APPROVED

Medical Lake School District #326, WA

Minutes

Regular Board Meeting

Date and Time
Tuesday August 26, 2025 at 6:00 PM

Location
Administration Office

Directors Present
Alexis Alexander, Gerri Johnson, Laura Parsons, 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 Tuesday Aug 26, 2025 at 6:00 PM.

C. Pledge of Allegiance

D. Approve Agenda

Laura Parsons made a motion to approve.
Alexis Alexander seconded the motion.

Items A, B, C and D into one vote given that they are all second readings for strategic planning. (Motion by Laura, seconded by Ron)
The board **VOTED** unanimously to approve the motion.

E. What's Right

Ryan Grant, teacher and MLEA President, wanted to thank Rob Haugen and Malenna King for facilitating the meetings with families interested in our Home Connections program. Ryan was able to meet with them individually and allow them to choose their curriculum over a 2 day period.
Mr. Grant also wanted to say thank you to Dr. Headrick and the District team for hosting Qmlativ trainings. Staff found them to be very helpful and they were thankful for the opportunity to get the information.
Finally, Ryan said he agreed with Dr. Headrick that the sneak peeks were great and well attended, the library was packed with new, incoming 6th grade students all excited for their new school year.

II. Consent Agenda ~ With Noted Change

A. Minutes of the Regular Board Meeting 7-22-2025

Laura Parsons made a motion to approve the minutes from Regular Board Meeting on 07-22-25.
Alexis Alexander seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Approve the Consent Agenda ~ Noted Change

Laura Parsons made a motion to approve.
Alexis Alexander seconded the motion.
Noted Change: 2 teachers listed in "out of content" area while waiting on OPSI to issue endorsements on their certificates had their endorsements come through after the agenda was sent out. So they've been removed from the "out of content" section below.

Resignations - *Wendy Armes ~ Assistant Softball Coach, Middle School (effective 8/13/2025); Yvonne Sulzman ~ Bus Driver, Transportation (effective 8/19/2025);*

Leaves - *None at this time*

Staff Contracts:

Administrative Staff - *Chris Harris ~ District Maintenance Supervisor, District (effective 8/11/2025);*

Certificated Staff - *2.5% Salary Schedule Increase for All Certificated Staff*

Alaniz, Lanee`; Allen, Christine; Allred, Angelina; Andrus, Robin; Armes, Wendy; Averill, Jeffrey; Backstrom, Rachel; Baldwin, Torrance; Barsness, Halene; Baughman, Brenda; Benson, Sheila; Bergman, Matt; Bolin, Lacey; Bollinger, Anna; Boyd, Dave; Boyd, Katrina; Breidenbach, Sierra; Campbell, Sylvia; Carr, Acecia; Cassem, Katie; Coins, Karen; Colley II, William; Collins, Daniel; Constantine, Michael; Cook, Freida; Corcoran, Arthur; Cornwell, Brandon; Cornwell, Phoenix; Crawford, Kora; Crockett, Kailey; Davis, Clifton; Dayton, Marci; Dayton, Scott; Dorcheus, Kerry; Dormaier, Dave; Dormaier, Stephanie; Dunlop, Keith; Dunlop, Lisa; Edwards, Charlaine; Eliassen, Dawn; Ellis, Kathryn; Engstrom, Julia; Feider, Tara; Finnerty, Jenna; Fragomeni, Grace; (Frost) Hodgson, Danielle; Galley, Baylor; Garza, Joe; Gilbert, Gwenden; Grant, Paula; Grant, Ryan; Griffis, Danielle; Haase, Courtney; Hammond, Angela; Harris, Jolene; Hart, Tera; Henderson, Darla; Hester, Brenda; Hiam, Kristin; Hickman, Megan; Hill, Michelle; Hollingsworth, Hunter; Horner, Deborah; Houn, Mathew; Johnson, Craig; Kantola, Kimberly; Knutzen, Kailie; Koch, Theodore; Koellen, Lori; Kozyra, Alexis; Larson, Hannah Lee, Kimberly; Leendertsen, Elizabeth; Lemire, Lisa; Lock, Jeremy Lt. Col; Madsen, Gail; Masinter, Daniel; McDowell, Theresa; McFarland, Taylor; McLaughlin, Elyse; McMillan, David; McNeill, Mitchell David; Mills, Noelle; Motz, Kilei; Myers, Jamie; O'Donnell, Sara; Ornelas, Israel Jerry; Overman, Sheila; Owen, Morris; Perry, Davin; Petersen, Samuel; Petersen, Sandra; Peterson, Heidi; Petro, Heather; Pielop, Julie; Pierce, Megan; Potter, Amanda;Powers, Chad; Prewitt, Lisa; Puzycki, Nicholas; Reedy, Tanya; Reither, Heather; Riddle, Matthew; Robillard, Candace; Rodrigues, Siara; Roll, Rachael; Rupert, Cecelia; Sammons, Seth; Schwarzer, Carey; Shull, Christina; Simmons, Tammy; Simon, Daniel; Smith, Katharine; Stanley, Logan; Stemkoski, Kayla; Stigall, Amanda; Swegle, Lacey; Tanis, Nicholas; Tareski, Tanner; Tuman, Amy; Ulakovich, Austin; Van Soest, Hailey; Vanderhoof, Teresa; Vega, Jennifer; Wagner, Lisa; Walker, Cynnea; Wallace, Karlen; Ward, Brett; Watts, Ashley; Weber, Hannah; Weberling, Emma; White, Kelsey; Williams, Alizabeth; Williams, Angela; Wimmer, Hannah; Wissink, Keri; Work, Sharon; Yamane, Glen; Young, Jill; Young, Paula

Certificated Substitutes - *None at this time*

Long-term Substitutes - *None at this time*

Classified Staff - *Kristin Reynolds ~ Transportation Dispatcher, Transportation (effective TBD); Allison Knight ~ Assignment Change to Transitional Kindergarten, 6.5 hours per day, Hallett Elementary (beginning of the 2025/2026 school year); Jacob Beitinger ~ Assignment Change from District Grounds to Classroom Para at Michael Anderson Elementary (effective 8/22/2025);*

Andrade, Carrie; Bahme, Steve; Bahr, Jeremy; Beitinger, Jacob; Benner, Morgan; Bliven, Catherine; Bogle, Kayla; Broadway, Susan; Brower, Lindsay; Brown, Ellie; Burket, Roong; Burris, Amy; Caraway, Curtis; Carl, Leah; Carstens, Rebecca; Chadwick, Jessica; Cisewski, Katie; Clay, Lynee; Collins, Thomas; Daily, Gaiana; Deck, Carl; Devore, Daniel;

Dorcheus, Masie; Dwight, Wendy; Edwards, Holly; Falmoe, Thomas; Fiske, Lisa; Fitzgerald, Yayoi; Fitzpatrick, Margaret; Flower, Kirstina; French, Jefferson; Greig-Marston, Shannon; Gulling, Rochelle; Halme, Johana; Haynes, Aleesa; Haynes, Jeff; Haynes, Melody; Heater, Clarita; Heiner, Ashley; Hernandez, Josue; Hiatt, Carolyn; Hofer, Jolene; Hofer, Nevin; Jacobs, Jessica; Jones, Deborah; Kieley, Amie; King, Gary; Klein, Jake; Knight, Allison; Kuszmaul, Kenneth; Lalicker, Erika; Lara, Marianne; Luiten, Kelly; Lundberg, Kyle; Lynds, Michaela; Markham, Aaron; McCaslin, Scott; McDowell II, Douglas; McKenzie, Marie; Meckel, Nerissa; Michener, Melisa; Newman, Dan; Niblock, Aidan; Niblock, Ross; O'connor, Heidi; Oliver, Joe; Parkison, Karin; Patterson, Edward; Petersen, Anjeanette; Peterson, Sabrina; Phelps, Cara; Potter, Scott; Pound, Sean; Puckett, Sloan; Puzycki, Sarah; Rightler, Cheyanne; Rodney, Kristin; Rosa, Kathryn; Ruby, Laura; Salinas-Sanders, April; Sattler, Kurt; Schlotfeldt, Darcy; Scott, Georganne; Silveria, Ernest; Simpson, Haily; Singleton, Ariel; Smith, Camilla; Smith, Jodi; Smith, Laurie; Smith, Nickolas; Stevenson, Shari; Swalm, Dana; Sweet, Susan; Sylvester, Michelle; Town, Michael; Vanbuskirk, Jenny; Van Denend, Dylan; Vaughan, Bill; Wahl, Carolyn; Wentland, Lisa; Yazzie, Natasha; Zimmerman, Paula

Classified Substitutes - *None at this time*

Extra Curricular Activities - *Mo Owen ~ Assistant Football Coach, High School (effective fall 2025); Matt Bergman ~ Assistant Football Coach, Middle School (effective fall 2025); Baylor Galley ~ Assistant Football Coach, Middle School (effective fall 2025); Jonah Coffin ~ Assistant Football Coach, Middle School (effective fall 2025); Ivanna Lomas ~ Assistant Softball Coach, Middle School (effective fall 2025);*

Other - *None at this time*

Teachers Teaching Out of Content Areas: *Halene Barsness, Special Education (effective 8/27/2025 - 10/31/2025);* ~~*Nick Tanis, CTE (effective 8/27/2025 - 10/31/2025);*~~ ~~*Matt Bergman, K-8, PE (effective 8/27/2025 - 10/31/2025);*~~

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 July 31, 2025, warrants 137481 - 137490 in the amount of $11,529.34;
General Fund (Payroll/Accounts Payable) for July 31, 2025, warrants 137491 - 137509 in the amount of $711,279.90;
General Fund (Accounts Payable) for August 7, 2025, warrants 137577 - 137620 in the amount of $154,297.94;

General Fund (Accounts Payable) for August 19, 2025, warrants 137621 - 137648 in the amount of $805,593.20;
Capital Fund (Accounts Payable) for August 19, 2025, warrants 137637 - 137637 in the amount of $95,000.00;
The board **VOTED** unanimously to approve the motion.

III. Public Comments on Individual Action Items

A. Ryan Grant

Gave kudos to Dan Collins for recruiting girls for soccer. Having had a daughter on the soccer team previously, he thinks it's great we're working to rebuild that program.

He wanted to draw attention to the coaches contract, great process to compare with other districts, making sure coaches paid commensurate with what other districts do. They saw there were are needs in volleyball and cheer and the District did a great job in addressing those. The coaches ratified the agreement and are really glad to have someone working on that again.

IV. Individual Actions Items

A. Board Policy 0540 ~ Environmental Scanning; Second Reading

Laura Parsons made a motion to Approve.
Ron Cooper seconded the motion.
Items A, B, C and D into one vote given that they are all second readings for strategic planning. (Motion by Laura, seconded by Ron)
The board **VOTED** unanimously to approve the motion.

B. Board Policy 0550 ~ Strategic Planning Goals; Second Reading

Laura Parsons made a motion to approve.
Ron Cooper seconded the motion.
Items A, B, C and D into one vote given that they are all second readings for strategic planning. (Motion by Laura, seconded by Ron)
The board **VOTED** unanimously to approve the motion.

C. Board Policy 0560 ~ Action Plan to Achieve Results; Second Reading

Laura Parsons made a motion to approve.
Ron Cooper seconded the motion.
Items A, B, C and D into one vote given that they are all second readings for strategic planning. (Motion by Laura, seconded by Ron)
The board **VOTED** unanimously to approve the motion.
Laura Parsons made a motion to approve.
Ron Cooper seconded the motion.

Items A, B, C and D into one vote given that they are all second readings for strategic planning. (Motion by Laura, seconded by Ron)
The board **VOTED** unanimously to approve the motion.

D. Board Policy 0700 ~ Strategic Plan Evaluation; Second Reading

Laura Parsons made a motion to approve.
Ron Cooper seconded the motion.
Items A, B, C and D into one vote given that they are all second readings for strategic planning. (Motion by Laura, seconded by Ron)
The board **VOTED** unanimously to approve the motion.

E. Approve the Minimum Basic Education Requirements

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

F. Approve the Bus Driver Attendance Incentive Program

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

G. Approve 8th Grade Girls to Participate on the High School Girls' Soccer Team This Fall

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

H. Approval of Maintenance Equipment Surplus

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

I. Approve the Sole Source for Nutrition Services

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

J. Approve the PSE Collective Bargaining Agreement

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

K.

Approve the MLAA Collective Bargaining Agreement

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

L. Approve the Coaching Collective Bargaining Agreement

Laura Parsons made a motion to approve.
Alexis Alexander seconded the motion.
We went through the coaching agreement, which hadn't been touched in several years. There were minimal language modifications as not much had changed. We looked comparatively with other districts so that we are in alignment within our league. We also reworked our salary schedule so it is more compressed, taking a 30 year schedule with very small incremental jumps and compressing them so they're more reasonable to coaches operating within our district. We shortened the years so coaches are more easily able to move through the process and quickly gain increases based on their experience.
The board **VOTED** unanimously to approve the motion.

V. Reports and Discussions

A. Summer School Report

Tera Hart oversaw the High School summer credit recovery. There were 43 students in attendance with 58 total credits recovered.

ESY (extended school year program) had 4 students; 1 from the Elementary, 2 from the Middle School and 1 High School. Big shout out to Transportation and Nutrition Services for getting the kids to class and making sure they're fed.

The Wellness Center hosts student groups throughout the summer. This year they hosted 14 groups, with a total of 44 students served over a 6 week period.

Finally, we had a student from the Middle School that received additional tutoring for English Language at the District Office for 3 weeks.

B. Nutrition Services Summer Meals Report

The Nutrition Services summer team served 2300+ meals in the 27 days the program ran.
The Wellness Center had a lot of meals they distributed, which helped a lot. We ended up with $6000 in revenue this summer. Michael Anderson Elementary is the only school building qualifies for paid services.

This school year we have 120 preschool students this year and it's our first year doing family style meals. We are expecting it to be chaos for breakfast but should be much smoother by lunch time.

VI. Superintendent's Report

A. Correspondence from Michael Baumgartner

Back in July, we wrote a letter of support to Michael Baumgartner on his stances with federal aid and special education. He sent an acknowledging letter back along with a handwritten letter saying Thank You.

B. 2025/2026 Meet & Greets

We've moved the Meet & Greets from morning to afternoons for the 2025/2026 school year. We will be at Thomas Hammer Coffee Roaster on Fairchild AFB and Roam Coffee Roaster in downtown Medical Lake on Tuesdays beginning in October.

We will add in topics for each date, like we did at the mid-point last year. Also looking to alternate locations at Michael Anderson between Thomas Hammer and the Alder House. They have an indoor play area which might help keep younger kids occupied. Dir. Johnson inquired about obtaining a sign to display at the locations on Meet & Greet days.

Thomas Hammer
(3:30 pm - 4:30 pm)

- Tues ~ Oct 7
- Tues ~ Nov 4
- Tues ~ Dec 9
- Tues ~ Jan 13
- Tues ~ Feb 10
- Tues ~ Mar 10
- Tues ~ Apr 21
- Tues ~ May 12
- Tues ~ Jun 2

Roam
(3:00 pm - 4:00 pm)

- Tues ~ Oct 14
- Tues ~ Nov 18
- Tues ~ Dec 16
- Tues ~ Jan 20
- Tues ~ Feb 24

- Tues ~ Mar 17
- Tues ~ Apr 14
- Tues ~ May 19
- Tues ~ Jun 9

VII. Closing Items

A. Adjourn Meeting

Laura Parsons made a motion to approve.
Alexis Alexander seconded the motion.
The board **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:58 PM.

Respectfully Submitted,
Wendy Williams-Gilbert