a motion to approve.

Alexis Alexander seconded the motion.

Resignations - Chelsea Dunkin ~ Para, High School (effective end of the 2024/2025 school year); Catie Sweet ~ Para, Michael Anderson Elementary (effective 5/30/2025); Jennifer Kennedy ~ Mental Health Coordinator, District (effective 6/11/2025); Josh Rux ~ Network Systems Supervisor, District (effective 6/30/2025); Doug McDowell ~ Bus Driver, Transportation (effective end of the 2024/2025 school year); Andrew Mills ~ Maintenance Supervisor, District (effective 6/30/2025);

Leaves - None at this time

Staff Contracts:

Administrative Staff - Justin Blayne (assignment change from Assistant Principal at MLHS to Assistant Principal at Hallett); Lyra McGirk (assignment change from Assistant Principal at MLMS to Assistant Principal at MLHS);

Dr. Kimberly Headrick ~ Superintendent; Robert Haugen ~ Assistant Superintendent, Learning & Teaching; Tawni Barlow ~ Director Student & Community Services; Chad Moss ~ Assistant Superintendent, Maintenance & Operations;

Jeremy Vincent ~ Principal MLHS; Lyra McGirk ~ Assistant Principal, MLHS; Shelby Schoesler ~ Principal, MLMS; Trevor Buckley ~ Assistant Principal, MLMS; Darlene Starr ~ Principal, MAE; Barry Warren ~ Assistant Principal, MAE; Kristin Kuster ~ Principal, Hallett Elementary; Justin Blayne ~ Assistant Principal, Hallett Elementary;

Jill Howard ~ Nutrition Services Supervisor; Tonya Jaynes ~ Transportation Supervisor; Trevor Meade ~ Technology Director;

Certificated Staff - Deb Horner ~ ESY Special Education Teacher, working with student at Eastern State Hospital (Tues, Wed, Thurs mornings, June 12 - August 14, 2025); Tara

Hart ~ General Education or Special Education Teacher, Summer School/Edmentum Coordinator, High School (effective Monday - Thursday, July 29 - August 15, 2025);

Hunter Hollingsworth ~ Special Education Teacher, Michael Anderson Elementary (effective beginning of the 2025/2026 school year); Halle Barsness ~ Special Education Teacher, Middle School (continuing contract, effective beginning of the 2025/2026 school year); Lanee Alaniz ~ Health & Fitness, PE/Spanish Teacher, Middle School (effective beginning of the 2025/2026 school year); Catherine Donnelley ~ Mental Health Therapist/Coordinator, District (effective 7/1/2025); Matt Bergman ~ Health & Fitness, PE/Math Teacher, Middle School (split position, effective beginning of the 2025/2026 school year); Kayla Stenkowski ~ Elementary Teacher, Hallett Elementary (continuing contract, effective beginning of the 2025/2026 school year); Wendy Armes ~ Elementary Teacher, Hallett Elementary (1 year LOA, effective beginning of the 2025/2026 school year); Hannah Larson ~ Elementary Teacher, Pre-School, District (continuing contract, effective beginning of the 2025/2026 school year);

Certificated Substitutes - None at this time

Long-term Substitutes - None at this time

Classified Staff -

Allison Knight ~ ESY Para, Assisting Sped Teacher with student at Eastern State Hospital (Tues, Wed, Thurs mornings, June 12 - August 14, 2025); Doug McDowell ~ Food and Mail Transportation, Cafeteria II, 190 Days at 2.5 Hours per day, Nutrition Services (effective beginning of the 2025/2026 school year); Hank Brower ~ JROTC Aerospace Science Instructor, High School (effective beginning of the 2025/2026 school year); Kevin Orense ~ Network Systems Supervisor, District (effective 7/1/2025); Miriam Weinfurter ~ Cafeteria I, Michael Anderson Elementary (4.5 hours per day, 8:30 am - 1:30 pm, effective beginning of the 2025/2026 school year);

Mark Behl; Carrie Fitch; Rachel Lawson; Malenna King; Mardee King; Tonya Mills; Christy Nauta; Kevin Orense; Sarra Reiber; Stefan Swenson;

Classified Substitutes - None at this time

Extra Curricular Activities -

Other - None at this time

Teachers Teaching Out of Content Areas: None at this time

Staff Travel: None at this time

Board Member Compensation: Laura Parsons (March 24, 2025 - June 24, 2025);

Financials The following vouchers/warrants as audited and certified by the auditing officer, as required by RCW 42.24.080, and those expense reimbursement claims certified, as required by RCW 42.24.090, were approved for payment.

General Fund (Payroll) for May 30, 2025, warrants 137230 - 137235 in the amount of \$10,434.95;

General Fund (Payroll/Accounts Payable) for May 30, 2025, warrants 137236 - 137254 in the amount of \$699,513.68;

General Fund (Accounts Payable) for May 30, 2025, warrants 137255 - 137287 in the amount of \$79,612.20;

General Fund (Accounts Payable) for June 16, 2025, warrants 137288 - 137364 in the amount of \$263,314.10;

ASB Fund (Accounts Payable) for June 16, 2025, warrants 137365 - 137381 in the amount of \$48,119.75;

General Fund (Payroll) for June 30, 2025, warrants 137382 - 137389 in the amount of \$15,769.82;

General Fund (Payroll/Accounts Payable) for June 30, 2025, warrants 137390 - 137408 in the amount of \$775,509.22;

The board **VOTED** unanimously to approve the motion.

III. Individual Actions Items

A. Board Policy 3120 ~ Enrollment; First Reading

Laura Parsons made a motion to approve.

Ron Cooper seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. Board Policy 3143 ~ Notification and Dissemination of Information About Student Offenses and Notification of Threats of Violence or Harm; First Reading

Laura Parsons made a motion to approve.

Alexis Alexander seconded the motion.

The board **VOTED** unanimously to approve the motion.

C. Board Policy 3420 ~ Anaphylaxis Prevention and Response; First Reading

Laura Parsons made a motion to approve.

Ron Cooper seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. Board Policy 3424 ~ Opioid Related Overdose Reversal; First Reading

Laura Parsons made a motion to approve.

Alexis Alexander seconded the motion.

The board **VOTED** unanimously to approve the motion.

E.

Approve Board Resolution ~ 24-25.04 ~ District Credit Cards

Ron Cooper made a motion to approve.

Alexis Alexander seconded the motion.

It was noted that the original limit for school board members was \$2,500. That was increased to \$4,000.

The board **VOTED** unanimously to approve the motion.

F. Approve Board Resolution 24-25.05 ~ 2025-2026 Proposed Budget

Laura Parsons made a motion to approve.

Ron Cooper seconded the motion.

The board **VOTED** unanimously to approve the motion.

G. Approve the Continued Membership with Puget Sound Joint Cooperative Purchasing for Nutrition Services

Laura Parsons made a motion to approve.

Ron Cooper seconded the motion.

The board **VOTED** unanimously to approve the motion.

H. Approve 10 Cent Meal Price Increase

Ron Cooper made a motion to approve.

Alexis Alexander seconded the motion.

The board **VOTED** unanimously to approve the motion.

I. Approve the 2025/2026 Free and Reduced Price Meals Application

Laura Parsons made a motion to approve.

Ron Cooper seconded the motion.

The board **VOTED** unanimously to approve the motion.

J. Approve the ESY Program

Laura Parsons made a motion to approve.

Alexis Alexander seconded the motion.

The board **VOTED** unanimously to approve the motion.

K. Approve the Surplus of Old Sled Dummies from the High School

Alexis Alexander made a motion to approve.

Ron Cooper seconded the motion.

The board **VOTED** unanimously to approve the motion.

L. Approve to Surplus an Old Desk from the Hallett PT Office

Alexis Alexander made a motion to approve.

Ron Cooper seconded the motion.

The board **VOTED** unanimously to approve the motion.

M. Approve the Surplus an Old Copier from Hallett

Alexis Alexander made a motion to approve.

Ron Cooper seconded the motion.

The board **VOTED** unanimously to approve the motion.

IV. Student Representatives Report ~ Will Return In October 2025

A. Interviews for the Seven Student Board Representatives

It was agreed upon that interviews for the seven student board applicants would take place beginning at 3:00 pm on Tuesday, July 22. Interviews will take place at 15 minute intervals. The regular board meeting will take place at 5:00 pm to follow the interviews.

V. Superintendent's Report

A. Acknowledge the District Retirees

Dr. Headrick took one more opportunity to recognize the district retirees.

Cheryl Spilker

Tom Falmoe

Kim Nowalk

Mike Beecher

Cathy Smith

Chris Spring

Mike Phillips

Doug Martin

Julie Robison

Terri Remendowski

VI. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:14 PM.

Respectfully Submitted,
Wendy Williams-Gilbert

Coversheet

Approve the Consent Agenda ~ with noted change

Section:	II. Consent Agenda ~ with noted change
Item:	C. Approve the Consent Agenda ~ with noted change
Purpose:	Vote
Submitted by:	
Related Material:	Financials.pdf 7.22.2025 Consent Agenda with noted change.pdf

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05.25.02.00.00Medical Lake School District
2024-2025 Budget Status Report

07/11/25

Page:1
1:04 PM10--General Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2024 (September 1, 2024 - August 31, 2025)For the Medical Lake School District School District for the Month of June, 2025

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 LOCAL TAXES	1,805,624	5,928.82	1,799,765.94		5,858.06	99.68
2000 LOCAL SUPPORT NONTAX	314,581	17,986.27	363,485.15		48,904.15-	115.55
3000 STATE, GENERAL PURPOSE	19,257,084	907,855.18	14,678,911.48		4,578,172.52	76.23
4000 STATE, SPECIAL PURPOSE	5,230,066	477,751.31	4,773,715.95		456,350.05	91.27
5000 FEDERAL, GENERAL PURPOSE	2,740,283	.00	2,716,917.00		23,366.00	99.15
6000 FEDERAL, SPECIAL PURPOSE	2,087,362	119,846.73	1,202,800.86		884,561.14	57.62
7000 REVENUES FR OTH SCH DIST	0	.00	.00		.00	0.00
8000 OTHER AGENCIES AND ASSOCIATES	65,000	.00	.00		65,000.00	0.00
9000 OTHER FINANCING SOURCES	0	.00	6,376.35		6,376.35-	0.00
Total REVENUES/OTHER FIN. SOURCES	31,500,000	1,529,368.31	25,541,972.73		5,958,027.27	81.09
B. EXPENDITURES						
00 Regular Instruction	17,316,228	1,476,265.32	13,521,551.75	124,664.52	3,670,011.73	78.81
10 Federal Stimulus	0	19.70	46.18	0.00	46.18-	0.00
20 Special Ed Instruction	4,096,558	415,853.71	4,099,349.54	72,380.35	75,171.89-	101.84
30 Voc. Ed Instruction	1,174,564	104,108.10	929,681.66	1,848.11	243,034.23	79.31
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	1,196,862	100,969.91	894,930.42	0.00	301,931.58	74.77
70 Other Instructional Pgms	353,588	8,774.84	149,444.54	0.00	204,143.46	42.27
80 Community Services	333,161	32,238.05	318,956.70	0.00	14,204.30	95.74
90 Support Services	7,829,039	697,161.89	6,696,331.96	532,599.98	600,107.06	92.33
Total EXPENDITURES	32,300,000	2,835,391.52	26,610,292.75	731,492.96	4,958,214.29	84.65
C. OTHER FIN. USES TRANS. OUT (GL 536)	0	.00	.00			
D. OTHER FINANCING USES (GL 535)	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)	800,000-	1,306,023.21-	1,068,320.02-		268,320.02-	33.54
F. TOTAL BEGINNING FUND BALANCE	4,000,000		4,268,002.53			
G. GLS 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)	XXXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)	3,200,000		3,199,682.51			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 815 Restrict Unequalized Deduct Rev	0	.00
G/L 821 Restrictd for Carryover	0	.00
G/L 823 Restricted for Carryover of Tra	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 828 Restricted for C/O of FS Rev	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	100,000	51,196.00
G/L 845 Restricted for Self-Insurance	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 870 Committed to Other Purposes	0	.00
G/L 872 Committd to Econmc Stabilizatn	0	.00
G/L 873 Committed to Depreciation Sub-F	0	.00
G/L 875 Assigned Contingencies	0	.00
G/L 884 Assigned to Other Cap Projects	0	.00
G/L 888 Assigned to Other Purposes	0	.00
G/L 890 Unassigned Fund Balance	3,100,000	3,148,486.51
G/L 891 Unassigned Min Fnd Bal Policy	0	.00
<u>TOTAL</u>	3,200,000	3,199,682.51

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05.25.02.00.00Medical Lake School District
2024-2025 Budget Status Report

07/11/25

Page:1
1:04 PM20--Capital Projects-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2024 (September 1, 2024 - August 31, 2025)For the Medical Lake School District School District for the Month of June, 2025

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	449,173	1,840.55	447,509.31		1,663.69	99.63
2000 Local Support Nontax	3,000	887.87	10,853.43		7,853.43-	361.78
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
7000 Revenues Fr Oth Sch Dist	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	452,173	2,728.42	458,362.74		6,189.74-	101.37
<u>B. EXPENDITURES</u>						
10 Sites	447,173	.00	.00	0.00	447,173.00	0.00
20 Buildings	200,000	.00	384,362.09	47,149.15	231,511.24-	215.76
30 Equipment	0	.00	.00	0.00	.00	0.00
40 Energy	0	.00	.00	0.00	.00	0.00
50 Sales & Lease Expenditure	0	.00	.00	0.00	.00	0.00
60 Bond Issuance Expenditure	0	.00	.00	0.00	.00	0.00
90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	647,173	.00	384,362.09	47,149.15	215,661.76	66.68
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	6,376.35			
<u>D. OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	195,000-	2,728.42	67,624.30		262,624.30	134.68-
<u>F. TOTAL BEGINNING FUND BALANCE</u>	200,000		241,917.55			
<u>G. GLS 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)</u>	XXXXXXXXX		.00			
<u>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</u>	5,000		309,541.85			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restricted For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 861 Restricted from Bond Proceeds	0	.00
G/L 862 Committed from Levy Proceeds	0	38,024.81
G/L 863 Restricted from State Proceeds	0	.00
G/L 864 Restricted from Fed Proceeds	0	.00
G/L 865 Restricted from Other Proceeds	647,173-	384,362.09-
G/L 866 Restricted Impact Fees	0	.00
G/L 867 Restrictd Mitigation Fees	0	.00
G/L 869 Restricted fr Undistr Proceeds	0	.00
G/L 870 Committed to Other Purposes	0	.00
G/L 889 Assigned to Fund Purposes	652,173	655,879.13
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	5,000	309,541.85

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05.25.02.00.00Medical Lake School District
2024-2025 Budget Status Report

07/11/25

Page:1
1:04 PM30--Debt Service Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2024 (September 1, 2024 - August 31, 2025)For the Medical Lake School District School District for the Month of June, 2025

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 Local Taxes	1,528,730	5,444.60	1,503,478.22		25,251.78	98.35
2000 Local Support Nontax	12,270	3,437.44	24,522.52		12,252.52	199.86
3000 State, General Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
Total REVENUES/OTHER FIN. SOURCES	1,541,000	8,882.04	1,528,000.74		12,999.26	99.16
B. EXPENDITURES						
Matured Bond Expenditures	1,255,000	.00	1,255,000.00	0.00	.00	100.00
Interest On Bonds	261,000	118,000.00	261,100.00	0.00	100.00	100.04
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	25,000	.00	.00	0.00	25,000.00	0.00
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
Total EXPENDITURES	1,541,000	118,000.00	1,516,100.00	0.00	24,900.00	98.38
C. OTHER FIN. USES TRANS. OUT (GL 536)	0	.00	.00			
D. OTHER FINANCING USES (GL 535)	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER) EXPENDITURES (A-B-C-D)	0	109,117.96-	11,900.74		11,900.74	0.00
F. TOTAL BEGINNING FUND BALANCE	1,051,000		1,174,295.93			
G. GLS 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)	XXXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)	1,051,000		1,186,196.67			
I. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted for Other Items	0		.00			
G/L 830 Restricted for Debt Service	1,051,000		1,186,196.67			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
TOTAL	1,051,000		1,186,196.67			

3wa6amswa12.p 18-4
05.25.02.00.00Medical Lake School District
2024-2025 Budget Status Report

07/11/25

Page:1
1:04 PM40--Associated Student Body Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2024 (September 1, 2024 - August 31, 2025)For the Medical Lake School District School District for the Month of June, 2025

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES						
1000 General Student Body	191,250	4,404.21	105,769.17		85,480.83	55.30
2000 Athletics	152,710	13,988.83	133,645.78		19,064.22	87.52
3000 Classes	11,500	2,320.00	15,599.78		4,099.78	135.65
4000 Clubs	77,000	364.43	59,623.68		17,376.32	77.43
6000 Private Moneys	10,350	.00	790.00		9,560.00	7.63
Total REVENUES	442,810	20,348.61	315,428.41		127,381.59	71.23
B. EXPENDITURES						
1000 General Student Body	230,700	20,033.71	85,622.99	1,487.41	143,589.60	37.76
2000 Athletics	146,930	25,024.22	135,517.91	35,267.02	23,854.93	116.24
3000 Classes	9,630	1,673.05	7,536.44	169.59	1,923.97	80.02
4000 Clubs	69,950	10,104.70	62,963.44	6,168.22	818.34	98.83
6000 Private Moneys	10,611	2,227.36	5,618.55	0.00	4,992.45	52.95
Total EXPENDITURES	467,821	59,063.04	297,259.33	43,092.24	127,469.43	72.75
C. EXCESS OF REVENUES OVER (UNDER) EXPENDITURES (A-B)	25,011-	38,714.43-	18,169.08		43,180.08	172.64-
D. TOTAL BEGINNING FUND BALANCE	225,000		255,079.04			
E. GLS 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)	XXXXXXXXX		.00			
F. TOTAL ENDING FUND BALANCE (C+D + OR - E)	199,989		273,248.12			
G. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted for Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	199,989		273,248.12			
G/L 840 Nonspnd FB - Invent/Prepd Itms	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
TOTAL	199,989		273,248.12			

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05.25.02.00.00Medical Lake School District
2024-2025 Budget Status Report

07/11/25

Page:1
1:04 PM90--Transportation Vehicle Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2024 (September 1, 2024 - August 31, 2025)For the Medical Lake School District School District for the Month of June, 2025

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	2,000	343.23	10,080.23		8,080.23-	504.01
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	242,000	.00	.00		242,000.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
A. <u>TOTAL REV/OTHER FIN.SRCS (LESS TRANS)</u>	244,000	343.23	10,080.23		233,919.77	4.13
 B. <u>9900 TRANSFERS IN FROM GF</u>	 0	 .00	 .00		 .00	 0.00
C. <u>Total REV./OTHER FIN. SOURCES</u>	244,000	343.23	10,080.23		233,919.77	4.13
 <u>D. EXPENDITURES</u>						
Type 30 Equipment	437,000	.00	330,481.02	0.00	106,518.98	75.62
Type 40 Energy	0	.00	.00	0.00	.00	0.00
Type 60 Bond Levy Issuance	0	.00	.00	0.00	.00	0.00
Type 90 Debt	0	.00	.00	0.00	.00	0.00
 <u>Total EXPENDITURES</u>	 437,000	 .00	 330,481.02	 0.00	 106,518.98	 75.62
 E. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	 0	 .00	 .00			
F. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
G. <u>EXCESS OF REVENUES/OTHER FIN SOURCES OVER(UNDER) EXP/OTH FIN USES (C-D-E-F)</u>	193,000-	343.23	320,400.79-		127,400.79-	66.01
H. <u>TOTAL BEGINNING FUND BALANCE</u>	195,000		438,417.09			
I. <u>GLS 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)</u>	XXXXXXXXX		.00			
J. <u>TOTAL ENDING FUND BALANCE (G+H + OR - I)</u>	2,000		118,016.30			

K. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 819 Restricted for Fund Purposes	2,000	118,016.30
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restricted For Arbitrage Rebate	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 889 Assigned to Fund Purposes	0	.00
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	2,000	118,016.30

7.22.2025 ~ Consent Agenda

Resignations - *None at this time*

Leaves - *None at this time*

Staff Contracts:

Administrative Staff - *2.5% increase for all administrative staff beginning July 1, 2025;*

Certificated Substitutes - *None at this time*

Long-term Substitutes - *None at this time*

Classified Staff - *2.5% increase for all non-represented staff beginning July 1, 2025;*

Classified Substitutes - *None at this time*

Extra Curricular Activities -

Other - *None at this time*

Teachers Teaching Out of Content Areas: *None at this time*

Staff Travel: *None at this time*

Board Member Compensation: *None at this time*

Financials The following vouchers/warrants as audited and certified by the auditing officer, as required by RCW 42.24.080, and those expense reimbursement claims certified, as required by RCW 42.24.090, were approved for payment.

General Fund (Accounts Payable) for July 15, 2025, warrants 137531 - 137572 in the amount of \$274,924.65;

ASB Fund (Accounts Payable) for July 15, 2025, warrants 137573 - 137576 in the amount of \$9,675.94;

Coversheet

Board Policy 0540 ~ Environmental Scanning; First Reading

Section:	IV. Individual Actions Items
Item:	A. Board Policy 0540 ~ Environmental Scanning; First Reading
Purpose:	Vote
Submitted by:	
Related Material:	1 - 0540 Environmental Scanning Revised 06.2025.pdf

Medical Lake School District Board Policy**0540****1****Environmental Scanning**

The environmental scanning process is an ongoing, periodic activity to acquire information necessary to evaluate the district and the implementation of the strategic plan in terms of internal and external factors.

The superintendent, ~~working with the strategic planning committee and action planning teams, shall~~ will establish internal and external measures **using a third-party surveying company** for evaluating the district's environment and assessing progress in implementing the strategic plan. ~~Information sources for collecting data relevant to the measures shall be identified.~~

The superintendent is responsible for assuring that an internal and external environmental scan is completed a minimum of every five (5) years.

The data generated by the environmental scans are used by **district and building administrators to create goals for district and school improvement plans.** ~~staff, the action planning teams and the strategic planning committee in preparing evaluations of progress on the strategic plan. The data are also utilized in the annual evaluation of the plan.~~

Environmental scanning will focus on the following:

Demographic Data: Looking at Key Performance Indicators, disaggregated by a variety of measures to ensure ALL student needs are being met.

Perceptual Data: Surveys for staff, Students and Families.

Contextual Data: Kindergarten Readiness (WA Kids), Attendance, Discipline, SEL Indicator (BESS)

Achievement Data: Academic Progress (SBA, Aimsweb), Graduation Rates, Post-HS Enrollment (College/Military/Trades/etc.)

Adoption Date: 08.02;

Medical Lake School District

Revised Date: 07.07; 07.25;

Coversheet

Board Policy 0550 ~ Strategic Planning Goals; First Reading

Section:	IV. Individual Actions Items
Item:	B. Board Policy 0550 ~ Strategic Planning Goals; First Reading
Purpose:	Vote
Submitted by:	
Related Material:	1 - 0550 Strategic Planning Goals Revised 06.2025.pdf

Medical Lake School District Board Policy

0550

1

Strategic Planning Goals

~~To ensure that all students, beginning in the 3rd grade, are provided with information and resources to help them achieve their career and college goals.~~

~~Each student will show growth in meeting the State Standards.~~

~~Each member of a collaborative team will participate in continued professional development on research-proven strategies to implement targeted instruction.~~

Medical Lake Promise

The Medical Lake Promise is our commitment to serving our students, families, and communities; ensuring everyone feels valued, challenged, and prepared for the future.

We Promise To:

- Foster a safe and supportive learning environment through a culture of belonging.
- Focus on a personalized instruction that is engaging, challenging, and relevant.
- Promote hope and vision for the future from early learning through post-secondary.

For Every Student. Every Day.

Adoption Date:08.02; 08.13; 07.25;

Medical Lake School District

Revised Date: 07.02; 07.13; 06.25;

Coversheet

Board Policy 0560 ~ Action Plan to Achieve Results; First Reading

Section:	IV. Individual Actions Items
Item:	C. Board Policy 0560 ~ Action Plan to Achieve Results; First Reading
Purpose:	Vote
Submitted by:	
Related Material:	1 - 0560 Action Plan Revised 06.2025.pdf

Medical Lake School District Board Policy**0560****1****Action Plan to Achieve Results****Foster**

- A. Students are known, valued, and celebrated.
- B. Students are supported in developing needed Social and Emotional skills.
- C. All staff have knowledge and skills to appropriately respond to student's social and emotional needs.
- D. Student voice is included in decisions, planning, and measuring district success.
- E. Parent/Family voice is included in decisions and planning.
- F. Staff voice is included in decisions and planning (including professional development).
- G. Families, parents, and community members are actively engaged with students in the schools in a meaningful and systemic way.

Focus

- A. Students experience powerful instruction that includes personalized choices.
- B. Students and families will know their learning expectations and how success is determined.
- C. Students experience a balanced role of technology in learning.
- D. A comprehensive support system provides all students what they need to succeed.
 - a. Student primarily learning happens with their peers.*
 - b. Appropriate academic and behavioral supports are consistently implemented.*
- E. Teachers apply skills and resources to personalize learning for all students.
 - a. Teachers are supported in acquiring these skills and identifying these resources.*
- F. Students will demonstrate individual growth and high achievement.
- G. Students are engaged in relevant learning.

Promote

- A. Students are prepared and supported from Early Learning to Post Secondary opportunities.
 - a. Early childhood opportunities are aligned to schools.*
 - b. Schools appropriately welcome and guide new students and families at all grades.*
 - c. Consistent practices and expectations ease school-to-school transitions.*
 - d. Relevant instruction connects to a variety of host high school pathways.*
- B. Student learning experiences include connections to home, the community, Fairchild AFB, and beyond.
- C. Graduates are prepared for life in the pathways of their choice.
- D. Students develop skills in setting and achieving goals for their future.

Adoption Date: 07.25;**Medical Lake School District****Revised Date: 06.25;**

Coversheet

Board Policy 0700 ~ Strategic Plan Evaluation; First Reading

Section:	IV. Individual Actions Items
Item:	D. Board Policy 0700 ~ Strategic Plan Evaluation; First Reading
Purpose:	Vote
Submitted by:	
Related Material:	1 - 0700 Strategic Plan Evaluation Revised 07.2025.pdf

Medical Lake School District Board Policy**0700****1****Strategic Plan Evaluation**

By the end of August ~~No later than May 15th~~ of each year the strategic planning committee shall reconvene to assess the district's progress in implementing the strategic plan. At that time the strategic planning committee shall develop a report to the Board reviewing the district's progress and shortcomings in implementing the strategic plan and recommending changes in direction or priority in the strategic plan that are necessary or beneficial.

During the District/School Improvement Plan meeting in October ~~No later than June 1st of each year the Board will meet with the strategic planning committee and administration in public session to review the strategic planning committee's report.~~ The Board will review the progress of the plan as it aligns with the Medical Lake Promise and Superintendent and Board goals, and consider amendments and changes in priorities in the plan and realignment of resources in terms of changed or changing circumstances.

Proposed amendments to components of the strategic plan shall be considered by the Board on the merits of the proposed amendments.

Adoption Date: 08.02;
Medical Lake School District
Revised Date: 08.02; 07.25;

Coversheet

Board Policy 3120 ~ Enrollment; Second Reading

Section:	IV. Individual Actions Items
Item:	E. Board Policy 3120 ~ Enrollment; Second Reading
Purpose:	Vote
Submitted by:	
Related Material:	Essential 3120 Enrollment.pdf

ENROLLMENT

The superintendent ~~or designee~~ will develop procedures for enrolling students, recording attendance behavior, and counseling and correcting students with attendance problems. When enrolling a student who has attended school in another school district, the parent and student will be required to briefly indicate in writing whether or not the student has:

- Any history of placement in a special education program;
- Any past, current or pending disciplinary actions;
- Any history of violent behavior ~~or conviction~~;
- Adjudications or ~~convictions described in RCW 13.04.155, which include violent offenses, sex offenses, firearm or dangerous weapon offenses, and controlled substance offenses; diversion agreements related to a violent offense, a sex offense, inhaling toxic fumes, a drug offense, a liquor violation, assault, kidnapping, harassment, stalking or arson;~~
- Any unpaid fines or fees from other schools; and
- Any health conditions affecting the student's educational needs.

~~If the district receives information that a student has a history of disciplinary actions, criminal or violent behavior, or other behavior that indicates the student could be a threat to the safety of staff or students, the student's teachers and building security personnel will be informed.~~

The school enrolling the student shall request the student's permanent record – including records of disciplinary action, history of violent behavior or behavior listed in RCW 13.04.155, attendance records, immunization records, and academic performance – from the school the student previously attended.

If a school principal receives information about adjudications or convictions described in RCW 13.04.155, then he or she will follow the procedure described in Policy 3143 – Notification and Dissemination of Information about Student Offenses and Notification of Threats of Violence or Harm.

★ The district ~~may~~ will require students or their parents to provide proof of residency within the district, such as copies of phone and water bills or lease agreements. The ~~school~~ district will not require proof of residency or any other information regarding an address for any student who is eligible by reason of age for the services of the district if the student does not have a legal residence. For students who meet the definition of homeless, the district will immediately enroll the student, including while any enrollment dispute is pending (see 3115 – Homeless Students Enrollment Rights and Services).

★ The district will not inquire into a student's citizenship or immigration status or that of his/her parents or guardians.

The district will conditionally accept applications, including electronic applications, for enrollment and course registration for a student of a military family transferred to, or is pending transfer to, a military installation within the state (see 2100 – Educational Opportunities for Military Children). The request for enrollment may be made by the student, parent or guardian.

Since accurate enrollment and attendance records are essential both to obtain state financial reimbursement and to fulfill the district's responsibilities under the attendance laws, will be diligent in maintaining such records.

Cross Reference:

Board Policy 2100 Educational Opportunities for Military Children

Medical Lake School District Board Policy**3120****2**

Board Policy 2255	Alternative Learning Experience Programs
Board Policy 3115	Students Experiencing Homelessness – Enrollment Rights and Services
Board Policy 3143	Notification of Dissemination of Information about Student Offenses and Notification of Threats of Violence or Harm

Legal References:

RCW 28A.225.215	Enrollment of children without legal residences
28A.225.216	Children of military families – Residency
RCW 28A.225.330	Enrolling students from other districts — Requests for information and permanent records — Withheld transcripts — Immunity from liability — Notification to teachers and security personnel — Rules
WAC 392-121-108	Definitions — Enrollment exclusions
WAC 392-121-122	Definitions — Full-time equivalent students
WAC 392-121-182	Alternative learning experience requirements
WAC 392-169-022	Running start student — definition

Management Resources:

2020 August Issue
 2019 July Issue
 2014 June Issue

Adoption Date: 11.27.01; 11.22.11; 12.19;**Medical Lake School District****Revised Date: 06.99; 08.11; 07.19;**

Coversheet

Board Policy 3143 ~ Notification and Dissemination of Information About Student Offenses and Notification of Threats of Violence or Harm; Second Reading

Section: IV. Individual Actions Items
Item: F. Board Policy 3143 ~ Notification and Dissemination of Information
About Student Offenses and Notification of Threats of Violence or Harm; Second Reading
Purpose: Vote
Submitted by:
Related Material: Essential 3143 District Notification of Juvenile Offenders.pdf

Medical Lake School District Board Policy**3143****1****~~DISTRICT NOTIFICATION OF JUVENILE OFFENDERS~~**

~~A court will notify the common school in which a student is enrolled if the student has been convicted, adjudicated, or entered into a diversion agreement for any of the following offenses: a violent offense, a sex offense, a firearms offense, inhaling toxic fumes, a drug offense, liquor offense, assault, kidnapping, harassment, stalking or arson. The principal must inform any teacher of the student and any other personnel who should be aware of the information. The information may not be further disseminated.~~

~~A student convicted, adjudicated, or entering into a diversion agreement for an assault, kidnapping, harassment, stalking, or arson against a teacher shall not be assigned to that teacher's classroom during the duration of the student's attendance at that school or any school to which the teacher is assigned. Neither shall the student be assigned to a classroom where another student who was his or her victim for the offense is enrolled.~~

~~The state department of social and health services will notify the board of directors in writing at least thirty days before a juvenile convicted of a violent offense, a sex offense or stalking is discharged, paroled, given authorized leave or otherwise released to reside in the district. The Department of Social and Health Services (DSHS) Sex Offender School Attendance Program assists with ensuring that juvenile sex offenders, committed to Juvenile Rehabilitation Administration (JRA), do not enroll in the same school as their victim or victims' siblings. If there is a conflict in schools, DSHS program staff will work with JRA to have the offender moved to another school.~~

~~A community residential facility to which an adjudicated juvenile is transferred shall provide written notice of the offender's criminal history to the district if the juvenile is attending school in the district while residing at the community residential facility.~~

~~Convicted juvenile sex offenders shall not attend a school attended by their adjudicated victims or a victim's sibling. The offender and his or her parent or guardian shall be responsible for providing transportation or covering other costs related to the offender's attendance at another school.~~

Notification and Dissemination of Information About Student Offenses and Notification of Threats of Violence or Harm

The Medical Lake School District is committed to providing a safe and secure environment for all its students and staff. All students, including those who have committed or been adjudicated for offenses, have constitutional rights to public education.

A. Notification of Student Offenses from County Sheriff's Office, Courts, Department of Social and Health Services, Department of Corrections, and Other School Districts.

The district receives notices and information about student offenders from several statutorily authorized sources, including the county sheriff's office, the courts, the department of social and health services, the department of corrections, and other school districts where the student previously enrolled. The district will take appropriate precautionary measures when it receives notices and information of student offenses from any of these sources. Student discipline, if any, will be consistent with 3241 – Student Discipline.

Medical Lake School District Board Policy**3143****2**

The superintendent, or designee, and school principals play an important role in determining and implementing appropriate precautionary measures relating to notices and information about student offenses. If the superintendent, a designee of the superintendent, or a principal of a school receives student offense information under RCW 28A.225.330 (notifications from other school districts), 9A.44.138 (sheriff notifications to school districts), 13.04.155 (court notifications to school districts), 13.40.215 (department of children, youth, and families notifications to school districts), or 72.09.730 (department of corrections notifications to school districts), the following notification provisions will be followed.

1. Sex Offenses and Registered Sex or Kidnapping Offenders.

- a. **Superintendent or Designee.** Upon receipt of information about sex offenses as defined in RCW 9A.44.030 or upon receipt of information about registered sex or kidnapping offenders pursuant to RCW 9A.44.138, the superintendent or his or her designee will provide the information to the principal of the school where the student is enrolled or will enroll—or, if not known, where the student was most recently enrolled.
- b. **Principals.** When the principal receives the information described above, he or she must then disclose the information as follows.

If the student is classified as a risk level II or III, the principal shall provide the information received to every teacher of the student and to any other personnel who, in the judgment of the principal, supervises the student or for security purposes should be aware of the student's record.

If the student is classified as a risk level I, the principal shall provide the information received only to personnel who, in the judgment of the principal, for security purposes should be aware of the student's record.

- c. **Convicted Juvenile Sex Offenders Attendance at Victims School.** Convicted juvenile sex offenders are prohibited from attending the elementary, middle, or high school attended by their victims or their victims' siblings. The parents or legal guardians of the convicted juvenile sex offender shall be responsible for providing transportation or covering other costs associated with or required by the sex offender's change in school.

The Department of Social and Health Services (DSHS) Sex Offender School Attendance Program assists with ensuring that juvenile sex offenders, committed to Juvenile Rehabilitation Administration (JRA), do not enroll in the same school as their victim or their victims' siblings. If there is a conflict in schools, DSHS program staff will work with JRA to have the offender moved to another school.

- d. **Collaboration.** The principal or designee will consult and collaborate with department of corrections, juvenile justice staff, treatment providers, victim support groups, and families, as applicable, when working with students required to register as a sex or kidnapping offender.

Medical Lake School District Board Policy**3143****3**

- e. **Inquiries by the Public.** Law enforcement agencies receive relevant information about the release of sex and kidnapping offenders into communities and decide when such information needs to be released to the public. Therefore, district and school staff will refer all inquiries by the public at large (including parents and students) regarding students required to register as a sex or kidnapping offender directly to law enforcement.
- 2. Violent Offenses, Firearms and Dangerous Weapons Crimes, Unlawful Possession or Delivery of Controlled Substances, or School Disciplinary Actions.**
- a. **Superintendent or Designee.** Upon receipt of information about a violent offense as defined in RCW 9.94A.030, any crime under chapter 9.41 RCW, unlawful possession or delivery, or both, of a controlled substance in violation of chapter 69.50 RCW, or a school disciplinary action, the superintendent or designee will provide the information to the principal of the school where the student is enrolled or will enrolled—or, if not known, where the student was most recently enrolled.
 - b. **Principals.** When the principal, receives the information described above, he or she, has discretion to share the information with a district staff member if, in the principal's judgment, the information is necessary for:
 - The staff member to supervise the student;
 - The staff member to provide or refer the student to therapeutic or behavioral health services; or
 - Security purposes.

School principals and staff should use care not to allow a student's demographic or personal characteristics to bias the decision of whether to share information received.

Upon receipt of information about an adjudication in juvenile court for an unlawful possession of a controlled substance in violation of chapter 69.50 RCW, the principal must notify the student and the parent or legal guardian at least five days before sharing the information with a district staff member.

If either the student or the student's parent or legal guardian objects to the proposed sharing of the information, the student, the student's parent or legal guardian, or both, may, within five business days of receiving notice from the principal, appeal the decision to share the information with staff to the superintendent of the district in accordance with procedures developed by the district.

The superintendent shall have five business days after receiving an appeal under the above to make a written determination on the matter. Determinations by the superintendent under this subsection are final and not subject to further appeal.

A principal may not share adjudication information under this subsection with a district staff member while an appeal is pending.

3. Public Records Act.

Medical Lake School District Board Policy**3143****4**

Any information received by district staff under this section is exempt from disclosure under the public records act (chapter 42.56 RCW) and may not be further disseminated except as provided in RCW 28A.225.330, other statutes or case law, and the family and educational and privacy rights act of 1994 (20 U.S.C. Sec. 1232g et seq.).

4. Assignment of Student Offenders to Certain Classrooms.

A student committing an offense under chapter 9A.36 (assault), 9A.40 (kidnapping, unlawful imprisonment, custodial interference, luring, trafficking, and coercion of involuntary servitude), 9A.46 (harassment), or 9A.48 RCW (arson, reckless burning, and malicious mischief) when the activity is directed toward the teacher, shall not be assigned to that teacher's classroom for the duration of the student's attendance at that school or any other school where the teacher is assigned.

A student who commits an offense under chapter 9A.36 (assault), 9A.40 (kidnapping, unlawful imprisonment, custodial interference, luring, trafficking, and coercion of involuntary servitude), 9A.46 (harassment), or 9A.48 RCW (arson, reckless burning, and malicious mischief), when directed toward another student, may be removed from the classroom of the victim for the duration of the student's attendance at that school or any other school where the victim is enrolled.

B. Notification of Threats of Violence or Harm.

Students and school employees who are subjects of threats of violence or harm will be notified of the threats. "Threats of violence or harm" means direct or indirect communications by any means of the intent to inflict physical harm upon a specific individual or individuals or that place a person in fear of the imminent likelihood of serious harm.

The district will assess and address potential threats of violence or harm in a manner consistent with Policy and Procedure 3225 – School-Based Threat Assessment, other safety policies, and comprehensive safe school plans. In instances where the threat is deemed moderate risk or high risk, or requires further intervention to prevent violence or serious harm, the school administrator shall notify the parent and/or guardian of any student who is the target/recipient of a threat as well as the parent and/or guardian of any student who made the threat. The district will ensure that the notice is in a language the parent and/or guardian understands, which may require language assistance for parents or guardians with limited-English proficiency under Title VI of the Civil Rights Act of 1964.

If there is a specific and significant threat to the health or safety of a student or other individuals, the district may disclose information from education records to appropriate parties whose knowledge of the information is necessary. Timing and details of the notice will be as extensive as permitted by the federal Family Educational Rights and Privacy Act, other legal limitations, and the circumstances.

The district may use information about a threat of harm or violence in connection with student discipline consistent with Policy and Procedure 3241 – Student Discipline.

The district, board, school officials, and school employees providing notice in good faith as required and consistent with the board's policies are immune from any liability arising out of such notification. A

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person who intentionally and in bad faith or maliciously, knowingly makes a false notification of a threat under this section is guilty of a misdemeanor punishable under RCW 9A.20.021.

C. Immunity.

Any school district or district employee who releases the information in compliance with federal and state law is immune from civil liability for damages unless it is shown that the school district or district employee acted with gross negligence or in bad faith.

Cross References:

Board Policy 2161	Special Education and Related Services for Eligible Students
Board Policy 2162	Education of Students with Disabilities Under Section 504 of the Rehabilitation Act of 1973
Board Policy 3120	Enrollment
Board Policy 3140	Release of Resident Students
Board Policy 3207	Prohibition of Harassment, Intimidation, and Bullying
Board Policy 3225	School-Based Threat Assessment
Board Policy 3231	Student Records
Board Policy 3241	Student Discipline
Board Policy 4020	Confidential Communications
Board Policy 4315	Release of Information Regarding Sexual Offenders
Board Policy 5281	Disciplinary Action and Discharge
Board Policy 6513	Workplace Violence Prevention

Legal References:

RCW 4.24.550	Sex offenders and kidnapping offenders — Release of information to public — Web site
RCW 9A.44.130	Registration of sex offenders and kidnapping offenders — Procedures — Definition — Penalties
RCW 13.04.155	Notification to school principal of conviction, adjudication, or Diversion agreement-provision of information to teachers and other personnel — Confidentiality
RCW 13.40.215	Juveniles found to have committed violent or sex offense or stalking — Notification of discharge, parole, leave release, transfer, or escape — To whom given — Definitions
RCW 28A.225.330	Enrolling students from other districts — Requests for information and permanent records — Withheld transcripts — Immunity from liability — Notification to teachers and security personnel — Rules
RCW 28A.320.128	Notice and disclosure policies — Threats of violence — Student conduct — Immunity for good faith notice — Penalty
RCW 28A.600.460	Classroom discipline — policies — classroom placement of student offenders — data on disciplinary actions
RCW 28A.320; 2020 c 167 § 1	Notification provisions
RCW 72.09.345	Sex offenders — Release of information to protect public —

Medical Lake School District Board Policy

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6

End-of-sentence review committee — Assessment — Records access — Review, classification, referral of offenders — Issuance of narrative notices

WAC 392-400

Student Discipline

20 U.S.C. 1232g; 34 C.F.R. Part 99 Family Educational Rights and Privacy Act

Article IX, Section 1, Washington State Constitution

Management Resources:

2020 - August Issue

2019 - December Issue

2018 - December Issue

Adoption Date: 01.02; 11.10;
Medical Lake School District
Revised Date: 06.00; 10.10;

Coversheet

Board Policy 3420 ~ Anaphylaxis Prevention and Response; Second Reading

Section:	IV. Individual Actions Items
Item:	G. Board Policy 3420 ~ Anaphylaxis Prevention and Response; Second Reading
Purpose:	Vote
Submitted by:	
Related Material:	Essential 3420 Revised 12.2024.pdf

Medical Lake School District Board Policy**3420****1****ANAPHYLAXIS PREVENTION AND RESPONSE**

Anaphylaxis is a life-threatening allergic reaction that may involve systems of the entire body. Anaphylaxis is a medical emergency that requires immediate medical treatment and follow-up care by a licensed healthcare provider (LHP).

The Medical Lake School District Board of Directors expects school administrators, teachers and support staff to be informed and aware of life threatening allergic reactions (anaphylaxis) and how to deal with the resulting medical emergencies. For students, some common life threatening allergens are peanuts, tree nuts, fish, dairy, bee or other insect stings, latex and some medications. Affected students require planned care and support during the school day and during school sponsored activities. Additionally, any student could potentially have a life threatening allergic reaction even without a history of such.

Parents/guardians are responsible for informing the school about their student's potential risk for anaphylaxis and for ensuring the provision of ongoing health information and necessary medical supplies. The district will take reasonable measures to avoid allergens for affected students. The district will also train all staff in the awareness of anaphylaxis and prepare them to respond to emergencies. Additionally, student specific training will be provided for appropriate personnel. The plan shall be distributed to appropriate staff based on the students' needs and the staffs' level of interaction with the student as determined in the health plan.

Even with the district's best efforts, staff and parents/guardians need to be aware that it is not possible to achieve a completely allergen-free environment. However, the district will take precautions to reduce the risk of a students with a history of anaphylaxis coming into contact with the offending allergen in school.

The district may maintain at designated school locations a supply of epinephrine auto injectors and/ or nasal sprays based on the number of students enrolled at the school. Undesignated epinephrine auto injectors and nasal sprays must be obtained with a prescription in the name of the school by a licensed health professional within the scope of their prescribing authority and must be accompanied by a standing order protocol for their administration.

In the event a student with a current prescription for epinephrine on file at the school experiences an anaphylactic event, the school nurse or designated trained school personnel may use the school supply of epinephrine to respond if the student's supply is not immediately available. In the event a student with undiagnosed anaphylaxis experiences an anaphylactic event, the school nurse may utilize the school supply of epinephrine to respond under the standing order protocol according to RCW 28A.210.380 and RCW 28A.210.383.

The school's supply of epinephrine does not negate parent/guardian responsibility to ensure that they provide the school with appropriate medication and treatment orders pursuant to RCW 28A.210.320 if their student is identified with a life-threatening allergy.

The superintendent will establish procedures to support this policy and to ensure:

1. Rescue protocol in cases of suspected anaphylaxis will follow OSPI's Guidelines for the Care of Students with Anaphylaxis (2009);

Medical Lake School District Board Policy**3420****2**

2. A simple and standardized format for emergency care plans is utilized;
3. A protocol is in place to ensure emergency care plans are current and completed;
4. Medication orders are clear and unambiguous;
5. Training and documentation is a priority; and
6. Each school's supply of epinephrine, if any, is maintained pursuant to manufacturer's instructions and district medication policy and procedures.

Cross References:

Board Policy 3416	Medication at School
Board Policy 3418	Response to Student Injury or Illness
Board Policy 3419	Self-Administration of Asthma and Anaphylaxis Medications

Legal References:

WAC 392-380	Public School Pupils - Immunization Requirement and Life-Threatening Health Condition
RCW 28A.210.380	Anaphylaxis – Policy Guidelines – Procedures – Report
RCW 28A.210.383	Epinephrine and epinephrine autoinjectors (EIP pens) - School Supply - Use

Management Resources:

2024 October Issue
 2018 August Issue
 Policy News, August 2012 Anaphylaxis Prevention and Response
 Policy News, February 2009 Anaphylaxis Prevention Policy Required
 OSPI, March 2009 Guidelines for the Care of Students with Anaphylaxis

Adoption Date: 06.13; 05.18;**Medical Lake School District****Revised Date: 02.09; 08.12; 08.18; 06.25;**

Coversheet

Board Policy 3424 ~ Opioid Related Overdose Reversal; Second Reading

Section:	IV. Individual Actions Items
Item:	H. Board Policy 3424 ~ Opioid Related Overdose Reversal; Second Reading
Purpose:	Vote
Submitted by:	
Related Material:	ESSENTIAL 3424 Revised 12.2024.pdf

Medical Lake School District Board Policy

3424

1

Opioid Related Overdose Reversal

The board recognizes that the opioid epidemic is a public health crisis and access to opioid-related overdose reversal medication can be life-saving. To assist a person at risk of experiencing an opioid-related overdose, the district will seek to obtain and maintain at least one set of opioid overdose reversal medication doses in each of its ~~high~~ schools.

SSB 5804 amended RCW 28A.210.390, the district ~~has authority to~~ **must** obtain and maintain opioid overdose reversal medication either through a standing order, prescribed and dispensed according to RCW 69.41.095(5), or through one or more donation sources. The district will seek at least one set of opioid reversal medication doses for each of its ~~high~~ schools. However, if the district documents a good faith effort to obtain and maintain opioid overdose reversal medication through a donation source, and is unable to do so, the district is exempt from the obligation to have a set of opioid reversal medication doses for each ~~high~~ school. **Documentation of good faith effort must be kept on file.**

The following personnel may distribute or administer the school-owned opioid overdose reversal medication to respond to symptoms of an opioid-related overdose:

- A school nurse,
- School personnel who become designated trained responders, or
- A health care professional or trained staff person located at a health care clinic on public school property or under contract with the school district.

Training for school personnel to become designated trained responders and distribute or administer opioid overdose reversal medication must meet the requirements for training described in the statute and any rules or guidelines for such training adopted by the Office of Superintendent Public Instruction. ~~If a district high school does not have a full-time school nurse or trained health care clinic staff,~~ The district shall identify at least one member of each high school's personnel to become a designated trained responder who can distribute and administer opioid overdose reversal medication.

Opioid overdose reversal medication may be used on school property, including the school building, playground, and school bus, as well as during field trips or sanctioned excursions away from school property. A school nurse or a designated trained responder may carry an appropriate supply of school-owned opioid overdose reversal medication on in-state field trips and sanctioned in-state excursions.

Individuals who have been directly prescribed opioid overdose reversal medication according to RCW 69.41.095 lawfully possess and administer opioid overdose reversal medication, based on their personal prescription. However, such "self-carrying" individuals **and those who obtain opioid overdose reversal medication over-the-counter,** must show proof of training as verified by a licensed registered professional nurse employed or contracted by the district or participate in district training as specified in the accompanying procedure.

Administration of the district's opioid overdose reversal medication will be performed by designated, trained, district personnel as needed. However, "RCW 69.41.095 allows for "any person" (including students) to

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lawfully possess, store, deliver, distribute, and administer an opioid overdose reversal medication that has been properly prescribed and/or authorized. The board further recognizes that:

- incidences of opioid overdoses are increasing in communities and schools,
- naloxone is highly unlikely to cause harm if administered when not needed,
- students may carry naloxone at school in order to have access to it outside of school, and
- delay in administering naloxone for suspected overdose or delay activating emergency medical services could cause severe harm.

Therefore, neither the district nor its schools will pursue disciplinary action for students or personnel solely for possession or good faith administration of naloxone. Naloxone will not be confiscated from students.

Students who exhibit concern for the risk of overdose for themselves or others shall be counseled on the availability of behavioral health supports and instructed of the district policy and procedure for opioid overdose response, and the importance of summoning adult help and emergency services for any suspected overdose.

If any type of overdose is suspected, including an opioid related overdose, district staff will call 9-1-1 and alert ~~a first responder~~ emergency services. The school nurse, designated trained responder, or trained staff person located at a health care clinic on public school property or under contract with the school district will follow the Washington Department of Health steps for administering naloxone for a suspected opioid related overdose.

Cross References:

Board Policy 3416	Medication at School
Board Policy 3418	Response to Student Injury or Illness

Legal References:

Chapter 69.50.315 RCW	Drug Related Overdose
Chapter 69.50.315 RCW	Health Screening and Requirements
Chapter 28A.210 RCW	Health Screening Requirements

Management Resources:

October 2024 Issue	
OSPI January 2020	Opioid Related Overdose Policy Guidelines and Training in the School Setting

Adoption Date: 11.22;

Medical Lake School District

Revised Date: 02.20; 10.24;

Coversheet

Approve the Technology Surplus List

Section:	IV. Individual Actions Items
Item:	J. Approve the Technology Surplus List
Purpose:	Vote
Submitted by:	
Related Material:	surplus.png 2025 Surplus Chromebooks - Sheet1.pdf



5CD9513YG6	8331	HP Chromebook x360 11 G2 EE
5CD9506TTK	8389	HP Chromebook x360 11 G2 EE
P204GW69	7582	Lenovo 300e Chromebook 2nd Gen MTK
5CD9513WTW	8291	HP Chromebook x360 11 G2 EE
5CD1143QQV	8912	HP Chromebook x360 11MK G3 EE
P203TTB2	5301	Lenovo 300e/N23 Yoga/Flex 11 Chromebook
5CD111H056	5959	Chromebook x360 11 G3 EE
5CD01781TW	8648	HP Chromebook x360 11 G2 EE
P203TSQJ	5342	Lenovo 300e/N23 Yoga/Flex 11 Chromebook
P201V1CA	7480	Lenovo 300e/N23 Yoga/Flex 11 Chromebook
P202Y68D	5023	Lenovo 300e/N23 Yoga/Flex 11 Chromebook
P202L716	5023	Lenovo 300e/N23 Yoga/Flex 11 Chromebook
P204HA7D	7445	Lenovo 300e Chromebook 2nd Gen MTK
5CD1143QSJ	6123	HP Chromebook x360 11MK G3 EE
P204HA76	7774	Lenovo 300e Chromebook 2nd Gen MTK
P204GVX1	7754	Lenovo 300e Chromebook 2nd Gen MTK
P2060EHY	8183	Lenovo 300e Chromebook 2nd Gen MTK
P203RME2	5249	Lenovo 300e/N23 Yoga/Flex 11 Chromebook
P204HA58	7728	Lenovo 300e Chromebook 2nd Gen MTK
P204H8XR	7358	Lenovo 300e Chromebook 2nd Gen MTK
5CD1143RCF	6562	HP Chromebook x360 11MK G3 EE
PF2S9AGC	6849	Lenovo 300e/500e Chromebook 2nd Gen
P204HBRW	7647	Lenovo 300e Chromebook 2nd Gen MTK
5CD9506TS7	8413	HP Chromebook x360 11 G2 EE
P204HBTB	7813	Lenovo 300e Chromebook 2nd Gen MTK
P204G7E4	7546	Lenovo 300e Chromebook 2nd Gen MTK
5CD1143R7Y	8963	HP Chromebook x360 11MK G3 EE
P2060F29	8179	Lenovo 300e Chromebook 2nd Gen MTK
P204HBJX	7239	Lenovo 300e Chromebook 2nd Gen MTK
P204HBPF	7562	Lenovo 300e Chromebook 2nd Gen MTK
5CD017824Q	8477	HP Chromebook x360 11 G2 EE
P204HB66	7059	Lenovo 300e Chromebook 2nd Gen MTK
P204HBUU	7596	Lenovo 300e Chromebook 2nd Gen MTK
5CD0178241	8621	HP Chromebook x360 11 G2 EE
P201V1CE	3876	Lenovo 300e/N23 Yoga/Flex 11 Chromebook
P204H9EZ	7228	Lenovo 300e Chromebook 2nd Gen MTK
0XG591CM3001	5222	Samsung Chromebook Plus (V2)
P201V17S	3551	Lenovo 300e/N23 Yoga/Flex 11 Chromebook
5CD017822N	8583	HP Chromebook x360 11 G2 EE
P204GUYK	7830	Lenovo 300e Chromebook 2nd Gen MTK
P2060ESH	8190	Lenovo 300e Chromebook 2nd Gen MTK
0XG591BM3001	7920	Samsung Chromebook Plus (V2)
PF4FB8ZE	9337	Lenovo 500e Chromebook Gen 3

<i>P203TT6S</i>	5363	<i>Lenovo 300e/N23 Yoga/Flex 11 Chromebook</i>
<i>PF2RTJDN</i>	6829	<i>Lenovo 300e/500e Chromebook 2nd Gen</i>
<i>5CD1144LM7</i>	6250	<i>HP Chromebook x360 11MK G3 EE</i>
<i>P204HAX9</i>	7094	<i>Lenovo 300e Chromebook 2nd Gen MTK</i>
<i>P204HBMX</i>	7846	<i>Lenovo 300e Chromebook 2nd Gen MTK</i>
<i>5CD1143QRN</i>	6092	<i>HP Chromebook x360 11MK G3 EE</i>
<i>P203RHK5</i>	7953	<i>Lenovo 300e/N23 Yoga/Flex 11 Chromebook</i>
<i>5CD120TBB9</i>	6896	<i>HP Chromebook x360 11MK G3 EE</i>
<i>5CD01782JF</i>	8605	<i>HP Chromebook x360 11 G2 EE</i>
<i>5CD1143QNL</i>	6255	<i>HP Chromebook x360 11MK G3 EE</i>
<i>5CD1143QST</i>	6263	<i>HP Chromebook x360 11MK G3 EE</i>
<i>P207CL8Z</i>	8459	<i>Lenovo 300e Chromebook 2nd Gen MTK</i>
<i>5CD1143QYT</i>	6125	<i>HP Chromebook x360 11MK G3 EE</i>
<i>P203TSH6</i>	5360	<i>Lenovo 300e/N23 Yoga/Flex 11 Chromebook</i>
<i>5CD032JRYX</i>	8753	<i>HP Chromebook 11A G6 EE/ HP Chromebook 11A G8 EE</i>
<i>P204H15N</i>	7203	<i>Lenovo 300e Chromebook 2nd Gen MTK</i>
<i>5CD1143R5R</i>	6247	<i>HP Chromebook x360 11MK G3 EE</i>
<i>5CD111H049</i>	5734	<i>Chromebook x360 11 G3 EE</i>
<i>5CD120TCYG</i>	6319	<i>HP Chromebook x360 11MK G3 EE</i>
<i>5CD1106ZNS</i>	5834	<i>Chromebook x360 11 G3 EE</i>
<i>P202XP6L</i>	5038	<i>Lenovo 300e/N23 Yoga/Flex 11 Chromebook</i>
<i>5CD1143PK6</i>	8902	<i>HP Chromebook x360 11MK G3 EE</i>
<i>5CD1143R5W</i>	6234	<i>HP Chromebook x360 11MK G3 EE</i>
<i>5CD1143R3N</i>	6165	<i>HP Chromebook x360 11MK G3 EE</i>
<i>P204HBVV</i>	7612	<i>Lenovo 300e Chromebook 2nd Gen MTK</i>
<i>P204H9FK</i>	7032	<i>Lenovo 300e Chromebook 2nd Gen MTK</i>
<i>5CD120TCQ1</i>	6339	<i>HP Chromebook x360 11MK G3 EE</i>
<i>5CD113GNMV</i>	8863	<i>HP Chromebook x360 11MK G3 EE</i>
<i>P204HBN9</i>	7526	<i>Lenovo 300e Chromebook 2nd Gen MTK</i>
<i>5CD111GZNG</i>	6038	<i>Chromebook x360 11 G3 EE</i>
<i>5CD017825C</i>	8640	<i>HP Chromebook x360 11 G2 EE</i>
<i>5CD111GZPS</i>	5843	<i>Chromebook x360 11 G3 EE</i>
<i>PF4FCHTE</i>	9400	<i>Lenovo 500e Chromebook Gen 3</i>
<i>PF4FR8QQ</i>	9111	<i>Lenovo 500e Chromebook Gen 3</i>
<i>5CD1143QYQ</i>	8884	<i>HP Chromebook x360 11MK G3 EE</i>
<i>5CD1144LPX</i>	8888	<i>HP Chromebook x360 11MK G3 EE</i>
<i>P203RM9J</i>	5444	<i>Lenovo 300e/N23 Yoga/Flex 11 Chromebook</i>
<i>5CD0178237</i>	8505	<i>HP Chromebook x360 11 G2 EE</i>
<i>P204HASG</i>	7101	<i>Lenovo 300e Chromebook 2nd Gen MTK</i>
<i>P204H9YG</i>	7731	<i>Lenovo 300e Chromebook 2nd Gen MTK</i>
<i>P204HB0B</i>	7702	<i>Lenovo 300e Chromebook 2nd Gen MTK</i>
<i>P2060EZJ</i>	8116	<i>Lenovo 300e Chromebook 2nd Gen MTK</i>
<i>P204HBQU</i>	7849	<i>Lenovo 300e Chromebook 2nd Gen MTK</i>

5CD120TD4H	6994	HP Chromebook x360 11MK G3 EE
P204HBU2	7782	Lenovo 300e Chromebook 2nd Gen MTK
5CD120TD7V	6475	HP Chromebook x360 11MK G3 EE
5CD032JRTX	8721	HP Chromebook 11A G6 EE/ HP Chromebook 11A G8 EE
5CD032JRQL	8775	HP Chromebook 11A G6 EE/ HP Chromebook 11A G8 EE
5CD1143QPM	8904	HP Chromebook x360 11MK G3 EE
P204GUMC	7755	Lenovo 300e Chromebook 2nd Gen MTK
5CD1106ZKW	5802	Chromebook x360 11 G3 EE
P204HBPQ	7584	Lenovo 300e Chromebook 2nd Gen MTK
P204HBSZ	7848	Lenovo 300e Chromebook 2nd Gen MTK
5CD032JG6J	8737	HP Chromebook 11A G6 EE/ HP Chromebook 11A G8 EE
P204H9CE	7718	Lenovo 300e Chromebook 2nd Gen MTK
5CD1143R45	6252	HP Chromebook x360 11MK G3 EE
P203TSH4	5366	Lenovo 300e/N23 Yoga/Flex 11 Chromebook
P204FLJ6	7653	Lenovo 300e Chromebook 2nd Gen MTK
5CD9506XG4	8245	HP Chromebook x360 11 G2 EE
P204GU2M	7631	Lenovo 300e Chromebook 2nd Gen MTK
P201V0UH	2637	Lenovo 300e/N23 Yoga/Flex 11 Chromebook
P201V192	7801	Lenovo 300e/N23 Yoga/Flex 11 Chromebook
5CD1143R9G	8870	HP Chromebook x360 11MK G3 EE
P203TRVB	5382	Lenovo 300e/N23 Yoga/Flex 11 Chromebook
PF4FDYFN	9342	Lenovo 500e Chromebook Gen 3
5CD1143R19	6236	HP Chromebook x360 11MK G3 EE
5CD111H02Q	6004	Chromebook x360 11 G3 EE
5CD1143PQL	8894	HP Chromebook x360 11MK G3 EE

Coversheet

Approve the Annual Notifications

Section:	IV. Individual Actions Items
Item:	K. Approve the Annual Notifications
Purpose:	FYI
Submitted by:	
Related Material:	Annual Notifications 2025-26.pdf



MEDICAL LAKE SCHOOL DISTRICT No. 326

P.O. Box 128, Medical Lake, WA 99022
Phone (509) 565-3100 Fax (509) 565-3102

Annual Notifications

State or Federal Law requires these annual notifications. Please read through this information carefully and if you have questions, please call our Administration Office at (509) 565-3100. We always strive to provide accurate and timely communication.

Homeless Assistance

Students who become homeless may receive assistance to remain at their school as well as receive other assistance. Please contact the school counselor or our Homeless Liaison at (509) 565-3124.

Policies and Procedures

Parents and other members of the public have the right to request policies and procedures and any required evaluations, plans, and reports relating to the Special Education Part B Program. Requests may be sent in writing to: Director, Student Support Services, Medical Lake School District, P.O. Box 128, Medical Lake, WA 99022.

Special Education Public Participation Information

Those interested in attending a meeting and/or reviewing the IDEA application and related surveys and reports may call the Student Support Services office at (509) 565-3145 for specific information.

Washington State Governor's Office of the Education Ombuds (OEO)

The Washington State Governor's Office of the Education Ombuds (OEO) is an independent state agency that helps to reduce educational opportunity gaps by supporting families, students, educators, and other stakeholders in communities across WA in understanding the K-12 school system and resolving concerns collaboratively. OEO services are free and confidential. Anyone can contact OEO with a question or concern about school.

OEO listens, shares information and referrals, and works informally with families, communities, and schools to address concerns so that every student can fully participate and thrive in our state's public schools. OEO provides support in multiple languages and has telephone interpretation available. To get help or learn more about what OEO does, please visit our website: <https://www.oeo.wa.gov/en>; email: oeoinfo@gov.wa.gov, or call: 866-297-2597 (interpretation available).

Notification of Rights Under the Family Education Rights and Privacy Acts (FERPA) for Elementary and Secondary Institutions

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

The right to inspect and review the student's education records within 45 days of the day the school receives a request for access.* Parents or eligible students should submit to the school principal a written request that identifies the record(s) they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

The right to request the amendment of the student's education records that the parent or eligible student believes is inaccurate or misleading. Parents or eligible students may ask the school to amend a record that they believe is inaccurate or misleading. They should write the school principal and clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the school has contracted to perform a

special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. [NOTE: FERPA requires a school district to make a reasonable attempt to notify the parent or student of the records request unless it states in its annual notification that it intends to forward records on request.]

Data-Sharing with Higher Education RCW 28A.150.515 and RCW 28B.10.041 require that school districts submit directory information for high school students and their parents/guardians to OSPI. "Directory information" means the names, addresses, email addresses, and telephone numbers of students and their parents or legal guardians. OSPI is required to make this information available to institutions of higher education for the purpose of informing students of postsecondary educational opportunities available in the state. Institutions of higher education for this purpose are Central Washington University, Eastern Washington University, The Evergreen State College, University of Washington, Washington State University, Western Washington University, Washington State Community and Technical Colleges, St. Martin's University, and Heritage University.

Students or their parents/guardians may opt-out of having this data shared.

The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202-4605.

*State Law Qualification: Although FERPA allows 45 days to honor a request, the state policy records law requires an appropriate response to a "public records" request within five business days. RCW 42.17.320. For further information regarding FERPA or for other questions for special needs students, please call the Educational Support Services office at (509) 565-3145.

Child Find Screening

Medical Lake School District provides a preschool screening clinic for those who live in this district. The screening is offered at no cost to all children birth through five years of age in order to prepare for their future educational needs.

Appointments are necessary. If you would like more information about the screening or would like to make an appointment to have their preschooler screened, please contact Educational Services office at (509) 565-3145. The screening takes about two hours to complete. During this time, children will be given free vision, hearing, speech, language, and developmental checks. Even very young children can be tested in some of these areas.

While the child is being screened, parents will be asked to provide general information on their child's development. Their baby book or calendar may be helpful to parents in answering some of the questions. Results of the screening will be provided to parents after the screening has been completed.

Use of Tobacco and Nicotine Products Prohibited

Current school laws of the State of Washington and Medical Lake School District Policy 4215 prohibit the use of tobacco in any form on school district property. The Board of Directors and your school staff realizes that this will be an inconvenience for some patrons. Thank you for your cooperation and understanding.

Firearms or Dangerous Weapons Prohibited

It is a violation of Medical Lake School District Policy 4210 and state law (RCW# 9.41.280) for any person to carry a firearm or dangerous weapon on school premises, school provided transportation, or areas of other facilities being used exclusively for school activities.

Asbestos Hazard Emergency Response Act (AHERA)

In compliance with federal legislation, the Medical Lake School District has contracted with accredited personnel to complete AHERA inspections and management plans for all district buildings. The inspection discovered some friable and, or, non-friable asbestos containing building materials (ACBM) in district buildings. Friable ACBM has been removed, encapsulated, encased, or otherwise protected in accordance with federal AHERA and state WISHA laws. Non-friable ACBM are being regulated in accordance with all federal and state laws.

All friable and non-friable ACM discovered during the inspections are recorded in the AHERA management plan along with the approved response actions for each. Copies of the AHERA inspection report and management plan for the entire school district are available for public review at the administration office during regular business hours. Each school office also has available a copy of their respective building report. All questions regarding asbestos in the school district should be directed to Andrew Mills, maintenance supervisor at (509) 565-3136.

Pesticide Notification

At least 48 hours before the application of a pesticide to school facilities or school grounds, the District shall notify parents and staff of the planned application in writing, including the heading, "Notice: Pesticide Application." This notice shall be posted in a prominent place in the building office in addition to being provided to parents and staff. This pre-notification is not required if the school grounds or facilities will not be occupied by students for two days following the application of the pesticide. If the application is not made within 48 hours of the notification, another notification shall be made prior to the application. This pre-notification is not required in the case of any emergency application of pesticides to a school facility, such as an application to control stinging pests, but full notification shall be made as soon as possible after the application.

Following the application of a pesticide to school facilities (structures and vehicles) a sign shall be posted at the location of the application. The notice shall be at least 8.5 x 11 inches in size, shall include the heading, "Notice: Pesticide Application," and shall state the product name; date, time and specific location of the application; the pest for which the application was made; and a contact name and telephone number. The notice shall remain posted for 24 hours, or longer if required by the label of the pesticide.

Following the application of a pesticide to school grounds, notice shall be posted at the location of the application and at each primary point of entry to the grounds. The notice shall be at least 4 x 5 inches in size and state that the landscape recently has been treated with a pesticide and provide a contact name and telephone number. The notice shall remain posted for 24 hours, or longer if required by the label of the pesticide.

These notices are not required for the application of antimicrobial pesticides (substances used to sanitize or disinfect for microbial pests: viruses, bacteria, algae and protozoa). These notices are not required for the placement of insect or rodent bait that are not accessible to children. All pesticides and herbicides used in the District are filed in the maintenance office. If you have any questions please call (509) 565-3135.

Nutrition Services Information

Students in families that qualify for reduced price meals will now be able to receive breakfast at no cost. Middle and high school students can pick up menus at the office. The high school also displays their menu on the TV in the cafeteria. Menus can be found on our web page. Please see the Food Services tab on our website at www.mlsd.org. If you would like more information, please call Nutrition Services at (509) 565-3131.

Directory Information

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that school districts, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, schools may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary. Medical Lake School District has designated the following information as directory information:

Student's name	Address/Telephone listing
Electronic mail address	Grade level
Honors and awards received	Photograph
Date and place of birth	Dates of attendance
Weight /height of members of athletic teams	Most recent previous school attended
Participation in officially recognized activities/sports	

If you do not want Medical Lake School District to disclose directory information for your child you must notify the District in writing within 30 days of the start of the school year.

Title I

Schools that have a free/reduced lunch percentage at or above the district average qualify for additional funding through a Title I federal grant. Funds are used to support qualified struggling students in reading and/or math. Title I information is available from the school office.

District Complaint Procedures

Anyone can file a citizen complaint. There is no special form or need to know the law that governs a federal program to file a complaint. Complaints should first be directed to your child's teacher or principal. If you feel this has not yielded the desired results, contact the district's Title IX/RCW 28A.640 compliance officer and/or Section 504/ADA coordinator, Dr. Kimberly Headrick at (509) 565-3100.

(the following is from OSPI's website)

Here is an overview of the citizen complaint process: 392-168 WAC, Special Service Programs—Citizen Complaint Procedure

- STEP 1 Use Your Local Process First
- STEP 2 File a Citizen Complaint Through OSPI <http://www.k12.wa.us/title/> (file a citizen complaint is in the lower left corner)
- STEP 3 Mail or Fax Your Written Citizen Complaint to OSPI
- Office of Superintendent of Public Instruction
Attn: Citizen Complaint-Title I, Part A
P.O. Box 47200
Olympia, WA 98504
Fax: (360) 586-3305

Highly Qualified Staff

Medical Lake School District ensures you that teachers and para educators are "Highly Qualified" to be in the classrooms. Teachers must have: at least a Bachelor's Degree, Washington State Teaching Certificate and be endorsed in the areas they are teaching. Para educators must have: High School diploma or equivalent, two years college or certification of passing a competency exam. Parents have the right to request this information from Robert Haugen, Assistant Superintendent of Teaching and Learning at (509) 565-3100.

Highly Capable

Medical Lake School District welcomes nominations from parents, teachers and community members on the Highly Capable Program. Students nominated will be screened and results will be shared with the parent/guardian by the district Director of Teaching and Learning. For more information please contact Robert Haugen, (509) 565-3100.

Non-Discrimination

Medical Lake School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression, gender identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employee(s) has been designated to handle questions and complaints of alleged discrimination:

Civil Rights Compliance Coordinator, Dr. Kimberly Headrick, civilrights@mlsd.org
116 W Third St, Medical Lake, WA 99022 (509) 565-3100

Title IX Coordinator, Mr. Robert Haugen, titleix@mlsd.org
116 W Third St, Medical Lake, WA 99022 (509) 565-3100

Section 504/ADA Coordinator, Ms. Tawni Barlow, section504@mlsd.org
116 W Third St, Medical Lake, WA 99022 (509) 565-3100

You can report discrimination and discriminatory harassment to any school staff member or to the district's Civil Rights Coordinator, listed above. You also have the right to file a complaint. For a copy of your district's nondiscrimination policy and procedure, contact your school or district office or view online at www.mlsd.org (district/nondiscrimination notice).

Americans With Disabilities Act (ADA)

Individuals with disabilities who may need a modification to participate in programs and/or meetings held in the District should contact the school or district office location no later than three (3) days prior to the program/meeting so that arrangements for modification or accommodations can be made.

Students With Disabilities

Board Policy and Procedure 2162 and 2162P addresses education of students with disabilities as it pertains to the Individuals with Disabilities Act (IDEA) and Section 504 of the Rehabilitation Act of 1973. Questions pertaining to IDEA or Section 504 should be directed to Educational Support Services (509) 565-3145.

Prohibition of Harassment, Intimidation and Bullying

Medical Lake School District is committed to an environment for all students that is free from harassment, intimidation and bullying. Harassment, intimidation and bullying can take many forms including, but not limited to, slurs, rumors, jokes, innuendoes, demeaning comments, drawings, cartoons, pranks, gestures, physical attacks, threats or other written, oral, physical or electronically transmitted messages or images. Any complaints or concerns regarding harassment, intimidation and bullying can be directed to Robert Haugen (509) 565-3124.

Sexual Harassment

Medical Lake School District is committed to a positive and productive education and working environment free from discrimination, including sexual harassment. The district prohibits sexual harassment of students, employees and others involved in school district activities. Informal and formal reporting procedures can be found on the district website (our district/forms and policies/policies and notices) Sexual Harassment Policy 6590 and Procedure 6590P.

Coversheet

Approve the 2025-2026 Voluntary Student Accident and Sickness Insurance Plan

Section:	IV. Individual Actions Items
Item:	L. Approve the 2025-2026 Voluntary Student Accident and Sickness Insurance Plan
Purpose:	Vote
Submitted by:	
Related Material:	WA_VoluntaryPrograms.26.pdf 938WA.CAT-CSM.26.pdf

Student Accident & Sickness Plans for the **2025-2026** School Year



Arranged and Administered by



ABOUT MYERS-STEVENSON & TOOHEY (MS&T)

- Founded in 1970, MS&T is a fully licensed Managing General Agent/ Third Party Administrator
- Provides carefully integrated insurance solutions to thousands of school systems throughout the United States
- Over 54 years of experience and knowledge in the highly specialized area of Student Accident Insurance
- Committed to superior customer service from plan design to payment of claims
- Allows insureds the freedom to seek medical treatment from any licensed provider
- Provides access to the First Choice Health provider network to help further reduce out-of-pocket costs.



ABOUT MS&T CLAIMS ADMINISTRATION

- On-site claims administration provided by a seasoned and experienced team with an average tenure of over 27 years.
- Average claims response is less than 10 business days
- Claims accuracy audit score has averaged 99.1% over the last 11 years
- HIPAA and OFAC compliant
- Open 5 days per week 7:30 am to 4:30 pm Pacific Standard Time, Monday through Friday
- Claims team and support staff routinely go the extra mile
- Bi-lingual support

MS&T'S UNDERWRITING COMPANY

MS&T has been working with ACE American Insurance Company, a Chubb Company to underwrite its student insurance programs for over 20 years. This long-term relationship gives us the trust needed to optimally design our programs to best fit the needs of our schools and students. Additionally, we have the flexibility needed to address special situations as they arise.



Overview

Chubb is a world leader in insurance, providing commercial and personal property and casualty insurance, personal accident and supplemental health insurance, reinsurance and life insurance.

- As an underwriting company, we assess, assume and manage risk with insight and discipline
- Chubb operates in 54 countries and territories, with approximately 40,000 employees serving a diverse group of clients worldwide

Balance Sheet Strength

(As of September 30, 2024)

- Total assets of \$250.6 billion
- Total capital, which reflects our capacity to take on risk, of \$82.2 billion
- Net loss reserves of \$64.7 billion back our policyholder commitments
- Book value, or shareholders' equity in the company, is \$65.8 billion
- Total investments of \$151.2 billion are predominantly investment grade fixed income securities

Balanced, Diversified Leader

- A global leader in traditional and specialty P&C coverage for businesses of all sizes
- The largest commercial lines insurer in the U.S. and one of the largest financial lines provider globally
- The leading personal lines insurer for America's successful individuals and families and a large personal lines provider globally
- A global leader in personal accident and supplemental health insurance
- A P&C reinsurer
- An international life insurer focused on Asia

Current Ratings ¹		
Rating Agency Ratings	Financial Strength Rating	Outlook
S&P	AA	Stable
A.M. Best	A++	Stable
Fitch	AA	Stable
Moody's	Aa2	Stable
¹ Ratings apply to Chubb's core operating insurance companies as of October 01, 2024. For ratings of individual insurance companies, see Investor Information on investors.chubb.com .		

Chubb NA is the U.S.-based operating division of the Chubb Group of Companies, headed by Chubb Ltd. (NYSE:CB) Insurance products and services are provided by Chubb Insurance underwriting companies and not by the parent company itself.

STUDENT ACCIDENT & SICKNESS PROGRAMS

Student injuries can represent pressing challenges for families as well as the district. Despite what many may think about the evolution of health care in the U.S., a significant number of students remain completely uninsured and underinsured for a variety of reasons. The risk of litigation against the school increases with every out-of-pocket dollar a family experiences.

Changes in the delivery of healthcare and personal finance

- ❗ Cost sharing obligations (e.g. co-insurance, deductibles, etc.) from individual or employer health plans have increased dramatically. ¹
- ❗ Choice of providers has become more limited as families discover their doctors and facilities are no longer participating in their network. ²
- ❗ While many students may be covered under Medicaid, lower reimbursement levels are resulting in less providers accepting Medicaid patients. ³
- ❗ Out-of-pocket spending for health care continues to be a leading hardship with medical debt being the #1 cause of bankruptcy in the US ⁴ due to "inadequate health care insurance" ⁵
- ❗ The Federal Reserve Bank of New York recently reported that household debt has reached an all-time high of \$18.04 trillion ⁶ while inflation has seen prices rise 23% since 2020. ⁷
- ❗ 63% of employees are unable to cover an unexpected \$500 expense ⁸; a concern when the average ER cost for a broken bone is \$10,000. ⁹

By providing Student Accident Insurance, schools can help families access and pay for the medical care needed by their children following covered school-related injuries.

Student Accident Insurance can also:

- ✓ Mitigate liability exposure and related costs to the school resulting from uninsured or underinsured school-related injuries
- ✓ Help families avoid serious financial hardship stemming from medical debt
- ✓ Facilitate compliance with relevant state law or Board policy (when applicable)
- ✓ Reduce the administrative load for staff
- ✓ Remove financial barriers for children participating in extracurricular/co-curricular activities
- ✓ Foster positive relationships with the community

Sources

1. <https://tinyurl.com/2ewhvz7r>
2. <https://tinyurl.com/kvmfn9n9>
3. <https://tinyurl.com/3y3ww6re>
4. <https://finance.yahoo.com/news/medical-debt-uniquely-american-problem-155327746.html>
5. <https://www.cnbc.com/2019/02/11/this-is-the-real-reason-most-americans-file-for-bankruptcy.html>
6. <https://tinyurl.com/4y9m2yfp>
7. <https://www.bankrate.com/banking/federal-reserve/latest-inflation-statistics/>
8. <https://tinyurl.com/47n6tenc>
9. <https://www.talktomira.com/post/how-much-does-an-er-visit-cost>



PLAN DESCRIPTIONS

Our plans* can provide useful insurance protection for families. They can even be used to assist with the high co-insurance, deductibles and other cost sharing requirements common to many of today's health plans. To assist families during unforeseen emergencies and help expand choice of provider, the voluntary coverages below are offered for accidents or illnesses.

Student Accident & Sickness Plan

Covers Injuries sustained and Sickness commencing while covered under the plan. Coverage protects your student 24 hours a day, anywhere in the world, including participating in all interscholastic sports, except high school tackle football.

\$200,000 maximum coverage per Injury - \$50,000 maximum coverage per Sickness - \$10,000 accidental death benefit

There is a \$50 deductible (disappearing**) per Accidental Injury or Sickness.

Any student of a participating School or School District, grades P-12, is eligible to purchase the Student Accident & Sickness Plan. The first payment provides coverage for the remainder of the month premium is received by the Company plus the following month. Thereafter, premium is billed and payable every two months. If subsequent payments are not made for any reason, the student's coverage under the Student Accident & Sickness Plan will end.



Tackle Football Accident Plans

Covers injuries caused by accidents occurring:

- While practicing or playing in interscholastic high school tackle football activities which are School-sponsored and directly supervised, including spring practice and summer conditioning, weight training and passing league; and
- While traveling for football in a School Vehicle or traveling directly and without interruption between School and off-campus sites for such activities.

NOTE: Football coverage can be made effective as early as August 1st, 2025.

Full-Time (24/7) Accident Plans

Covers injuries caused by accidents occurring 24 hours a day, anywhere in the world, except while participating in interscholastic tackle football. Note: Faculty/staff are also eligible for this plan!



School-Time Accident Plans

Covers injuries caused by accidents occurring:

- While on School premises during the hours and on the days when the School's regular classes are in session, including one hour immediately before and one hour immediately after regular classes, while the Covered Person is continuously on the School premises;
- While participating in or attending School-sponsored and directly supervised School Activities including interscholastic athletic activities and non-contact spring football (except interscholastic high school tackle football);
- While traveling directly and without interruption: to or from residence and School for regular attendance; or School and off-campus site to participate in School-sponsored and directly supervised School Activities;
- While traveling in School Vehicles at any time.

Dental Accident Plan

Covers injuries to teeth caused by accidents occurring anywhere in the world, 24 hours a day, including participation in all sports and all forms of transportation. The "Benefit Period" under the dental plan provides accident dental benefits for up to one year from the date of first Treatment. However, the benefit period for an Injury may be extended each year, provided that: coverage is renewed prior to October 1, the student remains enrolled in grades P-12, and written notice is received by the Company at the time of injury that further Treatment will be deferred to a later date.

Coverage is not limited to treatment of sound, natural teeth. We pay a maximum of \$75,000 up to 100% of the Usual, Customary and Reasonable charges for Treatment of injured teeth, including repair or replacement of existing caps and crowns. (We do not pay for damage to or loss of dentures or bridges or damage to existing orthodontic equipment.)



* Plans do not constitute comprehensive health insurance coverage (often referred to as "major medical coverage") and do not satisfy a person's individual obligation to secure the requirement of minimum essential coverage under the Affordable Care Act (ACA).

**May be satisfied by other primary insurance.

BENEFITS

(Applies to all plans except the Dental Accident Plan)

We will pay benefits only for covered Injuries sustained (or covered Sickness if this coverage is purchased) while insured under this School Year's plan. Benefits payable will be based on the Usual, Customary and Reasonable Charges incurred for covered medical and dental services, as defined by the Policy, subject to exclusions, requirements and limitations. We do not pay for a service or supply unless it is Medically Necessary and listed in the Description of Benefits below. Applicable benefits mandated by Washington will be included in the covered expenses. The covered person may go to any licensed provider of their choice however, seeking Treatment through a *First Choice* contracted provider may reduce your out-of-pocket costs.

To find participating *First Choice* medical providers nearest you, call 800-231-6935 or log on to www.fchn.com.

Covered Benefit Levels	Low Option	High Option	Student Accident & Sickness Plan
PLAN NAME	MAXIMUMS PER ACCIDENT OR SICKNESS		
Tackle Football Accident Plan	\$25,000	\$50,000	\$50,000 Maximum per Sickness \$200,000 Maximum per Accident
Full-Time 24/7 Accident Plan	\$50,000	\$150,000	
School-Time Accident Plan	\$25,000	\$50,000	
Deductible (Disappearing*) Per Covered Accident/Sickness	\$0		\$50
COVERED EXPENSES	BENEFIT MAXIMUMS		
Hospital Room & Board (semi private room rate) - Paid up to:	60%	100%	80%
Inpatient Hospital Miscellaneous Charges All other miscellaneous charges - Paid up to	\$600/Day	\$1,600/Day	80% to \$4,000/Day
Intensive Care Unit - Paid up to	\$1,500/Day	100% to \$3,000/Day	80%
Hospital Emergency Room (room & supplies)	100%		80%
Outpatient Surgery, Misc. (room & supplies)	\$600	\$1,500	80% to \$4,000
Physician Non-Surgical Treatment & Exam (excluding Physical Therapy)			
First Visit	\$40	\$70	80%
Each Follow Up	\$25	\$45	80%
Consultation (when referred by attending Physician)	\$150	\$250	80%
Surgery	50% to \$12,000	90% to \$12,000	80%
Assistant Surgeon Services	25% of Surgical Allowance		80%
Anesthesiologist Services	25% of Surgical Allowance		80%
Physiotherapy (includes related office visits) when prescribed by a Physician	\$30/Visit to \$500	90% to \$2,000/Day	80% to \$2,000
Diagnostic X-Ray Examinations	60% to \$500	90% to \$500	80%
Diagnostic Imaging MRI, Cat Scan	80% to \$500	80% to \$1,000	80%
Ambulance (from site of covered loss directly to hospital)	100%		80%
Laboratory Procedures and Registered Nurse Services	60%	100%	80%
Braces and Appliances	60% to \$300	100% to \$700	80% to \$1,000
Prescription Drugs	60%	100%	80%
Dental Services (including dental x-rays) for Treatment due to a covered Accident	60%	90%	80%
Eyeglass Replacement (for replacement of broken eyeglass frames or lenses resulting from a covered Accident requiring medical Treatment)	\$300	100% to \$500	80%

ACCIDENTAL DEATH, DISMEMBERMENT, LOSS OF SIGHT, PARALYSIS, AND PSYCHIATRIC/PSYCHOLOGICAL COUNSELING BENEFITS

In addition to medical benefits, if, within 365 days from the date of Accident covered by the policy, bodily Injuries result in any of the following losses, we will pay the benefit set opposite such loss. Only one such benefit (the largest) will be paid for all such losses due to any one Accident.

Accidental Death	\$10,000
Single dismemberment or entire loss of sight in one eye	\$25,000
Double dismemberment or entire loss of sight in both eyes, or paraplegia or hemiplegia or quadriplegia	\$50,000
Counseling - In addition to the AD&D benefits, we will pay 100% of the Usual, Customary and Reasonable costs of psychiatric/psychological counseling needed after covered dismemberment, loss of sight or paralysis up to	\$5,000

RATES

Accident-Only Rates: (One-Time Payment Per Student for Entire School Year)

COVERAGE OPTIONS	Low-Option	High-Option
Interscholastic Tackle Football	\$134	\$280
Full-Time (24/7)	\$117	\$273
School-Time	\$32	\$68

Student Accident & Sickness Rates: **\$139** First Payment covers the remainder of that month in which it was paid and the month following
\$238 Subsequent payments cover additional two-month periods

Dental Accident Coverage is **\$21** if purchased separately or **\$17** when added to any purchased Plan(s).

Effective and Termination Dates

Coverage begins at 11:59 p.m. on the latest of the following dates: the day the Company receives the completed enrollment form, and the required premium is paid, or August 01, 2025, provided the company receives the completed enrollment form and premium is paid. Coverage ends at 11:59 p.m. on July 31, 2026 provided the required premium is paid.

OPTIONAL COVERAGES

Worldwide Exchange Accident & Sickness Plan

Available on either a blanket or individually purchased basis. Covers both inbound and outbound international students. Valuable travel assistance features are also included in this plan.



Basic Benefits:	100% Usual, Customary and Reasonable charges for covered expenses	Maximum per Injury or Sickness:	\$500,000
Rate:	\$64 per participant per month		

School-To-Work Coverage

Many schools offer job shadowing and other employer partnerships meant to help students prepare for the future. Our School-to-Work plan covers students participating in such programs and while traveling directly between school and the approved work site.

Basic Benefits:	100% Usual, Customary and Reasonable charges for covered expenses	Maximum per Injury:	\$25,000
Rate:	\$4.50 /participant per day	Minimum premium required:	\$250

Specified Trip and Student Activities Coverage

Both the frequency and severity of injuries tend to increase when students are not supervised. This can create a heightened liability exposure. Our Short-Term 24-Hour/Specified Trip coverage protects your students on an around-the-clock basis. It should be strongly considered for high-risk activities or situations where it is impossible or impractical to keep students under constant, direct and immediate supervision. Examples include ski trips, camping excursions, overnight field trips, amusement park visits, out-of-state travel, etc.

Basic Benefits:	100% Usual, Customary and Reasonable charges for covered expenses	Maximum per Injury:	\$25,000
Catastrophic Benefits:			\$1,000,000
Rate:	\$1.56 /participant per day	Minimum premium required:	\$35

Special Activities?

If you have any unique activities or concerns, please call our office for a coverage plan that best suits your needs!

LIMITED ACTIVITIES COVERAGE

The following coverages will be provided in consideration of your district's completed application and with the understanding and assurance that the district will make diligent efforts to distribute and promote the voluntary student accident insurance options to the parent/guardian of every enrolled student.

NOTE: To receive these coverages, please complete the Limited Activities Agreement attached to the application.

Interscholastic Sports Coverage

Covers injuries to interscholastic athletes who: 1) did not purchase student accident insurance because district personnel inadvertently failed to offer student accident insurance plans to the injured athlete as required by Education Code (where applicable) and 2) did not file a Waiver of Student Insurance, and 3) participated in interscholastic athletics without any insurance coverage. Benefits are paid at 100% of Usual, Customary and Reasonable charges up to a maximum of \$1,500 per Accident.

Non-Competing Participants Coverage

Covers injuries occurring while traveling in a School Vehicle to a School sponsored athletic event as a representative of the School to assist with non-competitive activities associated with the event, e.g. members of school bands, cheerleaders, pompom girls and team managers. Benefits are paid at 100% of Usual, Customary and Reasonable charges up to a maximum of \$1500 per Accident.



One-Day Field Trip Coverage

Covers injuries which occur while your students are attending or participating in School-sponsored one-day field trips which are under the direct supervision of School.

Benefits are paid at 100% of Usual, Customary and Reasonable charges up to a maximum of \$1,500 per Accident.

Students attending or participating in interscholastic sports activities are not covered under this plan.

Blanket Accidental Death Coverage

Provides a \$2,500 accidental death benefit for all of your students and district employees for loss resulting from an Accident occurring while attending School or participating in any school sponsored activities and under the direct supervision of the School during the regular School Year, including all sports and while being transported in a School-provided and operated vehicle.

Felonious Assault (Counseling Benefit) Coverage

Provides up to a \$1,500 psychiatric or psychological counseling benefit for all of your students for counseling required after a felonious assault against a student. Benefits are provided for any student whose injury occurs during the regular School Year while: traveling directly to or from School; participating in a School-sponsored and supervised activity; or on the School's premises. A felonious assault is an act of violence directed against a student, which results in a bodily Injury for which a student receives medical Treatment, and the School files a written report with the police within 24 hours of the assault. Benefits are paid at 100% of Usual, Customary and Reasonable charges.

ADMINISTRATIVE SERVICES

As an MGA/TPA, Myers-Stevens & Toohey provides many services on behalf of our clients and underwriting partners. Those services include, but are not limited to, designing, marketing, and fully administering the plans.

In order to deliver those services in a first-class fashion, we must also employ a first-class team. Collectively our team members are well-versed in all of our student accident plans and are able to promptly and professionally assist customer inquiries on the spot.

Secure data collection and financial management

All data collected is solely used for delivering agreed upon services. These include enrollment of students, billings, claims adjudication and underwriting.

We take security and fraud prevention very seriously and ensure that all data records, physical or digital, are stored in compliance with all applicable regulatory statutes in secured & temperature-controlled warehouses. Our systems allow for easy data retrieval with the ability to produce premium, enrollment, and claims reports as needed.

When it comes to handling money we are proud to contract with only top-rated financial institutions offering the latest in industry technology. We leverage these technologies to guarantee timely and secure transactions which help us cover our clients faster.

Reporting tools



Our school clients can access real-time enrollment information to verify individual student coverage. We routinely provide our clients with detailed claims reports to help

them better evaluate risk exposures and sources of injury at each of their sites.

DISTRIBUTION

We will provide your schools with both fillable electronic and paper brochures forms detailing our coverage options. Parents/guardians of every enrolled student should receive a brochure on or before the start of the School Year for optimal results. To further assist in the delivery and distribution process, we offer the following services:

Digital Distribution

- PDF brochures available in 6 different languages with direct online enrollment access
- Claim forms also available via fillable PDF format
- Seamless marketing integration through leading online registration and distribution portals
- Direct email and website marketing capabilities. We are happy to work with your internal webmasters and IT staff at no charge!

Print Distribution

- Convenient packaging by school site – our boxes are clearly labeled as Student Insurance Materials
- Materials delivered when and where you indicate – individual sites, district office or district warehouse
- Real-time tracking – immediate confirmation of shipment status including date, delivery address and signature verification
- Each shipment includes enrollment brochures, claim forms and other necessary documents

COVERAGE VERIFICATION ENSURES RESULTS

Enrollees in our voluntary plans will receive personalized Insurance Verification cards.

We believe proof of coverage is important. With proof of coverage in hand, not only is it easier for parents to access the care their children need, but providers are more inclined to “bill the insurance” first.

This enables families to focus on recovery rather than fronting the costs of care.



Exclusions

1. Dental care or Treatment including damage to or loss of dentures or bridges or damage to existing orthodontic equipment. This exclusion does not apply to care of sound, natural teeth and gums required due to an Injury resulting from an Accident while the Covered Person is insured under the Policy, and rendered within 12 months of the Accident
2. Damage to or loss of dentures or bridges or damage to existing orthodontic equipment.
3. War or any act of war, declared or undeclared.
4. Commission of or active participation in a riot or insurrection; fighting or brawling, except in self-defense; commission of or attempt to commit a felony; or other illegal activity.
5. Suicide, attempted suicide or intentionally self-inflicted injury.
6. Treatment by persons employed or retained by a School, or by any Immediate Family or member of the Insured's household; or covered medical expenses for which the Insured would not be responsible for in the absence of the Policy.
7. Practice or play in interscholastic high school tackle football (unless separate football coverage is purchased), intercollegiate sports, semi-professional sports, or professional sports.
8. Injury covered by Worker's Compensation, Employer's Liability Laws, or similar occupational benefits; expenses payable by any automobile insurance policy without regard to fault.
9. Sickness, disease, bodily or mental infirmity, bacterial or viral infection or medical or surgical Treatment thereof, except for any bacterial infection resulting from an accidental external cut or wound or accidental ingestion of contaminated food. (Does not apply to the Sickness-Only Coverage under the *Student Accident & Sickness Plan*.)
10. Treatment of detached retina (unless directly caused by an Injury), osteomyelitis, or pathological fractures.
11. Treatment of hernia. (Does not apply to the Sickness-Only Coverage under the *Student Accident & Sickness Plan*.)

In addition to the General Exclusions listed in the Policy, the following exclusions may apply to the 24-Hour Sickness Benefit Rider:

1. The diagnosis and treatment of non-malignant warts, moles and lesions, acne or allergies, including allergy testing.
2. Any expenses related to the treatment of tonsils, adenoids, or congenital weakness; or expenses for Treatment of congenital anomalies and conditions arising or resulting directly there from.
3. Benefits are not payable for a Sickness that is a "Pre-existing Condition" (a condition for which the Insured received medical treatment, care or advice within 3 months before being insured under the Policy). But, this exclusion does not apply after the Insured has been insured under the Policy for 3 straight months or was insured under prior creditable coverage.

In addition to the General Exclusions listed in the Policy, the following exclusions may also apply to the 24-Hour Dental Accident Benefit Rider:

1. Aggravation or reinjury of a condition existing prior to the Accident.
2. Infection, except a pyogenic infection through an open wound caused by a Covered Accident.
3. Orthodontic treatment for any purpose, unless necessitated by a covered Injury.

Student Accident & Sickness benefits are subject to a pre-existing condition limitation. Refer to Policy for definitions. This insurance does not apply to the extent that trade or economic sanctions or other laws or regulations prohibit us from providing insurance, including but not limited to, the payment of claims.

Requirements and Limitations

Aggravations of Injuries which did not occur while insured under this plan are paid up to \$500 maximum benefit per policy term. School-time and high school tackle football injuries must be reported to the School within 72 hours of the date of Injury. The first Physician's visit must be within 365 days after the Accident occurs or Sickness commences. A claim form must be filed with Myers-Stevens & Toohey & Co., Inc. within 90 days after the date of loss or as soon as reasonably possible. The plan pays for covered expenses incurred within up to a year from the date of the first Treatment. However, should the Injury sustained require the removal of surgical pins, continued Treatment for serious burns, or Treatment of a non-union or mal-union fracture, the benefit period will be extended to 104 weeks. Each covered condition may be subject to a deductible - see plan details.

Definitions

Accident means a sudden, unexpected and unintended incident. "**Covered Accident**" means an Accident that results in Injury or loss covered by the Policy. **Injury** means accidental bodily harm sustained by the Insured that results directly from an Accident (independently of all other causes) and occurs while coverage under the Policy is in force. The Injury must be caused solely through accidental means. All injuries sustained by one person in any one Accident, including all related conditions and recurrent symptoms of these injuries, are considered a single Injury.

Medically Necessary or Medical Necessity means the services or supplies provided by a Hospital, Physician, or other provider that are required to identify or treat an Injury and that, as determined by Us, are: (1) consistent with the symptom or diagnosis and Treatment of Injury; (2) appropriate with regard to standards of good medical practice; (3) not solely for the convenience of the Insured; and (4) the most appropriate supply or level of service that can be safely provided. When applied to the care of an Inpatient, it further means that the Insured's medical symptoms or condition requires that the services cannot be safely provided as an Outpatient. **Sickness** means illness or disease contracted by and causing loss to the Insured Person whose Sickness is the basis of claim. Any complications or any condition arising out of a Sickness for which the Insured Person is being treated or has received Treatment will be considered as part of the original Sickness. All related conditions and recurrent symptoms of the same or similar condition will be considered one Sickness. Usual, Customary and Reasonable Charges - "**Usual**" means those charges made by a provider for services and supplies rendered to all patients for the same or similar Injury. "**Customary**" means those charges made by the majority of providers in the area for the same or similar services or supplies. "**Reasonable**" means those charges that do not exceed the majority of the prevailing fees in the area for the same or similar services or supplies. "**Area**" means a county or larger geographically significant area as determined by Us. "**School Activities**" means an event or activity that is sponsored, authorized, and supervised by the School and is an official part of the School's curriculum or program.

Excess Provision

In order to keep premiums as affordable as possible, these plans pay benefits on a non-duplicating basis. This means, if a person sustains a loss covered under these plans that is covered under any other valid and collectable insurance, any amount payable or provided by the other coverage will be subtracted from the covered expenses, and we will pay benefits based on the remaining amount.

IMPORTANT NOTICE:

Chubb is the marketing name used to refer to subsidiaries of Chubb Limited providing insurance and related services. For a list of these subsidiaries, please visit our website at <http://www.chubb.com>. Insurance provided by ACE American Insurance Company and its U.S. based Chubb underwriting company affiliates. All products may not be available in all states. This communication contains product summaries only. Coverage is subject to the language of the policies as actually issued. The terms and conditions of coverage are set forth in the policies issued in the states in which the policy is delivered under form number AH-11648a. Surplus lines insurance sold only through licensed surplus lines producers. Chubb, 202 Hall's Mill Road, Whitehouse Station, NJ 08889-1600.

CERTAIN INSURANCE PLANS DESCRIBED HEREIN PROVIDE SHORT-TERM LIMITED DURATION SICKNESS BENEFITS. THEY DO NOT CONSTITUTE COMPREHENSIVE HEALTH INSURANCE COVERAGE (OFTEN REFERRED TO AS "MAJOR MEDICAL COVERAGE") AND DO NOT SATISFY A PERSON'S INDIVIDUAL OBLIGATION TO SECURE THE REQUIREMENT OF MINIMUM ESSENTIAL COVERAGE UNDER THE AFFORDABLE CARE ACT (ACA). FOR MORE INFORMATION ABOUT THE ACA, PLEASE REFER TO WWW.HEALTHCARE.GOV.



 **myers | stevens | toohey**

26101 Marguerite Parkway Mission Viejo, CA 92692
(800) 827-4695 | www.myers-stevens.com
CA License #0425842

Catastrophic Accident Insurance for Students and Volunteers

2025-2026



Plans arranged and administered by:



(800) 827-4695 | www.myers-stevens.com
CA License #0425842

Underwritten by:

ACE American Insurance Company

CHUBB®

ABOUT OUR COMPANY

Founded in 1970, Myers-Stevens & Toohey Co., Inc. (MS&T) provides its clients with superior customer service, state-of-the-art technology and over 50 years of experience and knowledge in the very specialized area of student accident and sickness insurance.

As a fully licensed Managing General Agency/Third-Party Administrator (MGA/TPA), we provide integrated insurance solutions to thousands of school systems throughout the Western and Midwestern states. Our clients include school districts, private and charter schools, colleges, consortiums, JPAs, amateur/youth sports programs, foundations, booster clubs and similar organizations serving the needs of young people.



- We are a full-service administrator with on-site claims adjudication and personal customer assistance
- Accident-only, as well as accident & sickness options
- Plans and benefit levels designed to minimize out-of-pocket costs
- Additional coverages provided gratis to further protect the district
- Freedom to seek care from any licensed provider
- Optional access to extensive networks to further reduce costs
- A variety of easy and convenient enrollment options including online, fax, email and U.S. mail
- Convenient direct billings to help prevent coverage lapses
- Bilingual customer service and coverage descriptions available in several different languages

MS&T'S UNDERWRITING COMPANY

MS&T has been working with ACE American Insurance Company, a Chubb Company to underwrite its student insurance programs for over 20 years. This long-term relationship gives us the trust needed to optimally design our programs to best fit the needs of our schools and students. Additionally, we have the flexibility needed to address special situations as they arise.



Overview

Chubb is a world leader in insurance, providing commercial and personal property and casualty insurance, personal accident and supplemental health insurance, reinsurance and life insurance.

- As an underwriting company, we assess, assume and manage risk with insight and discipline
- Chubb operates in 54 countries and territories, with approximately 40,000 employees serving a diverse group of clients worldwide

Balance Sheet Strength (As of September 30, 2024)

- Total assets of \$250.6 billion
- Total capital, which reflects our capacity to take on risk, of \$82.2 billion
- Net loss reserves of \$64.7 billion back our policyholder commitments
- Book value, or shareholders' equity in the company, is \$65.8 billion
- Total investments of \$151.2 billion are predominantly investment grade fixed income securities

Chubb NA is the U.S.-based operating division of the Chubb Group of Companies, headed by Chubb Ltd. (NYSE:CB) Insurance products and services are provided by Chubb Insurance underwriting companies and not by the parent company itself.

Current Ratings ¹		
Rating Agency Ratings	Financial Strength Rating	Outlook
S&P	AA	Stable
A.M. Best	A++	Stable
Fitch	AA	Stable
Moody's	Aa2	Stable
¹ Ratings apply to Chubb's core operating insurance companies as of January 04, 2024. For ratings of individual insurance companies, see Investor Information on investors.chubb.com .		

Balanced, Diversified Leader

- A global leader in traditional and specialty P&C coverage for businesses of all sizes
- The largest commercial lines insurer in the U.S. and one of the largest financial lines provider globally
- The leading personal lines insurer for America's successful individuals and families and a large personal lines provider globally
- A global leader in personal accident and supplemental health insurance
- A P&C reinsurer

Even with the best of precautions...

Students may still sustain serious or fatal injuries while going to school, playing sports, attending field trips, or simply being in class. Traumatic brain injuries, coma, paralysis, and loss of life are examples of the catastrophic losses that can occur. Such injuries typically come with medical bills and other expenses that far exceed those associated with injuries that are not life altering.

By providing Catastrophic Injury Coverage, schools and districts can help seriously injured students and families ease their financial concerns. In addition, Catastrophic Injury Coverage allows students and families to access the care they need, reduce potential liability costs for the school or district, provide for final expenses when needed and promote healing of the community as a whole.



Catastrophic accidents do not limit themselves to sports

Many governing bodies for sports already require member schools to carry a catastrophic injury policy for athletics and a number of school property and casualty pools and consortiums have followed suit.

The need for catastrophic coverage is clear and although they are most commonly associated with athletic participation, these injuries are not relegated to sports activities alone. Transportation of students, specialized electives, physical education, natural disasters and on-campus violence are just a few examples of how catastrophic injuries can occur off the playing field.

No one likes to talk about it

On-campus violence is an issue that cannot be ignored. Violent acts on campus don't affect just those directly involved, but the community as a whole. If a student is killed as a result of criminal violence while participating in a covered activity, the Crisis Management Benefit can provide additional funds for student counseling.

CATASTROPHIC COVERAGE

Eligibility

All enrolled students and adult/parent volunteers of the participating School/District.

Coverage

Interscholastic Athletics/Activities Coverage

Covers students while participating in School-scheduled, sponsored and directly supervised games and practice sessions of interscholastic sports including band, cheerleaders, majorettes, student coaches, student trainers and student managers and while traveling directly and without interruption between School and the site of School-sponsored and supervised activities, provided that such travel is arranged by and is under the direction of the School.

Student Activities Coverage

Covers students while on premises when School is in session and while participating in any School-sponsored activity (except interscholastic athletics) with adult supervision provided by the School including official "School-To-Work" and ROTC programs, and while traveling directly and without interruption between home and School to attend regularly scheduled classes and while traveling directly and without interruption between School and the site of School-sponsored and supervised activities, provided that such travel is arranged by and is under the direction of the School.

Adult/Parent Volunteers Coverage

Covers adult/parent volunteers while participating as a school volunteer in any school sponsored activity, and while traveling, as a volunteer, directly and without interruption between school and the site of such activities, provided that such travel is arranged by and is at the direction of the school.

PROGRAM COMPONENTS

Accident Medical Expense Benefits

Accident Medical Maximum - \$5,000,000

Medical expenses will be paid for Usual and Customary charges for expenses incurred for Medical and Dental Services, with limits of \$5,000,000. The first expense must be incurred within 365 days after the date of the Covered Accident. After a \$25,000 deductible* is satisfied, benefits will be paid for covered expenses incurred up to 10 years from the date of the Covered Accident. The expenses to satisfy the deductible must be incurred within two years after the date of the Covered Accident.

*The deductible will be waived for certain conditions: *complete and irrecoverable loss of sight of both eyes, or of any two limbs, hands or feet, or total and irreversible paralysis of any two limbs which is the result of a covered injury to the spinal cord, coma or brain death.*

Catastrophic Cash Benefit

Cash Benefit Maximum - \$1,000,000

If, as a result of a Covered Injury, an Insured suffers Paralysis or Coma, benefits for each Covered Accident will be paid as indicated in the Table of Losses. Paralysis or Coma must occur within 365 days from the date of the Covered Accident and continue for 6 consecutive months for benefits to be paid. If the Insured incurs more than one loss as the result of the same Covered Accident we will only pay one benefit, the largest, for which the Insured Person is covered. In no event will the amount paid exceed the Catastrophic Accident Benefits Maximum Amount selected in the Application.

Benefits are payable in addition to the Accident Medical Expense Benefit.

TABLE OF LOSSES	% OF MAXIMUM BENEFIT AMOUNT
Coma	100%
Paralysis of: Two or more Upper and/or Lower Limbs.....	100%
One Lower Limb or One Upper Limb	50%

A lump sum payment equal to 20% of the Maximum Benefit Amount will be paid after 6 months, thereafter a monthly benefit will be paid for up to 10 years.

Accidental Death and Dismemberment, Loss of Sight, Speech and Hearing Benefits *Principal Sum - \$50,000*

If injury to the Insured shall result, within 365 days from the date of the Covered Accident, in any one of the losses specified below, the Company will pay the Benefit indicated. The following benefits are paid in addition to the Accident Medical Expense Benefit. If more than one of such specified losses shall result from the same covered Accident, only one amount, the largest, shall be paid.

% OF PRINCIPAL SUM

Loss of life	100%
Loss of one hand, one foot, sight in one eye, speech or hearing	40%
Loss of both hands, both feet, sight in both eyes, speech or hearing.....	200%
Loss of thumb and index finger of the same hand	20%
Heart or circulatory malfunction death benefit.....	100%**

****Payable for Loss of Life due to Heart, Circulatory or Pulmonary Malfunction that occurs within 365 days of participation in a covered activity that is causally connected to such Malfunction.**

Crisis Management Benefit

If one or more students are killed as a result of criminal violence while participating in a Covered Activity sponsored and supervised by the School or school district, we will reimburse expenses incurred for necessary counseling of Insureds up to \$100/session up to 10 sessions per Insured. This benefit will not be paid for a particular Insured if he or she produces a gun or knife during the incident or participates in the criminal violence.

Seatbelt and Airbag Benefit

\$5,000 Maximum

If the Insured dies directly and independently of all other causes from a Covered Accident while wearing a seatbelt and operating or riding as a passenger in an Automobile, the Company will pay a benefit of \$5,000. If a seatbelt is worn and an airbag is properly positioned and deployed then an additional benefit of \$5,000 will be paid.

Traumatic Brain Deficit Benefit

\$250,000 Maximum

If an Insured suffers an injury to the brain which 1) occurs, and is diagnosed by a Doctor; 2) results in measurable, neurological deficit persisting for the lesser of at least 12 consecutive months or the time at which maximum recovery has been reached; 3) requires permanent daily personal supervision; and 4) results in the inability of the Insured to perform independently three or more of the following activities of daily living: a) transferring (moving in or out of a bed or chair); b) dressing; c) bathing; d) feeding; e) toileting; or f) continence.

Cosmetic Disfigurement from Burns Benefit

\$150,000 Maximum

If, as a result of a Covered Injury, an Insured suffers third or fourth degree burns in one or more areas of the body, benefits will be paid as determined by the formula specified in the policy.

Special Adaptation Expense Benefit

\$150,000 Maximum

If an Insured suffers a "presumptive disability" (see Definitions on page 4) from a covered Accident and requires a special housing adaptation or a special vehicle to accommodate the disability, benefits will be paid up to \$75,000 for the housing adaptation and/or up to \$75,000 for the special vehicle. Benefits are not payable unless the Insured's physician certifies them as necessary.



EXCLUSIONS

Benefits are not paid for any loss or Injury that is caused by, or results from:

1. Intentionally self-inflicted Injury, suicide or attempted suicide; commission of, or attempt to commit a felony; an assault or other criminal activity.
2. Any Injury that is caused by: (a) Flight in, boarding or alighting from an Aircraft, except as a fare-paying passenger on a regularly scheduled commercial airline; (b) Parachuting, skydiving, parasailing, hang-gliding; (c) Travel in or on any off-road motorized vehicle not requiring licensing as a motor vehicle; (d) An accident if the Insured is the operator of a motor vehicle and does not possess a valid motor vehicle operator's license, except while participating in Driver's Education Program.
3. War or any act of war, whether declared or not.
4. Commission of, or active participation in, a riot or insurrection.
5. Sickness, disease, bodily or mental infirmity, bacterial or viral infection or medical or surgical treatment thereof, except for any bacterial infection resulting from an accidental external cut or wound or accidental ingestion of contaminated food.
6. Treatment by persons employed or retained by a Policyholder, or by any Immediate Family or member of the Insured's household.
7. Injury covered by Workers' Compensation Employers' Liability or similar occupational laws.
8. Expenses payable by any automobile insurance policy without regard to fault.
9. Covered medical expenses for which the Insured would not be responsible for in the absence of the Policy.
10. Cosmetic surgery, except for reconstructive surgery needed as the result of an Injury.
11. Eyeglasses, contact lenses, hearing aids, repair or replacement of them, examinations or prescriptions for them, except for an Injury to the eye or ear while coverage is in effect.

This insurance does not apply to the extent that trade or economic sanctions or other laws or regulations prohibit Us from providing insurance, including but not limited to, the payment of claims.

"Member" means Loss of Hand or Foot, Loss of Sight, Loss of Speech, and Loss of Hearing. **"Loss of Hand or Foot"** means complete Severance through or above the wrist or ankle joint. **"Loss of Sight"** means the total, permanent Loss of Sight of one eye. **"Loss of Speech"** means total and permanent loss of audible communication that is irrecoverable by natural, surgical or artificial means. **"Loss of Hearing"** means total and permanent Loss of Hearing in both ears that is irrecoverable and cannot be corrected by any means. **"Loss of a Thumb and Index Finger of the Same Hand"** or **"Loss of Four Fingers of the Same Hand"** means complete Severance through or above the metacarpophalangeal joints of the same hand (the joints between the fingers and the hand). **"Severance"** means the complete separation and dismemberment of the part from the body.

SCOPE OF COVERAGE - Full Excess Benefits

We pay Covered Expenses: after the Insured satisfies any Deductible; and only when they are in excess of amounts paid by any other Health Care Plan. We pay benefits without regard to any Coordination of Benefits provisions in any other Health Care Plan.

Facility of Payment

Whenever payments that should have been made under the Policy are made by any other policy, the Company reserves the right, at their sole discretion, to pay over to any plan making such other payments, any amounts the Company determines are warranted in order to satisfy the intent of this provision. The amounts paid are considered benefits paid under the Policy and, to the extent of such payments, the Company shall be fully discharged from liability under the Policy. In no event will the Company pay more than the benefits payable under the Policy for all policies providing the same or similar benefits issued to the Policyholder and underwritten by the Company.

Chubb is the marketing name used to refer to subsidiaries of Chubb Limited providing insurance and related services. For a list of these subsidiaries, please visit our website at <http://www.chubb.com>. Insurance provided by ACE American Insurance Company and its U.S. based Chubb underwriting company affiliates. All products may not be available in all states. This communication contains product summaries only. Coverage is subject to the language of the policies as actually issued. The terms and conditions of coverage are set forth in the policies issued in the states in which the policy is delivered under form number AH-29539a. Surplus lines insurance sold only through licensed surplus lines producers. Chubb, 202 Hall's Mill Road, Whitehouse Station, NJ 08889.

Plans arranged and administered by:



(800) 827-4695 | www.myers-stevens.com | CA License #0425842

Coversheet

Approve the Annual Fuel Bid Renewal

Section:	IV. Individual Actions Items
Item:	M. Approve the Annual Fuel Bid Renewal
Purpose:	Vote
Submitted by:	
Related Material:	Fuel Bid 2025-2026.pdf

Medical Lake School District

116 W Third Street, PO Box 128
Medical Lake, WA 99022



Phone: (509) 565-3100
FAX (509) 565-3102 www.mlzd.org

September 1, 2025

Brent Schmautz
Valley Wide Cooperative
PO Box 77
Reardan, WA 99029

The Medical Lake School District Board of Directors have approved the renewal of our existing diesel fuel bid, dated August 1, 2023 with your company for the 2025-2026 school year. The bid allowed for the contract to be renewed at the same terms for a period of one year up to four additional times.

This renewal represents the second of the four one year renewals.

We appreciate the opportunity to continue doing business with your organization. Please sign and return a copy of this letter to me at the above address.

Sincerely,

Chad Moss
Assistant Superintendent of
Finance and Operations

Agreed:

Signature

Date

Title
Valley Wide Cooperative