

# Yelm Community Schools, District No. 2

107 First Street North • Yelm, WA 98597 • (360) 458-1900 • [www.ycs.wednet.edu](http://www.ycs.wednet.edu)

---

## MINUTES

*of a Regular Meeting of the Board of Directors*

**Thursday, November 20, 2025**

### **BOARD MEMBERS PRESENT**

Debbie Edwards, Denise Hendrickson, Frank King, Casey Shaw  
Excused – Bill Hauss

### **STUDENT REPRESENTATIVES**

Sofie Miera, Rebecca Rankin, Cali Stein, Ayden Williams

### **ADMINISTRATION PRESENT**

Holly Ackerman, Mark Bowden, Dee Dee Buckingham, Lisa Cadero-Smith, Chris Clark, Charles Cook, Lisa Crowell, Becky Fowler, Jodi Jarmin, Kendall McNutt, Teri Melone, Anthony Quichocho, Traci Schultz, Starla Watson, Chris Woods

### **CALLED TO ORDER**

President Denise Hendrickson called the Regular Board Meeting to order at 6:00 p.m.

### **AUDIENCE**

#### **Board Recognition**

Building Principals recognized the following individuals:

<b>Education Staff Associates Excellence Award</b>		
<i>Honoring staff who provide holistic support through comprehensive programs that foster students' academic achievement, social-emotional health, physical well-being, and career readiness.</i>		
Jeannie Beierle – YHS	Sophia Apgar – RMS	Valerie Kempinski - YMS
Gaynor Fitzgerald-Males – FS	Megan Reed – LK	Myrna Porter - MK
Kaycee Johnson – MP	Laura Garcia – PR	Kimberly McMurray - SW

### **Superintendent's Comments**

The Superintendent provided a brief update focused on the levy certification and the district's financial oversight process. Levy results are expected to be certified next Tuesday, after which we will send a communication to families and staff outlining immediate and long-term steps. The Superintendent reviewed the district's entry into financial oversight and the role of binding conditions. The district is now working closely with OSPI and the ESD, including weekly meetings, regular quarterly check-ins, and the formation of a Financial Oversight Committee. OSPI will attend the January 22 board meeting as part of the required process to accept new binding conditions. While OSPI does not have the authority to make final decisions on cuts, they are active partners in analysis, recommendations, and planning.

Given the magnitude of required budget reductions, all areas of the district are being examined for both immediate and future cuts. Some decisions will need to be made before January 22 due to time-sensitive impacts, and additional study sessions will be scheduled.

A 24-month plan is being developed to exit financial oversight within two years. Director Denise Hendrickson and another board member will continue attending binding condition meetings, and the Superintendent will maintain weekly meetings with OSPI and the ESD.

The Superintendent also noted that the district’s CFO has resigned. ESD is currently serving as the business manager, which aligns well with the district’s increased financial monitoring. The Superintendent and district leadership are working closely with ESD staff on daily expenditures. Regular updates and email communication will continue as new information becomes available.

**Community Comments**

Myrna Porter presented comments.

**SCHOOL BOARD MINUTES - APPROVED**

October 9, 2025 – Regular Board Meeting

October 23, 2025 – Regular Board Meeting

*M/Debbie Edwards; S/Frank King; Motion carried unanimously.*

**NEW BUSINESS**

**INDIVIDUAL CONTRACTS – APPROVED**

<b>New Hires</b>		
<b>Name</b>	<b>Position</b>	<b>Effective Date</b>
Trysten Avega	YMS Coach Assistant Wrestling	11/10/2025
Samantha Fisher	Transportation Bus Driver	10/31/2025
Braden Hill	YMS Coach Head Wrestling	11/10/2025
Robert Hill	YHS Coach Head Bowling	11/3/2025
Christopher Howard	FS OP V	10/27/2025
Ari Sommers	YHS SpEd Para 1:1	10/20/2025
<b>LEAVE OF ABSENCE</b>		
<b>Name</b>	<b>Position</b>	<b>Effective Date</b>
Nataly Green	PR SpEd Para	12/1/2025 Student Teaching 60 days
Jacob Jansen	PR SpEd Para	12/1/2025 Student Teaching 60 days
<b>RESIGNATIONS/RETIREMENTS/TERMINATIONS</b>		
<b>Name</b>	<b>Position</b>	<b>Effective Date</b>
Marcela de Souza	YHS Teacher World Language	11/14/2025 Resignation
Sarah Hannah	RMS SpEd Para	11/14/2025 Resignation
Sean Jordan	YMS Coach Assistant Wrestling	11/3/2025 Resignation
Anthony Sexton	Food Service Cafeteria	11/21/2025 Resignation
<b>STAFFING CHANGES</b>		
<b>Name</b>	<b>From/To</b>	<b>Date</b>
Ryan Hominda	YHS Assistant B Basketball to Head B Basketball	11/17/2025
<b>STIPENDS/SUPPLEMENTAL CONTRACTS</b>		
\$209,144.00		

*M/Casey Shaw; S/Debbie Edwards; Motion carried unanimously.*

**ACCEPTANCE OF GIFTS – APPROVED**

Kona Ice, YHS Athletics .....	\$523.77
Travelin’ Tom’s Coffee, YHS Athletics.....	\$545.04
Yelm FFA Alumni, YHS FFA Nationals .....	\$5,501.56
WA Cattlewomen Assoc., YHS FFA.....	\$500.00

*M/Frank King; S/Casey Shaw; Motion carried unanimously.*

**CONTINUOUS SCHOOL IMPROVEMENT PLANS - APPROVED**

*M/Debbie Edwards; S/Frank King; Motion carried unanimously.*

**POLICY REVISIONS – APPROVED**

Category	Policy Number and Title
Non-Substantive Revisions <i>(board approval is not required)</i>	2162 Procedure Education of Students with Disabilities under Section 504
	3122 Excused and Unexcused Absences
	3225 School-Based Threat Assessment

*M/Debbie Edwards; S/Frank King; Motion carried unanimously.*

**POLICY REVISIONS AND REPLACEMENTS**

**First Reading – For Review**

After considerable discussion, the board reached consensus to move all policies forward to second reading, except Policies 2020 and 2020P, which will remain at first reading for further review.

Category	Policy Number and Title	Revision or Replacement
Critical	2161 Procedure Special Education and Related Services for Eligible Services	Revision
Critical	3143 Notification and Dissemination of Information Student Offenses	Revision
Critical	4260 Use of School Facilities	Revision
Critical	3207 Prohibition of Harassment, Intimidation	Revision
Critical	3207 Procedure	Revision
Important	2420 Grading and Progress Reports	Replacement
Important	2420 Procedure	Replacement
Critical	2020 Course Design, Selectin, and Adoption of Instructional Materials	Replacement
Critical	2020 Procedure	Replacement

**PRAIRIE ELEMENTARY SPOTLIGHT**

Principal Holly Ackerman presented Prairie Elementary’s 2025–26 School Improvement Plan, highlighting how the school is advancing Learning, Belonging, and Community through intentional leadership and staff collaboration. The presentation outlined key focus areas, including improving attendance, strengthening Tier I instruction, implementing MTSS, enhancing PLC work, and increasing student engagement.

The principal also emphasized efforts to build a strong culture of dignity, support positive student behavior, and expand student leadership, recognition, and creative opportunities. In the area of Community, the school is working to increase shared ownership, promote inclusive, two-way communication, and strengthen family partnerships to support student learning.

The presentation concluded with upcoming leadership priorities aligned to each focus area as the school continues its improvement work.

**VOUCHERS AND PAYROLL - APPROVED**

A. General Fund	# 70153106 – 70153249	\$1,335,167.99
B. ASB Fund	# 70409968 - 70409983	\$18,088.66
C. Capital Projects Fund	# 70501856 - 70501863	\$118,430.47
D. Comp Tax	# 112300023 – 11230023	\$727.10
E. General ACH	# 9000000006- 9000000016	\$1,016.96
F. October Payroll		\$6,477,146.77

*M/Debbie Edwards; S/Frank King; Motion carried unanimously.*

**OPERATIONS UPDATE**

The Director of Operations, Teri Melone provided an overview of several ongoing initiatives across operations, technology, maintenance, food service, and CTE.

The Operations team continues to work collaboratively and efficiently in response to emerging needs—a major recent project involved implementing multi-factor authentication for staff to improve data security in Family Access. The initial rollout for approximately 800 staff members was completed smoothly, with a second phase planned for the remaining users.

In maintenance, the district partnered with Field Turf to conduct annual testing and training to improve synthetic turf care and extend field life expectancy. The district also continues active hiring in custodial, transportation, and operations roles, with recent success in filling multiple positions and improving substitute coverage.

The district received a confirmed \$744,000 OSPI grant to install an HVAC system in the high school’s 400 building, with project planning set to begin in January. Additionally, staff began preparing for new county requirements mandating the separation of organic waste by 2026. The district is collaborating with partners to involve student leadership in sustainability efforts.

Food service reported a 30% increase in meals served compared to last October. An annual nutrition audit is upcoming, and staff are preparing for an equipment grant opportunity to support upgrades and energy-efficient production.

The district is also working to revive its Wellness Committee, which supports the implementation of nutrition, health, and wellness policies across schools and the broader community. Students, staff, and community members will be invited to participate.

Two CTE updates were shared: a successful “FLIP Night” financial aid event with 176 attendees, supported by community partners and a WASAC grant; and a newly awarded \$40,000 grant for the agriculture program to expand small-engine equipment access for students.

The update concluded with appreciation for the collaboration across departments, staff, and community partners that makes this work possible.

**Public Works: APPROVED**

<u>Project #</u>	<u>Amount</u>	<u>Vendor/Reason</u>
39.24	\$63,615.77	Heath Northwest – Digital Reader board Upgrade – PR
102.24	\$44,485.11	Hermanson Co LLP – Isolation Valves Installation – PR & FS
103.24	\$88,413.59	Wayne’s Roofing Inc - Portables 15, 16 & 17 Roof Replacement – YHS
105.24	\$948,814.24	Wayne’s Roofing Inc - Roof Replacement – MK
113.24	\$106,960.92	Security Solutions NW - Security Camera Modifications, Replacements, & Additions – District Wide (RMS, MAINT, FS, SW, YHS, PR, MP)
127.24	\$26,860.36	NWAP - Annual Gym Equipment Maintenance & Safety Inspection – YHS, RMS & YMS
129.24	\$38,901.50	INSI, Inc. - Cabling for Internal Connections – YHS, YES, PR, FS, MP
139.24	\$20,774.34	INSI, Inc. - Additional Circuit Installation for Reader Board – YMS
142.24	\$1,839.60	Suppression System, Inc. - Agent Fire Systems Inspections & Cleaning – YMS & YHS
150.24	\$7,003.74	Hermanson Co LLP - Low Temp Equipment Replacement YHS
154.24	\$3,876.03	Hermanson Co LLP - Water Heater Slow Leak Troubleshoot/Repair – YHS
01.25	\$4,517.94	Hermanson Co LLP - Preschool Bard Unit Replacement – PR
02.25	\$2,912.22	Drain Pro - Septic Level Diagnostics/Repair Service Call – MK
03.25	\$328.50	Washington Fire Protection - Troubleshooting Supervisory Alarms – SW

11.25	\$696.42	INSI, Inc. - Stadium WAP Replacement – YHS
12.25	\$1,473.96	INSI, Inc. - Commons WAP Installation – RMS
19.25	\$1,337.51	Hermanson Co LLP - Outdoor Units Main PCB Boards Replacement – PR
20.25	\$931.91	Hermanson Co LLP - Water Heater Slow Leak Piping Insulation – YHS
21.25	\$873.81	SME Solutions, LLC - Diesel Pump Metering Diagnostics & Repair – TRANS
22.25	\$3,806.75	Drain Pro - Emergency Sewer Pump & Repair – YMS
25.25	\$2,145.21	Hermanson Co LLP - Walk-in Cooler Condensing Unit Leak Repair – YMS
27.25	\$602.25	Washington Fire Protection - Elevator Devices Shunt Trip Confidence Testing – SW
28.25	\$383.25	Washington Fire Protection - Troubleshoot/Repair & Reset Lockdown Button System – RMS

*M/Debbie Edwards; S/Casey Shaw; Motion carried unanimously.*

### **FINANCIAL REPORTS**

No report.

### **STUDENT ENROLLMENT REPORT**

Nov 2025	5391 HC	5268.07 FTE (186.25 < 5443.00)
Oct 2025	5403 HC	5281.24 FTE (191.92 < 5443.00)
Nov 2024	5577 HC	

### **BOARD COMMENTS**

Board members thanked all nominees and donors recognized during the meeting, noting the strong community support and consistent contributions from groups such as FFA. They expressed appreciation to Prairie Elementary for hosting and highlighted the enjoyable presentation. Members acknowledged that the coming months will include significant work related to policy updates, levy planning, budget pressures, and state requirements, emphasizing the importance of teamwork and community engagement.

Director Debbie Edwards shared reflections on four decades of service, expressing gratitude to staff, administrators, fellow board members, and the community, and highlighting the district's progress and the meaningful impact on students over the years.

Another member commented on a recent presentation by military-connected students and emphasized the need to continue strengthening community connections. Board members also noted community participation in curriculum committee work and encouraged ongoing involvement as the district prepares for critical upcoming decisions.

### **Student Representative Comments:**

- Congratulated the award nominees.
- Appreciated the staff slideshow highlighting student activities, traditions, and positive office referrals at Prairie.
- Highlighted Prairie's student-belonging efforts and positive survey results.
- Reflected on personal experiences, including being a military-connected student and feeling welcomed in Yelm schools.
- Noted the impact of the early childhood education presentation and the importance of strong kindergarten foundations.
- Expressed gratitude for staff dedication and the district's focus on student well-being and community.

**SUPERINTENDENT’S REPORT**

Superintendent Chris Woods began by congratulating the district’s award winners and recognizing the dedication of all staff members. Emphasis was placed on acknowledging the hard work of staff, particularly given the challenges facing public education. Appreciation was extended to the school for their excellent presentation and for fostering a positive and engaging learning environment.

The Superintendent then honored Director Debbie Edwards for her 41 years of service on the Yelm Community Schools Board of Directors. Highlights of her tenure included her unwavering dedication to students, families, and staff, her countless volunteer hours, and her principled, servant-leader approach to board service. The Superintendent expressed personal gratitude for Debbie’s guidance and mentorship and recognized the lasting impact of her leadership on the district. Debbie’s legacy of advocacy, care, and commitment to public education was celebrated, and the district reaffirmed its commitment to carry forward the lessons and values she exemplified.

**ADJOURNMENT** – 8:05 p.m.

Respectfully submitted by:

Approved by:

/S/Chris M. Woods  
Secretary to the Board

/S/Casey Shaw  
Board President