APPROVED

Medical Lake School District #326, WA

Minutes

Regular Board Meeting

Date and Time
Tuesday December 16, 2025 at 6:00 PM

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 Dec 16, 2025 at 6:00 PM.

C. Pledge of Allegiance

D. Oaths of Office ~ Dir. Johnson and Dir. Williams-Gilbert

E. Approve Agenda

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

F. What's Right

II. Consent Agenda

A. Minutes of the Regular Board Meeting 11/25/2025

Laura Parsons made a motion to approve the minutes from Regular Board Meeting on 11-25-25.
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 - *Zack Traversie ~ Jump Coach, High School (effective 12/2/2025);*

Leaves - *None at this time*

Staff Contracts:
Administrative Staff - *None at this time*

Certificated Staff - *None at this time*

Certificated Substitutes - *None at this time*

Long-term Substitutes - *None at this time*

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

Classified Substitutes - *None at this time*

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

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

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

Staff Travel: *None at this time*

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

Financials The following vouchers/warrants as audited and certified by the auditing officer, as required by RCW 42.24.080, and those expense reimbursement claims certified, as required by RCW 42.24.090, were approved for payment.
General Fund (Payroll) for November 28, 2025, warrants 138173 - 138179 in the amount of $10,900.07;
General Fund (Payroll/Accounts Payable) for November 28, 2025, warrants 138180 - 138199 in the amount of $734,795.75;
General/ASB Fund (Accounts Payable) for November 26, 2025, warrants 138200 - 138236 in the amount of $112,629.37;
General/ASB Fund (Accounts Payable) for December 12, 2025, warrants 138237 - 138316 in the amount of $269,751.83;

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

III. Individual Actions Items

A. Board Policy 2230 ~ Transition to Kindergarten Program; Second Reading

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

B. Approve Perkins Grant

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

C. Reorganization of the Board

Motion by Dir. Parsons, Seconded by Dir. Alexander to nominate Dir. Wendy Williams-Gilbert as Board Chair. Unanimously approved.

Motion by Dir. Williams-Gilbert, Seconded by Dir. Alexander to nominate Dir. Laura Parsons as Board Vice-Chair. Unanimously approved.

Motion by Dir. Parsons, Seconded by Dir. Alexander to nominate Dir. Wendy Williams-Gilbert as Legislative Representative. Unanimously Approved.

Dir. Ron Cooper will remain the district's WIAA Representative.

D. Approve to Surplus Two Buses

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

E. Approve ELA Curriculum ~ Common Lit 360 for the High School

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

IV. Student Representative Reports

A. Student Reports

Hallett's focus was 3rd are highly involved in math and liked earning points for doing good things. If they earn enough points, they get a classroom party. Students also said they normally seek help help from their teachers, and really enjoy group time because it allows for more time with their teacher.
MAE 5th grade students like book buddies, which is where older students pair up with younger students to read together. They talked a lot about art, they put on their own Macy's Day Parade and made floats. Students in art club created a mural that is currently hanging by the office. Students also said they seek help from their friends, not just for school work but also for emotional support.
Improvements for playground equipment was something students in 3rd, 4th and 5th graders. 4th graders talked about getting help from their teachers when they're struggling. More fundraisers was a request, students really liked those. 3rd grade was also very excited for their choir concert and they like afterschool activities and would like to see more fun activities, such as a talent show.
Middle School students were asked if their school was a superpower, what would it be? 7th graders said a "protection bubble" because they felt there was strength in their school community group. Being in a community makes students feel safe and makes it easier to learn when they feel that way. Students also appreciate the deputy being at their lunch time. Sports are a highlight, and the afterschool clubs.
Chuks focused on CTE program, they were looking for more interaction with student representatives. They hadn't been addressed before. In general students in the high school, how do we get students to know more about what the representatives do, and how to find out if concerns brought to the board have been heard.
Dr. Headrick noted that our student reps discussed creating a newsletter or something along those lines.

V. Reports and Discussions

A.

New Grant ~ Tawni Barlow

The Medical Lake School District was just notified we've received a $3.5 million grant through the Department of Education for supporting school psychologists.

School psychologists training is extensive with their third year requiring 40 hours a week, essentially volunteering. Some institutions pay their interns, Medical Lake has not been able to do that, but this grant will pay for their last year tuition, and provide income and benefits.

We would become a training hub for eastern Washington. We're super excited as we've been doing this type of work for awhile now, and we will really be the leader for training all psychologists.

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 6:58 PM.

Respectfully Submitted,
Wendy Williams-Gilbert