APPROVED

Medical Lake School District #326, WA

Minutes

Regular Board Meeting

Date and Time
Monday June 30, 2025 at 6:00 PM

Location
Administration Office

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

Directors Absent
None

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

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

C. Pledge of Allegiance

D. Approve Agenda

Ron Cooper made a motion to approve.
Alexis Alexander seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. What's Right

II. Consent Agenda

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

Laura Parsons made a motion to approve the minutes from Regular Board Meeting on 05-27-25.
Alexis Alexander seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Approve the Consent Agenda

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

Leaves - *None at this time*

Staff Contracts:

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

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

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

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

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

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

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

Certificated Substitutes - *None at this time*

Long-term Substitutes - *None at this time*

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

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

Classified Substitutes - *None at this time*

Extra Curricular Activities -

Other - *None at this time*

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

Staff Travel: *None at this time*

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

Financials The following vouchers/warrants as audited and certified by the auditing officer, as required by RCW 42.24.080, and those expense reimbursement claims certified, as required by RCW 42.24.090, were approved for payment.
General Fund (Payroll) for May 30, 2025, warrants 137230 - 137235 in the amount of $10,434.95;
General Fund (Payroll/Accounts Payable) for May 30, 2025, warrants 137236 - 137254 in the amount of $699,513.68;
General Fund (Accounts Payable) for May 30, 2025, warrants 137255 - 137287 in the amount of $79,612.20;
General Fund (Accounts Payable) for June 16, 2025, warrants 137288 - 137364 in the amount of $263,314.10;
ASB Fund (Accounts Payable) for June 16, 2025, warrants 137365 - 137381 in the amount of $48,119.75;
General Fund (Payroll) for June 30, 2025, warrants 137382 - 137389 in the amount of $15,769.82;
General Fund (Payroll/Accounts Payable) for June 30, 2025, warrants 137390 - 137408 in the amount of $775,509.22;
The board **VOTED** unanimously to approve the motion.

III. Individual Actions Items

A. Board Policy 3120 ~ Enrollment; First Reading

Laura Parsons made a motion to approve.
Ron Cooper seconded the motion.
The board **VOTED** unanimously to approve the motion.

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

Laura Parsons made a motion to approve.
Alexis Alexander seconded the motion.
The board **VOTED** unanimously to approve the motion.

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

Laura Parsons made a motion to approve.
Ron Cooper seconded the motion.
The board **VOTED** unanimously to approve the motion.

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

Laura Parsons made a motion to approve.
Alexis Alexander seconded the motion.
The board **VOTED** unanimously to approve the motion.

E.

Approve Board Resolution ~ 24-25.04 ~ District Credit Cards

Ron Cooper made a motion to approve.
Alexis Alexander seconded the motion.
It was noted that the original limit for school board members was $2,500. That was increased to $4,000.
The board **VOTED** unanimously to approve the motion.

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

Laura Parsons made a motion to approve.
Ron Cooper seconded the motion.
The board **VOTED** unanimously to approve the motion.

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

Laura Parsons made a motion to approve.
Ron Cooper seconded the motion.
The board **VOTED** unanimously to approve the motion.

H. Approve 10 Cent Meal Price Increase

Ron Cooper made a motion to approve.
Alexis Alexander seconded the motion.
The board **VOTED** unanimously to approve the motion.

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

Laura Parsons made a motion to approve.
Ron Cooper seconded the motion.
The board **VOTED** unanimously to approve the motion.

J. Approve the ESY Program

Laura Parsons made a motion to approve.
Alexis Alexander seconded the motion.
The board **VOTED** unanimously to approve the motion.

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

Alexis Alexander made a motion to approve.
Ron Cooper seconded the motion.
The board **VOTED** unanimously to approve the motion.

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

Alexis Alexander made a motion to approve.
Ron Cooper seconded the motion.

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

M. Approve the Surplus an Old Copier from Hallett

Alexis Alexander made a motion to approve.
Ron Cooper seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Student Representatives Report ~ Will Return In October 2025

A. Interviews for the Seven Student Board Representatives

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

V. Superintendent's Report

A. Acknowledge the District Retirees

Dr. Headrick took one more opportunity to recognize the district retirees.
Cheryl Spilker
Tom Falmoe
Kim Nowalk
Mike Beecher
Cathy Smith
Chris Spring
Mike Phillips
Doug Martin
Julie Robison
Terri Remendowski

VI. Closing Items

A. Adjourn Meeting

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

Respectfully Submitted,
Wendy Williams-Gilbert