



## Medical Lake School District #326, WA

### Regular Board Meeting

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#### Date and Time

Tuesday December 16, 2025 at 6:00 PM PST

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#### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>6:00 PM</b>
A. Record Attendance			
B. Call the Meeting to Order			
C. Pledge of Allegiance			
D. Oaths of Office ~ Dir. Johnson and Dir. Williams-Gilbert			
E. Approve Agenda	Vote		
F. What's Right	Discuss		

**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

		Purpose	Presenter	Time
A.	Minutes of the Regular Board Meeting 11/25/2025	Approve Minutes		
B.	Approve the Consent Agenda	Vote		
	<ul style="list-style-type: none"><li>• Personnel (Certificated and Classified)<ul style="list-style-type: none"><li>◦ Resignations</li><li>◦ Leaves</li><li>◦ Staff Contracts</li></ul></li><li>• Staff Travel</li><li>• Board Member Compensation</li><li>• Fiscal Vouchers<ul style="list-style-type: none"><li>◦ General Fund (Payroll and Accounts Payable)</li><li>◦ A.S.B. Fund</li><li>◦ Capital Projects</li></ul></li><li>• Financial Report</li><li>• Enrollment</li></ul>			

### **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**

- A. Board Policy 2230 ~ Transition to Kindergarten Program; Second Reading  
Vote  
No changes from the first reading.
- B. Approve Perkins Grant  
Vote
- C. Reorganization of the Board  
Vote
- D. Approve to Surplus Two Buses  
Bus #13 ~ 2011 IC Special Education Diesel Bus ~ Blown Engine  
Bu3 #36 ~ 2013 IC 71 Passenger Diesel Bus ~ Damaged  
Vote
- E. Approve ELA Curriculum ~ Common Lit 360 for the High School  
Vote  
Brochure: [CommonLit 360 Curriculum Overview](#)

	Purpose	Presenter	Time
<b>V. Student Representative Reports</b>			
<b>A. Student Reports</b>	Discuss		
	<ul style="list-style-type: none"><li>• Madi at Michael Anderson Elementary School</li><li>• Lilly at Medical Lake Middle School</li><li>• Emma at Hallett Elementary School</li><li>• Chuks at Medical Lake High School</li></ul>		
<b>VI. Reports and Discussions</b>			
<b>A. New Grant ~ Tawni Barlow</b>	Discuss		
<b>VII. Board Reports and Discussion ~ None at this time</b>			
<b>VIII. Superintendent's Report</b>			
<b>IX. Communications with Staff, Guests, and District Residents</b>			
	<p>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.</p>		
<b>X. Executive Session ~ None at this time</b>			
<b>XI. Closing Items</b>			
<b>A. Adjourn Meeting</b>	FYI		

## Coversheet

### Approve the Consent Agenda

**Section:** II. Consent Agenda  
**Item:** B. Approve the Consent Agenda  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** 12.16.2025 Consent Agenda.pdf  
Financials.pdf  
Enrollment.pdf

## 12.16.2025 ~ Consent Agenda

**Resignations** - Zack Traversie ~ Jump Coach, High School (effective 12/2/2025);

**Leaves** - None at this time

**Staff Contracts:**

**Administrative Staff** - None at this time

**Certificated Staff** - None at this time

**Certificated Substitutes** - None at this time

**Long-term Substitutes** - None at this time

**Classified Staff** - Carl Neal ~ Cafeteria I, Middle School (4 hours per day, timesheet for Nov/Dec); Anthony Rogers ~ Supervisory Assistant, Para II, Hallett Elementary (effective 12/5/2025); Jaidah Dance ~ Health Aide, District (effective 12/17/2025); Kyle Jaynes ~ Transportation Technician (temporary), Transportation (effective 12/1/2025 - 2/28/2026);

**Classified Substitutes** - None at this time

**Extra Curricular Activities** - Kelcie Holtzmann ~ Cheerleading Coach (effective 12/1/2026); Steve Bahme ~ 7th Grade Boys Assistant Basketball Coach, Middle School (effective March 2026);

**Other** - Ellie Nauta ~ Morning Para Van Driver, District (as needed for medically fragile student; Mon - Fri 0.75 hours a.m., effective 12/15/2025-6/16/2026); Jacob Beitenger ~ Afternoon Para Van Driver, District (as needed for medically fragile student; Mon - Fri 0.75 hours p.m., effective 12/15/2025-6/16/2026);

**Teachers Teaching Out of Content Areas:**

**Staff Travel:** None at this time

**Board Member Compensation:** Laura Parsons (10/28/2025 - 12/6/2025);

**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 November 28, 2025, warrants 138173 - 138179 in the amount of \$10,900.07;

General Fund (Payroll/Accounts Payable) for November 28, 2025, warrants 138180 - 138199 in the amount of \$734,795.75;

General/ASB Fund (Accounts Payable) for November 26, 2025, warrants 138200 - 138236 in the amount of \$112,629.37;

General/ASB Fund (Accounts Payable) for December 12, 2025, warrants 138237 - 138316 in the amount of \$269,751.83;

**Budget Status Report**

2025-2026

MEDICAL LAKE SCHOOL DISTRICT

<b>Basis of Accounting:</b> Fund Balance		<b>Account Codes:</b> Agency		<b>Fund Code:</b> 10		
<b>Reporting Month:</b> November		<b>Budget Type:</b> Revised		<b>Fund Description:</b> General Fund		
<b>A. REVENUES/OTHER FIN. SOURCE</b>		<b>Annual Budget</b>	<b>Actual for Month</b>	<b>Actual for Year</b>	<b>Encumbrances</b>	<b>Balance</b>
1000 LOCAL TAXES		2,023,005	76,481.65	825,682.41		1,197,322.59
2000 LOCAL SUPPORT NONTAX		317,715	27,054.13	107,909.49		209,805.51
3000 STATE - GENERAL PURPOSE		19,553,637	1,166,738.38	4,366,386.43		15,187,250.57
4000 STATE - SPECIAL PURPOSE		6,406,848	450,618.39	1,402,445.01		5,004,402.99
5000 FEDERAL - GENERAL PURPOSE		2,762,534	1,293,653.00	1,293,653.00		1,468,881.00
6000 FEDERAL - SPECIAL PURPOSE		1,736,261	141,432.65	98,677.78		1,637,583.22
7000 REVENUES FR OTH SCH DIST		0	0.00	0.00		0.00
8000 OTHER AGENCIES AND ASSOCIATES		0	0.00	0.00		0.00
9000 OTHER FINANCING SOURCES		0	0.00	0.00		0.00
<b>Total</b>		<b>32,800,000</b>	<b>3,155,978.20</b>	<b>8,094,754.12</b>		<b>24,705,245.88</b>
						<b>24.68</b>
<b>B. EXPENDITURES</b>						
00 Regular Instruction		18,098,444	1,566,715.02	4,549,388.00	317,704.81	13,231,351.19
10 Federal Stimulus		0	0.00	1,183.84	0.00	(1,183.84)
20 Special Ed Instruction		4,495,659	452,149.75	1,256,319.80	2,235.82	3,237,103.38
30 Voc. Ed Instruction		1,169,786	103,284.22	278,273.57	4,271.11	887,241.32
40 Skills Center Instruction		0	0.00	0.00	0.00	0.00
50+60 Compensatory Ed Instruct.		948,535	70,424.90	191,580.16	0.00	756,954.84
70 Other Instructional Pgms		354,603	6,029.66	38,363.36	0.00	316,239.64
80 Community Services		594,553	54,865.55	156,765.69	0.00	437,787.31
90 Support Services		7,938,420	758,771.15	2,040,446.88	1,472,222.41	4,425,750.71
<b>Total</b>		<b>33,600,000</b>	<b>3,012,240.25</b>	<b>8,512,321.30</b>	<b>1,796,434.15</b>	<b>23,291,244.55</b>
						<b>30.68</b>
<b>C. OTHER FIN. USES TRANS. OUT (GL 536)</b>		0	0.00	0.00		
<b>D. OTHER FINANCING USES (GL 535)</b>		0	0.00	0.00		
<b>E. EXCESS OF REVENUES/OTHER FIN. SOURCES OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)</b>		(800,000)	143,737.95	(417,567.18)		382,432.82 (47.80)
<b>F. TOTAL BEGINNING FUND BALANCE</b>		<b>4,105,195</b>		<b>4,178,812.27</b>		
<b>G. GLs 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)</b>					0.00	
<b>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</b>		<b>3,305,195</b>		<b>3,761,245.09</b>		

**Budget Status Report**

2025-2026

MEDICAL LAKE SCHOOL DISTRICT

<b>Basis of Accounting:</b> Fund Balance	<b>Account Codes:</b> Agency	<b>Fund Code:</b> 10
<b>Reporting Month:</b> November	<b>Budget Type:</b> Revised	<b>Fund Description:</b> General Fund

**I. ENDING FUND BALANCE ACCOUNTS**

G/L 810 Restricted For Other Items	0	0.00
G/L 815 Restrict Unequalized Deduct Rev	0	0.00
G/L 821 Restrictd for Carryover	0	0.00
G/L 823 Restricted for Carryover of Transition to Kindergarten	0	0.00
G/L 825 Restricted for Skills Center	0	0.00
G/L 828 Restricted for C/O of FS Rev	0	0.00
G/L 830 Restricted for Debt Service	0	0.00
G/L 835 Restrictd For Arbitrage Rebate	0	0.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	100,000	64,681.19
G/L 845 Restricted for Self-Insurance	0	0.00
G/L 850 Restricted for Uninsured Risks	0	0.00
G/L 870 Committed to Other Purposes	0	0.00
G/L 872 Committd to Econmc Stabilizatn	0	0.00
G/L 873 Committed to Depreciation Sub-Fund for Facility Maintenance	0	0.00
G/L 875 Assigned Contingencies	0	0.00
G/L 884 Assigned to Other Cap Projects	0	0.00
G/L 888 Assigned to Other Purposes	0	0.00
G/L 890 Unassigned Fund Balance	3,205,195	3,696,563.90
G/L 891 Unassigned Min Fnd Bal Policy	0	0.00
<b>Total</b>	<b>3,305,195</b>	<b>3,761,245.09</b>

<b>Differences</b>	<b>0</b>	<b>0.00</b>
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**Budget Status Report**

2025-2026

MEDICAL LAKE SCHOOL DISTRICT

<b>Basis of Accounting: Fund Balance</b>		<b>Account Codes: Agency</b>		<b>Fund Code: 20</b>		
<b>Reporting Month: November</b>		<b>Budget Type: Revised</b>		<b>Fund Description: Capital Projects</b>		
<b>A. REVENUES/OTHER FIN. SOURCE</b>		<b>Annual Budget</b>	<b>Actual for Month</b>	<b>Actual for Year</b>	<b>Encumbrances</b>	<b>Balance</b>
1000 Local Taxes	587,324	21,779.22		235,272.01		352,051.99
2000 Local Support Nontax	7,500	1,583.74		3,738.02		3,761.98
3000 State - General Purpose	0	0.00		0.00		0.00
4000 State - Special Purpose	0	0.00		0.00		0.00
5000 Federal - General Purpose	0	0.00		0.00		0.00
6000 Federal - Special Purpose	0	0.00		0.00		0.00
7000 Revenues Fr Oth Sch Dist	0	0.00		0.00		0.00
8000 Other Agencies and Associates	0	0.00		0.00		0.00
9000 Other Financing Sources	0	0.00		0.00		0.00
<b>Total</b>	<b>594,824</b>	<b>23,362.96</b>		<b>239,010.03</b>		<b>355,813.97</b>
						<b>40.18</b>
<b>B. EXPENDITURES</b>						
10 Sites	375,000	0.00		0.00	0.00	375,000.00
20 Buildings	483,351	0.00		0.00	0.00	483,351.00
30 Equipment	0	0.00		0.00	0.00	0.00
40 Energy	0	0.00		0.00	0.00	0.00
50 Sales & Lease Expenditure	0	0.00		0.00	0.00	0.00
60 Bond Issuance Expenditure	0	0.00		0.00	0.00	0.00
90 Debt	0	0.00		0.00	0.00	0.00
<b>Total</b>	<b>858,351</b>	<b>0.00</b>		<b>0.00</b>	<b>0.00</b>	<b>858,351.00</b>
						<b>0.00</b>
<b>C. OTHER FIN. USES TRANS. OUT (GL 536)</b>		<b>0</b>	<b>0.00</b>		<b>0.00</b>	
<b>D. OTHER FINANCING USES (GL 535)</b>		<b>0</b>	<b>0.00</b>		<b>0.00</b>	
<b>E. EXCESS OF REVENUES/OTHER FIN. SOURCES OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)</b>	<b>(263,527)</b>	<b>23,362.96</b>		<b>239,010.03</b>		<b>502,537.03</b>
						<b>(190.)</b>
<b>F. TOTAL BEGINNING FUND BALANCE</b>		<b>268,527</b>		<b>320,055.75</b>		
<b>G. GLs 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)</b>					<b>0.00</b>	
<b>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</b>		<b>5,000</b>		<b>559,065.78</b>		

**Budget Status Report**

2025-2026

MEDICAL LAKE SCHOOL DISTRICT

<b>Basis of Accounting:</b> Fund Balance	<b>Account Codes:</b> Agency	<b>Fund Code:</b> 20
<b>Reporting Month:</b> November	<b>Budget Type:</b> Revised	<b>Fund Description:</b> Capital Projects

**I. ENDING FUND BALANCE ACCOUNTS**

G/L 810 Restricted For Other Items	0	0.00
G/L 825 Restricted for Skills Center	0	0.00
G/L 830 Restricted for Debt Service	0	0.00
G/L 835 Restrictd For Arbitrage Rebate	0	0.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	0.00
G/L 850 Restricted for Uninsured Risks	0	0.00
G/L 861 Restricted from Bond Proceeds	0	0.00
G/L 862 Committed from Levy Proceeds	0	38,024.81
G/L 863 Restricted from State Proceeds	0	0.00
G/L 864 Restricted from Fed Proceeds	0	0.00
G/L 865 Restricted from Other Proceeds	(858,351)	0.00
G/L 866 Restrictd from Impact Proceeds	0	0.00
G/L 867 Restricted from Mitigation Fees	0	0.00
G/L 869 Restricted fr Undistr Proceeds	0	0.00
G/L 870 Committed to Other Purposes	0	0.00
G/L 889 Assigned to Fund Purposes	863,351	521,040.97
G/L 890 Unassigned Fund Balance	0	0.00
<b>Total</b>	<b>5,000</b>	<b>559,065.78</b>

<b>Differences</b>	<b>0</b>	<b>0.00</b>
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**Budget Status Report**

2025-2026

MEDICAL LAKE SCHOOL DISTRICT

<b>Basis of Accounting:</b> Fund Balance		<b>Account Codes:</b> Agency		<b>Fund Code:</b> 30		
<b>Reporting Month:</b> November		<b>Budget Type:</b> Revised		<b>Fund Description:</b> Debt Service Fund		
<b>A. REVENUES/OTHER FIN. SOURCE</b>		<b>Annual Budget</b>	<b>Actual for Month</b>	<b>Actual for Year</b>	<b>Encumbrances</b>	<b>Balance</b>
1000 Local Taxes		1,563,560	59,678.04	644,710.70		918,849.30
2000 Local Support Nontax		10,000	3,894.84	11,669.55		(1,669.55)
3000 State - General Purpose		0	0.00	0.00		0.00
5000 Federal - General Purpose		0	0.00	0.00		0.00
9000 Other Financing Sources		0	0.00	0.00		0.00
<b>Total</b>		<b>1,573,560</b>	<b>63,572.88</b>	<b>656,380.25</b>		<b>917,179.75</b>
						<b>41.71</b>
<b>B. EXPENDITURES</b>						
Matured Bond Expenditures		1,340,000	0.00	0.00	0.00	1,340,000.00
Interest On Bonds		209,200	0.00	0.00	0.00	209,200.00
Interfund Loan Interest		0	0.00	0.00	0.00	0.00
Bond Transfer Fees		24,360	0.00	350.00	0.00	24,010.00
Arbitrage Rebate		0	0.00	0.00	0.00	0.00
Underwriter's Fees		0	0.00	0.00	0.00	0.00
<b>Total</b>		<b>1,573,560</b>	<b>0.00</b>	<b>350.00</b>	<b>0.00</b>	<b>1,573,210.00</b>
						<b>0.02</b>
<b>C. OTHER FIN. USES TRANS. OUT (GL 536)</b>		0	0.00	0.00		
<b>D. OTHER FINANCING USES (GL 535)</b>		0	0.00	0.00		
<b>E. EXCESS OF REVENUES/OTHER FIN. SOURCES OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)</b>		0	<b>63,572.88</b>	<b>656,030.25</b>		<b>656,030.25</b>
						<b>0.00</b>
<b>F. TOTAL BEGINNING FUND BALANCE</b>		<b>1,177,000</b>		<b>1,218,374.98</b>		
<b>G. GLs 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)</b>					<b>0.00</b>	
<b>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</b>		<b>1,177,000</b>		<b>1,874,405.23</b>		
<b>I. ENDING FUND BALANCE ACCOUNTS</b>						
G/L 810 Restricted for Other Items		0		0.00		
G/L 830 Restricted for Debt Service		1,177,000		1,874,405.23		
G/L 835 Restrictd For Arbitrage Rebate		0		0.00		
G/L 870 Committed to Other Purposes		0		0.00		
G/L 889 Assigned to Fund Purposes		0		0.00		
G/L 890 Unassigned Fund Balance		0		0.00		
<b>Total</b>		<b>1,177,000</b>		<b>1,874,405.23</b>		
<b>Differences</b>		0		0.00		

**Budget Status Report**

2025-2026

MEDICAL LAKE SCHOOL DISTRICT

<b>Basis of Accounting:</b> Fund Balance	<b>Account Codes:</b> Agency	<b>Fund Code:</b> 40
<b>Reporting Month:</b> November	<b>Budget Type:</b> Revised	<b>Fund Description:</b> Associated Student Body Fund

<b>A. REVENUES</b>	<b>Annual Budget</b>	<b>Actual for Month</b>	<b>Actual for Year</b>	<b>Encumbrances</b>	<b>Balance</b>	<b>Percent</b>
1000 General Student Body	199,510	1,704.67	37,856.08		161,653.92	18.97
2000 Athletics	144,160	4,591.00	54,052.62		90,107.38	37.49
3000 Classes	13,200	0.00	120.00		13,080.00	0.91
4000 Clubs	90,005	12,364.46	28,906.58		61,098.42	32.12
6000 Private Moneys	10,050	0.00	390.00		9,660.00	3.88
<b>Total</b>	<b>456,925</b>	<b>18,660.13</b>	<b>121,325.28</b>		<b>335,599.72</b>	<b>26.55</b>

**B. EXPENDITURES**

1000 General Student Body	244,550	4,937.88	13,440.02	2,589.95	228,520.03	6.55
2000 Athletics	167,192	8,230.78	35,442.27	11,661.61	120,088.12	28.17
3000 Classes	12,350	0.00	3,559.94	0.00	8,790.06	28.83
4000 Clubs	66,535	6,652.18	13,392.76	16,143.98	36,998.26	44.39
6000 Private Moneys	11,611	0.00	0.00	0.00	11,611.00	0.00
<b>Total</b>	<b>502,238</b>	<b>19,820.84</b>	<b>65,834.99</b>	<b>30,395.54</b>	<b>406,007.47</b>	<b>19.16</b>

<b>C. EXCESS OF REVENUES OVER (UNDER) EXPENDITURES (A-B)</b>	<b>(45,313)</b>	<b>(1,160.71)</b>	<b>55,490.29</b>	<b>100,803.29</b>	<b>(222)</b>
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<b>D. TOTAL BEGINNING FUND BALANCE</b>	<b>300,000</b>	<b>269,030.40</b>
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<b>E. GLs 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)</b>		<b>0.00</b>
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<b>F. TOTAL ENDING FUND BALANCE (C+D + OR - E)</b>	<b>254,687</b>	<b>324,520.69</b>
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**G. ENDING FUND BALANCE ACCOUNTS**

G/L 810 Restricted for Other Items	0	0.00
G/L 819 Restricted for Fund Purposes	254,687	324,520.69
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	0.00
G/L 850 Restricted for Uninsured Risks	0	0.00
G/L 870 Committed to Other Purposes	0	0.00
G/L 889 Assigned to Fund Purposes	0	0.00
G/L 890 Unassigned Fund Balance	0	0.00
<b>Total</b>	<b>254,687</b>	<b>324,520.69</b>

<b>Differences</b>	<b>0</b>	<b>0.00</b>
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**Budget Status Report**

2025-2026

MEDICAL LAKE SCHOOL DISTRICT

<b>Basis of Accounting:</b> Fund Balance		<b>Account Codes:</b> Agency		<b>Fund Code:</b> 90		
<b>Reporting Month:</b> November		<b>Budget Type:</b> Revised		<b>Fund Description:</b> Transportation Vehicle Fund		
<b>A. REVENUES/OTHER FIN. SOURCE</b>		<b>Annual Budget</b>	<b>Actual for Month</b>	<b>Actual for Year</b>	<b>Encumbrances</b>	<b>Balance</b>
1000 Local Taxes		0	0.00	0.00		0.00
2000 Local Nontax		5,000	1,492.41	4,484.77		515.23
3000 State - General Purpose		0	0.00	0.00		0.00
4000 State - Special Purpose		250,000	0.00	0.00		250,000.00
5000 Federal - General Purpose		0	0.00	0.00		0.00
6000 Federal - Special Purpose		0	0.00	0.00		0.00
8000 Other Agencies and Associates		0	0.00	0.00		0.00
9000 Other Financing Sources		0	0.00	0.00		0.00
<b>Total</b>		<b>255,000</b>	<b>1,492.41</b>	<b>4,484.77</b>		<b>250,515.23</b>
						1.76
<b>B. 9900 TRANSFERS IN FROM GF</b>		<b>0</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>
<b>C. Total REV./OTHER FIN. SOURCES</b>		<b>255,000</b>	<b>1,492.41</b>	<b>4,484.77</b>		<b>250,515.23</b>
<b>D. EXPENDITURES</b>						
Type 30 Equipment		370,673	0.00	0.00	0.00	370,673.00
Type 40 Energy		0	0.00	0.00	0.00	0.00
Type 60 Bond Levy Issuance		0	0.00	0.00	0.00	0.00
Type 90 Debt		0	0.00	0.00	0.00	0.00
<b>Total</b>		<b>370,673</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>370,673.00</b>
						0.00
<b>E. OTHER FIN. USES TRANS. OUT (GL 536)</b>		<b>0</b>	<b>0.00</b>	<b>0.00</b>		
<b>F. OTHER FINANCING USES (GL 535)</b>		<b>0</b>	<b>0.00</b>	<b>0.00</b>		
<b>G. EXCESS OF REVENUES/OTHER FIN. SOURCES OVER (UNDER) EXP/OTH FIN USES (C-D-E-F)</b>		<b>(115,673)</b>	<b>1,492.41</b>	<b>4,484.77</b>		<b>120,157.77</b>
						(103.00)
<b>H. TOTAL BEGINNING FUND BALANCE</b>		<b>122,000</b>		<b>476,882.30</b>		
<b>I. GLs 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)</b>				<b>0.00</b>		
<b>J. TOTAL ENDING FUND BALANCE (G+H + OR - I)</b>		<b>6,327</b>		<b>481,367.07</b>		

**Budget Status Report**

2025-2026

MEDICAL LAKE SCHOOL DISTRICT

**Basis of Accounting:** Fund Balance**Account Codes:** Agency**Fund Code:** 90**Reporting Month:** November**Budget Type:** Revised**Fund Description:** Transportation Vehicle Fund**K. ENDING FUND BALANCE ACCOUNTS**

G/L 810 Restricted For Other Items	0	0.00
G/L 819 Restricted for Fund Purposes	6,327	481,367.07
G/L 830 Restricted for Debt Service	0	0.00
G/L 835 Restrictd For Arbitrage Rebate	0	0.00
G/L 850 Restricted for Uninsured Risks	0	0.00
G/L 889 Assigned to Fund Purposes	0	0.00
G/L 890 Unassigned Fund Balance	0	0.00
<b>Total</b>	<b>6,327</b>	<b>481,367.07</b>

<b>Differences</b>	<b>0</b>	<b>0.00</b>
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2025-2026 Medical Lake School District Enrollment																			Number of months to use in average				4	
	SEPTEMBER		OCTOBER		NOVEMBER		DECEMBER		JANUARY		FEBRUARY		MARCH		APRIL		MAY		JUNE		AVERAGE			
	Count	FTE's	Count	FTE's	Count	FTE's	Count	FTE's	Count	FTE's	Count	FTE's	Count	FTE's	Count	FTE's	Count	FTE's	Count	FTE's	Count	FTE's	Count	FTE's
K	70	70.00	73	73.00	73	73.00	76	76.00														73	73.00	
One	91	91.00	93	92.05	91	91.00	93	93.00														92	91.76	
Two	81	81.00	82	82.00	82	81.05	82	82.00														82	81.51	
Three	90	90.00	90	90.00	92	92.00	95	95.00														92	91.75	
Four	86	86.00	88	87.04	89	88.04	89	89.00														88	87.52	
Five	74	73.77	74	73.77	79	78.77	81	80.77														77	76.77	
HALLETT	492	491.77	500	497.86	506	503.86	516	515.77														504	502.32	
K	65	65.00	65	65.00	62	62.00	63	63.00														64	63.75	
One	66	66.00	66	66.00	65	65.00	63	63.00														65	65.00	
Two	45	45.00	47	47.00	48	48.00	49	49.00														47	47.25	
Three	44	44.00	46	46.00	46	46.00	46	46.00														46	45.50	
Four	58	58.00	60	60.00	62	62.00	62	62.00														61	60.50	
Five	44	44.00	45	45.00	45	45.00	46	46.00														45	45.00	
ANDERSON	322	322.00	329	329.00	328	328.00	329	329.00														327	327.00	
Five																								
Six	131	129.91	129	128.36	132	127.84	130	129.36														131	128.87	
Seven	129	128.22	127	127.00	128	128.00	127	127.00														128	127.56	
Eight	129	127.13	127	127.00	131	129.55	130	130.00														129	128.42	
MLMS	389	385.26	383	382.36	391	385.39	387	386.36														388	384.84	
Seven																								
Eight																								
Nine	117	116.17	121	121.00	122	121.88	123	123.00														121	120.51	
Ten	106	106.00	108	108.00	111	110.18	113	112.18														110	101.55	
Eleven	109	85.81	109	87.05	113	91.31	114	93.12														111	89.79	
Twelve	126	103.90	132	107.11	132	109.34	132	109.32														131	107.42	
MLHS	458	411.88	470	423.16	478	432.71	482	437.62														472	426.34	
TOTAL Basic Enrollment	1,661	1,610.91	1,682	1,632.38	1,703	1649.96	1,714	1,668.75														1,690	1,640.50	
Hallett ALE	5	5.00	9	9.00	12	12.00	12	12.00														10	9.50	
Anderson ALE	3	3.00	3	3.00	3	3.00	4	4.00														3	3.25	
MLMS ALE	13	10.57	19	16.72	23	17.66	22	17.00														19	15.49	
MLHS ALE	15	8.90	23	14.11	28	19.54	30	21.23																
ALE Enrollment	36	27.47	54	42.83	66	52.20	68	54.23														56	44.18	
Running Start Only	-	-	34		34		31																	
RS Non-Voc	-	-		37.59		37.32		35.79																
RS Voc.	-	-		0.33		0.33		0.33																
Running Start Total Students	-	-	41		41		40																	
Hallett TK	19		19		19		20																	
MAE TK	20		18		16		17																	
TK Total	39	39.00	37	37.00	35	35.00	37	37.00													37	37.00		
Hallett PK	16		16		12		12																	
MAE PK	52		49		46		47																	
Total Pre-School	68		65		58		59														63			
K-21 SpEd	211		220		219		222															218		
3-5 SpEd	18		20		23		26															22		
SpEd TK	8		7		6		6															7		
Total SpEd	237		247		248		254															247		
E-672	1	1.00	2	2.00	3	3.00	3	3.00													2	2.25		
ESL	22		27		30		30														27			
MS Voc.Ed.	-	-	-	0.00	-	-	-	-																
HS Voc.Ed.		114.33		112.10		115.31		114.32														114.02		
Open Doors	-	-	1	-	-	-	-	-													0			
O.D. Voc	-	-	-	0.00	-	-	-	-																
O.D. Non V	-	-	-	1.00	-	0.00	1	1.00													0.50			

## Coversheet

### Board Policy 2230 ~ Transition to Kindergarten Program; Second Reading

**Section:** IV. Individual Actions Items  
**Item:** A. Board Policy 2230 ~ Transition to Kindergarten Program; Second Reading  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** 2230 Revised 9.2025.pdf

**Medical Lake School District Board Policy****2230****1****Transition to Kindergarten Program**

If the Medical Lake School District operates a transition to kindergarten program, it will ensure that the program serves eligible students of all abilities who need additional preparation to be successful in kindergarten and who lack access to other early learning group settings.

Before beginning or expanding a transition to kindergarten program, the district must consider the existing availability and affordability of early learning providers, such as early childhood education and assistance programs, head start programs, and licensed childcare centers and family home providers in the region.

~~The district will consider the best practices pertaining to a transition to kindergarten program as developed in collaboration between the Office of Superintendent of Public Instruction and the Department of Children, Youth, and Families.~~ If the district plans to implement and administrate a transition to kindergarten program, it is required to adhere to the minimum standards and requirements established by the office of the superintendent of public instruction related to:

Best practices for site readiness of facilities that are used for the program;

Developmentally appropriate curricula designed to assist in maintaining high quality programs in accordance with RCW 28A.320.230; and

Professional development opportunities.

The district may blend or co-locate a transition to kindergarten program with other early learning programs.

A transition to kindergarten program will be considered a separate class or course for data reporting requirements under RCW 28A.320.175.

**Eligibility, Recruitment, and Enrollment**

The term “screening process and tools” means using one or more instruments or methods of assessing and measuring the ability and need of an individual student. ~~The screening process and tools should be widely used norm-referenced screening instruments or tools that demonstrate reliability and validity. The process and tools will be culturally and linguistically relevant.~~

Children will be eligible to participate in the district’s transition to kindergarten program as follows:

1. Based on a screening process and tools ~~as defined above~~, the district has determined that the child would benefit from additional preparation for kindergarten; and
2. The child’s age is at least 4 years old by August 31 of the school year in which they enroll in a transition to kindergarten program.
  - a. ~~The district has discretion to establish individualized exceptions for a student who turned 5 years old between June 1 and August 31 of the year they would be eligible by age to enter kindergarten under WAC 392-335-010 but who demonstrates need for additional preparation for kindergarten through a screening process and tool.~~

Access to the transition to kindergarten program does not constitute an individual entitlement for any particular child.

## Medical Lake School District Board Policy

2230

2

In determining eligibility and admitting students to a transition to kindergarten program, the district will:

1. Give priority to children most in need of additional preparation to be successful in kindergarten, as demonstrated through a screening process and tool.
2. Give priority to children with the lowest family income, not otherwise **eligible and not enrolled participating** in another local program.
3. Not exclude or establish a policy to prohibit participation of an eligible child due only to the presence of a disability.
4. Not charge tuition or other fees from state-funded eligible students for enrollment in a transition to kindergarten program.

All children enrolled in a transition to kindergarten program will be assigned a statewide student identifier.

The district will administrate to all children enrolled in a transition to kindergarten program in the Washington Kindergarten Inventory of Developing Skills (WaKIDS) at the beginning of their enrollment and at least one more time during the school year. Children whose parents excuse them from participating in the WaKIDS do not have to participate.

### Cross References:

Board Policy 3110 Qualification of Attendance and Placement

### Legal References:

**Chapter** RCW 28A.300.**072** RCW Transition to kindergarten program

**WAC** Chapter 392-425-**010** WAC Transition to Kindergarten

### Management Resources:

April 2025

2023 July Issue

**Adoption Date: 10.23;**

**Medical Lake School District**

**Revised Date: 07.23; 04.25;**

## Coversheet

### Approve Perkins Grant

**Section:** IV. Individual Actions Items  
**Item:** B. Approve Perkins Grant  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** Perkins CTE.pdf

# Medical Lake High School CTE

## Strategic Action Plan 2024-2030

Building Pathways to Success for Every Student

### Our 2030 Vision

#### Medical Lake School District Promise:

**Safe & Supportive Culture:** Building a sense of belonging for all students.

**Personalized Instruction:** Offering engaging, challenging, and relevant learning experiences tailored to individual needs.

**Future-Focused Vision:** Promoting hope and a clear path forward for students from pre-K to post-secondary.

By 2029-30, every student will have the potential—regardless of background or ability—to graduate with industry credentials, college credit, and real-world work experience, prepared for family-wage careers or postsecondary success.

### 👤 Equity & Access

#### Expand Outreach

- Target underrepresented students
- Family information sessions
- Mentoring programs

#### Academic Support

- Math/literacy integration
- Transferable skills focus
- Embedded support in CTE

#### Monitor & Improve

- Track by demographics
- Regular surveys
- Remove barriers

### ↗️ Student Performance

#### Close Achievement Gaps

- Focus on special populations
- Intensive co-teaching
- Universal Design for Learning

#### Support Vulnerable Students

- Students with disabilities
- Low-income students
- Homeless/foster youth

#### Goal: 10-15 Point Gap

- All subgroups near average
- Wraparound supports
- Remove financial barriers

### กระเป๋า Program Quality

#### Industry Credentials

- Expand certifications
- 100% earn credentials
- Industry partnerships

#### Work-Based Learning

- Job shadowing for all
- 15-20 annual internships
- Mentorship connections

#### Expand Opportunities

- Dual credit expansion
- Middle school partnerships
- Early pathway exploration

### ⌚ Current Participation & Performance Targets

**67%**

Students Taking CTE  
(337 of 500 students)

**54%**

Seniors Completing Pathways  
(65 of 120 seniors)

**100%**

Graduate with Credentials  
(Goal: all concentrators)

### 🎓 Our Seven Career Pathways

Business & Marketing

Agricultural Sciences

Engineering & CS

Family & Consumer Sci

JROTC

Health Sciences

Skilled Trades

All pathways feature dual credit opportunities, industry certifications, and work-based learning

### 👤 Growing Student-Based Enterprises

Student Store  
Coffee, snacks, retail management

Greenhouse Operations  
Plant production and sales

Design & Print Services  
Custom posters and apparel

## Coversheet

### Reorganization of the Board

**Section:**

IV. Individual Actions Items

**Item:**

C. Reorganization of the Board

**Purpose:**

Vote

**Submitted by:****Related Material:**

1210 Annual Organizational Meeting, Election of Officers.pdf

1220 Board Officers and Duties of Board Members.pdf

**Annual Organizational Meeting, Election of Officers**

At the first regular meeting at which newly-elected board members are seated in election years and at the first regular meeting in December in non-election years, the board shall elect from among its members a *chair/president* and a vice president to serve one-year terms. A newly appointed board member will not be eligible to serve as an officer unless a majority of the board has been appointed.

If a board member is unable to continue to serve as an officer, a replacement shall be elected immediately. In the absence of both the *chair/president* and the vice president, the board shall elect a president pro tempore who shall perform the functions of the *chair/president* during the latter's absence.

The superintendent shall act as board secretary. In order to provide a record of the proceedings of each meeting of the board, the superintendent shall appoint a recording secretary of the board.

In even-numbered years in June a legislative representative shall be elected who shall serve a two-year term.

The normal order of business shall be modified for the annual organizational meeting by considering the following matters after the approval of the minutes of the previous meeting:

- A. Welcome and introduction of newly elected board members by the chair/president.
- B. Call for nominations for chair/president to serve during the ensuing year.
- C. Election of a chair/president (roll call vote).
- D. Assumption of office by the new chair/president.
- E. Call for nominations for vice chair/president to serve during the ensuing year.
- F. Election of a vice chair/president (roll call vote).

Policies shall continue from year to year and board to board until and unless the board changes them.

**Legal References:**

RCW 28A.330.010	Board president, vice-president or president pro tempore - Secretary
RCW 28A.330.020	Certain board elections, manner and vote required - Selections of personnel, manner
RCW 28A.330.050	Duties of superintendent as secretary of the board
RCW 28A.400.030	Superintendent duties
RCW 29A.20.040	Local elected officials, commencement of term of office - Purpose

**Adoption Date: 02.06; 03.11;**

**Medical Lake School District**

**Revised Date: 08.99; 08.05; 02.11;**

**Medical Lake School District Board Policy****1220****1****Board Officers and Duties of Board Members****Chair/President**

The chair/president shall preside at all meetings of the board and sign all papers and documents as required by law or as authorized by action of the board. The chair/president shall conduct the meetings in the manner prescribed by the board's policies, provided that the chair/president shall have the full right to participate in all aspects of board action without relinquishing the chair, including the right to vote on all matters put to a vote.

It shall be the responsibility of the board chair/president to manage the board's deliberation so that it shall be clear, concise, and directed to the issue at hand; summarize discussion and/or action before moving on to the next agenda item; and to generally manage the meeting so that the agenda is treated in an expeditious manner.

The chair/president shall be the official recipient of correspondence directed to the board and shall provide, or cause to be provided to other board members and the superintendent, copies of the correspondence received on behalf of the board.

When time and circumstance demand an immediate decision from the board, and the board has no opportunity to confer, the chair/president is authorized to make decisions on behalf of the board provided, however, that the decision shall be communicated as soon as practical thereafter to all members of the board for review and ratification.

In dealing with the media and the public in general, the chair/president or his/her designee will serve as the spokesperson of the board. The chair/president is authorized to report and discuss those actions which have been taken and those decisions made by the board as a body. The chair/president shall avoid speculating upon actions or decisions which the board may take but has not yet taken.

The chair/president shall confer with the superintendent regarding sensitive issues which need immediate attention. When appropriate, he/she will confer with individual board members when other opinions should be sought.

**Officers of the Board: Vice Chair/President**

The vice chair/president shall preside at board meetings in the absence of the chair/president and shall perform all of the duties of the president in case of his/her absence or disability.

**Legislative Representative**

A legislative representative shall serve as the board's liaison with the Washington State School Directors' Association Legislative Assembly. The legislative representative shall assume office July 1st in an even year for a two-year period. The legislative representative shall attend Washington State School Directors' Association Assemblies, conveying local views and concerns to that body and participating in the formulation of state legislative programs. The legislative representative shall monitor proposed school legislation and inform the board of the issues.

**Medical Lake School District Board Policy****1220****2****Duties of Individual Board Members**

The authority of individual board members is limited to participating in actions taken by the board as a whole when legally in session. Board members shall not assume responsibilities of administrators or other staff members. The board or staff shall not be bound in any way by any action taken or statement made by any individual board member except when such statement or action is pursuant to specific instructions and official action taken by the board.

Each board member shall review the agenda and any study materials distributed prior to the meeting and be prepared to participate in the discussion and decision-making for each agenda item.

Each member is obligated to attend board meetings regularly. Whenever possible, each director shall give advance notice to the president or superintendent of his/her inability to attend a board meeting. A majority of the board may excuse a director's absence from a meeting if requested to do so. The board may declare a board member's position vacant after four consecutive unexcused absences from regular board meetings.

**Legal References:**

RCW 28A.315.520	Directors - Quorum - Failure to attend meetings may result in vacation of office
RCW 28A.320	Provisions applicable to all district
RCW 28A.330.100	Additional powers of the board
RCW 28A.330.030	Duties of president
RCW 28A.330.080	Payments of claims - Signing of warrants
RCW 28A.330.200	Organization of the board
RCW 28A.330.040	Duties of vice president

**Adoption Date:02.99;****Medical Lake School District****Revised Date: 04.97;**

## Coversheet

### Student Reports

**Section:** V. Student Representative Reports  
**Item:** A. Student Reports  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** Student Representative Report.pdf

## Executive Summary: Student Representative Report

This report summarizes key insights and feedback gathered from students at Michael Anderson Elementary (MAE), Hallett Elementary (HE), Medical Lake Middle School (MLMS), and Medical Lake High School (MLHS). The findings focus on what students identify as positive aspects of their education, support structures, and specific areas where Student Representatives and the Board can act to enhance the student experience.

### What's Working Well (Bright Spots)

Across all levels, students highlighted strong community, engaging activities, and positive relationships with staff and peers:

- **Elementary Engagement:** MAE students value cross-grade activities like **Book Buddies** and their involvement in **Art** (mini Macy's Parade, mural creation). HES students are motivated by subjects like **Math** (earning class activities) and their enjoyment of **Reading** and **small group time** with teachers.
- **Middle School Connection:** MLMS students praised the strength of their **community** (7th grade's "Protection Bubble") and expressed enthusiasm for unique electives and sports, including **Band, Jazz Band, Wrestling, and Flag Football**.
- **High School Relevancy:** MLHS students find value in **CTE classes** (Engineering, Metals) for being engaging and skill-building (welding), and appreciate innovative methods like the **Harry Potter competition** in Senior English for encouraging attendance. The JROTC program is valued for teaching **leadership** and community involvement.

### Supports and Safety

Students consistently rely on adults and peers for support and identify factors contributing to a sense of safety:

- **Teacher/Peer Support:** Teachers are universally cited as the **most helpful resource** (especially for questions and academics like Zearn). Elementary students, particularly 5th graders at MAE, are also trained to seek support from **friends/partners** for schoolwork and emotional help.
- **Community Safety:** The presence of the **Deputy at lunch** enhances feelings of safety for MLMS 6th graders. For HES 3rd graders, friends who **stand up against bullies** and teachers who perform thorough check-ins during **Lockdown Drills** are key to feeling safe.



## Areas for Improvement and Representative Action

Student requests across the district focus on enhancing school facilities, extracurricular opportunities, and demanding a more active student voice:

Area of Concern	Grade Levels/Schools Affected	Specific Student Recommendations
<b>Facilities/Equipment</b>	Michael Anderson Elementary (5th Grade)	Upgrade <b>playground equipment</b> ("big toys").
<b>Extracurriculars</b>	MAE (5th Grade), MAE (3rd Grade), Hallett (3rd Grade), MLMS (7th Grade)	Introduce a <b>Talent Show</b> ; hold <b>more fundraisers</b> and <b>more spirit weeks</b> ; start a <b>4 Square club</b> .
<b>Respect/Focus</b>	Medical Lake Middle School (7th & 8th Grade)	Concern over students <b>not respecting staff</b> (especially substitutes); difficulty with <b>focus</b> during class time.
<b>Student Voice &amp; Interaction</b>	Medical Lake High School (Engineering & JROTC)	<b>Get student opinions</b> on district decisions; increase <b>interaction from Student Board Representatives</b> .



## Summary of Student Representative Support Requests

Student feedback regarding the role of the Student Representatives highlights a desire for **increased student voice and engagement**:

- **Student Opinion/Voice:** High School students want the Student Representatives to actively **get student opinions** on district decisions and find out what the student body would like to see.
- **Interaction/Presence:** The JROTC students specifically requested **more interaction from the Student Board Representatives**.
- **Encouragement:** Students in the Intro to Metals class suggested that the representatives **encourage people to follow their dreams**.

## Coversheet

### New Grant ~ Tawni Barlow

**Section:** VI. Reports and Discussions  
**Item:** A. New Grant ~ Tawni Barlow  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** FOR IMMEDIATE RELEASE- DOE Grant.pdf

## FOR IMMEDIATE RELEASE

### Medical Lake School District Awarded \$3.4 Million Federal Grant to Boost School Psychology Workforce in Rural Washington

**MEDICAL LAKE, WA – December 16, 2025** – The Medical Lake School District (MLSD) is proud to announce it has been awarded a four-year grant totaling approximately **\$3.4 million** from the United States Department of Education (USDE). The grant, titled "Recruiting, Training, and Retaining the School Psychology Workforce for School-Based Mental Health in Rural Communities," will significantly enhance the availability of mental health professionals serving students in the region.

This vital funding establishes a critical partnership between the **Medical Lake School District (MLSD)**, **Educational Service District 101 (ESD 101)**, and the **University of Washington (UW)**. The primary goal is to create a robust pipeline of highly trained and certified School Psychology professionals to meet the critical needs of rural school districts across the ESD 101 service area in Northeastern Washington State.

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#### Key Project Highlights: Creating a Mental Health Pipeline

The project focuses on training and retaining **16 School Psychology Graduate Students** from the UW School Psychology accredited program. These students, designated as Mental Health School Professionals (MHSPs), will be specifically trained to deliver a comprehensive range of school-based mental health services, from early intervention to intensive support, aligned with multi-tiered systems of support (MTSS).

- **Training Hub:** MLSD will serve as a central, established mental health training hub within the ESD 101 region.
- **Internship & Employment:** Graduate candidates will complete their year-long, essential internships within MLSD and high-need Local Education Agencies (LEAs) in ESD 101. Following certification, they are committed to continuing employment for at least two years as certified school psychologists within the ESD 101 region.
- **Addressing Rural Needs:** This initiative directly addresses the urgent need for credentialed school psychologists in underserved, rural communities by explicitly training professionals to serve these unique environments.
- **Long-Term Impact:** Over the four-year term, the project will meaningfully expand the school psychology workforce, ensuring rural students have access to professional mental health support that addresses their concerns.

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"This \$3.4 million grant represents a transformative opportunity for our students and our entire community," said Kimberly Headrick, MLSD Superintendent. "By partnering with the University of Washington School Psychology Program and ESD 101 for the

4-year grant, we are not just addressing a workforce shortage; we are building a sustainable system to ensure every student in our region, especially those in rural settings, has access to the high-quality mental health support they deserve to thrive academically and personally."

"The University of Washington School Psychology Program is thrilled to collaborate on this essential 4-year project," added Kristen Missall, Professor and Director of the UW School Psychology Program in Seattle. "Our goal is to matriculate our highly qualified graduate students into real-world, high-need environments. By partnering with MLSD and the surrounding ESD 101 region, we establish a clear pathway for students and graduates who are deeply committed to rural service to develop into highly effective MHSPs, equipped to make a meaningful and lasting impact in their communities."

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## **About the Grant**

The USDE grant is a direct result of the partnership's alignment with the priorities of the federal competition, focusing on increasing the capacity of Local Education Agencies to provide a range of early and intensive mental health services for children and youth in rural communities.

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Contact:

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Medical Lake School District

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