



Medical Lake School District

Medical Lake School District #326, WA

Regular Board Meeting

Date and Time

Tuesday February 24, 2026 at 6:00 PM PST

Location

Medical Lake High School

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:00 PM
A. Record Attendance			
B. Call the Meeting to Order			
C. Pledge of Allegiance			
D. Approve Agenda	Vote		
E. 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			
F. High School Mentor Program	Discuss		

	Purpose	Presenter	Time
<p>C. Board Policy 3143 ~ Notification and Dissemination of Information About Student Offenses and Notification of Threats of Violence or Harm; Second Reading</p> <p>No changes from the first reading.</p>	Vote		
<p>D. Board Policy 3210 ~ Nondiscrimination; First Reading</p> <p>While this may look like a complete redo of the policy, it is really just cleaning it up and making things more clear. It was easier to mark it up this way than try to piece it together in the traditional mark-up you are used to seeing.</p>	Vote		
<p>E. Board Policy 5011 ~Sexual Harassment of District Staff Prohibited; Second Reading</p> <p>No changes from the first reading.</p>	Vote		
<p>F. Approve the 2026/2027 School Year Calendar</p> <p>Our first round of voting was too close to call but we had a record number of voters at 111.</p> <p>The second round we had 127 staff vote with 52% (66) choosing calendar A as their preferred 2026/2027 School Year Calendar. Of that voting demographic, 63% represented certificated staff, 25.2% represented classified staff and the remaining 11.8% made up by administrators, non-represented staff or those preferring not to say.</p>	Vote		

V. Student Representative Reports

<p>A. Student Reports</p> <ul style="list-style-type: none"> • Nate at Medical Lake High School • Chuks at Medical Lake Middle School • Lilly at Hallett Elementary School • Emma at Michael Anderson Elementary School 	Discuss		
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VI. Reports and Discussions

<p>A. Transportation Services Report ~ Tonya Jaynes</p>	Discuss		
<p>B. Assessments Report ~ Robert Haugen</p>	Discuss		

	Purpose	Presenter	Time
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VII. Board Reports and Discussion

A.	Legislative Report ~ Dr. Williams-Gilbert	Discuss	
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VIII. Superintendent's Report

A.	Education Support Professionals Week Proclamation	Discuss	
	March 9-13, 2026		

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	
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Coversheet

High School Mentor Program

Section: I. Opening Items
Item: F. High School Mentor Program
Purpose: Discuss
Submitted by:
Related Material: MLHS_Mentoring_Program (1).pptx.pdf

MEDICAL LAKE HIGH SCHOOL

Mentoring Program

Safe & Supportive • Engaging • Hope & Vision for the Future

A Partnership with LaunchNW

THE IMPACT OF MENTORING

55%

of young people with a mentor are more likely to enroll in college

78%

of mentored youth volunteer regularly in their communities

2x

more likely to hold leadership positions by age 25

Key Research Findings

Students with mentors are 52% less likely to skip school and show measurably higher graduation rates.

Mentored youth demonstrate higher self-esteem, better social skills, and improved academic performance.

The benefits of mentoring extend well beyond high school — mentored students earn more and report greater life satisfaction.

PEER MENTORING

Students helping students succeed

"Near-peer relationships are among the most powerful drivers of student success."

Why Peer Mentoring Works

● **Relatable Role Models**

Peer mentors have recently navigated the same challenges — they speak the same language and understand what students are experiencing right now.

● **Safe Space to Learn**

Students are more likely to ask questions and admit struggles with peers, reducing the anxiety that comes with approaching authority figures.

● **Mutual Growth**

Both mentors and mentees benefit: mentors strengthen leadership and communication skills while reinforcing their own academic knowledge.

● **Research-Backed Results**

Studies show peer-mentored students have higher attendance, stronger grades, and a greater sense of belonging and school connectedness.

What is ASPIRE?

ASPIRE is EWU's TRIO Educational Opportunity Centers program, federally funded to help first-generation and income-eligible students navigate the path to higher education.

ASPIRE serves Medical Lake students directly, providing college access support, mentoring, and financial aid guidance through trained college student mentors.

ASPIRE Services at Medical Lake

- College application and admissions support
- FAFSA & financial aid workshops
- Career exploration and goal-setting
- Academic tutoring and study skill coaching
- Campus visits to Eastern Washington University
- One-on-one mentoring with EWU college students

Together, Medical Lake High School and EWU ASPIRE are creating pathways for every student to succeed.

Coversheet

Minutes of the Regular Board Meeting 1/27/2026

Section: II. Consent Agenda
Item: A. Minutes of the Regular Board Meeting 1/27/2026
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Regular Board Meeting on January 27, 2026

APPROVED



Medical Lake
School District

Medical Lake School District #326, WA

Minutes

Regular Board Meeting

School Board Appreciation Month

Date and Time

Tuesday January 27, 2026 at 6:00 PM

Directors Present

Alexis Alexander, Gerri Johnson, Laura Parsons, Ron Cooper

Directors Absent

Wendy Williams-Gilbert

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Laura Parsons called a meeting of the board of directors of Medical Lake School District #326, WA to order on Tuesday Jan 27, 2026 at 6:00 PM.

C. Pledge of Allegiance

D. Approve Agenda

Alexis Alexander made a motion to approve.

Ron Cooper seconded the motion.

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

E. What's Right

Ryan Grant wanted to echo what Dr. Headrick said about having new people on the facilities committee is pretty neat. He gave big credit to her and her team for getting those voices who haven't been heard before at the table, it's a huge deal. The facilitator did a great job.

He also wanted to echo Dir. Johnson about having a school board that is all about doing what they can for staff and students and getting along so well. It's very peaceful and we're grateful for the School Board of Medical Lake.

F. Brief Break Will Be Taken For Refreshments

A 10 minute break was taken for refreshments as a Thank You to our School Board.

II. Consent Agenda

A. Minutes of the Regular Board Meeting 12/16/2025

Alexis Alexander made a motion to approve the minutes from Regular Board Meeting on 12-16-25.

Ron Cooper seconded the motion.

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

B. Approve the Consent Agenda

Alexis Alexander made a motion to approve.

Ron Cooper seconded the motion.

Resignations - *Dave Boyd ~ Baseball Coach, Middle School (effective 1/5/2026); Hank Brower ~ Assistant Baseball Coach, Middle School (effective 1/5/2026); Debra Ornelas ~ 8th Grade Volleyball Coach, Middle School (effective 1/8/2026); Ross Niblock ~ Drama Advisor, High School (effective 1/7/2026); Karissa Floyd ~ Para, Michael Anderson (effective 1/6/2026); Arthur Corcoran ~ Music Teacher, Michael Anderson Elementary (effective 6/16/2026);*

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 - *Christy Paul ~ Pre-School Para, Michael Anderson Elementary (remainder of the 2025/2026 school year, effective 1/13/2026);*

Classified Substitutes - *None at this time*

Extra Curricular Activities - *None at this time*

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 (Payroll) for December 31, 2025, warrants 138317 - 138321 in the amount of \$7,953.81;

General Fund (Payroll/Accounts Payable) for December 31, 2025, warrants 138322 - 138341 in the amount of \$706,740.53;

General Fund (Accounts Payable) form December 23, 2025, warrants 138342 - 138398 in the amount of \$141,157.77;

General Fund (Payroll) for January 6, 2026, warrant 138399 in the amount of \$5,770.54;

General/Capital/ASB Funds (Accounts Payable) for January 16, 2026, warrants 138400 - 138497 in the amount of \$502,806.51;

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

III. Individual Actions Items

A. Board Policy 1111 ~ Oath of Office; First Reading

Alexis Alexander 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

Alexis Alexander made a motion to approve.

Ron Cooper seconded the motion.

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

C. Board Policy 5011 ~Sexual Harassment of District Staff Prohibited; First Reading

Ron Cooper made a motion to approve.

Alexis Alexander seconded the motion.

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

D. Board Policy 6220 ~ Bid or Proposal Requirements; First and Second Reading

Alexis Alexander made a motion to approved.

Ron Cooper seconded the motion.

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

E. Approve the Theft Sensitive List ~ Technology

Ron Cooper made a motion to approve.

Alexis Alexander seconded the motion.

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

IV. Student Representative Reports

A. Student Reports

Roslyn went to Hallett this month. Students there have a school-wide excitement for math in 4th and 5th grades and are showing a heightened interest in writing. They said they feel exceptionally safe due to the high visibility of teachers during the day. When asked what the school's superpower would be, they said "efficient" noting its ability to constantly build itself up.

When asked about support, they said teachers are their primary support but some students prefer peer-to-peer as their first line of communication if they're too shy to ask an adult.

Nathaniel went to the Middle School. 6th graders there expressed enjoyment regarding their science testing schedule. Students in 7th and 8th grades reported a desire to move faster in History to cover modern topics and requested more open-ended, creative writing opportunities. They'd like to see more inclusive assemblies about different groups of students like the way Hallett does to increase student involvement. Teachers were praised for their patience and it was noted that the presence of the sheriff and administration during lunch made them feel safe and the environment more welcoming.

Lorelai went to the High School. More sophomores were doubling up on math so they were able to do more electives later like Spanish, PE and Life Skills. The English department was highlighted for maintaining a clear grading system and rewards that motivate attendance and performance. When asked the school's superpower, students said it was "speed" and "strength" because of the student body being able to learn quickly and keep up with a fast-paced environment.

It was still noted that students in the high school are not sure of the purpose or function of the student board representatives. So the goal of this group is to increase visibility so peers know how to utilize them for advocacy.

B. Student Legislative Report ~ Madison Griffis

Madison said she and Lilly really enjoyed the opportunity to attend the conference. Their main take-away was the "bite, snack, meal, crockpot" method. It references things we can achieve right now, the near future, this year and eventually. When we met with other student representatives at the conference, some said they meet with their school board

prior to the board meetings to talk about the agenda, others had Board Mentors, to help them get a better understanding what the Board does. It was also noted some schools give 1/2 a credit for students who serve as representatives and give our cords during graduation which would be great for recognition. (a quick google search said Royal Blue is the color for student board reps).

On the car ride back home, the superintendent and student representatives were able to talk about these ideas more in-depth. The superintendent noted that both Madison and Lilly did an outstanding job and both thought it was really neat and cool.

There were great ideas around being able to go through the board packet prior to the meeting to give an advisory vote to the board and superintendent and have an opportunity to engage in conversation around topics and policies ahead of time.

We also had the idea of doing a retreat or work session in the next couple of months and all come together to really get to know each other more.

The board thought the work session was a great idea.

V. Reports and Discussions

A. Winter Sports Report ~ Dawn Eliassen

Dr. Jeremy Vincent filled in for AD Dawn Eliassen as she was at the basketball game in Riverside.

- Just shy of 100 active winter athletes registered for winter sports to include 2 gymnasts with SPS, and 5 boys swimmers with CHS.
- Our gymnasts are regularly landing on the podium and are likely State qualifiers in February.
- James Oliver is currently ranked 1st in the state at 126 and Lyla Heinemann is ranked 2nd at 135.
- The Spirit Game with Lakeside has been revived as *The Battle of the Buoy*.
 - 2026 Cardinals of the Caribbean
 - January 31, at Mead HS
 - Student Rooter Buses and a Family Bus are planned
 - Spirit packs are on sale now

B. Human Resources Report ~ Christy Nauta

Christy Nauta noted that it is pretty quiet for the moment.

Hallett currently doesn't have any resignations or retirements, there is a potential leave of absence that is due by March 1 that could impact them.

Michael Anderson has an instructional coach that is retiring after 37 years with the district.

The TK teacher has the ability to stay home and is resigning her position.

Our music teacher is moving to Ohio creating an opening for music.

Middle School has 2 veteran science teachers retiring, those will be big spots to fill.

A veteran PE teacher is retiring from the high school, and a medical leave of absence that will also need to notify us by March 1.

Student Services has nothing as of this moment.

Custodial and Nutrition Services is fully staffed and has a sub pool, something we've not had in awhile.

Transportation has 4 new drivers doing class next week.

C. Technology Services Report ~ Trevor Meade

Trevor Meade did a wrap-up from last year when Josh Rux, Carrie Fitch, Rob Haugen and Ryan Stemkowski did a refresh of the district website. It had been 8 years since the last refresh. It's a lot of work and looked really amazing.

Q was a year long process, or supposed to be, August proved to be more of a challenge, things weren't quite as smooth as they should've been. HR, Payroll and Student Services did a great job getting things moved over from the old to the new and set up everything for our district to be successful. It took a village for this to be successful and I think we are doing great.

Every year we get 375 Chromebooks on a 5 year refresh cycle. This year we did it a little early as components within the Chromebooks were set to go up in price at the middle of next month. We also upgraded to a new work order system. It was the maintenance department's idea first but we saw the potential for our department. It gives us better analytics from the past so we can help solve problems before they happen. Another thing we like about the system is the satisfaction survey which allows us to get a heartbeat on how we're doing with work being completed. Staff can even leave feedback, good or bad. It's reviewed weekly and goes into a data dashboard so we know where we can improve and make changes. Currently at 4.9 out of 5 for ratings.

Mr. Meade introduced Kevin Orense, the new tech assistant. Josh Rux went to West Valley, Kevin came from West Valley. His customer support is great and Trevor receives a lot of compliments on his professionalism. He's a nice breath of fresh air, brings in new ideas.

D.

Special Education Services Update ~ Tawni Barlow

Tawni shared a slide show and started by reminding the Board that the Special Education team constantly creates the connection of belonging for everyone in our district.

The next slide talked about "least restrictive environment" and what that means for students. It means teaching kids in an environment that doesn't restrict their learning, such as keeping them in a general education classroom as much as possible. Tawni wishes she could change to the "most enabling environment", she feels it's a better term.

A comparison of data shows that the district average percentage of students with disabilities being served in their classroom 80-100% of the time has gone from 58% in 2017/18 to 90% in 2025/26. This is equally impressive if you consider there are a total of 263 students in our district that are eligible for services.

The final 3 slides touched on the LEA report. Normally our district is in the green. This year, we have one line that is yellow. It comes from the wording we used when talking about our students with disabilities post-secondary plans. It is very particular, we used shall vs will. Tawni takes this very serious and will have the corrections completed before the March 2 deadline.

E. ELL Report ~ Rob Haugen

Mr. Haugen briefly noted that we have 16 different birth countries represented and 8 home languages in the Medical Lake School District across our ELD students. Currently we have 28 students actively enrolled in our ELD program and 6 being monitored. Once a student tests out of the ELD program, they are monitored for 2 years following. There are 4 teachers across the district that serve as building coordinators for the program and 2 support staff, 1 that assists with instruction and 1 at the district level that helps Mr. Haugen as the Program Coordinator. Students in the ELD program are tested on 4 domains: speaking, listening, reading and writing and in 2025, results show that listening was the students' strongest overall domain.

VI. Board Reports and Discussion

A. Legislative Updates

Due to Dr. Williams-Gilbert need to be absent, this will be discussed at the February Board Meeting.

B. Who Will Hand Out Diplomas?

Dir. Cooper and Dir. Alexander will hand out diplomas at graduation on June 12.

VII. Superintendent's Report

A.

School Board Appreciation Proclamation

The School Board Proclamation was read prior to the break for refreshments.

B. School Counselor Week Proclamation

School Counselor Week is February 2 - 6, 2026. Dr. Headrick read aloud, a proclamation highlighting all that school counselors do for students nation-wide.

C. Community Facilities Task Force Update

The first Community Facilities Task Force meeting was a huge success. Of the 24 invited, 22 were in attendance. Those in attendance represented a wide array of demographics across our district from former superintendents, graduates, business leaders, parents, community members, and current staff.

Our team decided they'd like to meet in a different school building for each meeting so they can see the buildings first hand.

VIII. 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 7:34 PM.

Respectfully Submitted,
Laura Parsons

Coversheet

Approve the Consent Agenda

Section: II. Consent Agenda
Item: B. Approve the Consent Agenda
Purpose: Vote
Submitted by:
Related Material: Financials.pdf
Enrollment.pdf
2.24.2026 Consent Agenda.pdf

Budget Status Report

2025-2026

MEDICAL LAKE SCHOOL DISTRICT

Basis of Accounting: Fund Balance	Account Codes: Agency	Fund Code: 10
Reporting Month: January	Budget Type: Revised	Fund Description: General Fund

A. REVENUES/OTHER FIN. SOURCE	Annual Budget	Actual for Month	Actual for Year	Encumbrances	Balance	Percent
1000 LOCAL TAXES	2,023,005	2,729.49	840,421.16		1,182,583.84	41.54
2000 LOCAL SUPPORT NONTAX	317,715	28,654.29	199,983.54		117,731.46	62.94
3000 STATE - GENERAL PURPOSE	19,553,637	1,370,124.21	7,386,973.27		12,166,663.73	37.78
4000 STATE - SPECIAL PURPOSE	6,406,848	492,082.23	2,420,290.99		3,986,557.01	37.78
5000 FEDERAL - GENERAL PURPOSE	2,762,534	0.00	1,293,653.00		1,468,881.00	46.83
6000 FEDERAL - SPECIAL PURPOSE	1,736,261	106,553.07	373,092.90		1,363,168.10	21.49
7000 REVENUES FR OTH SCH DIST	0	0.00	0.00		0.00	0.00
8000 OTHER AGENCIES AND ASSOCIATES	0	0.00	0.00		0.00	0.00
9000 OTHER FINANCING SOURCES	0	0.00	0.00		0.00	0.00
Total	32,800,000	2,000,143.29	12,514,414.86		20,285,585.14	38.15

B. EXPENDITURES	Annual Budget	Actual for Month	Actual for Year	Encumbrances	Balance	Percent
00 Regular Instruction	18,098,444	1,406,364.84	7,217,004.54	210,039.26	10,671,400.20	41.04
10 Federal Stimulus	0	0.00	1,183.84	0.00	(1,183.84)	0.00
20 Special Ed Instruction	4,495,659	424,446.95	2,107,709.40	3,978.22	2,383,971.38	46.97
30 Voc. Ed Instruction	1,169,786	105,962.53	480,615.14	12,299.94	676,870.92	42.14
40 Skills Center Instruction	0	0.00	0.00	0.00	0.00	0.00
50+60 Compensatory Ed Instruct.	948,535	64,655.94	321,542.77	0.00	626,992.23	33.90
70 Other Instructional Pgms	354,603	13,254.54	62,952.57	20,000.00	271,650.43	23.39
80 Community Services	594,553	84,606.53	289,309.82	0.00	305,243.18	48.66
90 Support Services	7,938,420	730,984.59	3,407,359.06	1,256,298.47	3,274,762.47	58.75
Total	33,600,000	2,830,275.92	13,887,677.14	1,502,615.89	18,209,706.97	45.80

C. OTHER FIN. USES TRANS. OUT (GL 536)	0	0.00	0.00
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D. OTHER FINANCING USES (GL 535)	0	0.00	0.00
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E. EXCESS OF REVENUES/OTHER FIN. SOURCES OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)	(800,000)	(830,132.63)	(1,373,262.28)	(573,262.28)	71.66
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F. TOTAL BEGINNING FUND BALANCE	4,105,195		4,178,812.27
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G. GLs 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)			0.00
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H. TOTAL ENDING FUND BALANCE (E+F + OR - G)	3,305,195		2,805,549.99
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Budget Status Report

2025-2026

MEDICAL LAKE SCHOOL DISTRICT

Basis of Accounting: Fund Balance	Account Codes: Agency	Fund Code: 10
Reporting Month: January	Budget Type: Revised	Fund Description: 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	2,740,868.80
G/L 891 Unassigned Min Fnd Bal Policy	0	0.00
Total	3,305,195	2,805,549.99
Differences	0	0.00

Budget Status Report

2025-2026

MEDICAL LAKE SCHOOL DISTRICT

Basis of Accounting: Fund Balance	Account Codes: Agency	Fund Code: 20
Reporting Month: January	Budget Type: Revised	Fund Description: Capital Projects

A. REVENUES/OTHER FIN. SOURCE	Annual Budget	Actual for Month	Actual for Year	Encumbrances	Balance	Percent
1000 Local Taxes	587,324	734.38	239,478.01		347,845.99	40.77
2000 Local Support Nontax	7,500	1,467.05	6,964.93		535.07	92.87
3000 State - General Purpose	0	0.00	0.00		0.00	0.00
4000 State - Special Purpose	0	0.00	0.00		0.00	0.00
5000 Federal - General Purpose	0	0.00	0.00		0.00	0.00
6000 Federal - Special Purpose	0	0.00	0.00		0.00	0.00
7000 Revenues Fr Oth Sch Dist	0	0.00	0.00		0.00	0.00
8000 Other Agencies and Associates	0	0.00	0.00		0.00	0.00
9000 Other Financing Sources	0	0.00	0.00		0.00	0.00
Total	594,824	2,201.43	246,442.94		348,381.06	41.43
B. EXPENDITURES						
10 Sites	375,000	0.00	0.00	0.00	375,000.00	0.00
20 Buildings	483,351	17,638.35	55,911.62	0.00	427,439.38	11.57
30 Equipment	0	116,386.88	116,386.88	0.00	(116,386.88)	0.00
40 Energy	0	0.00	0.00	0.00	0.00	0.00
50 Sales & Lease Expenditure	0	0.00	0.00	0.00	0.00	0.00
60 Bond Issuance Expenditure	0	0.00	0.00	0.00	0.00	0.00
90 Debt	0	0.00	0.00	0.00	0.00	0.00
Total	858,351	134,025.23	172,298.50	0.00	686,052.50	20.07
C. OTHER FIN. USES TRANS. OUT (GL 536)	0	0.00	0.00			
D. OTHER FINANCING USES (GL 535)	0	0.00	0.00			
E. EXCESS OF REVENUES/OTHER FIN. SOURCES OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)	(263,527)	(131,823.80)	74,144.44		337,671.44	(128.
F. TOTAL BEGINNING FUND BALANCE	268,527		320,055.75			
G. GLs 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)			0.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)	5,000		394,200.19			

Budget Status Report

2025-2026

MEDICAL LAKE SCHOOL DISTRICT

Basis of Accounting: Fund Balance	Account Codes: Agency	Fund Code: 20
Reporting Month: January	Budget Type: Revised	Fund Description: 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)	(172,298.50)
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	528,473.88
G/L 890 Unassigned Fund Balance	0	0.00
Total	5,000	394,200.19

Differences	0	0.00
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Budget Status Report

2025-2026

MEDICAL LAKE SCHOOL DISTRICT

Basis of Accounting: Fund Balance	Account Codes: Agency	Fund Code: 30
Reporting Month: January	Budget Type: Revised	Fund Description: Debt Service Fund

A. REVENUES/OTHER FIN. SOURCE	Annual Budget	Actual for Month	Actual for Year	Encumbrances	Balance	Percent
1000 Local Taxes	1,563,560	2,247.55	656,397.75		907,162.25	41.98
2000 Local Support Nontax	10,000	1,345.93	14,357.06		(4,357.06)	143.57
3000 State - General Purpose	0	0.00	0.00		0.00	0.00
5000 Federal - General Purpose	0	0.00	0.00		0.00	0.00
9000 Other Financing Sources	0	0.00	0.00		0.00	0.00
Total	1,573,560	3,593.48	670,754.81		902,805.19	42.63

B. EXPENDITURES	Annual Budget	Actual for Month	Actual for Year	Encumbrances	Balance	Percent
Matured Bond Expenditures	1,340,000	0.00	1,340,000.00	0.00	0.00	100.00
Interest On Bonds	209,200	0.00	118,000.00	0.00	91,200.00	56.41
Interfund Loan Interest	0	0.00	0.00	0.00	0.00	0.00
Bond Transfer Fees	24,360	0.00	350.00	0.00	24,010.00	1.44
Arbitrage Rebate	0	0.00	0.00	0.00	0.00	0.00
Underwriter's Fees	0	0.00	0.00	0.00	0.00	0.00
Total	1,573,560	0.00	1,458,350.00	0.00	115,210.00	92.68

C. OTHER FIN. USES TRANS. OUT (GL 536)	0	0.00	0.00			
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D. OTHER FINANCING USES (GL 535)	0	0.00	0.00			
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E. EXCESS OF REVENUES/OTHER FIN. SOURCES OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)	0	3,593.48	(787,595.19)		(787,595.19)	0.00
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F. TOTAL BEGINNING FUND BALANCE	1,177,000		1,218,374.98			
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G. GLs 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)			0.00			
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H. TOTAL ENDING FUND BALANCE (E+F + OR - G)	1,177,000		430,779.79			
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I. ENDING FUND BALANCE ACCOUNTS	Annual Budget	Actual for Month	Actual for Year	Encumbrances	Balance	Percent
G/L 810 Restricted for Other Items	0		0.00			
G/L 830 Restricted for Debt Service	1,177,000		430,779.79			
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			
Total	1,177,000		430,779.79			

Differences	0		0.00			
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Budget Status Report

2025-2026

MEDICAL LAKE SCHOOL DISTRICT

Basis of Accounting: Fund Balance	Account Codes: Agency	Fund Code: 40
Reporting Month: January	Budget Type: Revised	Fund Description: Associated Student Body Fund

A. REVENUES	Annual Budget	Actual for Month	Actual for Year	Encumbrances	Balance	Percent
1000 General Student Body	199,510	4,663.34	45,435.82		154,074.18	22.77
2000 Athletics	144,160	6,123.46	71,546.56		72,613.44	49.63
3000 Classes	13,200	5.00	362.00		12,838.00	2.74
4000 Clubs	90,005	7,259.81	61,213.61		28,791.39	68.01
6000 Private Moneys	10,050	200.00	590.00		9,460.00	5.87
Total	456,925	18,251.61	179,147.99		277,777.01	39.21

B. EXPENDITURES

1000 General Student Body	244,550	2,431.55	20,869.52	8,008.38	215,672.10	11.81
2000 Athletics	167,192	7,441.96	59,768.78	7,131.11	100,292.11	40.01
3000 Classes	12,350	0.00	3,639.94	0.00	8,710.06	29.47
4000 Clubs	66,535	6,331.05	30,552.87	8,898.77	27,083.36	59.29
6000 Private Moneys	11,611	0.00	0.00	0.00	11,611.00	0.00
Total	502,238	16,204.56	114,831.11	24,038.26	363,368.63	27.65

C. EXCESS OF REVENUES OVER (UNDER) EXPENDITURES (A-B)	(45,313)	2,047.05	64,316.88		109,629.88	(241.
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D. TOTAL BEGINNING FUND BALANCE	300,000		269,030.40			
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E. GLs 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)			0.00			
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F. TOTAL ENDING FUND BALANCE (C+D + OR - E)	254,687		333,347.28			
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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		333,347.28			
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			
Total	254,687		333,347.28			

Differences	0		0.00			
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Budget Status Report

2025-2026

MEDICAL LAKE SCHOOL DISTRICT

Basis of Accounting: Fund Balance	Account Codes: Agency	Fund Code: 90
Reporting Month: January	Budget Type: Revised	Fund Description: Transportation Vehicle Fund

A. REVENUES/OTHER FIN. SOURCE	Annual Budget	Actual for Month	Actual for Year	Encumbrances	Balance	Percent
1000 Local Taxes	0	0.00	0.00		0.00	0.00
2000 Local Nontax	5,000	1,525.53	7,559.27		(2,559.27)	151.19
3000 State - General Purpose	0	0.00	0.00		0.00	0.00
4000 State - Special Purpose	250,000	0.00	0.00		250,000.00	0.00
5000 Federal - General Purpose	0	0.00	0.00		0.00	0.00
6000 Federal - Special Purpose	0	0.00	0.00		0.00	0.00
8000 Other Agencies and Associates	0	0.00	0.00		0.00	0.00
9000 Other Financing Sources	0	0.00	0.00		0.00	0.00
Total	255,000	1,525.53	7,559.27		247,440.73	2.96
B. 9900 TRANSFERS IN FROM GF	0	0.00	0.00		0.00	0.00
C. Total REV./OTHER FIN. SOURCES	255,000	1,525.53	7,559.27		247,440.73	2.96
D. EXPENDITURES						
Type 30 Equipment	370,673	0.00	0.00	0.00	370,673.00	0.00
Type 40 Energy	0	0.00	0.00	0.00	0.00	0.00
Type 60 Bond Levy Issuance	0	0.00	0.00	0.00	0.00	0.00
Type 90 Debt	0	0.00	0.00	0.00	0.00	0.00
Total	370,673	0.00	0.00	0.00	370,673.00	0.00
E. OTHER FIN. USES TRANS. OUT (GL 536)	0	0.00	0.00			
F. OTHER FINANCING USES (GL 535)	0	0.00	0.00			
G. EXCESS OF REVENUES/OTHER FIN. SOURCES OVER (UNDER) EXP/OTH FIN USES (C-D-E-F)	(115,673)	1,525.53	7,559.27		123,232.27	(106.
H. TOTAL BEGINNING FUND BALANCE	122,000		476,882.30			
I. GLs 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)			0.00			
J. TOTAL ENDING FUND BALANCE (G+H + OR - I)	6,327		484,441.57			

Budget Status Report

2025-2026

MEDICAL LAKE SCHOOL DISTRICT

Basis of Accounting: Fund Balance	Account Codes: Agency	Fund Code: 90
Reporting Month: January	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	484,441.57
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
Total	6,327	484,441.57

Differences	0	0.00
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Enrollment 25-26

2025-2026 Medical Lake School District Enrollment

Number of months to use in average

6

	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										
K	70	70.00	73	73.00	73	73.00	76	76.00	76	76.00	76	76.00									74	74.00
One	91	91.00	93	92.05	91	91.00	93	93.00	93	93.00	93	93.00									92	92.18
Two	81	81.00	82	82.00	82	81.05	82	82.00	82	82.00	82	82.00									82	81.68
Three	90	90.00	90	90.00	92	92.00	95	95.00	97	97.00	98	98.00									94	93.67
Four	86	86.00	88	87.04	89	88.04	89	89.00	90	90.00	90	90.00									89	88.35
Five	74	73.77	74	73.77	79	78.77	81	80.77	81	80.77	82	81.77									79	78.27
HALLETT	492	491.77	500	497.86	506	503.86	516	515.77	519	518.77	521	520.77									509	508.13
K	65	65.00	65	65.00	62	62.00	63	63.00	63	63.00	65	65.00									64	63.83
One	66	66.00	66	66.00	65	65.00	63	63.00	63	63.00	64	64.00									65	64.50
Two	45	45.00	47	47.00	48	48.00	49	49.00	49	49.00	48	48.00									48	47.67
Three	44	44.00	46	46.00	46	46.00	46	46.00	45	45.00	45	45.00									45	45.33
Four	58	58.00	60	60.00	62	62.00	62	62.00	62	62.00	62	62.00									61	61.00
Five	44	44.00	45	45.00	45	45.00	46	46.00	47	47.00	46	46.00									46	45.50
ANDERSON	322	322.00	329	329.00	328	328.00	329	329.00	329	329.00	330	330.00									328	327.83
Five																						
Six	131	129.91	129	128.36	132	127.84	130	129.36	131	130.36	131	131.00									131	129.47
Seven	129	128.22	127	127.00	128	128.00	127	127.00	127	127.00	130	130.00									128	127.87
Eight	129	127.13	127	127.00	131	129.55	130	130.00	130	130.00	131	130.86									130	129.09
MLMS	389	385.26	383	382.36	391	385.39	387	386.36	388	387.36	392	391.86									388	386.43
Seven																						
Eight																						
Nine	117	116.17	121	121.00	122	121.88	123	123.00	123	123.00	122	121.71									121	121.13
Ten	106	106.00	108	108.00	111	110.18	113	112.18	114	113.18	113	112.18									111	105.26
Eleven	109	85.81	109	87.05	113	91.31	114	93.12	114	93.62	116	94.97									113	91.29
Twelve	126	103.90	132	107.11	132	109.34	132	109.32	131	108.32	131	108.95									131	107.82
MLHS	458	411.88	470	423.16	478	432.71	482	437.62	482	438.12	482	437.81									475	430.22
TOTAL Basic Enrollment	1,661	1,610.91	1,682	1,632.38	1,703	1,649.96	1,714	1,668.75	1,718	1,673.25	1,725	1,680.44									1,701	1,652.62
Hallett ALE	5	5.00	9	9.00	12	12.00	12	12.00	12	12.00	13	12.98									11	10.50
Anderson ALE	3	3.00	3	3.00	3	3.00	4	4.00	7	7.00	7	6.90									5	4.48
MLMS ALE	13	10.57	19	16.72	23	17.66	23	17.17	24	17.73	28	21.51									22	16.89
MLHS ALE	15	8.90	23	14.11	28	19.54	30	21.23	31	23.06	30	21.51										
ALE Enrollment	36	27.47	54	42.83	66	52.20	69	54.40	74	59.79	78	62.90									63	49.93
Running Start Only	-	-	34		34		31		28													
RS Non-Voc	-	-		37.59		37.32		35.79		33.27												
RS Voc.	-	-		0.33		0.33		0.33		0.53												
Running Start Total Students	-	-	41		41		40		37													
Hallett TK	19		19		19		20		20		20											
MAE TK	20		18		16		17		17		17											
TK Total	39	39.00	37	37.00	35	35.00	37	37.00	37	37.00	37	36.04									37	36.84
Hallett PK	16		16		12		12		13		13											
MAE PK	52		49		46		47		46		52											
Total Pre-School	68		65		58		59		59		65										62	
K-21 SpEd	211		220		219		222		229		233										222	
3-5 SpEd	18		20		23		26		29		31										25	
SpEd TK	8		7		6		6		6		5										6	
Total SpEd	237		247		248		254		264		269										253	
E-672	1	1.00	2	2.00	3	3.00	3	3.00	3	3.00	3	3.00									3	2.50
ESL	22		27		30		30		31		33										29	
MS Voc.Ed.	-	-	-	0.00	-	-	-	-	-	-	-	-										
HS Voc.Ed.		114.33		112.10		115.31		114.32		112.62		103.46										112.02
Open Doors	-	-	1		-		-		-		-										0	
O.D. Voc	-	-	-	0.00	-	-	-	-	-	-	-	-										
O.D. Non V	-	-	-	1.00	-	0.00	1	1.00	-	-	1	1.00										0.60

2.24.2026 ~ Consent Agenda

Resignations - Hailey Van Soest ~ Head Volleyball Coach, High School (effective 1/29/2026); Taylor Dormaier ~ Assistant Baseball Coach, High School (effective 1/29/2026); Natasha Yazzie ~ Assistant/Attendance Secretary, Michael Anderson Elementary (effective 6/23/2026); Nerissa Meckel ~ Cafeteria, Hallett Elementary (effective 2/20/2026); Heather Reither ~ Special Education Teacher, Middle School (effective end of the 2025/2026 school year);

Leaves - None at this time

Staff Contracts:

Administrative Staff - Roll-over the Superintendent's contract for a further 3 years;

Certificated Staff - None at this time

Certificated Substitutes - None at this time

Long-term Substitutes - None at this time

Classified Staff - Lori Thornton ~ Pre-School Para, Michael Anderson Elementary (remainder of the 25/26 school year only 6.75 hours per day, effective 1/21/2026 - 4/20/2026); Katie Addington ~ Pre-School Para, Michael Anderson Elementary (remainder of the 25/26 school year only 6.75 hours per day, effective 1/20/2026 - 6/16/2026);

Classified Substitutes - None at this time

Extra Curricular Activities - Joe Oliver ~ Assistant Baseball Coach, High School (effective spring 2026);

Other - Meg Holliday ~ MHSP Grant Support Position (17 hours per week, Wellness, effective 2/17/2026 - 6/30/2026); Jenna Finnerty ~ MHSP Grant - School Psychologist Coordinator (20 hours per week, Wellness, effective August 2026);

Teachers Teaching Out of Content Areas: None at this time

Staff Travel: None at this time

Board Member Compensation: Ron Cooper (October 24, 2025 - February 10, 2026);

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 January 31, 2026, warrants 138498 - 138506 in the amount of \$13,835.25;

General Fund (Payroll/Accounts Payable) for January 31, 2026, warrants 138507 - 138526 in the amount of \$720,174.18;

General/Capital/ASB Funds (Accounts Payable) for January 30, 2026, warrants 138527 - 138587 in the amount of \$259,735.45;

General/ASB Funds (Accounts Payable) for February 18, 2026, warrants 138588 - 138661 in the amount of \$372,701.74;

Coversheet

Board Policy 1111 ~ Oath of Office; Second Reading

Section: IV. Individual Actions Items
Item: A. Board Policy 1111 ~ Oath of Office; Second Reading
Purpose: Vote
Submitted by:
Related Material: 1111 Critical Oath of Office.pdf

Medical Lake School District Board Policy

1111

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Oath of Office

~~According to statutory provision, each new~~ Before entering upon the duties of office, every person elected, re-elected, a school director ~~shall~~ must take an oath or affirmation to support the constitutions of the United States and the state of Washington and to uphold the laws of the state of Washington. ~~to promote the interests of education and to~~ The director must also affirm that they will faithfully discharge the duties of his/her office to the best of his/her ability.

The oath or affirmation must be administered by an officer authorized to administer oaths under state law. ~~A~~ School officials are themselves ~~district officer or notary public~~ authorized to administer oaths or affirmations related to their respective offices, and they may do so without any charge or fee. ~~must certify to this oath and the signature of the member. After being properly completed,~~ The oath or affirmation may be administered in person or, when permitted by law, through remote means such as a virtual meeting or electronic appearances. ~~of office shall be filed with the county auditor.~~

If the director has received a written appointment or commission, the oath or affirmation should be endorsed on that document and sworn to before an authorized officer. After the oath or affirmation has been properly administered, it must be filed with the county auditor of the county in which the school district is located. A copy of the oath should also be retained in the district's administrative records for reference.

Directors elected at a regular election officially begin their term of office at the first regular or special meeting of the board of directors following certification of the election results. Appointed directors assume office immediately after taking and filing the oath or affirmation.

Legal References:

RCW 28A.343.360

Oath of Office

Adoption Date: 02.99;**Medical Lake School District****Revised Date: 02.99; 07.25; 12.25;**

Coversheet

Approve Board Policy 1611 ~ Conflicts of Interest; First Reading

Section: IV. Individual Actions Items
Item: B. Approve Board Policy 1611 ~ Conflicts of Interest; First Reading
Purpose: Vote
Submitted by:
Related Material: 1610 Current Policy Last Updated 2006.pdf
Replacement 1611 ~ Conflicts of Interest.pdf

Medical Lake School District Board Policy**1610****1****Conflicts of Interest**

Individual directors and the superintendent shall have no pecuniary interest, directly or indirectly, in any contract, the purchase of any goods or services, or any other activity paid from school district funds, except as permitted in the following:

- A. A director, or his or her spouse or dependents, or the spouse or dependents of the superintendent may be paid no more than \$200 in any calendar month for unskilled day labor;
- B. A director may be employed as a bus driver at the same compensation and on the same terms as other district bus drivers; and
- C. A director may enter into non-salaried financial transactions not to exceed \$1,500 in any calendar month. The district shall maintain a list of all contracts covered under this paragraph and the list shall be available for public inspection and copying;
- D. A school director may be designated as district clerk and/or purchasing agent;
- E. The spouse of a director or the superintendent may be employed as a substitute teacher on the same terms and at the same compensation as other substitute teachers in the district, if the following conditions are met: the superintendent finds that the number of qualified substitute teachers in the school district is insufficient to meet anticipated needs for short-term and one-day substitute teachers; and the superintendent ensures that assignments of substitute teachers to available positions is done in a fair and impartial manner.
- F. In school districts with fewer than 200 FTE students, the board may employ the spouse of a director or the superintendent as a certificated or classified staff member
- G. A director may be employed as a substitute teacher or a substitute educational aide in school districts with 200 or less FTE students, provided that the terms of the contract are commensurate with the pay plan or collective bargaining agreement operating in the district for that position. The board must find that the number of qualified substitute teachers and educational aides in the district is insufficient to meet anticipated needs.

A director may not vote on the authorization, approval or ratification of a contract in which he or she is beneficially interested and to which one of the exemptions described above applies.

Prior to approval of the employment of the spouse of a school director or the superintendent, the board of directors shall be advised of the number of other individuals who are qualified for and interested in the position(s) to be filled. The district shall not discriminate in any way against any applicant for a certificated position or any certificated employee on the basis of a family relationship with a school director or the superintendent. All employment decisions shall be made on the basis of choosing the applicant which furthers the best interests of the school district.

Whenever a director, or his or her spouse or dependent is employed by the district, the director shall refrain from participating in or attempting to influence any board action affecting the employment status of the director, spouse or dependent. Actions affecting employment status include, but are not limited to, hiring, establishing compensation and fringe benefits, setting working conditions, conducting performance evaluations, considering or imposing discipline and termination.

Medical Lake School District Board Policy

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The superintendent shall maintain a log of any contract subject to this policy and annually, or when a new director assumes office, shall inform the board of the existence of all such contracts.

Legal References:

- RCW 28A.330.240 Employment contracts
- RCW 28A.405.250 Certificated employees, applicants for certificated position, not to be discriminated against
- RCW 28A.635.050 Certain corrupt practices of school officials Penalty
- RCW 42.23.030 Interest in contracts prohibited - Excepted Cases
- RCW 42.23.040 Remote interests

Management Resources:

- Policy News, April 2006
- Conflict of Interest

Adoption Date: 11.07;
Medical Lake School District
Revised Date: 08.99; 04.06;

Medical Lake School District Board

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1

Conflicts of Interest (Districts with Fewer than 2,000 Students)

Neither a school director nor a district officer (such as the superintendent) may benefit, directly or indirectly, in any contract made by, through, or under the director's or officer's supervision, except as permitted below:

- A. A director, a director's or an officer's spouse, or a director's or an officer's dependent may be paid no more than \$1,000 in any calendar month for unskilled day labor.
- B. A director may be employed as a bus driver at the same compensation and on the same terms as other district bus drivers.
- C. A director or officer may enter into a contract with the district to offer goods and services (except for legal services) if the director or officer does not receive more than \$3,000 in any calendar month under the contract. The district will maintain a list of all contracts covered under this paragraph, and the list will be available for the public to inspect and copy.
- D. A director may be designated as district clerk and/or purchasing agent of the district.
- E. The spouse of a director or officer may be employed as a substitute teacher on the same terms and at the same compensation as other substitute teachers in the district. For a director's or officer's spouse to be employed as a substitute teacher, the superintendent must find that the number of qualified substitute teachers in the district is insufficient to meet the district's anticipated needs, and the superintendent must ensure that substitute teachers are fairly and impartially assigned to available positions.
- F. If a director's or officer's spouse was employed by the district as a classified or certificated employee before the director or officer took office, the spouse's employment contract can be renewed. The terms of the contract must be commensurate with the pay plan or collective bargaining agreement operating in the district for that position.
- G. In school districts with fewer than 200 full-time equivalent students, the district may employ the spouse of a director or officer as a certificated or classified staff member.
- H. A director may be employed as a substitute teacher or a substitute educational aide in school districts with 300 or fewer full-time equivalent students. For the director to be employed as a substitute teacher or substitute educational aide, the terms the contract must be commensurate with the pay plan or collective bargaining agreement operating in the district for that position, and the board must find that the number of qualified substitute teachers and educational aides in the district is insufficient to meet the district's anticipated needs.
- I. A director or officer may have a remote interest in a contract. The interest, though, must be disclosed prior to board action and must be recorded in the official minutes.

A director may not vote on the authorization, approval, or ratification of a contract in which he or she is beneficially interested and to which one of the exemptions described above applies. Before the board approves a contract in which a director is beneficially interested, the director must disclose his or her interest to the board, and the director's interest must be noted in the official minutes.

Before the board approves the employment of a director, a director's or an officer's spouse, or a director's or an officer's dependent, the superintendent or designee will inform the board of other individuals who are qualified for and interested in the position(s) to be filled. The district will not discriminate in any way against any

Medical Lake School District Board

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applicant for a position or employee based on a family relationship with a director or officer. All employment decisions will be made by choosing the applicant that furthers the best interests of the school district.

Whenever a director, his or her spouse, or his or her dependent is employed by the district, the director will refrain from participating in or attempting to influence any board action affecting the employment status of the director, his or her spouse, or his or her dependent. Actions affecting employment status include, but are not limited to, hiring, establishing compensation and fringe benefits, setting working conditions, conducting performance evaluations, and considering or imposing discipline and termination.

The superintendent will maintain a log of any contract subject to this policy and will annually, or when a new director assumes office, inform the board of the existence of those contracts.

Cross References:

Board Policy 6230 Relations with Vendors

Legal References:

RCW 28A.330.240 Employment contracts
 RCW 28A.405.250 Certificated employees, applicants for certificated position,
 not to be discriminated against - Right to inspect personnel
 file
 RCW 28A.635.050 Certain corrupt practices of school officials Penalty
 RCW 42.23.030 Interest in Contracts Prohibited
 RCW 42.23.040 Remote interests

Management Resources:

2023 July Issue
 2011 December Issue
 Policy News April 2006 Conflict of Interest

Adoption Date:

Medical Lake School District

Revised Date: 08.99; 04.06; 12.11; 10.22;

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: C. 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: 3143 Critical Revised 07.25.pdf

Medical Lake School District Board Policy**3143****1****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.

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 9.94A.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.

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- 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.
- 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.

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

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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 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.

D. Notification of Criminal Action

Upon receiving a report that a criminal action is alleged to have been committed against a student on school property during the school day or during a school-sponsored activity, including if there has been a shooting on school property, or that a student has been detained based on probable cause that they were involved in criminal activity on school property during the school day, the district will immediately notify the student’s parents or legal guardians.

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 of Students
Board Policy 3225	School-Based Threat Assessment
Board Policy 3231	Student Records
Board Policy 3241	Student Discipline
Board Policy 4020	Confidential Communications
Board Policy 5281	Disciplinary Action and Discharge
Board Policy 6513	Workplace Violence Prevention

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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 designated recipient of adjudication, or Conviction - Information exempt from disclosure
- 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 — Immunity from liability — 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.605.005 Parental rights
- RCW 28A.320; 2020 c 167 § 1 – Notification provisions
- RCW 72.09.345 Sex offenders — Release of information to protect public — 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; 07.25;

Medical Lake School District

Revised Date: 06.00; 10.10; 05.25; 07.25;

Coversheet

Board Policy 3210 ~ Nondiscrimination; First Reading

Section: IV. Individual Actions Items
Item: D. Board Policy 3210 ~ Nondiscrimination; First Reading
Purpose: Vote
Submitted by:
Related Material: 3210 Critical Revised 07.25.pdf

Medical Lake School District Board Policy**3210****1****NONDISCRIMINATION**

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

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

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

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

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

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

~~The board will designate a staff member to serve as the compliance officer for this policy.~~

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

Definition

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

Nondiscrimination Statement

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

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

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

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

Model Student Handbook Language

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

Discriminatory Harassment

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

1. The alleged conduct is based on a student's protected status.
2. The alleged conduct creates a hostile environment. A hostile environment is created if the alleged conduct is sufficiently severe, persistent, or pervasive that it limits or denies a student's ability to participate in or benefit from the district's course offerings, including any educational program or

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activity. A hostile environment could impact a student's life in many ways. Physical illness, anxiety about going to school, or a decline in grades or attendance could signal a hostile environment.

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

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

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

Complaint Procedure

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

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

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

Compliance Officer

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

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

Training

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

Retaliation Prohibited

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

Cross References:

Board Policy 2020	Curriculum Development and Adoption of Instructional Materials
Board Policy 2030	Service Animals in Schools
Board Policy 2140	Comprehensive School Counseling Program
Board Policy 2150	Co-Curricular Program
Board Policy 2151	Interscholastic Activities
Board Policy 3205	Sex Discrimination and Sex-Based Harassment of Student Prohibited
Board Policy 3206	Pregnant and Parenting Students
Board Policy 3207	Prohibition of Harassment, Intimidation and Bullying of Students
Board Policy 3211	Gender-Inclusive Schools
Board Policy 4217	Effective Communication
Board Policy 4260	Use of School Facilities

Legal References:

Chapter 28A.640 RCW	Sexual Equality
Chapter 28A.642 RCW	Discrimination Prohibition
Chapter 49.60 RCW	Discrimination — Human Rights Commission
RCW 28A.300.286	Discrimination, harassment, intimidation, and bullying - Policies and complaint procedures - Posting of model student handbook language
Chapter WAC 392-190- 020	Equal Educational Opportunity - Unlawful Discrimination Prohibited Training—Staff responsibilities—Bias awareness
20 U.S.C §§ 1681-1688 Title IX of the Education Amendments of 1972	
WAC 392-400-215	Student rights
20 U.S.C. § 7905	Boy Scouts of America Equal Access Act
42 U.S.C §§ 2000d, et seq.	Title VI of the Civil Rights Act of 1964
42 U.S.C. §§ 12101-12213	Americans with Disabilities Act
34 CFR Part 100	Nondiscrimination Under Programs Receiving Federal

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34 CFR 104

Assistance Through the Department of Education
Effectuation of Title VI of the Civil Rights Act of 1964
Nondiscrimination on the basis of handicap in programs or
activities receiving federal financial assistance

34 CFR Part 106

Nondiscrimination on the Basis of Sex in Education
Programs or Activities Receiving Federal Financial
Assistance

Management Resources:

2025 July Issue

2024 December Issue

Policy and Legal New

January 2015 Update

Policy and Legal News

December 2014

Policy and Legal News, April 2013 Nondiscrimination Policy Revised

Policy News, June 2011

Washington’s Laws on Discrimination

Policy News, August 2007

Washington’s Law Against Discrimination

Adoption Date: 10.07; 05.11; 02.13; 06.13; 02.15;

Medical Lake School District

Revised Date: 12.06; 08.07; 02.11; 06.11; 12.12; 04.13; 12.14; 01.15; 12.24; 07.25;

Coversheet

Board Policy 5011 ~Sexual Harassment of District Staff Prohibited; Second Reading

Section: IV. Individual Actions Items
Item: E. Board Policy 5011 ~Sexual Harassment of District Staff Prohibited;
Second Reading
Purpose: Vote
Submitted by:
Related Material: Sexual Harassment of District Staff Prohibited.pdf

Medical Lake School District Board Policy**5011****1****SEXUAL HARASSMENT OF DISTRICT STAFF PROHIBITED**

This district is committed to a positive and productive working environment free from discrimination, including sexual harassment. This commitment extends to all employees and other persons involved in academic, educational, extracurricular, athletic, and other programs or activities of the school, whether that program or activity is in a school facility, on school transportation, or at a class or school training held elsewhere.

Definitions

For purposes of this policy, sexual harassment means unwelcome conduct or communication of a sexual nature. Sexual harassment can occur student to adult, adult to adult, or can be carried out by a group of students or adults and will be investigated by the district even if the alleged harasser is not a part of the school staff or student body. The district prohibits sexual harassment of district employees by other students, employees or third parties involved in school district activities.

The term “sexual harassment” is defined by the regulations implementing the federal law Title IX of the Education Amendments Act of 1972 at 34 C.F.R. § 106.30. Under federal and state law, the term “sexual harassment” may includes:

- acts of sexual violence;
- unwelcome sexual or gender-directed conduct or communication that interferes with an individual’s employment performance or creates an intimidating, hostile or offensive environment;
- unwelcome sexual advances;
- unwelcome requests for sexual favors;
- sexual demands when submission is a stated or implied condition of obtaining work opportunity or other benefit;
- sexual demands where submission or rejection is a factor in a work or other school related decision affecting an individual;

A “hostile environment” for an employee is created where the unwanted conduct is sufficiently severe or pervasive to create a work environment that a reasonable person would consider intimidating, hostile, or abusive.

Investigation and Response:

If the district knows, or reasonably should know, that sexual harassment has created a hostile environment, the district will promptly investigate to determine what occurred and will take appropriate steps to resolve the situation. If an investigation reveals that sexual harassment has created a hostile environment, the district will take prompt and effective steps reasonable calculated to end the sexual harassment, eliminate the hostile environment, prevent its recurrence and, as appropriate, remedy its effects.

The district will take prompt, equitable and remedial action within its authority every time a report, complaint and grievances alleging sexual harassment comes to the attention of the district, either formally or informally. Allegations of criminal misconduct will be reported to law enforcement and suspected child abuse will be reported to law enforcement or Child Protective Services. Regardless of whether the misconduct is reported to

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law enforcement, school staff will promptly investigate to determine what occurred and take appropriate steps to resolve the situation to the extent that such investigation does not interfere with an on-going criminal investigation. A criminal investigation does not relieve the district of its independent obligation to investigate and resolve sexual harassment.

Engaging in sexual harassment will result in appropriate discipline or other appropriate sanctions against offending staff or other third parties involved in school district activities. Anyone else who engages in sexual harassment on school property or at school activities will have their access to school property and activities restricted, as appropriate.

Retaliation and False Allegations

Retaliation against any person who makes or is a witness in a sexual harassment complaint is prohibited and will result in appropriate discipline. The district will take appropriate actions to protect involved persons from retaliation.

It is a violation of this policy to knowingly report false allegations of sexual harassment. Persons found to knowingly report or corroborate false allegations will be subject to appropriate discipline.

Staff Responsibilities

The superintendent will develop and implement formal and informal procedures for receiving, investigating and resolving complaints or reports of sexual harassment. The procedures will include reasonable and prompt time lines and delineate staff responsibilities under this policy.

Any school employee who witnesses sexual harassment or receives a report, informal complaint, or written complaint about sexual harassment is responsible for informing the district's Title IX or Civil Rights Compliance Coordinator. All staff are also responsible for directing complainants to the formal complaint process.

This policy applies to sexual harassment (including sexual violence) targeted at district employees carried out by a student, employee, or a third party involved in school district activities. A formal complaint filed and employee or filed by or on behalf of a student complainant against and employee respondent will be investigated under the definitions, requirements, and procedures of Policy 3205 and Procedure 3205P

Reports of sex discrimination and ~~discriminatory~~ sexual harassment will be referred to the district's Title IX Coordinator. Reports of discrimination based on sexual orientation, gender expression, gender identity, race, creed, color, national origin, religion, homelessness, immigration or citizenship status, the presence of any sensory, mental, or physical disability or the use of a trained guide dog or service animal, honorably discharged veteran or military status, or age, or complaints alleging violation of the Boy Scouts of America Act will be referred to the district's Civil Rights Compliance Coordinator. Reports of disability discrimination or harassment will be referred to the district's Section 504 Coordinator.

Medical Lake School District Board Policy**5011****3****Notice and Training**

The superintendent will develop procedures to provide information and education to district staff, parents and volunteers regarding this policy and the recognition and prevention of sexual harassment. At a minimum, sexual harassment recognition and prevention and the elements of this policy will be included in staff and regular volunteer orientation. This policy and the procedure, which includes the complaint process, will be posted in each district building in a place available to staff, parents, volunteers and visitors. Information about the policy and procedure will be easily understood and conspicuously posted throughout each school building, provided to each employee and reproduced in each staff, volunteer and parent handbook. Such notices will identify the District's Title IX coordinator and provide contact information, including the coordinator's email address.

Policy Review

The superintendent will make an annual report to the board reviewing the use and efficacy of this policy and related procedures. Recommendations for changes to this policy, if applicable, will be included in the report. The superintendent is encouraged to involve staff, volunteers and parents in the review process.

Cross References:

Board Policy 3205	Sexual Harassment of Students Prohibited
Board Policy 3207	Prohibition of Harassment, Intimidation and Bullying
Board Policy 3210	Nondiscrimination
Board Policy 3211	Gender-Inclusive Schools
Board Policy 3240	Student Conduct
Board Policy 3421	Child Abuse, Neglect and Exploitation Prevention
Board Policy 5010	Nondiscrimination and Affirmative Action
Board Policy 5281	Disciplinary Action and Discharge

Legal References:

RCW 28A.640.020	Regulations, guidelines to eliminate discrimination — Scope—Sexual harassment policies
WAC 392-190-058	Sexual harassment
20 U.S.C §§ 1681-1688	
34 C.F.R § 106	

Management Resources:

2025 May Issue
 2024 August Issue
 2022 June Issue
 2021 June
 Policy Alert, July 2015
 Policy News, December 2014 Issue
 Policy News, October 2011 Policy Manual Revisions

Adoption Date: 05.02; 01.12; 1.15; 06.21; 07.22;

Medical Lake School District

Revised Date: 10.11; 12.14; 07.15; 06.21; 06.22; 06.25; 12.25;

Coversheet

Approve the 2026/2027 School Year Calendar

Section: IV. Individual Actions Items
Item: F. Approve the 2026/2027 School Year Calendar
Purpose: Vote
Submitted by:
Related Material: Calendar A.pdf



Medical Lake School District

2026-2027 District Calendar

February 2027 (17)				
M	T	W	Th	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26

March 2027 (21)				
M	T	W	Th	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

April 2027 (17)				
M	T	W	Th	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

May 2027 (19)				
M	T	W	Th	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

June 2027 (11)				
M	T	W	Th	F
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21	22	23	24	25
28	29	30		

July 2027				
M	T	W	Th	F
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5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

August 2026 (4)				
M	T	W	Th	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

September 2026 (21)				
M	T	W	Th	F
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14	15	16	17	18
21	22	23	24	25
28	29	30		

October 2026 (21)				
M	T	W	Th	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

November 2026 (17)				
M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

December 2026 (14)				
M	T	W	Th	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

January 2027 (18)				
M	T	W	Th	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

AUGUST
 School Buildings Open.....August 12
 New Staff Orientation.....August 18
 Middle School Sneak Peek.....
 High School Sneak Peek.....
 All Staff Welcome Back Block Party.....August 19
 Professional Learning Day/BenefitsFair.....August 24
 Hallett Open House.....
 Michael Anderson Open House.....
 First Day of School.....August 26

SEPTEMBER
 Labor Day No School.....September 7
 Middle School Open House.....

OCTOBER
 Professional Learning Day (No School).....October 9
 MS/Term 1 Ends.....

NOVEMBER
 Veteran's Day - No School.....November 11
 K-5 End of Trimester 1.....
 Parent Teacher Conferences.....November 23 and 24
 Thanksgiving Break.....November 25-27

DECEMBER
 Winter Break.....December 21-January 1

JANUARY
 Martin Luther King Jr. Day - No School.....January 18
 Non School Day.....January 25
 MS/HS Term 2/Sem 1 Ends.....

FEBRUARY
 Weather Make Up Day.....February 12
 President's Day - No School.....February 15
 Non School Day.....February 16

MARCH
 K-5 End of Trimester 2.....
 Parent Teacher Conferences.....March 11 and 12
 Professional Learning Day - No SchoolMarch 19
 Weather Make Up Day.....March 29

APRIL
 MS/HS Term 3 Ends.....
 Spring Break.....April 12-16

MAY
 Weather Make Up Day.....May 28
 Memorial Day - No School.....May 31
 Last Day for Activity Bus.....

JUNE
 MLHS Commencement.....
 Last Day of School (Early Dismissal).....June 15
 Juneteenth (School Buildings Closed).....Observed June 18
 School Buildings Close for Summer.....June 29

Coversheet

Student Reports

Section: V. Student Representative Reports
Item: A. Student Reports
Purpose: Discuss
Submitted by:
Related Material: Student Representative Board Report February 2026.pdf



MLSD Student Representative Board Report December 2025

Executive Summary

This month's outreach focused on deepening our understanding of **safety, belonging, and academic feedback**. Following our goal to increase visibility, we engaged students at Michael Anderson Elementary and Medical Lake High School to discuss the specific support systems that help them succeed.

Note: Due to representative absences during the reporting period, updates for Hallett Elementary and Medical Lake Middle School are unavailable for this session.

Michael Anderson Elementary School

Focus: Safety & Belonging

1. Support Systems: "Who helps you the most?"

- **2nd Grade:** Students highlighted the importance of **peer-to-peer support**, specifically citing their friends as primary helpers.
- **4th Grade:** Students feel most supported by teachers who use a **calm communication style** when explaining new concepts.
- **5th Grade:** Teachers are highly valued for their ability to provide **clear explanations** in challenging subjects like Math and Science.

2. School Climate: "What makes you feel happy and safe?"

- **Security:** Students across grades 4 and 5 reported that the **overall atmosphere** and the presence of dedicated staff—some of whom are also parents—create a strong sense of safety.
- **Well-being:** Happiness is tied to social and physical outlets, specifically **recess, school meals, and friends** standing up for one another.

3. Academic Engagement: "What is your favorite thing you are learning?"

- **2nd Grade Math:** High engagement due to "good explanations" that make the subject feel accessible.
 - **4th Grade Math:** Students expressed a specific interest in mastering **long division**.
 - **5th Grade Social Studies:** There is significant anticipation and interest in the **Civil War** curriculum.
-



MLSD Student Representative Board Report December 2025

Medical Lake High School

Focus: Advocacy, Visibility & Practical Skills

1. Representative Visibility & Communication To address previous findings that students were unaware of the Student Representative role, students suggested a multi-channel approach:

+1

- **Digital:** Utilizing **Instagram, Facebook, and ParentSquare** emails.
- **Physical:** Increasing presence through **posters** around the school building.

2. Instructional Feedback: Grading & Communication

- **Quality of Feedback:** Students in **English Language Arts (ELA)** specifically praised teachers for providing detailed feedback on papers rather than just a final score, noting that this helps them actually improve their writing.

3. College & Career Readiness: CTE and Electives

Students identified several courses as essential for their future success:

- **Culinary Arts:** Valued as a "life skill" because "everyone has to eat".
- **Spanish:** Recognized for its ability to connect students with the broader culture of their community.
- **PE:** Viewed as a vital foundation for those pursuing school sports.

Summary of Student Needs & Recommendations

- **Consistent Feedback Models:** Encourage other departments to mirror the ELA "feedback over scores" model to support student growth.
- **Communication Rollout:** Implement the suggested social media and poster campaign to ensure the student body knows how to reach their Board Representatives.
- **Peer Support Recognition:** Continue to foster the "friend-first" support culture noted in the elementary grades, as it builds the foundation for the "tight-knit" community seen in upper grades.

Coversheet

Transportation Services Report ~ Tonya Jaynes

Section: VI. Reports and Discussions
Item: A. Transportation Services Report ~ Tonya Jaynes
Purpose: Discuss
Submitted by:
Related Material: 2025-2026 Transportation Report.pdf

2025-2026 Medical Lake School District Transportation Review

Presented by Transportation Director Tonya Jaynes

February 24, 2026

Transportation Snapshot

- ❑ 1145 Students transported daily average. This includes: To/From, New Tech, McKinney Vento and Activity routes.
- ❑ Routes: 13 To/From Routes.
- ❑ Currently have a fleet size of 28 buses and 14 support vehicles
- ❑ Total Mileage (YTD January 2026): 92,864. (2024-25 - 204,336)
Includes: To/From Routes, Extracurricular, Field Trips and Activity Routes

Transporting Students

Regular Routes

- ▶ 1040 students-This is our daily average transported on total of 10 routes.

Special Needs Routes

- ▶ 52 students-This is our daily average transported on a total of 3 Routes.

McKinney Vento Route

- ▶ 2 students currently that we are transporting on 1 McKinney Vento Route.

Activity Routes

Four Activity Routes service Medical Lake High School, Middle School and Hallett Elementary.

One for Michael Anderson Elementary

- ▶ 42 Daily average on our Medical Lake activity buses
- ▶ 9 Daily average on our Michael Anderson activity bus.

Transportation Fleet Overview

Bus Inventory Breakdown

- **Active Daily Routes:** 11 Conventional-style buses (71-77 passengers). One of these currently on lease to Youth Center at FAFB.
- **Special Needs Support:** 3 buses(10-24 passengers) equipped with wheelchair lifts and stations.
- **Designated Trip Buses:** 2 Conventional-style (72 passenger) with under storage, 2 Transit buses (84 passenger) with large under storage.
- **Spare Buses:** 7 Conventional-style (71-77 passengers) and 2 Special Needs buses with wheelchair lifts and stations.

Fleet Status & Modernization

- **Newest Additions:** 2 - 2026 Conventional (77 passenger-entered service April 2025)
- **Oldest Unit:** 1 - 2008 Special Needs bus (currently utilized as a spare)
- **Incoming Delivery:** 1 - 77 passenger Conventional-style and 1 - Special Needs bus with wheelchair lift and stations. Expected May 2026.

Safety and Compliance

- **Accidents:** Zero (YTD January 2026)
- **Training Hours:** 4 of the 8 quarterly scheduled training hours. 3 hour OSPI mandatory in-service training hours were completed in August 2025.
- **WSP Winter Inspection:** January 27, 2026 this is a surprise inspection with 25% our fleet. 8 buses were randomly selected with zero out of service findings.
- **WSP Summer Inspection:** May 18-19, 2026-this is 100% of all our fleet that we use to transport students.
- **Emergency Evacuation Drills:** We have held 2 of the 3 required (2 actual-1 verbal review). Average recorded evacuation time of less than 90 seconds.

Transportation Staffing Overview

Driving & Route Personnel:

- **Contracted Drivers:** 13 (Includes 1 Activity-only driver and 2 job-sharing one route)
- **Substitute Driver:** 4 (Note: 3 with limited availability)
- **Route Support:** 3 Special Needs Bus Aides & 3 Student Management Aides

Department Leadership & Maintenance

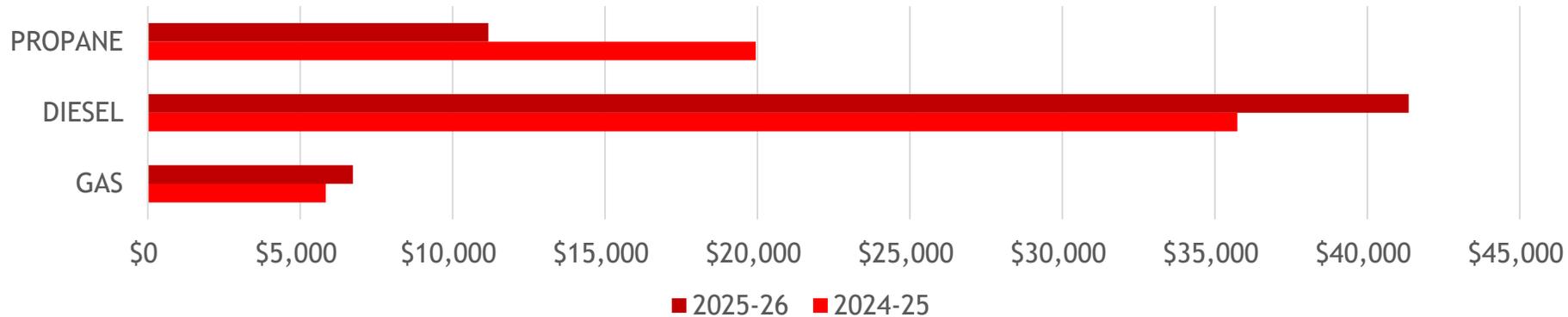
- **Operations:** Transportation Specialist/Dispatcher, Driver Trainer and Transportation Assistant/Mechanic
- **Maintenance:** Shop Foreman and Transportation Assistant/Mechanic

Current Status & Recruitment

- **Medical Leave:** 1 Contracted Driver and Shop Foreman currently on leave.
- **Training Pipeline:** 2 new credentialed drivers joining the team this week. 1 additional candidate currently in the training process.

Expenditures Comparison

Fuel (Sept-Jan)



Our totals from the 2024-25: Propane: \$34964.07
Diesel: \$72430.64
Gas: \$18146.36

Diesel accounts for roughly 70% of our total fuel expenditures. Of our 13 routes, 8 have diesel buses and all of our trip buses are diesel. The other 5 routes have propane buses assigned.

We are seeing an approximate 44% saving on our Propane costs. Changing suppliers last year is a big part of this savings. This has significantly offset the increases in both gas and diesel, overall our fuel spending is down \$2265.53.

What's new in Transportation?

BusRight Parent App:

- **Real-Time Tracking:** Student specific live location, allowing exact arrival and departure times.
- **Live ETAs:** Precision in arrival and departure times allows parent to better manage their morning and afternoon schedules.
- **Instant Notifications:** Proactive communication about delays or route changes.
- **Start Date:** April 13, 2026

Positive Bus Recognition:

- **Positive Referral:** Shifting the narrative from “bus behavior” being purely disciplinary to recognizing supportive choices can significantly improve the atmosphere for both students and drivers.
- **Positive Recognition:** .Connecting transportation to school-wide Positive Behavioral Interventions and Supports (PBIS) creates a consistent culture of respect, leading to reduced discipline referrals and a safer environment for everyone.

Safety-Service-Schedule

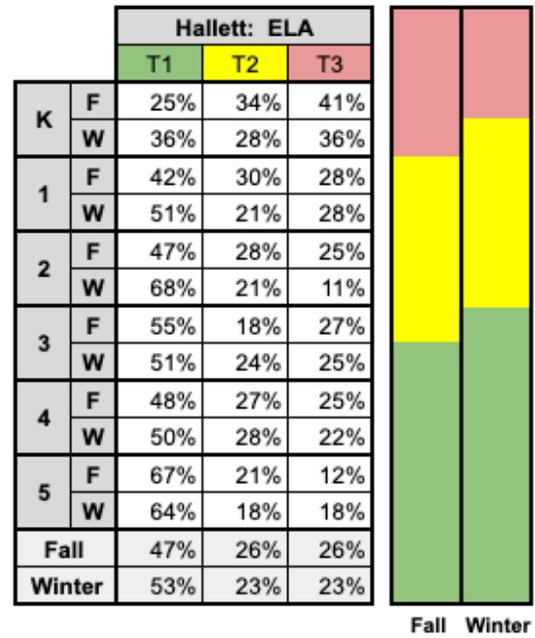
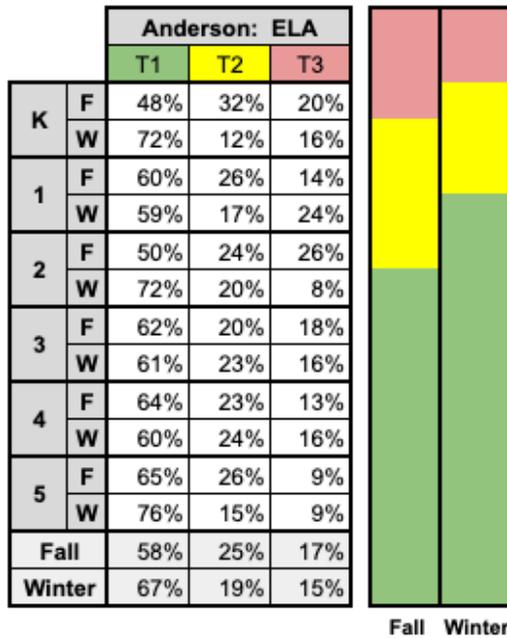
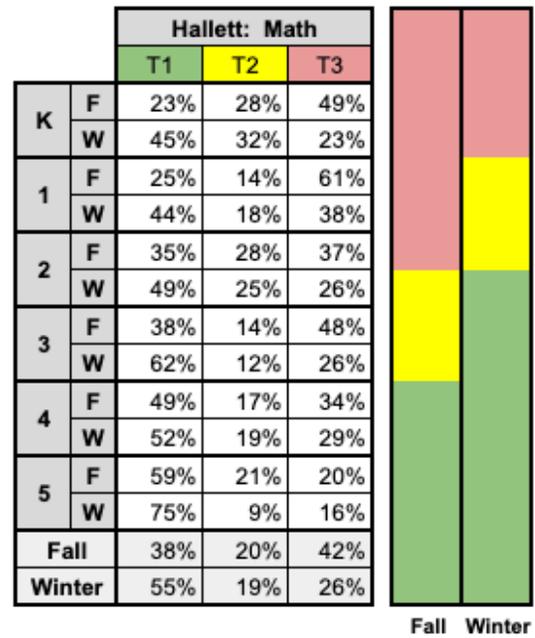
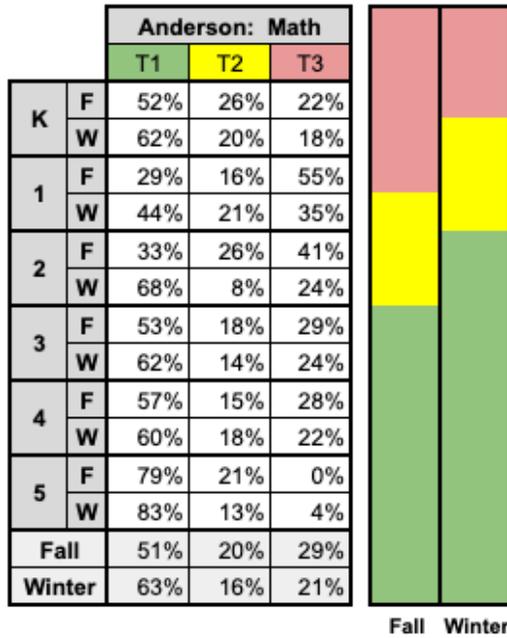
Safety First, Students Always



Coversheet

Assessments Report ~ Robert Haugen

Section: VI. Reports and Discussions
Item: B. Assessments Report ~ Robert Haugen
Purpose: Discuss
Submitted by:
Related Material: Winter 2026 Assessment Summary for Board.pdf



Anderson Highlights

- **Students Tested (K-5): 329 (+5 from Fall)**
 - 65 (K), 63 (1), 50 (2), 42 (3), 63(4), 46 (5)
- **Math:** 63% of students in Tier 1 (+12%), 21% in Tier 3 (-8%)
- **Reading:** 67% of students in Tier 1 (+9%), 15% in Tier 3 (-2%)

Hallett Highlights

- **Students Tested (K-5): 502 (+11 from Fall)**
 - 75 (K), 87 (1), 80 (2), 97 (3), 86 (4), 77 (5)
- **Math:** 55% of students in Tier 1 (+17%), 26% in Tier 3 (-16%)
- **Reading:** 53% of students in Tier 1 (+6%), 23% in Tier 3 (-3%)

General Observations

- **Overall increases in Tier 1:** Both schools demonstrated overall growth in the percentage of students in Tier 1 for both math and reading.
- **Overall decreases in Tier 3:** Both schools reduced the overall percentage of students in Tier 3 for both math and reading.

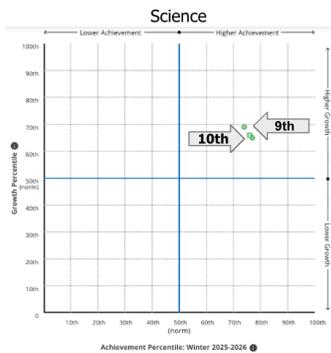
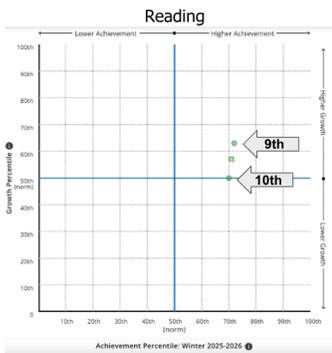
Every Student, Every Day

MAP Growth
Summary of Winter 2026 Results

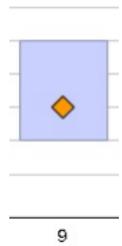
MLHS: K-12 Math								
		Achieve %tile	Growth %tile	>80th	61st-80th	41st-60th	21st-40th	1st-20th
9	W	68th		33%	27%	23%	13%	4%
10	W	69th		34%	26%	16%	14%	10%
11	W	70th		26%	32%	24%	7%	11%

MLHS: Reading								
		Achieve %tile	Growth %tile	>80th	61st-80th	41st-60th	21st-40th	1st-20th
9	F	71st		26%	33%	17%	18%	6%
	W	72nd	63rd	37%	25%	23%	10%	5%
10	F	67th		24%	35%	16%	19%	6%
	W	70th	50th	29%	30%	12%	17%	12%

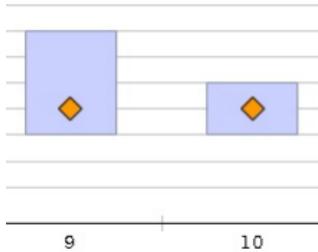
MLHS: Science								
		Achieve %tile	Growth %tile	>80th	61st-80th	41st-60th	21st-40th	1st-20th
9	F	69th		40%	17%	12%	14%	17%
	W	74th	69th	35%	28%	12%	13%	12%
10	F	80th		42%	27%	7%	14%	10%
	W	77th	65th	44%	22%	19%	8%	7%



9th Language Arts



9th & 10 Science



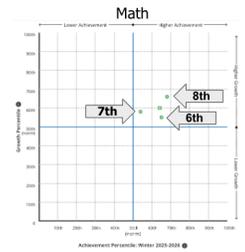
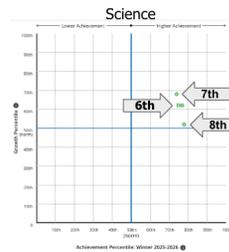
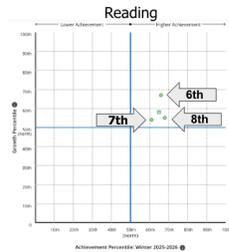
MLHS Highlights

- **Achievement:** In nearly all areas, achievement percentiles increased. Without exception, all areas are well above the 61st percentile.
- **Growth:** Growth percentiles range from 50th - 69th.
- **Quadrant Trends:** High growth, high achievement
- **High Achievement:** 60% of students achieving at or above the 61st percentile in math and reading. Nearly 65% in science.
- **Student Growth Summary:** Observed growth outpaced projected growth in 9th grade reading, 9th grade science, and 10th grade science.

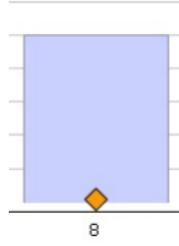
MLMS: K-12 Math								
		Achieve %tile	Growth %tile	>80th	61st-80th	41st-60th	21st-40th	1st-20th
6	F	60th		26%	24%	29%	13%	8%
	W	65th	55th	27%	27%	19%	19%	8%
7	F	63rd		30%	22%	16%	20%	12%
	W	54th	58th	28%	19%	18%	21%	14%
8	F	64th		34%	19%	22%	19%	6%
	W	68th	66th	36%	27%	23%	9%	5%

MLMS: Reading								
		Achieve %tile	Growth %tile	>80th	61st-80th	41st-60th	21st-40th	1st-20th
6	F	63rd		22%	31%	23%	16%	8%
	W	66th	67th	28%	33%	18%	11%	10%
7	F	62nd		22%	29%	18%	15%	16%
	W	61st	54th	23%	29%	17%	16%	15%
8	F	67th		23%	33%	22%	15%	7%
	W	68th	55th	28%	29%	15%	21%	7%

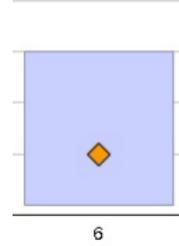
MLMS: Science								
		Achieve %tile	Growth %tile	>80th	61st-80th	41st-60th	21st-40th	1st-20th
6	F	76th		41%	25%	19%	10%	5%
	W	77th	62nd	41%	37%	10%	9%	3%
7	F	67th		36%	22%	23%	13%	6%
	W	74th	68th	35%	29%	18%	10%	8%
8	F	76th		45%	28%	16%	7%	4%
	W	78th	52nd	45%	26%	16%	4%	9%



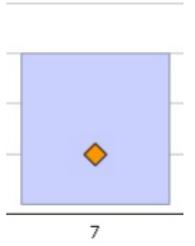
8th Math



6th Language Arts



7th Science



MLMS Highlights

- **Achievement:** In seven of nine assessments, achievement percentiles increased. Eight of nine are at or above the 61st percentile.
- **Growth:** Growth percentiles range from 52nd - 68th.
- **Quadrant Trends:** Without exception, all grade levels in all content areas demonstrated high achievement and high growth.
- **High Achievement:** 55% of students in math, 56% in reading and 71% in science achieving at or above the 61st percentile.
- **Student Growth Summary:** Observed growth outpaced projected growth in 6th grade reading, 6th & 7th grade science, and 6th, 7th, & 8th grade math. Observed growth equaled projected growth in all other areas.

Coversheet

Education Support Professionals Week Proclamation

Section: VIII. Superintendent's Report
Item: A. Education Support Professionals Week Proclamation
Purpose: Discuss
Submitted by:
Related Material: Education_Support_Professionals_2026.pdf

The State of Washington



Proclamation

WHEREAS, education support professionals are involved in nearly every aspect of education - maintaining buildings and grounds, preparing and serving meals, keeping school facilities clean and orderly, assisting in the classroom, providing over 60 percent of all instructional hours to special education, English Language Learners, and opportunity gap students, performing and conducting research activities, providing information technology and media services, administrative support functions, safe transportation, creating a secure and healthy environment, and many other specialized services; and

WHEREAS, these dedicated individuals, who are the backbone of our public education system, deserve recognition and thanks for the outstanding work they are doing for this state, their communities, and the students enrolled in Washington's public schools, colleges, and universities; and

WHEREAS, there are over 62,000 education support professionals, working with and helping students in Washington's universities, colleges and public schools; and

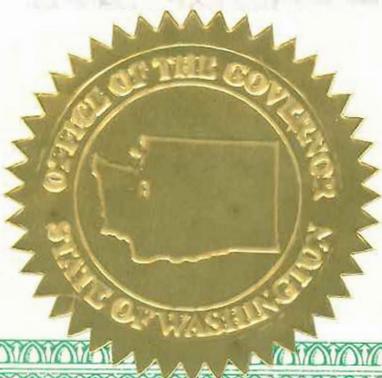
WHEREAS, education support professionals are instrumental in fulfilling the state's responsibility to educate all students; and

WHEREAS, by supporting the learning environment, education support professionals are crucial partners with teachers, parents, administrators, and school boards;

NOW, THEREFORE, I, Bob Ferguson, governor of the state of Washington, do hereby proclaim March 9 - 13, 2026 as

Education Support Professionals Week

in Washington, and I encourage all people in our state to join me in this special observance.



Signed this 20th day of February, 2026


Governor Bob Ferguson