



**Preston Joint School District #201
Board of Education**

Regular Meeting

Wednesday, February 19, 2025
7:00 PM

District Office
105 East 2nd South
Preston, ID 83263

1. Call to Order (7:00 PM)
(All agenda times listed below are approximate, and the board may consider an item at an earlier or later start time than indicated herein.)
2. Pledge of Allegiance
3. Approve Agenda - Action Item
4. Consent Agenda - Action Item
 - 4.A. Minutes of Regular Board Meeting - January 15, 2025
 - 4.B. Minutes of Special Board Meeting - January 22, 2025
 - 4.C. Financial Summary - Jan 2025
 - 4.D. Monthly Expenditures - Jan 2025
 - 4.E. Personnel Report - Jan 2025 (no changes to report)
5. Public Requests to Address the Board (7:02 PM) - Stakeholders may request to address the Board in open meeting by filling out the online request form at <https://psd201.org/en-us/meeting-minutes-agenda-691ac9e8>
6. Information / ACTION Items (7:05 PM)
 - 6.A. Public Hearing - Proposed Registration Fee Increase: Elementary/Junior High (7:05 PM)
 - 6.B. Superintendent Report - "Student Achievement & Student Advancement"
 - Academic State Champions - 5A Girls Basketball (7:10 PM)
 - District Math Vision - Mr. Brandon Lyon (7:15 PM)
 - 6.C. IT Work Order Ticketing System - Mr. Aaron Keele (7:30 PM)
 - 6.D. Financial Update - Mrs. Shelby McKenna (7:35 PM)
 - 6.E. Student Enrollment Numbers & Attendance (7:50 PM)
 - 6.F. Facility Committee Update and Recommendations - Mr. Craig Kunz (7:55 PM)
 - 6.G. Sale of District items Previously Declared by the Board as Surplus (8:00 PM)
 - 6.H. FCHS Emergency Closure - (8:03 PM)
 - 6.I. All Day Every Day Kindergarten Parent Feedback - Mrs. Cindy Murray (8:05 PM)
 - 6.J. Cooperative Program Application - West Side combined with Preston Baseball (8:20 PM)
 - 6.K. Superintendent Search Update and Plans (8:25 PM)
7. Policy - Action Item (8:35 PM)
 - 7.A. Policy 1st Reading
 - 7.B. Policy 2nd Reading
 - 7.C. Policy 3rd Reading
8. Executive Session (8:45 PM) - Pursuant to Idaho Code 74-206(1)(b) to consider the evaluation, dismissal, or disciplining of or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student
9. Resume Open Session (8:55 PM)
10. Board Meeting Summary and Assignment Review
11. Adjourn (9:00 PM)



**Preston Joint School District #201
Board of Education**

Regular Meeting

Wednesday, January 15, 2025
7:00 PM

District Office
105 East 2nd South
Preston, ID 83263

1. Call to Order
Dax Keller called the meeting to order
2. Pledge of Allegiance
3. Appoint Temporary Clerk
Motion to appoint Brady Garner as the temporary clerk.
4. Approve Agenda - Action Item
Motion to approve Agenda.
Motion to approve temporary clerk. This motion, made by Launa Moser (Zone 1 Trustee) and seconded by Susan Yardley (Zone 5 Trustee), Carried.
Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0
Approve agenda. This motion, made by Susan Yardley (Zone 5 Trustee) and seconded by Launa Moser (Zone 1 Trustee), Carried.
Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0
5. Consent Agenda - Action Item
Motion to approve consent agenda.
Move to approve the consent agenda as presented. This motion, made by Launa Moser (Zone 1 Trustee) and seconded by Geniel Lyons (Zone 2 Trustee), Carried.
Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0
- 5.A. Minutes of Regular Board Meeting - December 18, 2024
- 5.B. Financial Summary - Dec 2024
- 5.C. Monthly Expenditures - Dec 2024
- 5.D. Personnel Report - Dec 2024
6. Board Leadership Reorganization (Action Item)
Idaho Code 33-506
ORGANIZATION AND GOVERNMENT OF BOARD OF TRUSTEES.
Each board of school district trustees shall organize at its first regular meeting in January and elect a chairman, a vice chairman, a clerk and a treasurer. The clerk and the treasurer may be members of the board of trustees; or, in the discretion of the board, either or both may be selected from among competent and responsible persons outside the membership of the board. The board in its discretion may allow compensation for the clerk, and for the treasurer, if other than the county treasurer.

Board of Trustees Annual Organization Meeting:

The normal order of business shall be modified for the annual organizational meeting by considering the following matters after the approval of the minutes of the previous meeting:

1. Call for nominations for Chair to serve during the ensuing year;
2. Election of a Chair;
3. Assumption of office by the new Chair;
4. Call for nominations for Vice Chair to serve during the ensuing year;
5. Election of a Vice Chair;
6. Election of a Treasurer; and
7. Election of a Clerk; [Note: Two individuals were asked if they would be willing to serve as clerk, and both declined. Brady Garner is willing to continue to serve in that capacity. He could be elected as such during the annual reorganization, and serve for at least the next six months. At the end of this fiscal year, the position could be reviewed and further action taken if the board decides to go another route in July.]
8. Newly appointed Clerk assumes duties; and
9. Review the Code of Ethics.

Motion to approve Dax Keller as board chair. This motion, made by Launa Moser (Zone 1 Trustee) and seconded by Susan Yardley (Zone 5 Trustee), Carried.

*Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0*

Motion to approve Launa Moser as vice chair. This motion, made by Susan Yardley (Zone 5 Trustee) and seconded by Geniel Lyons (Zone 2 Trustee), Carried.

*Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0*

Motion to approve Shelby McKenna as board treasurer. This motion, made by Susan Yardley (Zone 5 Trustee) and seconded by Launa Moser (Zone 1 Trustee), Carried.

*Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0*

Motion to approve Brady Garner as Board Clerk. This motion, made by Launa Moser (Zone 1 Trustee) and seconded by Geniel Lyons (Zone 2 Trustee), Carried.

*Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0*

7. Set Regular Board Meeting Dates for 2025 (Action Item)

Preston School Board Meeting Dates for 2025

January 15, 2025
February 19, 2025
March 19, 2025
April 16, 2025
May 21, 2025
June 18, 2025
July 16, 2025
August 20, 2025
September 17, 2025
October 15, 2025
November 19, 2025
December 17, 2025

The Regular Board Meeting will be held on the 3rd Wednesday of each month at 7:00 PM.

Approve the regular board meeting dates as outlined for the 3rd Wednesday of each month at 7:00 PM. This motion, made by Susan Yardley (Zone 5 Trustee) and seconded by Launa Moser

(Zone 1 Trustee), Carried.

*Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0*

8. Public Requests to Address the Board - Stakeholders may request to address the Board in open meeting by filling out the online request form at <https://psd201.org/en-us/meeting-minutes-agenda-691ac9e8>
No requests for public comment were received.

9. Information Items

- 9.A. Superintendent Report - "Student Achievement & Student Advancement

10. **Student Achievement and School Reports**

Ms. Hamblin presented data on student achievement in reading and math, highlighting progress and areas needing attention. The board discussed the importance of using data to guide interventions.

11. **Student Performance and Assessment**

The discussion focused on student performance in standardized tests, particularly the MCOMP and the challenges faced by third and fourth graders. The conversation highlighted the need for interventions and the role of PLCs in analyzing data to improve outcomes.

12. **Intervention Strategies**

The meeting discussed various intervention strategies, including the use of Title I resources and the restructuring of intervention groups. The importance of tailoring interventions to student needs and the positive impact of common intervention times were emphasized.

13. **Professional Learning Communities (PLCs)**

PLCs were highlighted as a key component in improving student outcomes. Efforts to make PLCs more effective by focusing on data and minimizing distractions were discussed.

14. **Assessment Tools and Standardization**

The conversation covered the use of different assessment tools like STAR, AIMSweb, and DIBELS. The need for standardization across the district and the potential benefits of using AIMSweb for consistent tracking were discussed.

15. **Parental Involvement and Communication**

The meeting addressed the need for better communication with parents regarding assessment results and how they can support their children's learning at home.

16. **Title I Services and Parent Involvement**

The discussion focused on the implementation of Title I services, including benchmarks on report cards, parent-teacher conferences, and sending letters to parents of Title I students. The importance of sharing ideas with parents and notifying them about interventions was emphasized.

17. **All-Day Kindergarten Proposal**

The proposal for all-day, everyday kindergarten was discussed, highlighting benefits such as extended learning time, social development, and increased teacher-student interaction. Parent input is being sought through registration forms and meetings.

18. **Financial Implications of All-Day Kindergarten**

The financial impact of implementing all-day kindergarten was analyzed, including teacher salaries, instructional costs, and potential savings from literacy funds. Concerns about sustainability and potential cuts in other areas were raised.

10. Action Items

10.A. Administrator Intern and Student Teachers

The board approved the interns.

Approve the administrator intern and student teachers. This motion, made by Chris Jones (Zone 4 Trustee) and seconded by Susan Yardley (Zone 5 Trustee), Carried.

*Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0*

11. Policy - Action Item

11.A. Policy 1st Reading

Policy 470: Holinka Law combined three previous policies on classified staff into one new policy. Once Policy 470 is adopted, DELETE the following policies, which are now included as part of 470.

471 - Non-Certificated Employees: At-Will Employment

472 - Salary Schedules for Non-Certificated Employees

473 - Group Health Insurance for Non-Certificated Employees

Policy 846: The travel allowance policy was updated to reflect the current practice, procedures, and reimbursements of the district.

19. **Policy 470 - Classified Personnel Benefits**

Clarification on benefits for classified staff, aligning with federal law and ensuring parity with certified staff benefits.

20. **Travel Allowance Policy**

Discussion on travel allowance policy, including pre-approval requirements and potential lodging limits.

Move Policies 470 and 846 to a second reading. This motion, made by Chris Jones (Zone 4 Trustee) and seconded by Geniel Lyons (Zone 2 Trustee), Carried.

*Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0*

11.B. Policy 2nd Reading

Since the first reading, the specific cell phone plan for each school was removed from this district policy, and the following paragraph was inserted instead: "Each school in the district has specific Personal Communication Device (PCD) policies that must be adhered to, or the student will incur school-specific consequences in addition to those outlined in this district policy. A copy of each PCD policy is contained in the board-approved student handbook of each school."

This change allows schools to more quickly adjust or amend their cell phone practice, policy, and plans at the school level without the change having to go through two separate board readings.

21. **Policy 518 - Personal Communication Devices**

Adjustments to the policy on personal communication devices to allow quicker amendments and ensure compliance with state funding requirements.

Move Policy 518 to 3rd Reading. This motion, made by Susan Yardley (Zone 5 Trustee) and

seconded by Geniel Lyons (Zone 2 Trustee), Carried.

*Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0*

11.C. Policy 3rd Reading

Since last reading, the following notice was added to the policy:

"The district may recognize the donor name, donor business name, or donor product name publicly (i.e., public announcement, naming of a building, field, etc.) as appreciation of the gift. Such potential public name recognition of the donor by the district is not an actual or implied district endorsement of donor, company, or product."

Policy 830 moved to board policy.

Move Policy 830 to Board Policy. This motion, made by Launa Moser (Zone 1 Trustee) and seconded by Susan Yardley (Zone 5 Trustee), Carried.

*Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0*

11.D. Policy Deletion

DELETE

Policy 463 - Title I Professional Development, which was based on the now-repealed No Child Left Behind Act.

Remove Policy 463 from Board Policy. This motion, made by Chris Jones (Zone 4 Trustee) and seconded by Geniel Lyons (Zone 2 Trustee), Carried.

*Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0*

12. Executive Session - Pursuant to Idaho Code 74-206(1)(b) to consider the evaluation, dismissal, or disciplining of or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student

22. Student Hearing

23. Employee Discussion

A hearing will be held to determine if a student should be expelled from school for behavior at the school. Due to the privacy rights of a student, a decision to expel or deny enrollment of a student is now made in executive session, and the student shall not be named in the minutes of the meeting.

The hearing itself, which is not open to the public, will be structured such that the Board Chair will have the Preston High School Administration team go first, updating the board on the federal guidelines followed for disciplining a student with disabilities, making a presentation to the Board regarding the conduct of the student, and then providing their recommendation.

The student and parents will then have the opportunity to contest and respond to the Administration's evidence and recommendation to the Board.

The student and parents have the right to have legal representation at the hearing. They can cross-examine any adult witnesses who presented any evidence against the student. They can produce witnesses to present testimony on behalf of the pupil. They have the right to submit evidence to the Board on their behalf regarding the incident, the behavior, and possible consequences along with any facts in mitigation.

After both sides have had a chance to share evidence and respond to questions from the board, all participants will be excused from the board room, so the trustees can deliberate. When the board has reached a decision, the parties involved will be invited back into executive session to listen to the motion and the action taken.

*Move to executive session pursuant to Idaho code 74-206 (1) (b). This motion, made by Susan Yardley (Zone 5 Trustee) and seconded by Launa Moser (Zone 1 Trustee), Carried.
Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0*

13. Resume Open Session

Motion to resume open session

14. Possible Action Item: Superintendent Contract

Discussion was had concerning Dr. Harrison forgoing the final year of his superintendent contract and being reassigned to work in the district in a different capacity with the same salary and benefits as already contractually agreed upon in his 2025-26 superintendent contract. Options were explored for Dr. Harrison's continued involvement in the district. It was brought up that Dr. Harrison should use his talents and skills to work in a position that will benefit students in the district. With the new position for Dr. Harrison being undetermined at the present time and with Dr. Harrison not wanting to terminate one contract before another contract was developed, no action was taken concerning the Superintendent Contract. Knowing the board wants to open and post the position of superintendent as soon as possible, Superintendent Harrison said the board would most likely need to have a special session the following week to move forward with changes in leadership.

15. Adjourn

Motion to adjourn the meeting.



**Preston Joint School District #201
Board of Education**

Special Meeting

Wednesday, January 22, 2025
8:00 PM

District Office
105 East 2nd South
Preston, ID 83263

1. Call to Order
Meeting was called to order.
2. Approve Agenda - Action Item
Motion to approve agenda
3. Information Items
Motion to approve agenda
- 3.A. Superintendent Contract

During the regular January Board Meeting held on 1/15/25, a discussion was held regarding the superintendent contract, but no action was taken. This special 1/22/25 meeting was set up to continue the discussion and take action on the contract.

The board chair, Mr. Keller, expressed gratitude to Dr. Harrison for how great he has been while working to arrive at an agreement on district leadership. Moving forward, the chair stated, "The board wishes to retain a new superintendent to commence service in the 2025-26 school year. Dr. Harrison is contracted to work in the Preston School District through 2025-26. The board is not just willing, but wants to honor the salary and benefit terms of the current contract and wants Dr. Harrison to work in the district next year."

Superintendent Harrison said that he was willing to serve as superintendent next year, but did not object to the board fulfilling their duty to employ a district superintendent as the board sees fit. If the board desires to retain a different individual to work as the superintendent for 2025-26 while still honoring and preserving Dr. Harrison's contractually agreed upon salary and benefits for that same time period, Dr. Harrison said that he will forego the position and contract of superintendent for 2025-26 and work in the capacity of the District Grants Administrator and Program Manager. Superintendent Harrison brought to the board's attention that there is no state funding available for an additional administrator and pointed out that the district is already over its allotted administrator allowance

by 0.3 FTEs, so there would be no state reimbursement if the district hires another administrator.

The board meeting agenda included a proposed Administrator Contract for Dr. Harrison for 2025-26, along with an associated Administrator Addendum that outlined the process and timeline of the transfer of leadership, described the job description, duties, and expectations of the District Grants Administrator and Program Manager, and listed the benefits provided to the Administrator should the board agree to the terms.

Besides electronic copies shared as attachments to the board agenda, Dr. Harrison had available hard copies of the Contract and Addendum, which he gave to all present in the board room. The Contract shared on the state-approved form stated, "The District hereby employs said Administrator to perform the duties of District Grants Administrator and Program Manager so designated by the District during the term hereof, provided that the Administrator is properly certified and endorsed to perform said duties for a period of 1 year (208 days per year), beginning in the month and day of July 1, year of 2025, through the month and day of June 30, year of 2026, at a base salary of One Hundred Twenty-Five Thousand Dollars (\$125,000) per year, plus any additional annual increments, and such other monetary benefits accorded by the District to employees under contract for this position which may be described in a separate addendum."

Dr. Harrison displayed the proposed Addendum and began reading through it while highlighting his strengths for the new position of District Grants Administrator and Program Manager.

Dr. Harrison indicated that the district's financial outlook is concerning due to a decrease or cessation of funding the district had been used to in the past. (ESSER, Lottery, Plant Facility, Enrollment, ADA). The position of District Grants Administrator and Program Manager will be beneficial to the district as the Administrator locates and secures additional sources of revenue from donations and grants to support key initiatives and bring exemplary programs to the district.

Superintendent Harrison reached out to others working in similar positions and was excited about actions that could be taken in Preston to establish relationships and bring more money into the district. Dr. Harrison stated that over the years, PSD has not taken advantage of money that's out there and available. Superintendent Harrison noted he has experienced success obtaining outside funding while working with his team to secure grant money.

Going back to the information outlined in the Addendum, the work of the District Grants Administrator would be performed under the direction of the Assistant Superintendent. A needs assessment would be conducted to determine necessary initiatives where funding could be secured to improve student outcomes. The District Grants Administrator and Program Manager must collaborate with the district leadership team to ensure money sought after fits within their vision and will contribute to student learning. The work in the position of Grants Administrator will require independent judgment to finalize the course of action and take the necessary steps to obtain funding. The Grants Administrator and Program Manager will assist school administrators in managing the grant budgets and ensuring that all the necessary compliance reports are submitted.

Dr. Harrison again stated that the district is currently over 0.3 administrator FTEs and also over 2.0 teacher FTEs, with the additional teacher positions presently being paid out of levy or literacy money. It was asked if the district could go down a teacher to help with the staff overages. Dr. Harrison responded that the additional administrators and teachers over the allotted reimbursement based on FTEs need to be looked at separately and the district should not increase one group at the expense of the other. Questions were considered. How can another administrator position be funded? Can administrative support be reconfigured differently? Does student enrollment necessitate changes in teaching positions? The board chair said to look for areas where savings could occur. Mr. Keller specifically asked both Superintendent Harrison and Mr. Garner if there was anywhere that comes to mind as a place where the district might be able to save in personnel costs. Trustee Chris Jones interjected that he had a related question and wanted to know who the current administrators were and if there were natural changes that may be occurring with those positions next year.

Dr. Harrison responded, 1) Pioneer Principal [Cindy Murray], 2) Oakwood Principal [Kaylynn Hamblin], 3) Junior High Principal [Tom Schmidt], 4) Junior High Assistant [Dakota Atkinson], 5) High School Principal [Clint Peery], 6) High School Assistant Principal [Jaclyn Heward], 7) District Activities Director [Ben Szabo], 8) Assistant Superintendent [Brady Garner], and 9) Superintendent [Lance Harrison]. It was then asked if the former AD, who still assists with game setup and game management, is paid out of administration funds. Mr. Garner stated that he believes all of Mr. Knapp's salary for the work in the classroom and with athletics is paid for out of the teacher reimbursement fund or an athletic stipend. Possible ideas were brought up on how to be more efficient with the use of athletic

money. Mrs. Lyon inquired if we were over 0.3 administrator FTEs because the district picked up the new position of Activities Director this year. Mr. Jones asked a similar question. Mr. Garner replied that he believes the district was 0.7 under administrator FTEs last year, and the hiring of a new administrator to oversee activities and help at the secondary high schools put the district over 0.3 administrator FTEs this current school year.

Mrs. Lyon said that Dr. Harrison spoke earlier in the day at a facility meeting about Malad funding the building of an elementary school through an online school and wondered if that was a possibility in Preston. That is something Superintendent Harrison and Mr. Garner are looking into because the district would capture the ADA funding for the online students at a Preston-sponsored online school. Dr. Harrison related how the funding the Grant Administrator could bring into the district could be similar to the funding the special ed compliance officer has been able to bring into the district by doing simple things the district hadn't done before. To help fund an additional administrator, the Grants Administrator and Program Manager will need to bring money into the district's discretionary fund to go toward other areas traditionally paid from discretionary money since there will be no additional money coming from the state through the administrator index.

Chairman Keller asked what was meant by "Programs Manager" in the job title. Mr. Jones asked if it was a catch-all. Dr. Harrison said it could refer to managing the grant application, the grant money, and the grant reports, as well as building relationships with donors and assisting the superintendent or school administrators in managing the compliance of the grant. Mrs. Moser added that grants must be administered in the correct way, and she saw that as managing.

Mr. Keller asked how to measure success. Dr. Harrison said that in preparation for tonight's meeting, he did not have time to look at all the various tools used by other districts for similar positions, but he did say that he found that some districts have an evaluation requirement that the individual needs to apply for so much money each year—X millions of dollars, but didn't know what value the district would want for X. Mr. Jones wanted to make sure that there weren't just a bunch of bogus grants submitted to reach a total dollar amount, even though he said he didn't think Dr. Harrison would do that. Regarding the reporting for evaluation, Mr. Jones said a metric can be added.

Mr. Jones then stated that if the new superintendent wants Dr. Harrison to do something drastically different next year than what has

been described in the Grants Administrator position, Mr. Jones would like something added to provide flexibility for the new superintendent to move Dr. Harrison into any position. Mr. Jones then asked Superintendent Harrison, "Are you okay if the incoming superintendent changes your assignment to a different task?" Dr. Harrison responded, "I am not okay with that. I am not." If Superintendent Harrison were to forgo his job as superintendent next year and transition to a new role, Dr. Harrison was firm in having a job assignment and description spelled out right now for next year. Mr. Jones asked why. Dr. Harrison said he came tonight with a specific position outlined in the proposed contract and addendum because the district lawyer previously asked the board chair to see if Dr. Harrison would terminate his superintendent contract and then accept an undetermined position with the details to be worked out at a later date regarding what he will be doing, his job, his duties, his hours, what the district is paying, who he reports to, etc. Dr. Harrison has a contract in hand for next year, which he is ready to fulfill, and he doesn't want to terminate that contract and move forward without another contract, nor does he want to relinquish his superintendent duties for an unknown assignment. Mr. Jones said that he didn't fully understand Dr. Harrison's concerns. Superintendent Harrison said that quitting as superintendent is a life-changing decision, and he is prepared to make that change based on the board's change in view. But if the board comes back in a few months and says they can't find the right candidate and asks him to serve again as superintendent, he is not prepared to go to that place because the critical board-superintendent relationship has moved beyond where it needs to be for the success of the school district. Dr. Harrison said he has been in the district for 26 years and has been willing to do whatever has been asked of him during that whole time. But if a change is to be made right now for this one-year contract, he wants the plans set now and not be told later that he needs to change the assignment and work in a different position such as the special ed director, principal, or teacher. Dr. Harrison said if the new superintendent approached him and informed him that he was needed in a classroom, Dr. Harrison didn't know if he could effectively fulfill that position because it would take him years to develop the astounding skills he observes in the current teachers. There was a conversation about Dr. Harrison's projected retirement date. Chairman Keller asked if Dr. Harrison thought that this assignment of working with grants and donors could turn into something that he would continue to do if asked, even if for half a year or part-time. Dr. Harrison said yes.

Superintendent Harrison wanted to make sure the whole board was mindful of an email reply he sent to the district attorney, who represents the board, not knowing if the attorney shared it with all

trustees. In the email, Dr. Harrison stated that he would help with the leadership transition to the extent the new superintendent desired. Dr. Harrison said the new superintendent could be involved with decisions that will impact next year—staff hiring, teacher negotiations, etc. Dr. Harrison added that he will complete the duties of superintendent through the 2024-25 school year and is willing to forego the position of superintendent for the 2025-26 school year if there is a defined reassignment, such as moving from the position of Superintendent to the position of District Grants Administrator and Program Manager. Dr. Harrison reminded the board that both a proposed contract and an addendum are attached in BoardBook and available as paper copies for the board to further review as they consider his qualities to fill a different position. If, after deliberating in executive session, the board is amiable with the new contract and the addendum, then there could be an action item in the open session.

The board moved into executive session pursuant to Idaho Code 74-206-1 (a) and (b).

4. **Executive Session** - Pursuant to Idaho Code 74-206(1)(a) and (b): To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. And to consider the evaluation, dismissal, or disciplining of or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student.

Motion to move to executive Session

Motion to move into Executive Session pursuant to Idaho Code 74-206(1)(a) and (b). This motion, made by Launa Moser (Zone 1 Trustee) and seconded by Susan Yardley (Zone 5 Trustee), Carried.

*Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0*

5. **Resume Open Session**

Motion to resume open session

Resume open session. This motion, made by Susan Yardley (Zone 5 Trustee) and seconded by Launa Moser (Zone 1 Trustee), Carried.

*Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0*

6. **Superintendent Contract - Discussion and Action Item**

Contract Changes

The board discussed the reassignment of Dr. Harrison to a new position next school year that preserves the same salary and benefits as agreed upon in his current contract for next year. In a concurrent motion, the board moved and seconded to terminate Dr. Harrison's existing 2025-26 Superintendent Contract and simultaneously offered Dr. Harrison an Administrator Contract to serve in the role of the District Grants Administrator and Program Manager for the 2025-26 school year with the responsibilities and benefits outlined in the associated Administrator Addendum.

Superintendent Opening and Communication of Leadership Changes

An additional motion was made and approved to open and advertise the position of district superintendent for the 2025-26 school year.

The board chair asked Superintendent Harrison to contact the ISBA and inform them the district would like to use their least expensive superintendent search support, which includes such help as creating a marketing flier and emailing superintendents and universities in Idaho and neighboring states. Dr. Harrison accepted the assignment.

Discussion was held indicating that both the board and superintendent plan to send out an email to stakeholders informing them of the change in leadership. Dr. Harrison will meet with his executive leadership team in the morning to inform them personally before sending an email to all district employees.

Preston Education Foundation and Personnel Matters

The board stated that they wanted to make sure that things get squared away and cleaned up with PEF and any personnel matters before the transition.

Dr. Harrison's Commitment

Superintendent Harrison shared a final thought related to the advice he often gives track and cross-country runners—to run through the finish line. Harrison added that if a runner lets up before the finish line by slowing down or celebrating too soon, the outcome is one that is usually not desired. Dr. Harrison said he would take his own advice to give it his all and run through the finish line as superintendent. Dr. Harrison added to the track analogy, stating that he will also make sure the stick doesn't get dropped, but will assist the new superintendent in the transition to make sure the baton gets passed on appropriately.

Motion to terminate Dr. Harrison's existing 2025-26 contract and offer a new one as District Grants Administrator and Program Manager with the Associated Addendum preserving the same salary and benefits for the 2025-26 school year. This motion, made by Chris Jones (Zone 4 Trustee) and seconded by Launa Moser (Zone 1 Trustee), Carried.

*Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0*

Motion to open the position of the superintendent. This motion, made by Susan Yardley (Zone 5 Trustee) and seconded by Launa Moser (Zone 1 Trustee), Carried.

*Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0*

7. Adjourn

Metting motioned to adjourn.

Motion to adjourn the meeting. This motion, made by Launa Moser (Zone 1 Trustee) and seconded by Susan Yardley (Zone 5 Trustee), Carried.

*Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0*

Revenue/Expenditure Summary Report with Profit and Loss

02/13/2025 09:12 AM

User ID: MCKENSHEL

Account Type ID		Revised Budget	Month to Date	Year to Date	Budget Balance
Fund Number 100	GENERAL FUND (M&O) FUND				
8	Revenue	19,568,307.00	124,596.07	14,801,369.26	4,766,937.74
9	Expenditure	20,588,829.00	1,628,017.31	10,724,216.30	9,864,612.70
100	GENERAL FUND (M&O) FUND	(1,020,522.00)	(1,503,421.24)	4,077,152.96	
Fund Number 220	FOREST RESERVE FUND				
8	Revenue	25,500.00	0.00	0.00	25,500.00
9	Expenditure	25,500.00	0.00	0.00	25,500.00
220	FOREST RESERVE FUND	0.00	0.00	0.00	
Fund Number 238	STUDENT ACTIVITY FUND				
8	Revenue	762,000.00	0.00	0.00	762,000.00
9	Expenditure	762,000.00	0.00	0.00	762,000.00
238	STUDENT ACTIVITY FUND	0.00	0.00	0.00	
Fund Number 240	SCHOOL BUILDING MAINTENANCE				
9	Expenditure	0.00	0.00	100,609.23	(100,609.23)
240	SCHOOL BUILDING MAINTENANCE	0.00	0.00	(100,609.23)	
Fund Number 241	DRIVERS ED FUND				
8	Revenue	66,125.00	30,600.00	45,750.00	20,375.00
9	Expenditure	66,125.00	533.89	29,836.85	36,288.15
241	DRIVERS ED FUND	0.00	30,066.11	15,913.15	
Fund Number 243	PROFESSIONAL TECHNICAL FUND				
8	Revenue	89,033.00	0.00	0.00	89,033.00
9	Expenditure	89,033.00	4,031.36	29,696.15	59,336.85
243	PROFESSIONAL TECHNICAL FUND	0.00	(4,031.36)	(29,696.15)	
Fund Number 245	TECHNOLOGY FUND				
8	Revenue	546,652.00	0.00	0.00	546,652.00
9	Expenditure	546,652.00	19,602.23	712,228.04	(165,576.04)
245	TECHNOLOGY FUND	0.00	(19,602.23)	(712,228.04)	
Fund Number 246	SAFE AND DRUG FREE FUND				
8	Revenue	33,629.00	0.00	0.00	33,629.00
9	Expenditure	33,629.00	0.00	0.00	33,629.00
246	SAFE AND DRUG FREE FUND	0.00	0.00	0.00	
Fund Number 250	ESSER III FUND				
8	Revenue	1,352,698.00	0.00	1,299,953.48	52,744.52
9	Expenditure	1,652,698.00	0.00	651,838.22	1,000,859.78
250	ESSER III FUND	(300,000.00)	0.00	648,115.26	
Fund Number 251	TITLE I-A FUND				
8	Revenue	270,800.00	0.00	0.00	270,800.00
9	Expenditure	270,800.00	3,517.21	44,222.22	226,577.78
251	TITLE I-A FUND	0.00	(3,517.21)	(44,222.22)	
Fund Number 257	IDEA PART B FUND				
8	Revenue	476,006.00	0.00	0.00	476,006.00
9	Expenditure	476,006.00	31,786.80	376,366.42	99,639.58
257	IDEA PART B FUND	0.00	(31,786.80)	(376,366.42)	
Fund Number 258	IDEA PART B-PRESCHOOL FUND				
8	Revenue	15,060.00	0.00	0.00	15,060.00
9	Expenditure	15,060.00	1,466.59	4,404.64	10,655.36

Revenue/Expenditure Summary Report with Profit and Loss

02/13/2025 09:12 AM

User ID: MCKENSHEL

Account Type ID		Revised Budget	Month to Date	Year to Date	Budget Balance
258	IDEA PART B-PRESCHOOL FUND	0.00	(1,466.59)	(4,404.64)	
Fund Number 260	SCHOOL BASED MEDICAID FUND				
8	Revenue	400,000.00	154,455.35	294,726.37	105,273.63
9	Expenditure	400,000.00	58,964.07	251,090.21	148,909.79
260	SCHOOL BASED MEDICAID FUND	0.00	95,491.28	43,636.16	
Fund Number 261	TITLE IV-A FUND				
8	Revenue	30,488.00	0.00	0.00	30,488.00
9	Expenditure	30,488.00	0.00	31,927.22	(1,439.22)
261	TITLE IV-A FUND	0.00	0.00	(31,927.22)	
Fund Number 263	PERKINS III - PROF/TECH ACT FUND				
8	Revenue	27,731.00	0.00	7,221.52	20,509.48
9	Expenditure	27,731.00	8,525.24	13,656.85	14,074.15
263	PERKINS III - PROF/TECH ACT FUND	0.00	(8,525.24)	(6,435.33)	
Fund Number 270	Title III - ELL				
8	Revenue	0.00	0.00	921.52	(921.52)
9	Expenditure	0.00	400.44	827.92	(827.92)
270	Title III - ELL	0.00	(400.44)	93.60	
Fund Number 271	TITLE II-A FUND				
8	Revenue	58,213.00	0.00	0.00	58,213.00
9	Expenditure	58,213.00	0.00	400.44	57,812.56
271	TITLE II-A FUND	0.00	0.00	(400.44)	
Fund Number 283	CULTIVATING READERS FUND				
9	Expenditure	0.00	2,036.10	4,928.75	(4,928.75)
283	CULTIVATING READERS FUND	0.00	(2,036.10)	(4,928.75)	
Fund Number 290	NUTRITION FUND				
8	Revenue	991,500.00	(26.49)	371,749.92	619,750.08
9	Expenditure	1,291,500.00	62,785.72	574,652.30	716,847.70
290	NUTRITION FUND	(300,000.00)	(62,812.21)	(202,902.38)	
Fund Number 420	PLANT FACILITY FUND				
8	Revenue	1,025,000.00	349,242.99	658,186.46	366,813.54
9	Expenditure	1,025,000.00	34,017.55	539,868.34	485,131.66
420	PLANT FACILITY FUND	0.00	315,225.44	118,318.12	
Fund Number 424	BUS DEPRECIATION FUND				
9	Expenditure	0.00	0.00	0.00	0.00
424	BUS DEPRECIATION FUND	0.00	0.00	0.00	
Fund Number 435	School District Facilities Fund				
8	Revenue	304,100.13	0.00	304,100.13	0.00
435	School District Facilities Fund	304,100.13	0.00	304,100.13	
Fund Number 720	BRIGHT FUND				
8	Revenue	28,000.00	0.00	0.00	28,000.00
9	Expenditure	28,000.00	3,837.46	10,945.65	17,054.35
720	BRIGHT FUND	0.00	(3,837.46)	(10,945.65)	
Grand Total:		(1,316,421.87)	(1,200,654.05)	3,682,262.91	

Detail Check Register

Checking Account: 1

GENERAL CHECKING

<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
Check Number: 394 Check Type: Automatic Payment Check Date: 01/07/2025 Vendor: AMAZONCAPI AMAZON CAPITAL SERVICES Check Total: 859.85					
113-2626834-0034631	01/07/2025		Shredder for district nurse	100 632 410 0000	169.99
137M-37K1-MK4W	12/07/2024		Rigid 10 Wrench Nut	100 664 410 0000	37.15
13MF-GJ7P-3KQ7	12/16/2024		Misc. Supplies	100 664 410 0000	428.02
14V1-HYKN-6L1Y	12/23/2024		Parts to Repair Vacuum	100 661 410 0497	8.99
17Y7-RWJ6-DP6R	12/24/2024		Return on inv#137M-37K1-MK4W	100 664 410 0000	(31.11)
1CJ3-1XFR-7KR4	12/16/2024		Garage Door Openers	100 664 410 0000	22.98
1DYL-LXJH-JYCJ	12/20/2024		Wire stripper and cutter	100 681 426 0000	7.89
1HHL-R91L-TXM7	12/18/2024		Office Supplies	100 681 426 0000	164.56
1LF1-T9KJ-V1R9	12/18/2024		Mailing Envelopes	100 632 410 0000	18.88
1W1G-JDRX-GM4M	12/17/2024		Misc. Office Supplies	100 632 410 0000	32.50
Check Number: 395 Check Type: Automatic Payment Check Date: 01/07/2025 Vendor: LOWESCOMPA LOWE'S COMPANIES INC Check Total: 189.05					
411811530	12/19/2024		Toilet Band Bldg.	100 664 410 0096	189.05
Check Number: 396 Check Type: Automatic Payment Check Date: 01/07/2025 Vendor: ROCKYMOUN1 ROCKY MOUNTAIN POWER Check Total: 20,961.74					
123124	12/31/2024		December 2024 Electrical	100 661 331 0000	343.77
123124	12/31/2024		December 2024 Electrical	100 661 331 0096	10,074.44
123124	12/31/2024		December 2024 Electrical	100 661 331 0291	2,974.77
123124	12/31/2024		December 2024 Electrical	100 661 331 0497	3,295.71
123124	12/31/2024		December 2024 Electrical	100 661 331 0499	3,735.67
123124	12/31/2024		December 2024 Electrical	100 661 331 3201	130.44
123124	12/31/2024		December 2024 Electrical	100 661 331 8844	234.78
123124	12/31/2024		December 2024 Electrical	100 681 331 0000	172.16
Check Number: 397 Check Type: Automatic Payment Check Date: 01/07/2025 Vendor: WEXBANK WEX BANK Check Total: 615.01					
101941824	12/31/2014		Activity Fuel	100 532 380 0000	181.27
101941824	12/31/2014		Maintenance Fuel	100 664 410 0000	241.66
101941824	12/31/2014		Grounds Fuel	100 665 410 0000	125.07
101941824	12/31/2014		Admin Travel	100 681 422 0000	24.88
101941824	12/31/2014		Drivers Ed Fuel	241 515 380 0000	42.13
Check Number: 398 Check Type: Automatic Payment Check Date: 01/16/2025 Vendor: AMAZONCAPI AMAZON CAPITAL SERVICES Check Total: 5,580.33					
119W-FRKY-3RYK	01/15/2025		Mini Water Heater	100 664 410 0096	161.99
119W-FRKY-3RYK	01/15/2025		PHS SPED room	100 664 410 0096	110.98
143N-HMGG-NV4G	12/21/2024	Tech 30-25	Power Strips, Command Strips	245 623 410 0000	905.10
14N6-MTQN-KFVF	01/15/2025	6009	Misc. Cabinetmaking Supplies	243 515 410 0096 153	421.72
174J-DP9J-LCT4	12/13/2024	6009	Credit on Inv#14N6-MTQN-KFVF	243 515 410 0096 153	(9.99)

Detail Check Register

Checking Account: 1		GENERAL CHECKING					
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
1C7C-H4QN-XCPP	12/27/2024	Tech 29-25	Star Tech Console w/cables	245 623 410 0000	1,490.21		
1M1X-GDTC-CHT3	12/24/2024	Tech 29-25	Misc. Infrastructure	245 623 410 0000	2,500.32		
Check Number: 399	Check Type: Automatic Payment	Check Date: 01/16/2025	Vendor: VISA	VISA	Check Total:		409.99
20250101-Lance	01/01/2025		SpringHill Suites	100 632 410 0000	130.00		
20250101-Lance	01/01/2025		SpringHill Suites	100 632 410 0000	130.00		
20250101-Lance	01/01/2025		SpringHill Suites	100 632 410 0000	130.00		
20250101-Shelby	01/01/2025		CCI Jsign	100 632 410 0000	19.99		
Check Number: 4447	Check Type: Check	Check Date: 01/07/2025	Vendor: ALSCO	ALSCO	Check Total:		133.20
LBLA2542863	12/04/2024		Nurse Laundry	100 632 310 0000	8.40		
LBLA2542863	12/04/2024		Bus Shop Laundry	100 681 330 0000	36.00		
LBLA2544644	12/11/2024		Nurse Laundry	100 632 310 0000	8.40		
LBLA2544644	12/11/2024		Bus Shop Laundry	100 681 330 0000	36.00		
LBLA2546433	12/18/2024		Nurse Laundry	100 632 310 0000	8.40		
LBLA2546433	12/18/2024		Bus Shop Laundry	100 681 330 0000	36.00		
Check Number: 4448	Check Type: Check	Check Date: 01/07/2025	Vendor: ANDERSONJU	ANDERSON JULIAN & HULL LLP	Check Total:		120.00
93915	12/25/2024		Nov 2024 Legal Services	100 632 315 0000	120.00		
Check Number: 4449	Check Type: Check	Check Date: 01/07/2025	Vendor: BECKSTEADD	BECKSTEAD DAVID B. M.D.	Check Total:		200.00
121724	12/17/2024		Driver Physical - Checketts, N	100 681 260 0000	100.00		
15599	12/20/2024		Bus Driver Physical - Larsen, C	100 681 260 0000	100.00		
Check Number: 4450	Check Type: Check	Check Date: 01/07/2025	Vendor: BRYSONSALE	BRYSON SALES & SERVICE INC	Check Total:		52,581.68
204662	12/05/2024		Pedal Accelerator/Freight	100 681 426 0000	1,750.03		
204775	12/11/2024		Flasher System Lamp	100 681 426 0000	284.30		
204788	12/11/2024		Modulator Valve	100 681 426 0000	294.50		
204974	12/20/2024		Windshield	100 681 426 0000	907.00		
204996	12/26/2024		Miscellaneous Parts/Freight	100 681 426 0000	49,345.85		
Check Number: 4451	Check Type: Check	Check Date: 01/07/2025	Vendor: CAXTONPRIN	CAXTON PRINTERS LTD.	Check Total:		483.36
1056408	12/12/2024	10982	Reading Books	100 512 410 0499 312	483.36		
Check Number: 4452	Check Type: Check	Check Date: 01/07/2025	Vendor: CHEMSEARCH	CHEMSEARCH	Check Total:		830.32
8979028	12/27/2024		Boiler Treatment Program	100 664 410 0096	830.32		
Check Number: 4453	Check Type: Check	Check Date: 01/07/2025	Vendor: CLASSICALS	W Grover Wilhelmsen	Check Total:		1,918.73

Detail Check Register

Checking Account: 1		GENERAL CHECKING					
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
24-112	08/12/2024	6016	Orchestra Supplies	720 515 410 0096 123	1,918.73		
Check Number: 4454	Check Type: Check	Check Date: 01/07/2025	Vendor: DEXIMAGIN	Dex Imaging	Check Total:	873.60	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
ID0206	10/16/2024	Tech 20-25	Dynabooks	245 623 410 0000	873.60		
Check Number: 4455	Check Type: Check	Check Date: 01/07/2025	Vendor: FRANKLINC5	FRANKLIN COUNTY LANDFILL	Check Total:	501.65	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
6551	01/01/2025		December 2024 Extra Pickup Fee	100 661 336 0096	146.15		
6551	01/01/2025		December 2024 Extra Pickup Fee	100 661 336 0291	130.35		
6551	01/01/2025		December 2024 Extra Pickup Fee	100 661 336 0497	130.35		
6551	01/01/2025		December 2024 Extra Pickup Fee	100 661 336 0499	94.80		
Check Number: 4456	Check Type: Check	Check Date: 01/07/2025	Vendor: GRANITETEL	GRANITE TELECOMMUNICATIONS	Check Total:	987.52	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
678230732	01/01/2025		December 2024 Landline Services	100 661 350 0000	987.52		
Check Number: 4457	Check Type: Check	Check Date: 01/07/2025	Vendor: GREATAMERI	GREAT AMERICA FINANCIAL	Check Total:	4,340.80	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
38259803	01/06/2025		January 2025 Copier Lease	100 641 322 0000	4,340.80		
Check Number: 4458	Check Type: Check	Check Date: 01/07/2025	Vendor: HANSONJANI	HANSON JANITORIAL SUPPLY	Check Total:	2,621.69	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
770631	12/06/2024		Glass Cleaner	100 661 410 0096	118.56		
770761	12/06/2024		Toilet Tissue, Skin Cleanser	100 661 410 0499	169.63		
770762	12/06/2024		Misc. Supplies	100 661 410 0291	1,528.57		
771442	12/23/2024		Cleaner, Clorox	100 661 410 0291	306.71		
771443	12/23/2024		Hand Towels	100 661 410 0497	308.10		
771445	12/23/2024		Toilet Tissue, Vac Bags	100 661 410 0499	190.12		
Check Number: 4459	Check Type: Check	Check Date: 01/07/2025	Vendor: ICRMP	ICRMP	Check Total:	82,991.50	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
04047-2025-2	01/02/2025		Annual Policy Payment 2 of 2	100 661 711 0000	82,991.50		
Check Number: 4460	Check Type: Check	Check Date: 01/07/2025	Vendor: IDHW	IDHW	Check Total:	34,695.00	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
123124	12/31/2024		Dec 2024 Medicaid Match Program	260 616 395 0000	34,695.00		
Check Number: 4461	Check Type: Check	Check Date: 01/07/2025	Vendor: INTERSTATE	INTERSTATE BATTERIES OF SNAKE RIVER	Check Total:	959.80	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
650003763	12/02/2024		Batteries	100 681 426 0000	479.90		
650003851	12/16/2024		Batteries	100 681 426 0000	479.90		

Detail Check Register

Checking Account: 1		GENERAL CHECKING					
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
Check Number: 4462		Check Type: Check	Check Date: 01/07/2025	Vendor: INTRSTBILL	Interstate Billing Service, Inc	Check Total: 740.04	
44128PC	12/09/2024		Fuel Filter	100 681 426 0000	378.96		
44175PC	12/11/2024		Fuel Separator	100 681 426 0000	361.08		
Check Number: 4463		Check Type: Check	Check Date: 01/07/2025	Vendor: JFSWHOLES	JFS Wholesale Floral	Check Total: 329.55	
80448	11/25/2024	6008	Misc. Plants	263 515 410 0096 157	423.05		
80448-A	11/25/2024	6008	Credit on inv#80448	263 515 410 0096 157	(93.50)		
Check Number: 4464		Check Type: Check	Check Date: 01/07/2025	Vendor: NAPAAUTOPA	NAPA AUTO PARTS OF PRESTON	Check Total: 8,693.31	
970993	12/02/2024		Stethoscope	100 664 410 0096	14.39		
971318	12/05/2027		Accessory Relay	100 681 426 0000	12.34		
971614	12/09/2024		V-Ribbed Belt	100 681 426 0000	37.47		
971846	12/11/2024	6013&6014	Pressure Washer	263 515 410 0096 151	6,552.00		
972188	12/16/2024	6015	Misc. Supplies	263 515 410 0096 151	1,643.69		
972190	12/16/2024	6015	Return on inv#972188	100 681 426 0000	(28.08)		
972389	12/18/2024		Relays	100 681 426 0000	461.50		
Check Number: 4465		Check Type: Check	Check Date: 01/07/2025	Vendor: PRESTONAUT	PRESTON AUTO PARTS	Check Total: 178.25	
6546-289051	11/27/2024		Shop Supplies	100 664 410 0000	101.74		
6546-289129	11/30/2024		Boiler Supplies	100 664 410 0096	10.59		
6546-289537	12/11/2024		PJH HVAC belts	100 664 410 0096	65.92		
Check Number: 4466		Check Type: Check	Check Date: 01/07/2025	Vendor: PRESTONCI3	PRESTON CITY WATER DEPT.	Check Total: 1,672.50	
123124	12/31/2024		December 2024 Water/Sewer	100 661 332 0096	596.50		
123124	12/31/2024		December 2024 Water/Sewer	100 661 332 0291	172.50		
123124	12/31/2024		December 2024 Water/Sewer	100 661 332 0497	243.50		
123124	12/31/2024		December 2024 Water/Sewer	100 661 332 0499	283.25		
123124	12/31/2024		December 2024 Water/Sewer	100 661 332 8844	127.50		
123124	12/31/2024		December 2024 Water/Sewer	100 661 335 0000	121.75		
123124	12/31/2024		December 2024 Water/Sewer	100 681 353 0000	127.50		
Check Number: 4467		Check Type: Check	Check Date: 01/07/2025	Vendor: PRESTONSC6	PRESTON SCHOOL LUNCH DEPT.	Check Total: 1,192.95	
123124	12/31/2024		December Teacher Lunches	100 710 410 0096	643.50		
123124	12/31/2024		December Teacher Lunches	100 710 410 0291	193.05		
123124	12/31/2024		December Teacher Lunches	100 710 410 0497	29.70		
123124	12/31/2024		December Teacher Lunches	100 710 410 0499	133.65		
123124	12/31/2024		December Teacher Lunches	100 710 410 8844	193.05		

Detail Check Register

Checking Account: 1		GENERAL CHECKING				
Check Number: 4468	Check Type: Check	Check Date: 01/07/2025	Vendor: PRESTONVAL	PRESTON VALLEY COUNTRY STORE	Check Total:	1,071.41
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
A62561	12/04/2024		Propane Delivery	100 681 423 0000	509.12	
A62986	12/18/2024		Propane Delivery	100 681 423 0000	509.12	
A62987	12/18/2024		Propane Delivery	100 681 423 0000	53.17	
Check Number: 4469	Check Type: Check	Check Date: 01/07/2025	Vendor: PRIESTLEYM	PRIESTLEY MENTAL HEALTH INC	Check Total:	10,996.59
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
121324	12/13/2024		December 2024 CBRS Services	260 521 300 0000	10,996.59	
Check Number: 4470	Check Type: Check	Check Date: 01/07/2025	Vendor: RSDISTRIBU	R & S DISTRIBUTING	Check Total:	422.99
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
120759	12/17/2024		Towel Rolls	100 661 410 0499	295.39	
120760	12/17/2024		Urinal Screens	100 661 410 0497	127.60	
Check Number: 4471	Check Type: Check	Check Date: 01/07/2025	Vendor: ROBSREPAIR	ROB'S REPAIRS AND WINDSHIELDS	Check Total:	65.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
151101	12/09/2024		Rock Chip Repairs	100 681 426 0000	65.00	
Check Number: 4472	Check Type: Check	Check Date: 01/07/2025	Vendor: ROCKYMOUNT	ROCKY MOUNTAIN BOILER INC	Check Total:	3,895.30
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
20243269	12/30/2024		Boiler Parts	100 664 410 0096	3,895.30	
Check Number: 4473	Check Type: Check	Check Date: 01/07/2025	Vendor: RYTEL	RYTEL	Check Total:	2,332.86
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
12049	12/31/2024		January 2025 VOIP	100 661 350 0000	2,332.86	
Check Number: 4474	Check Type: Check	Check Date: 01/07/2025	Vendor: SOUTHFORKH	SOUTH FORK HARDWARE	Check Total:	150.79
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
512362	12/04/2024		Rooftop unit repair	100 664 410 8844	3.76	
512735	12/10/2024		PHS Handrail Repair	100 664 410 0096	4.54	
512890	12/11/2024		Garage Remote batteries	100 664 410 0000	9.99	
513293	12/18/2024		Vacumn Repair parts	100 664 410 0497	4.30	
513386	12/20/2024		Pioneer Pothole Repair	100 665 410 0000	23.29	
513523	12/23/2024		PHS Drinking Fountain Repair	100 664 410 0096	16.17	
513549	12/23/2024		PHS Drinking Fountain Repair	100 664 410 0096	44.55	
513556	12/23/2024		PHS Drinking Fountain Repair	100 664 410 0096	1.78	
513809	12/30/2024		Bucket, Markers	420 811 314 0497 806	17.97	
513844	12/30/2024		PJH Roof Repair	100 664 410 0291	24.44	
Check Number: 4475	Check Type: Check	Check Date: 01/07/2025	Vendor: STANDARDPL	STANDARD PLUMBING SUPPLY CO	Check Total:	323.31
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
XVH770	12/09/2024		Pioneer Dishwasher Repair	100 664 410 0499	184.00	
XVMC17	12/10/2024		Band Bldg Toilet	100 664 410 0096	6.70	

Detail Check Register

Checking Account: 1		GENERAL CHECKING					
XVP794	12/11/2024		Plumbing	100 664 410 0096		40.49	
XVQ838	12/11/2024		PVC Elect, Wall Plate	420 811 314 0497 806		10.33	
XWR850	12/23/2024		Leak Detector w/ Spray	100 664 410 0000		11.75	
XWRD06	12/23/2024		PHS Toilet, Drinking Fountain	100 664 410 0096		70.04	
Check Number: 4476	Check Type: Check	Check Date: 01/07/2025	Vendor: STOKESMARK	STOKES MARKET PLACE	Check Total:	6,837.54	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
01-231654	12/12/2024		Batteries	100 661 410 0291	27.49		
01-236845	12/17/2024		Food for Meeting	100 632 410 0000	76.92		
02-236759	12/19/2024		Lunch	100 681 365 0000	84.15		
05-137708	12/17/2024		Gift cards	100 632 410 0000	2,500.00		
06-134859	12/17/2024		Gift cards	100 632 410 0000	2,500.00		
06-134875	12/17/2024		Gift cards	100 632 410 0000	750.00		
06-134878	12/17/2024		Gift cards	100 632 410 0000	2,500.00		
66-203532	12/16/2024		Light Bulbs	100 661 410 0096	16.99		
66-216333	12/31/2024		Hardware	100 661 410 0096	31.99		
95-155461	12/19/2024		Credit on Account	100 632 410 0000	(1,650.00)		
Check Number: 4477	Check Type: Check	Check Date: 01/07/2025	Vendor: VERIZONWIR	VERIZON WIRELESS	Check Total:	489.27	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
6102319572	12/28/2024		Transportation Charges	100 681 354 0000	52.51		
6102319572	12/28/2024		Mobile Phone Charges	100 691 350 0000	436.76		
Check Number: 4479	Check Type: Check	Check Date: 01/16/2025	Vendor: ADVANCEDHA	ADVANCED HARDWARE SUPPLY INC	Check Total:	633.53	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
1319543	01/09/2025	6017	Misc. Supplies	243 515 410 0096 153	228.53		
1319544	01/09/2025	6017	Clear Satin 5 gal pail	243 515 410 0096 153	405.00		
Check Number: 4480	Check Type: Check	Check Date: 01/16/2025	Vendor: ANDERSONSI	ANDERSON'S INC	Check Total:	169.20	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
2204784	01/13/2025		Furnace Filters	100 661 410 0096	169.20		
Check Number: 4481	Check Type: Check	Check Date: 01/16/2025	Vendor: BAKERDISTR	BAKER DISTRIBUTING COMPANY	Check Total:	145.61	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
FN20949	01/02/2025		Furnace Filters	100 661 410 0096	145.61		
Check Number: 4482	Check Type: Check	Check Date: 01/16/2025	Vendor: BECKSTEADD	BECKSTEAD DAVID B. M.D.	Check Total:	100.00	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
010225	01/02/2025		Driver Physical - Coats, T	100 681 260 0000	100.00		
Check Number: 4483	Check Type: Check	Check Date: 01/16/2025	Vendor: CASTALITE	CASTALITE	Check Total:	36.14	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
103275	01/09/2025		Tile for new gym repairs	100 664 410 0096	36.14		
Check Number: 4484	Check Type: Check	Check Date: 01/16/2025	Vendor: CHEMSEARCH	CHEMSEARCH	Check Total:	3,455.25	

Detail Check Register

Checking Account: 1		GENERAL CHECKING				
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
8994120	01/13/2025		Boiler Chemicals	100 664 410 0096	3,455.25	
Check Number: 4485	Check Type: Check	Check Date: 01/16/2025	Vendor: CNHINDUST	CNH Industrial Accounts	Check Total:	995.50
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
P6098001	01/09/2025		Bulk DEF Oil, Engine Oil	100 681 422 0000	995.50	
Check Number: 4486	Check Type: Check	Check Date: 01/16/2025	Vendor: ELITEMECHA	ELITE MECHANICAL	Check Total:	891.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
3794	01/03/2024		Regulator Caps installed at PHS	100 664 314 0096	740.00	
3795	01/03/2025		RTU No air repair	100 664 314 0499	151.00	
Check Number: 4487	Check Type: Check	Check Date: 01/16/2025	Vendor: GLENNSELEC	GLENNS ELECTRIC	Check Total:	45.30
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
10513	01/09/2025		2 pole 30 amp coil	100 664 410 0096	45.30	
Check Number: 4488	Check Type: Check	Check Date: 01/16/2025	Vendor: LAMONTSERV	Horizon Automotive	Check Total:	66.31
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
72947	01/06/2025		Labor	100 681 320 0000	23.50	
72947	01/06/2025		Parts	100 681 341 0000	42.81	
Check Number: 4489	Check Type: Check	Check Date: 01/16/2025	Vendor: IDAHOSTAT5	IDAHO STATE TAX COMMISSION	Check Total:	269.76
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
123124	12/31/2024		Pioneer Sales Tax	100 223100	6.90	
123124	12/31/2024		PJH Sales Tax	100 223100	262.86	
Check Number: 4490	Check Type: Check	Check Date: 01/16/2025	Vendor: INTERMOUN1	INTERMOUNTAIN FARMERS ASSOC	Check Total:	603.58
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
1021882631	12/17/2024		Ice Melt Sno Plow	100 664 410 0000	603.58	
Check Number: 4491	Check Type: Check	Check Date: 01/16/2025	Vendor: MAISETECH	Maise Technology	Check Total:	13,833.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
DTLV26152	01/15/2025		Network Support	245 623 314 0000	5,400.00	
DTLV26153	01/15/2025		Microsoft 365 Support	245 623 314 0000	8,433.00	
Check Number: 4492	Check Type: Check	Check Date: 01/16/2025	Vendor: MFPCINC	MFCP INC.	Check Total:	8.45
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
9346030	01/02/2025		Snow Plow Repair Parts	100 665 410 0000	8.45	
Check Number: 4493	Check Type: Check	Check Date: 01/16/2025	Vendor: MOUNTAINPE	MOUNTAIN PEAK BUILDERS INC	Check Total:	673.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
12284	01/13/2025		Oakwood Roof Leak Repair	100 664 410 0499	673.00	
Check Number: 4494	Check Type: Check	Check Date: 01/16/2025	Vendor: PETERSONPL	PETERSON PLUMBING	Check Total:	87.49
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
3387717	01/02/2025		Pressure Valve - Oak kitchen	100 664 410 0497	87.49	

Detail Check Register

Checking Account: 1

GENERAL CHECKING

Check Number:	Check Type:	Check Date:	Vendor:		Check Total:
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
4495	Check	01/16/2025	PRESTONHIG	PRESTON HIGH SCHOOL	903.00
011325	01/13/2025	6019	ACT Winter Test	100 515 312 0096 315	903.00
4496	Check	01/16/2025	RSDISTRIBU	R & S DISTRIBUTING	691.07
120965	01/09/2025		TP, Paper Towels	100 661 410 0096	691.07
4497	Check	01/16/2025	RELADYNE	RelaDyne West, LLC	4,484.08
1177728-IN	01/07/2025		Diesel Fuel	100 681 422 0000	4,484.08
4498	Check	01/16/2025	STATEDEPTO	STATE DEPT. OF EDUCATION	150.00
011525	01/15/2025		Recertification -Keller, K	100 632 314 0000	75.00
011625	01/16/2025		Recertification - Harrison, L	100 632 314 0000	75.00
4499	Check	01/16/2025	STATEINSUR	STATE INSURANCE FUND	10,577.00
29501511	01/13/2025		January 2025 Installmenet Premium	100 632 270 0000	10,577.00
4500	Check	01/16/2025	SUMMITFIRE	Summit Fire & Security LLC	1,351.25
2865285	12/04/2024		PJH bell repair	100 664 314 0291	888.75
2899214	12/19/2024		FCHS Alarm Repair	100 664 314 8844	462.50
4501	Check	01/16/2025	USPOSTALSE	US POSTAL SERVICE	219.00
011425	01/15/2025		Rolls of Stamps	100 632 410 0000	219.00
4513	Check	01/28/2025	95PERCENT	95 Percent Group LLC	2,036.10
INV#161605	01/08/2025	10984	Tools 4 Reading	283 621 400 0000	2,036.10
4514	Check	01/28/2025	ANDERSONJU	ANDERSON JULIAN & HULL LLP	500.00
94393	01/25/2025		District Legal Services	100 632 315 0000	500.00
4515	Check	01/28/2025	BEACONCOMM	BEACON COMMERCIAL DOOR & LOCK	33,631.75
S1029307	12/18/2024		PSD Key Blanks	420 810 530 0000	751.76
S1029472	12/31/2024		PJH/PHS Cylinders	420 810 530 0000	32,862.18
S1029530	01/07/2025		Preston Master Pins	420 810 530 0000	17.81
4516	Check	01/28/2025	BOMGAARS	BOMGAARS	134.26

Detail Check Register

Checking Account: 1

GENERAL CHECKING

<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
77895331	12/16/2024		Salt, Softener, Pellets	100 664 410 0096	59.90
77896105	01/22/2025		Appliance Replacement Cord	100 664 410 0497	23.98
77902675	01/08/2025		Silicone Lube, WD40 Spray	100 664 410 0000	9.48
77902782	01/08/2025		Coupling Hoses, Brass/Zinc	100 681 425 0000	31.96
77902956	01/09/2025		Nuts, Bolts, Fasteners	100 664 410 0499	8.94
Check Number: 4517 Check Type: Check Check Date: 01/28/2025 Vendor: CHEMSEARCH CHEMSEARCH Check Total: 830.32					
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
9014302	01/27/2025		Boiler Treatment Program	100 664 410 0096	830.32
Check Number: 4518 Check Type: Check Check Date: 01/28/2025 Vendor: COMMONGROU COMMON GROUND Check Total: 259.00					
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
2025-08	01/27/2025	0127425	PJH Student Skiing	257 521 380 0000	259.00
Check Number: 4519 Check Type: Check Check Date: 01/28/2025 Vendor: CROFTBECKF Croft Beck Group, LLC Check Total: 10,915.00					
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
251	10/22/2024		Additional Top Coat - PHS	100 664 314 0096	1,724.00
251	10/22/2024		Gym Floor Refinishing	100 664 314 0096	4,730.34
251	10/22/2024		Gym Floor Refinishing	100 664 314 0497	4,730.34
251	10/22/2024		Gym Floor Refinishing	100 664 314 0499	1,730.32
251	10/22/2024		Credit on Refinishing - Pioneer	100 664 314 0499	(2,000.00)
Check Number: 4520 Check Type: Check Check Date: 01/28/2025 Vendor: DEXIMAGIN Dex Imaging Check Total: 175.00					
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
AR12628257	01/16/2025		PJH Staples	100 632 314 0000	100.00
AR12637047	01/17/2025		PJH Staples	100 632 314 0000	75.00
Check Number: 4521 Check Type: Check Check Date: 01/28/2025 Vendor: ELITEMECHA ELITE MECHANICAL Check Total: 557.00					
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
3801	01/15/2025		Labor to Repair Furnace	100 664 314 0499	125.00
3801	01/15/2025		Parts to Repair Furnace	100 664 410 0499	432.00
Check Number: 4522 Check Type: Check Check Date: 01/28/2025 Vendor: DOMINIONEN Enbridge Gas Check Total: 28,392.73					
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
012225	01/21/2025		Shop/Admin Natural Gas	100 661 334 0000	1,077.15
012225	01/21/2025		PHS Natural Gas	100 661 334 0096	16,862.47
012225	01/21/2025		PJH Natural Gas	100 661 334 0291	4,771.99
012225	01/21/2025		Oakwood Natural Gas	100 661 334 0497	2,439.67
012225	01/21/2025		Pioneer Natural Gas	100 661 334 0499	1,979.44
012225	01/21/2025		FCHS Natural Gas	100 661 334 8844	335.63
012225	01/21/2025		Bus Garage Natural Gas	100 681 334 0000	926.38
Check Number: 4523 Check Type: Check Check Date: 01/28/2025 Vendor: FIRSTTRYW First Try Wireless Solutions Check Total: 10,570.00					

Detail Check Register

Checking Account: 1		GENERAL CHECKING					
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
012125	01/22/2025		Cameras for Buses	100 681 425 0000	10,570.00		
Check Number: 4524	Check Type: Check	Check Date: 01/28/2025	Vendor: HATCHELECT	HATCH ELECTRIC LLC	Check Total:	927.50	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
1239	01/27/2025		Pumps/PJH Light	100 664 314 0291	440.00		
1239	01/27/2025		Power Problem	100 664 314 0499	130.00		
1239	01/27/2025		POD 5 Water Heater	420 811 314 0497 805	357.50		
Check Number: 4525	Check Type: Check	Check Date: 01/28/2025	Vendor: HOLIDAYINN	HOLIDAY INN BOISE AIRPORT	Check Total:	1,190.00	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
33482	11/01/2024		State XCountry Lodging	100 532 410 0000	1,190.00		
Check Number: 4526	Check Type: Check	Check Date: 01/28/2025	Vendor: PIZZASTOP	PIZZA STOP	Check Total:	148.19	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
03	01/22/2025	11000	FCHS Lunch - no school	100 632 410 0000	148.19		
Check Number: 4527	Check Type: Check	Check Date: 01/28/2025	Vendor: PRESTONHIG	PRESTON HIGH SCHOOL	Check Total:	2,438.17	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
010825	01/08/2025		Wrestling Tournament	100 532 380 0000	119.00		
092324	12/01/2024	6002	ELL Spanish Books	270 641 410 0000	400.44		
24-112	12/18/2024	6016a	Orchestra Supplies	720 515 410 0096 123	1,918.73		
Check Number: 4528	Check Type: Check	Check Date: 01/28/2025	Vendor: PRIESTLEYM	PRIESTLEY MENTAL HEALTH INC	Check Total:	13,272.48	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
012025	12/01/2024		January 2025 CBRS Services	260 521 300 0000	13,272.48		
Check Number: 4529	Check Type: Check	Check Date: 01/28/2025	Vendor: RSDISTRIBU	R & S DISTRIBUTING	Check Total:	809.22	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
120985	01/13/2025		Paper Towels, TP	100 661 410 0096	572.91		
121108	01/24/2025		Paper Towels	100 661 410 0499	236.31		
Check Number: 4530	Check Type: Check	Check Date: 01/28/2025	Vendor: REIDSDRAIN	REIDS DRAIN CLEANING	Check Total:	250.00	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
012425	01/24/2025		Snake the bathroom drain	100 664 314 0497	250.00		
Check Number: 4531	Check Type: Check	Check Date: 01/28/2025	Vendor: RELADYNE	RelaDyne West, LLC	Check Total:	4,399.45	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
1184263-IN	01/22/2025		Delivery Fuel	100 681 422 0000	4,399.45		
Check Number: 4532	Check Type: Check	Check Date: 01/28/2025	Vendor: STATEDEPTO	STATE DEPT. OF EDUCATION	Check Total:	84.75	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
012825	01/28/2025		Auman, M	100 632 410 0000	28.25		
012825a	01/28/2025		Falslev, M	100 632 410 0000	28.25		
012825b	01/28/2025		Viterna, B.	100 632 410 0000	28.25		

Detail Check Register

Checking Account: 1

GENERAL CHECKING

<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
43058	10/30/2024		Project Leadership - Heward, J	100 632 380 0000	537.42
10334	01/15/2025		December 2024 Driver Meals	100 532 410 0000	20.00
10335	01/15/2025		December 2024 Driver Meals	100 532 410 0000	158.00
10336	01/15/2025		December 2024 Driver Meals	100 532 410 0000	20.00
10337	01/15/2025		December 2024 Driver Meals	100 532 410 0000	12.00
10338	01/15/2025		December 2024 Driver Meals	100 532 410 0000	104.00
10339	01/15/2025		December 2024 Driver Meals	100 532 410 0000	12.00
10340	01/15/2025		December 2024 Driver Meals	100 532 410 0000	12.00
10341	01/15/2025		December 2024 Driver Meals	100 532 410 0000	12.00
10342	01/15/2025		December 2024 Driver Meals	100 532 410 0000	12.00
10343	01/15/2025		December 2024 Driver Meals	100 532 410 0000	72.00

*Denotes Expensed Invoice Item

Checking Account ID: 1

Total without Voids: 405,127.34

Detail Check Register

Checking Account: 2		CHILD NUTRITION CHECKING					
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
Check Number: 1311 Check Type: Check Check Date: 01/07/2025 Vendor: BELEWTONY Tonya Belew Check Total: 38.40							
121924	12/19/2024		December 2024 Food Transport	290 710 380 8844	38.40		
Check Number: 1312 Check Type: Check Check Date: 01/07/2025 Vendor: BERNARD BERNARD Check Total: 137.58							
00960333	12/09/2024		Brown Gravy Mix	290 710 450 0499	137.58		
Check Number: 1313 Check Type: Check Check Date: 01/07/2025 Vendor: DFADAIRYBR DFA DAIRY BRANDS - MEADOW GOLD DAIRY Check Total: 4,569.87							
31657344	12/02/2024		Milk Purchases	290 710 450 0096 710	210.42		
31657347	12/02/2024		Milk Purchases	290 710 450 0499 710	513.00		
31657348	12/02/2024		Milk Purchases	290 710 450 0497 710	481.27		
31657350	12/02/2024		Milk Purchases	290 710 450 0291 710	440.87		
31657496	12/05/2024		Milk Purchases	290 710 450 0096 710	206.74		
31657734	12/09/2024		Milk Purchases	290 710 450 0499 710	448.37		
31657735	12/09/2024		Milk Purchases	290 710 450 0497 710	642.58		
31657736	12/09/2024		Milk Purchases	290 710 450 0291 710	356.87		
31657879	12/12/2024		Milk Purchases	290 710 450 0096 710	160.65		
31658117	12/16/2024		Milk Purchases	290 710 450 0499 710	328.54		
31658118	12/16/2024		Milk Purchases	290 710 450 0497 710	484.16		
31658120	12/16/2024		Milk Purchases	290 710 450 0291 710	206.74		
31658261	12/19/2024		Milk Purchases	290 710 450 0499 710	89.66		
Check Number: 1314 Check Type: Check Check Date: 01/07/2025 Vendor: GEMSTATEPA GEM STATE PAPER & SUPPLY Check Total: 1,120.36							
4115309	12/05/2024		Food Trays, Detergent	290 710 410 0096	107.08		
4115309-01	12/19/2024		All Temp Detergent	290 710 410 0096	141.95		
4116003	12/19/2024		Foam Containers, Food Trays	290 710 410 0497	193.14		
4116004	12/19/2024		Misc. Supply Purchases	290 710 410 0499	678.19		
Check Number: 1315 Check Type: Check Check Date: 01/07/2025 Vendor: GOLDSTARF Gold Star Foods Check Total: 12,734.02							
1385343	12/04/2024		Return on inv#3331367	290 710 450 0096	(6.50)		
3323830	12/03/2024		Food Purchases	290 710 450 0497	160.12		
3323831	12/03/2024		Food Purchases	290 710 450 0291	160.12		
3331229	12/03/2024		Food Purchases	290 710 450 0497	404.55		
3331231	12/03/2024		Food Purchases	290 710 450 0497	2,866.69		
3331249	12/03/2024		Food Purchases	290 710 450 0291	87.48		
3331367	12/03/2024		Supply Purchases	290 710 410 0096	103.44		
3331367	12/03/2024		Food Purchases	290 710 450 0096	1,061.05		
3331376	12/03/2024		Food Purchases	290 710 450 0291	892.39		

Checking Account: 2		CHILD NUTRITION CHECKING				
3331377	12/03/2024		Food Purchases	290 710 450 0497	347.57	
3331379	12/03/2024		Food Purchases	290 710 450 0499	470.09	
3334012	12/10/2024		Food Purchases	290 710 450 0096	671.66	
3334013	12/10/2024		Food Purchases	290 710 450 0291	344.28	
3334016	12/10/2024		Food Purchases	290 710 450 0497	1,323.28	
3334017	12/10/2024		Food Purchases	290 710 450 0499	233.01	
3334030	12/10/2024		Food Purchases	290 710 450 0291	25.05	
3337088	12/17/2024		Food Purchases	290 710 450 0096	716.16	
3337089	12/17/2024		Food Purchases	290 710 450 0291	1,139.35	
3337096	12/17/2024		Food Purchases	290 710 450 0497	846.56	
3337097	12/17/2024		Food Purchases	290 710 450 0499	887.67	
Check Number: 1316		Check Type: Check	Check Date: 01/07/2025	Vendor: NICHOLASCO	NICHOLAS & COMPANY	Check Total: 6,747.24
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
8993442	12/03/2024		Supply Purchases	290 710 410 0291	18.97	
8993442	12/03/2024		Food Purchases	290 710 450 0291	1,249.29	
8993443	12/03/2024		Food Purchases	290 710 450 0497	585.54	
8993444	12/03/2024		Food Purchases	290 710 450 0499	478.28	
8993445	12/03/2024		Food Purchases	290 710 450 0096	423.68	
9001730	12/10/2024		Food Purchases	290 710 450 0291	496.65	
9001731	12/10/2024		Supply Purchases	290 710 410 0497	18.97	
9001731	12/10/2024		Food Purchases	290 710 450 0497	416.30	
9001731	12/10/2024		Credit on return	290 710 450 0497	(31.86)	
9001732	12/10/2024		Supply Purchases	290 710 410 0499	21.90	
9001732	12/10/2024		Food Purchases	290 710 450 0499	1,255.24	
9001733	12/10/2024		Food Purchases	290 710 450 0096	506.33	
9009981	12/17/2024		Food Purchases	290 710 450 0291	153.15	
9009982	12/17/2024		Food Purchases	290 710 450 0497	866.86	
9009983	12/17/2024		Food Purchases	290 710 450 0499	287.94	
Check Number: 1317		Check Type: Check	Check Date: 01/07/2025	Vendor: STOKESMARK	STOKES MARKET PLACE	Check Total: 258.02
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
01-239069	12/19/2024		Produce	290 710 450 0497	41.93	
02-226179	12/09/2024		Produce and Pasta	290 710 450 0096	52.21	
02-227288	12/10/2024		Produce	290 710 450 0497	26.00	
02-228263	12/11/2024		Produce	290 710 450 0291	25.22	
03-225747	12/16/2024		Produce	290 710 450 0499	16.52	
03-225885	12/16/2024		Produce	290 710 450 0096	96.14	
Check Number: 1318		Check Type: Check	Check Date: 01/07/2025	Vendor: WCPSOLUTI	WCP Solutions	Check Total: 614.31
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
13890679	12/12/2024		Garbage Can liners	290 710 410 0497	249.54	
13890680	12/12/2024		Lime Solvent	290 710 410 0499	74.56	

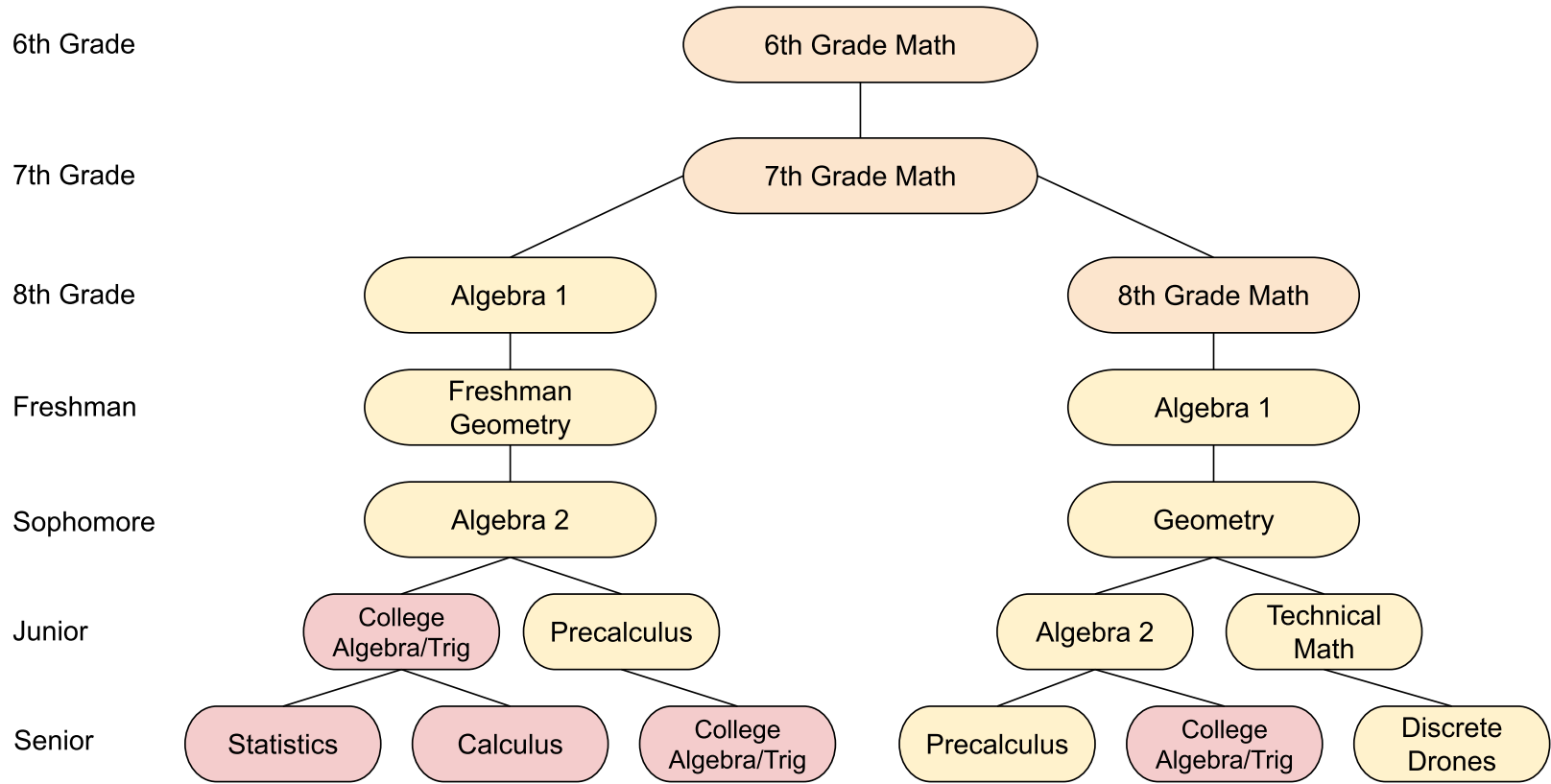
Detail Check Register

Checking Account: 2		CHILD NUTRITION CHECKING					
13899876	12/12/2024		Pan Liners	290 710 410 0497		215.65	
13906180	12/17/2024		Lime Out Solvent	290 710 410 0499		74.56	
Check Number: 1319	Check Type: Check	Check Date: 01/16/2025	Vendor: IDAHOSTAT5	IDAHO STATE TAX COMMISSION	Check Total:	26.49	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
123124	12/31/2024		Child Nutrition Sales Tax	290 416100	26.49		
Check Number: 1320	Check Type: Check	Check Date: 01/16/2025	Vendor: INTERMOUNT	INTERMOUNTAIN CONCRETE SPEC.	Check Total:	19.62	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
2501-008668	01/02/2025		1 CSL Limestone	290 710 410 0497	19.62		

*Denotes Expensed Invoice Item

Checking Account ID: 2

Total without Voids: 26,265.91



Jr High Credit

High School Credit

Dual Credit

Copy of Helpdesk Ticket Volume

Generated Date: February 11, 2025

Date Range: in the last 3 Months + 3 Additional filters.

🌐 Date Range : Last 3 Months



🌐 Group name



🌐 Agent name



🌐 Company name



Tickets created

303

Tickets resolved

259

Unresolved tickets

49

Tickets reopened

28

🌐 Date Range : Last 3 Months

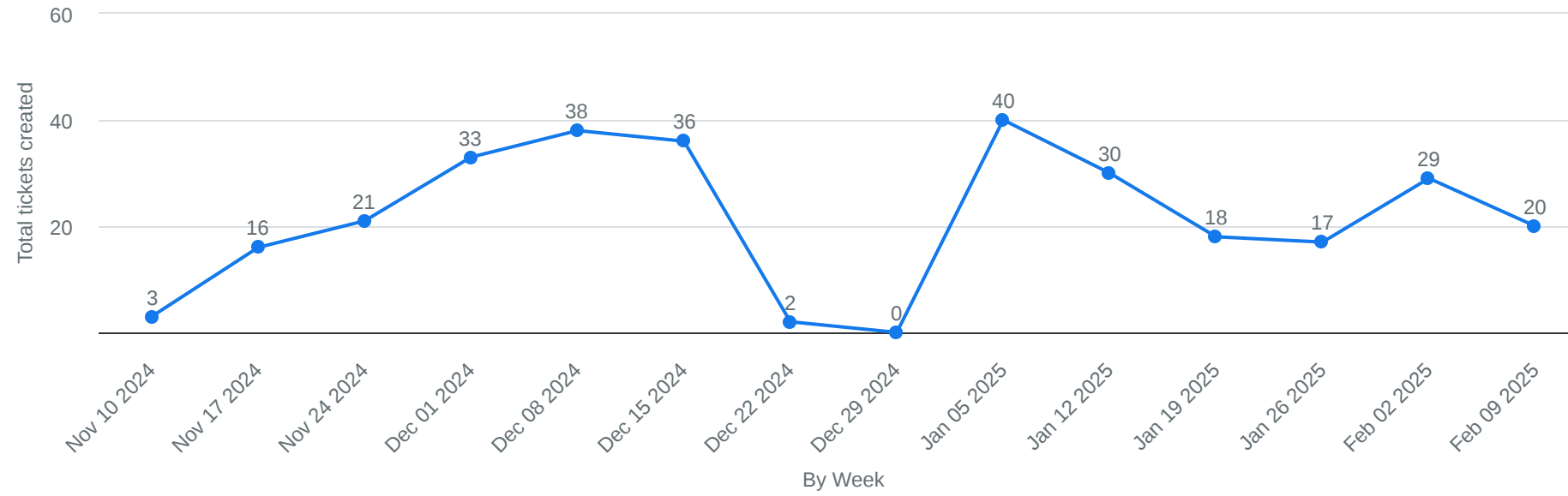
🌐 Group name

🌐 Agent name

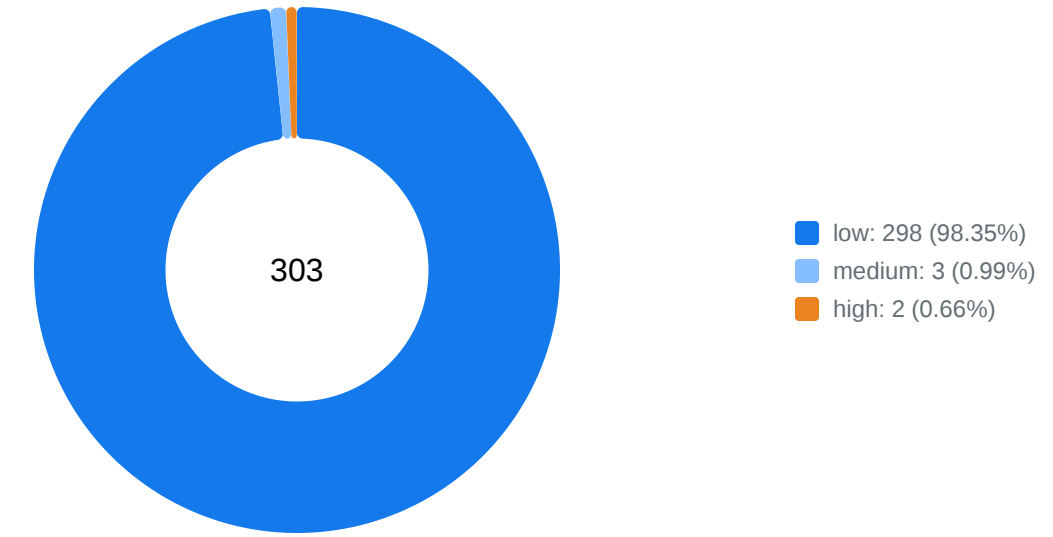
🌐 Company name

Tickets created
303

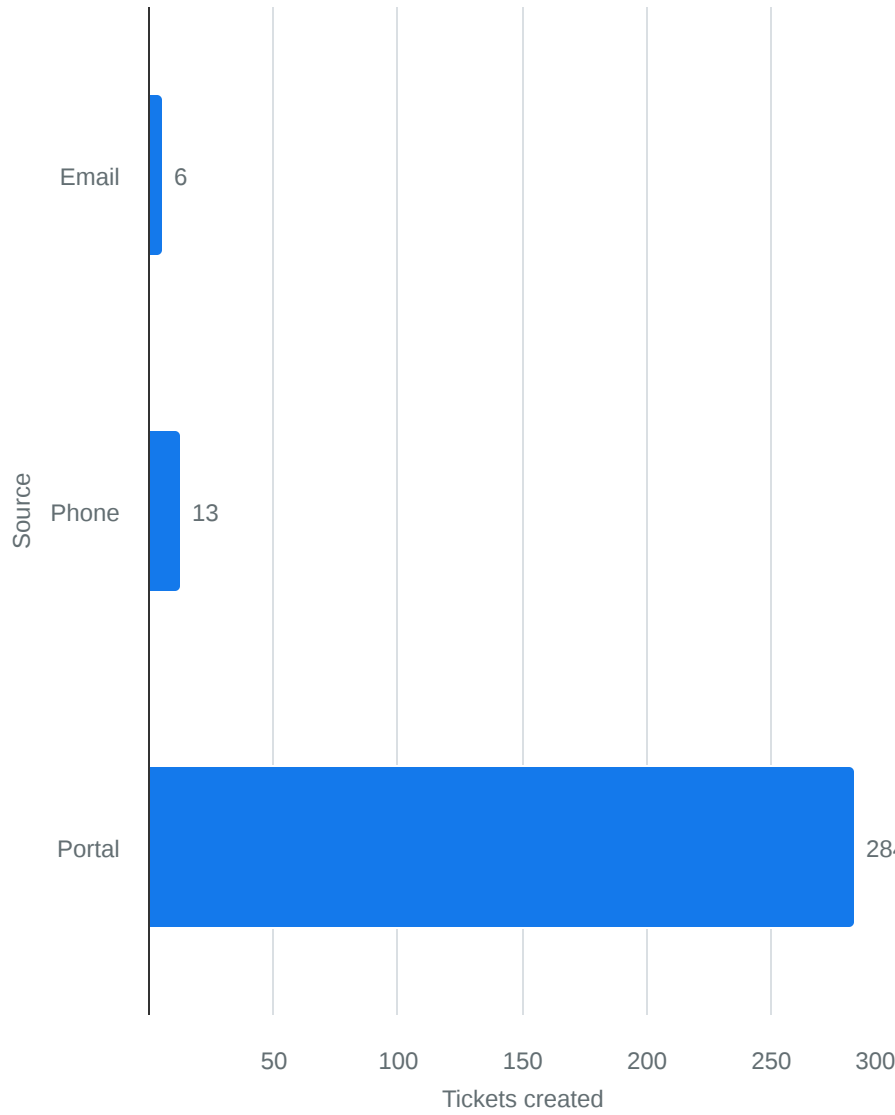
Tickets created trend



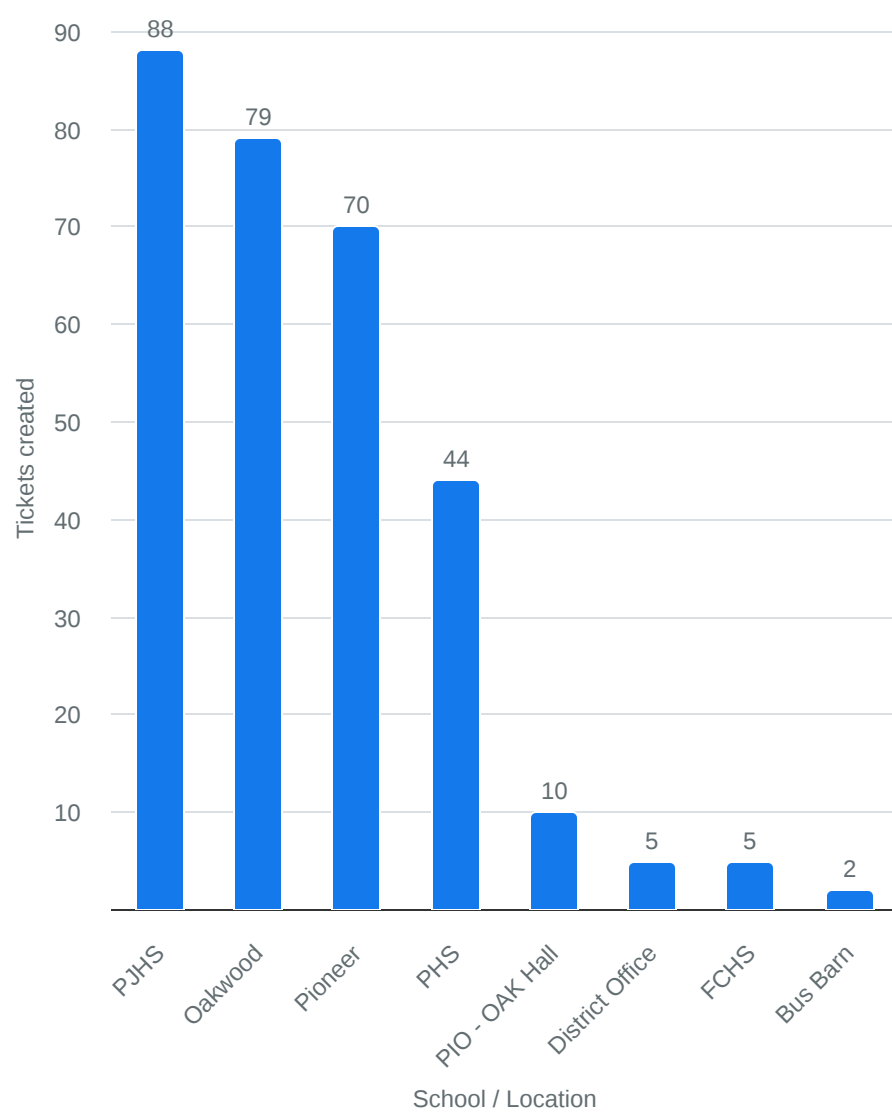
Tickets created by priority



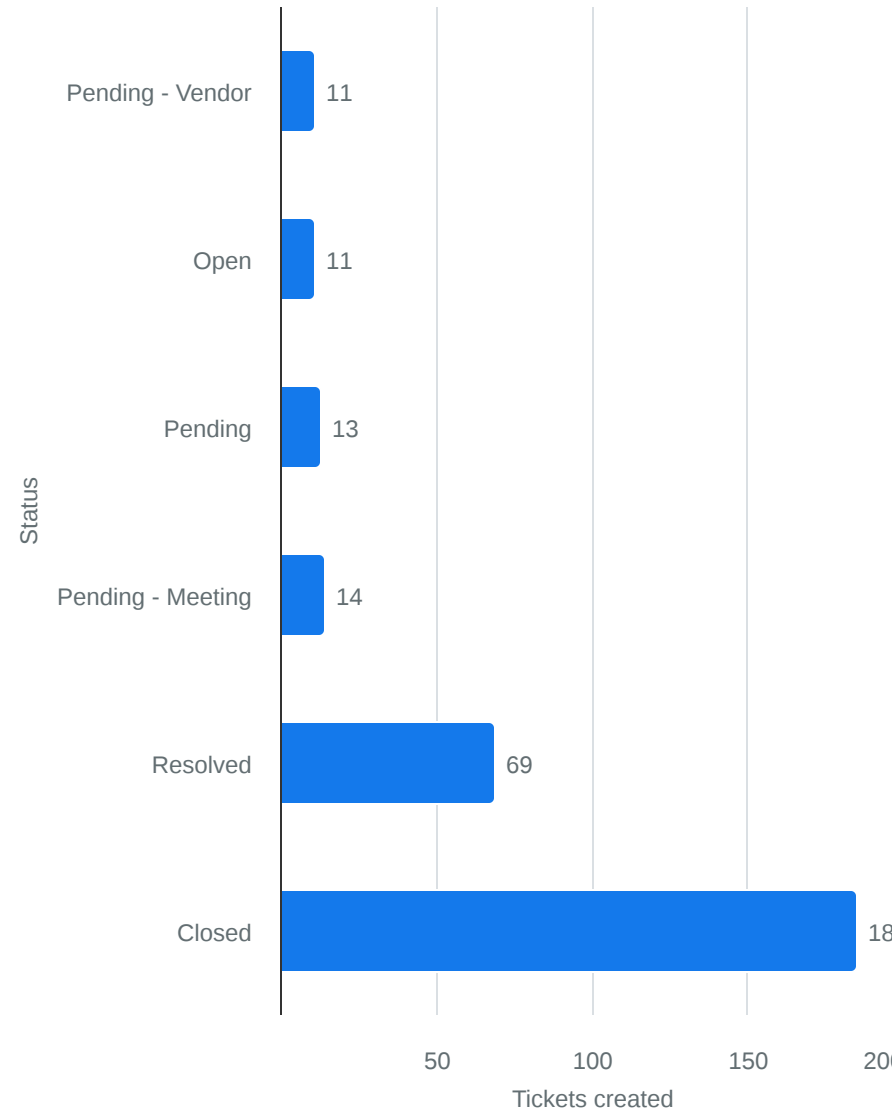
Tickets created by source



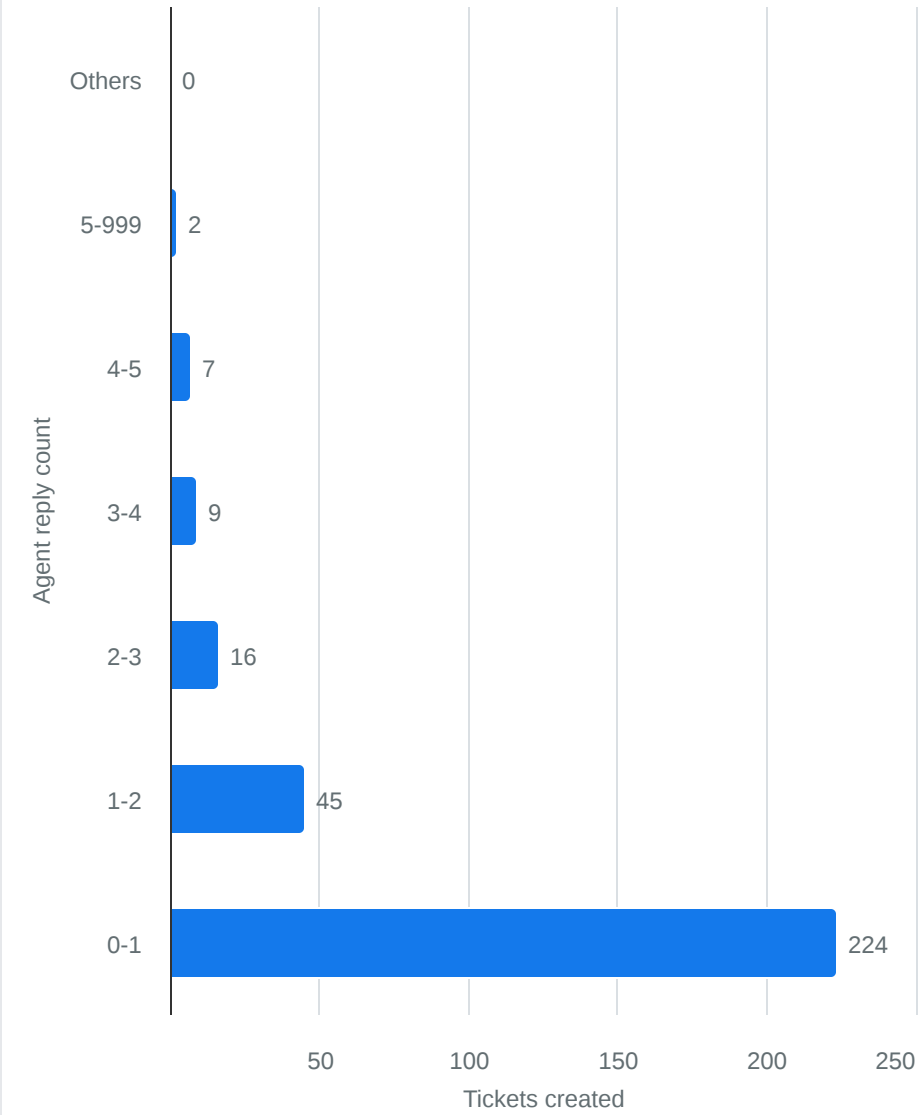
Tickets created by type



Tickets created by status



Tickets created by agent responses



🌐 Date Range : Last 3 Months

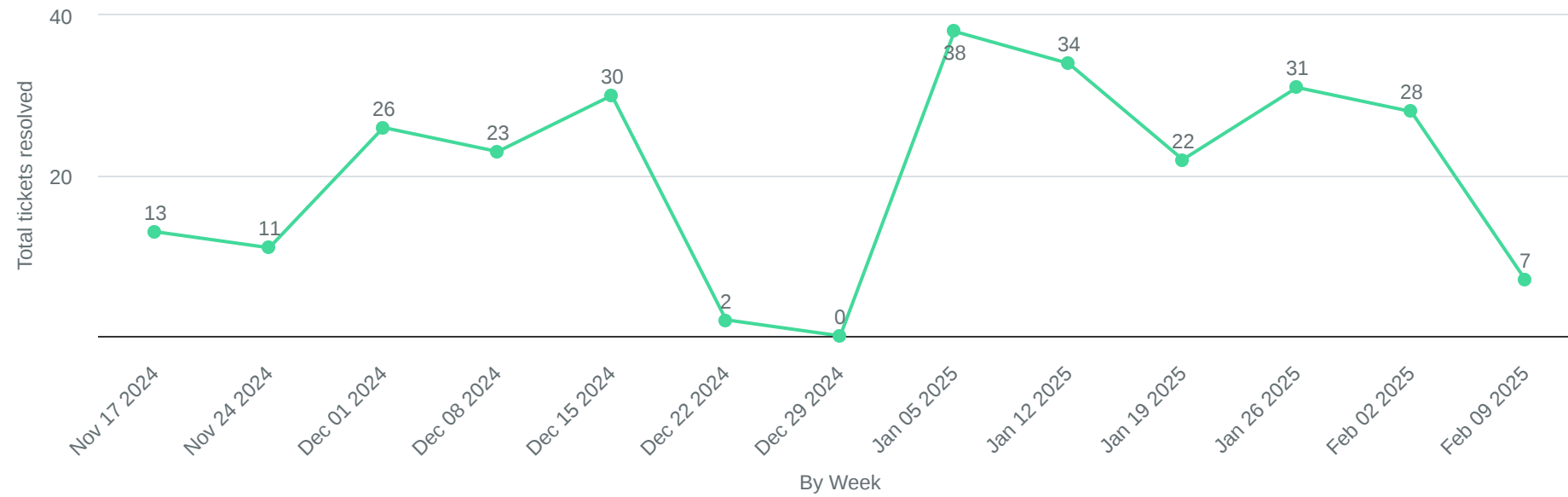
🌐 Group name

🌐 Agent name

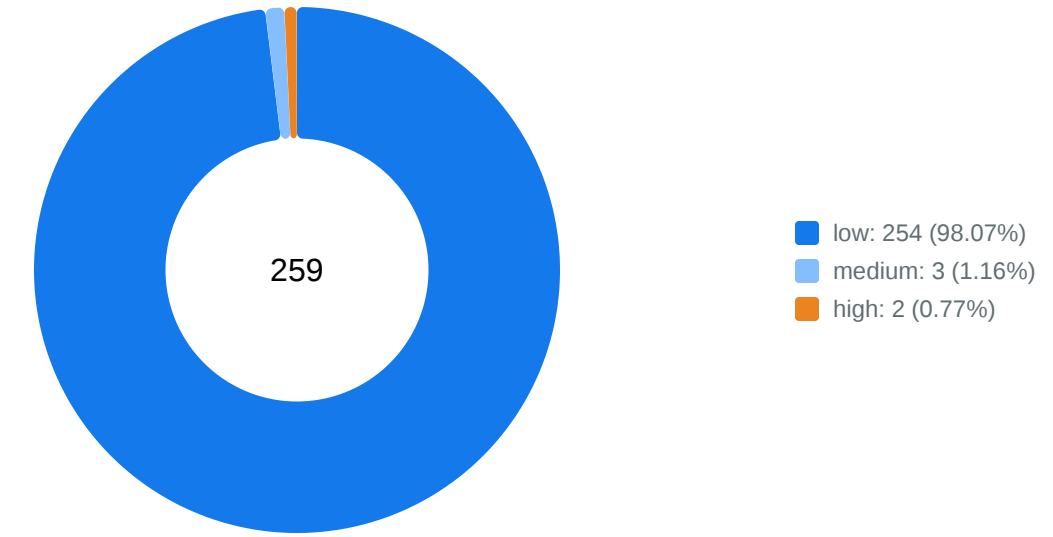
🌐 Company name

Tickets resolved
259

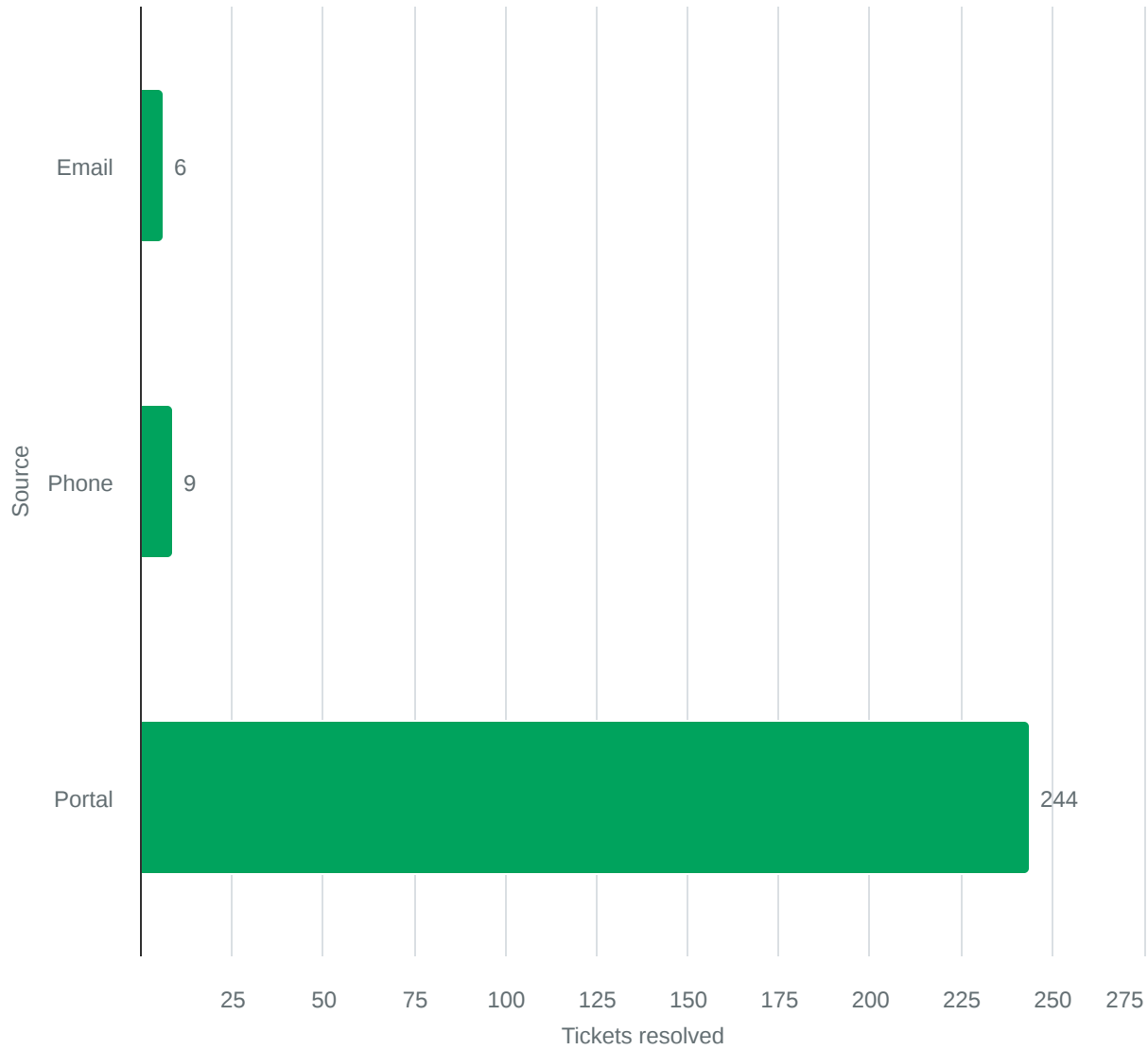
Tickets resolved trend



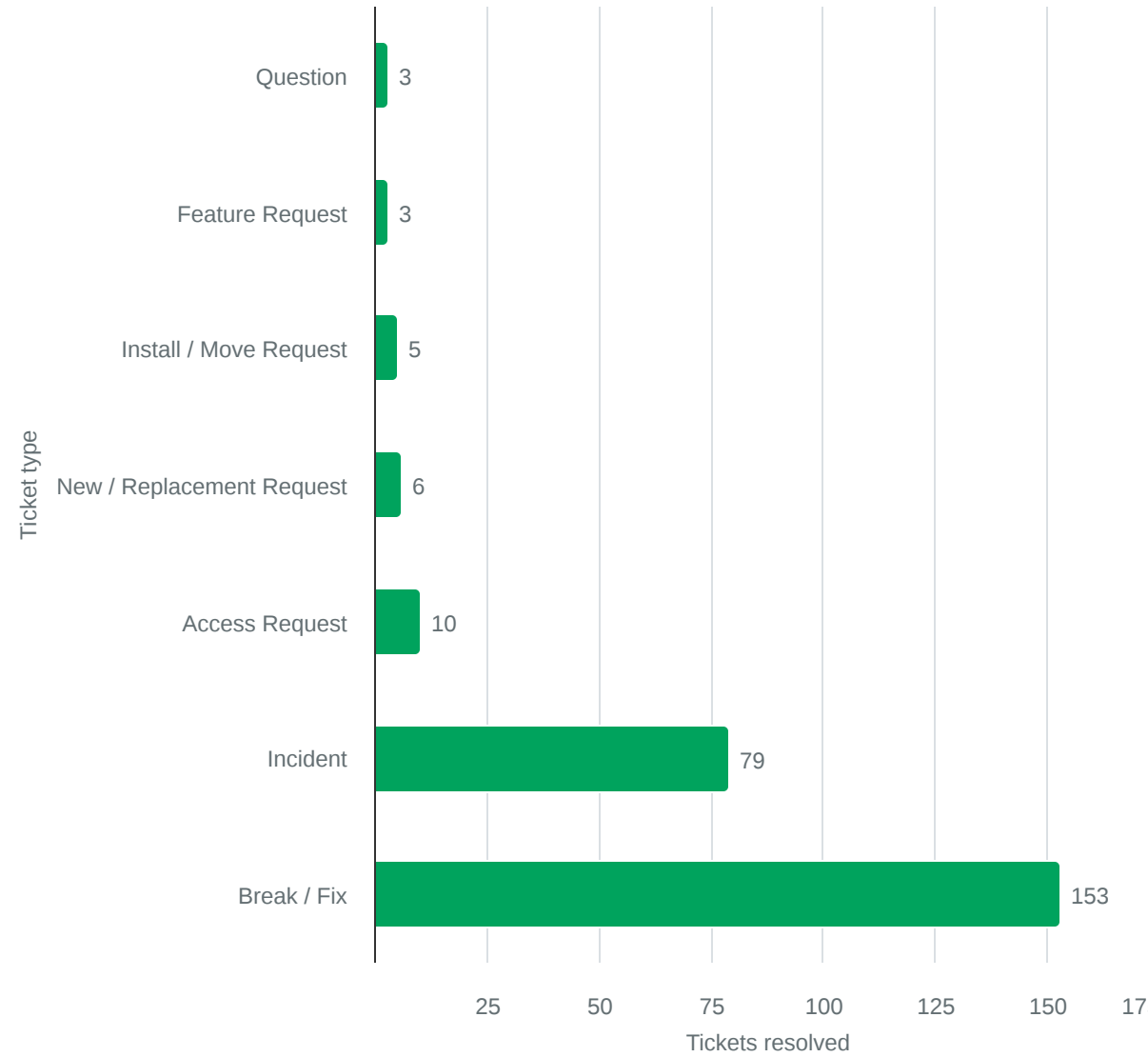
Tickets resolved by priority



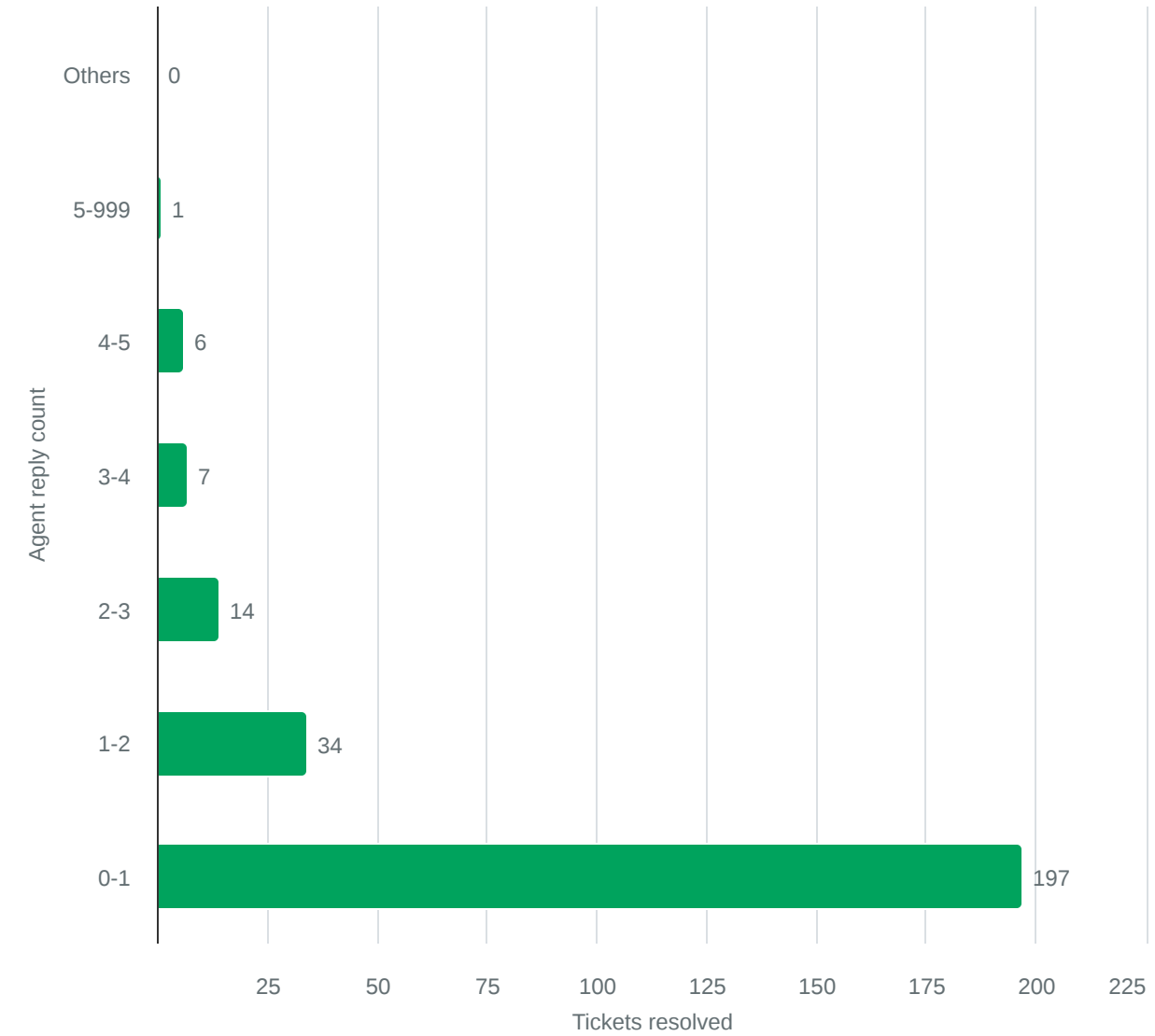
Tickets resolved by source



Tickets resolved by type



Tickets resolved by agent replies



🌐 Date Range : Last 3 Months

🌐 Group name

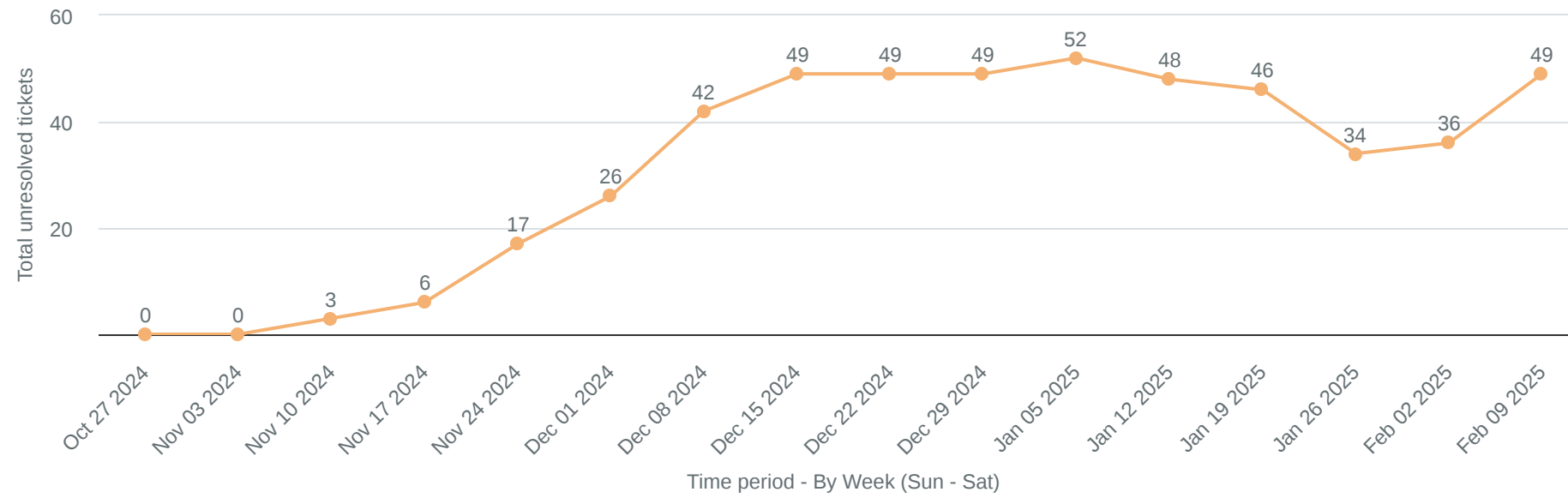
🌐 Agent name

🌐 Company name

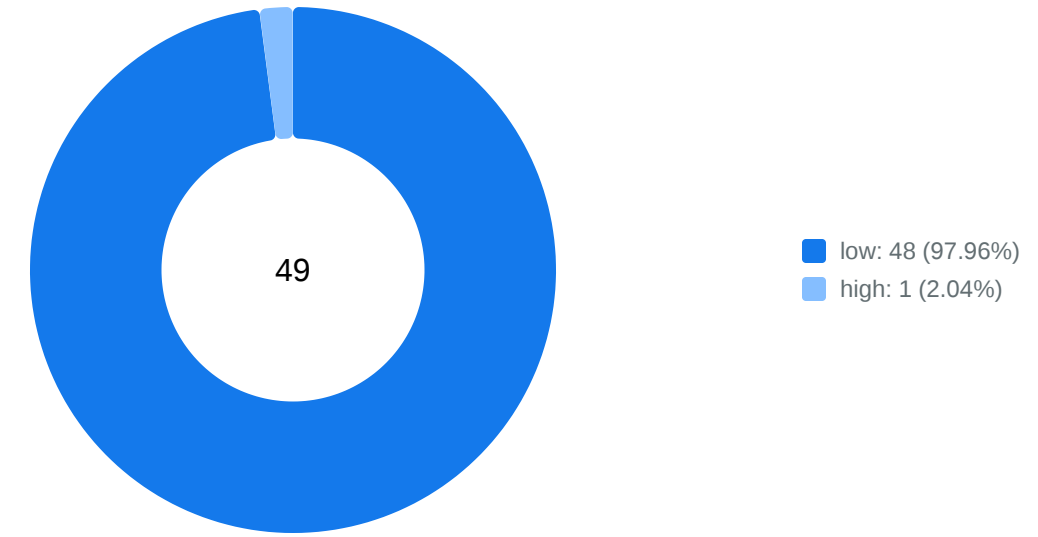
Unresolved tickets

49

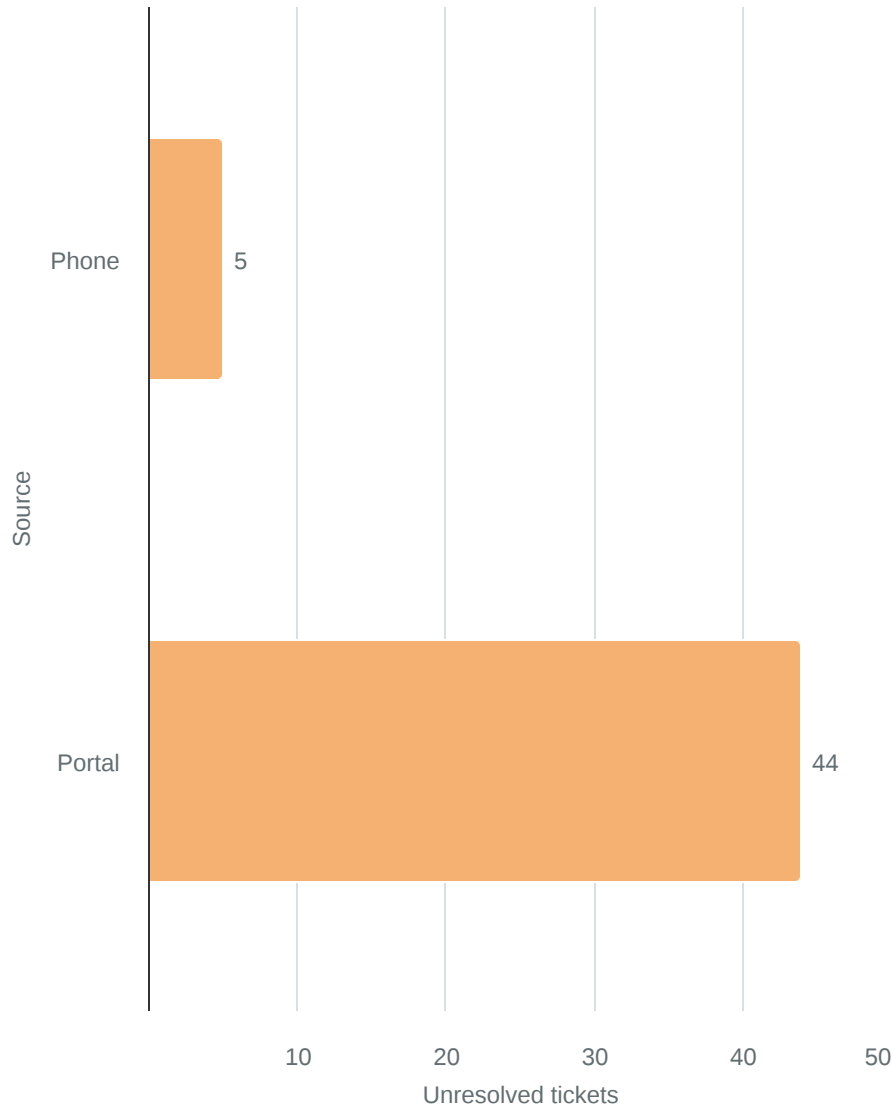
Tickets unresolved trend



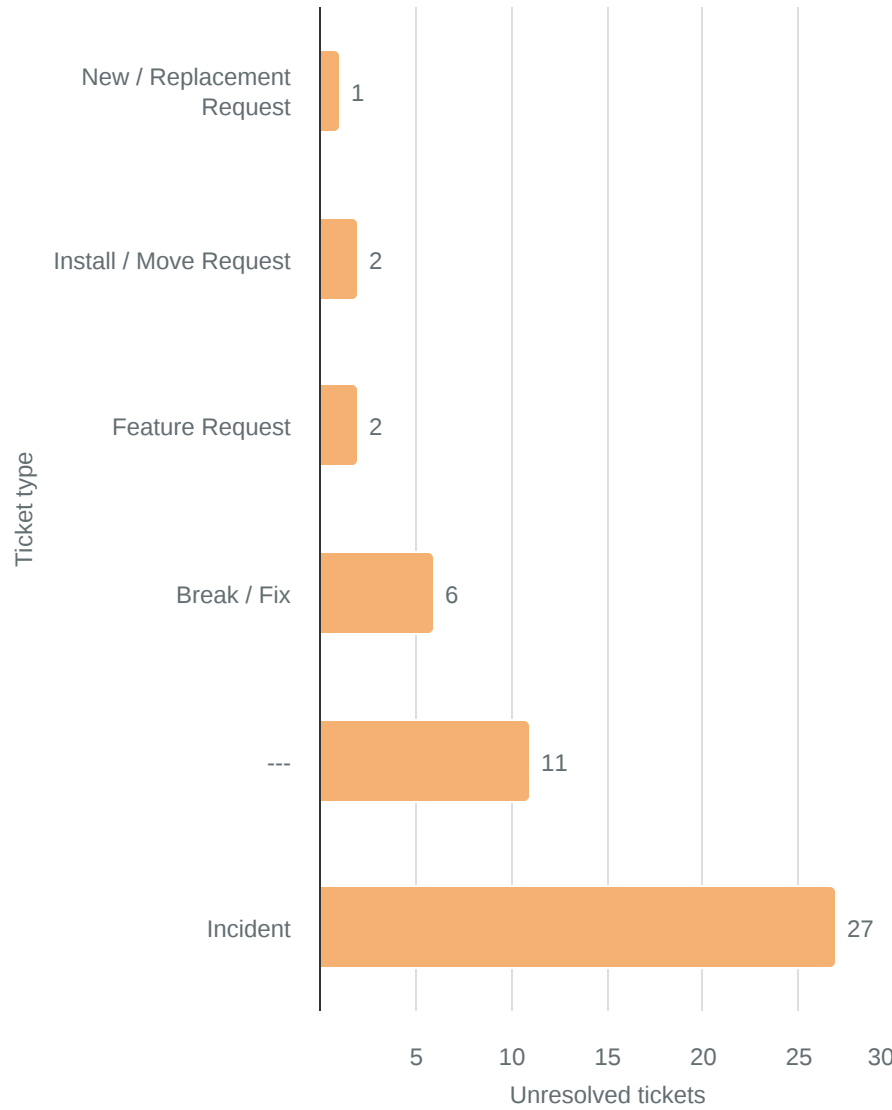
Unresolved tickets by priority



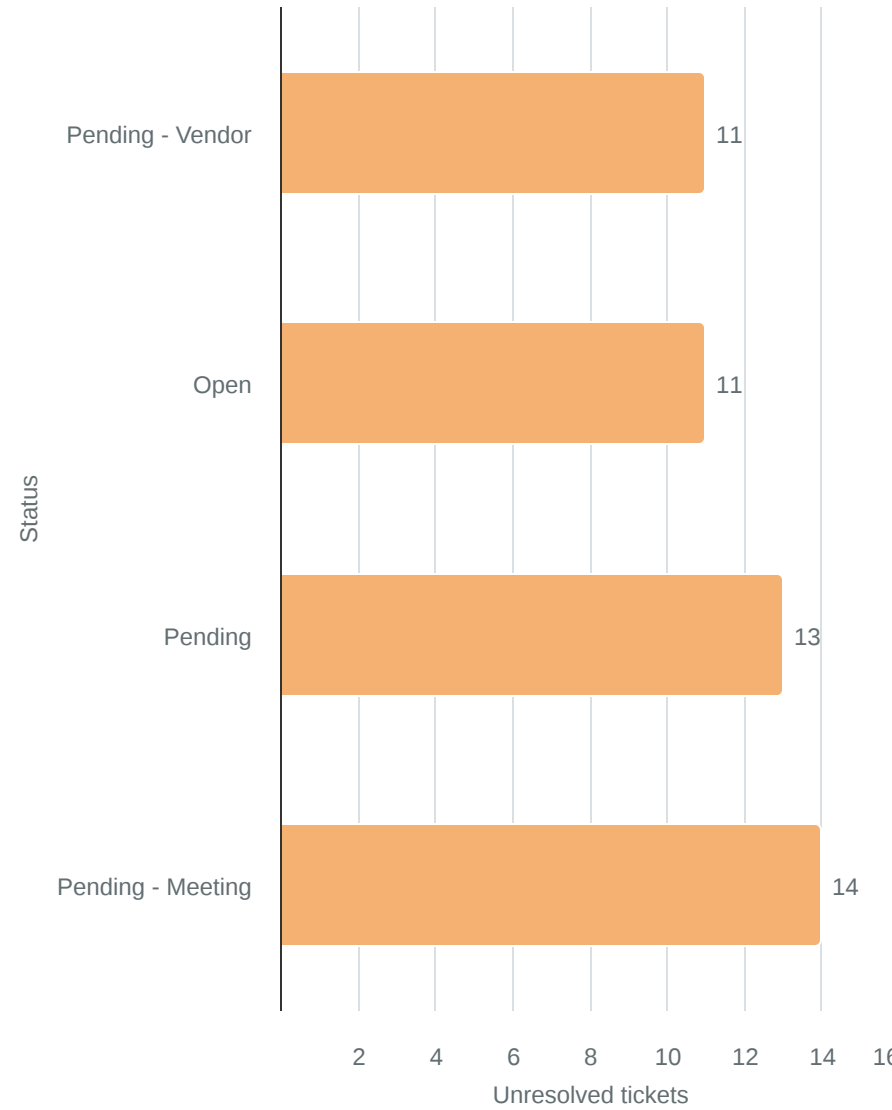
Unresolved tickets by source



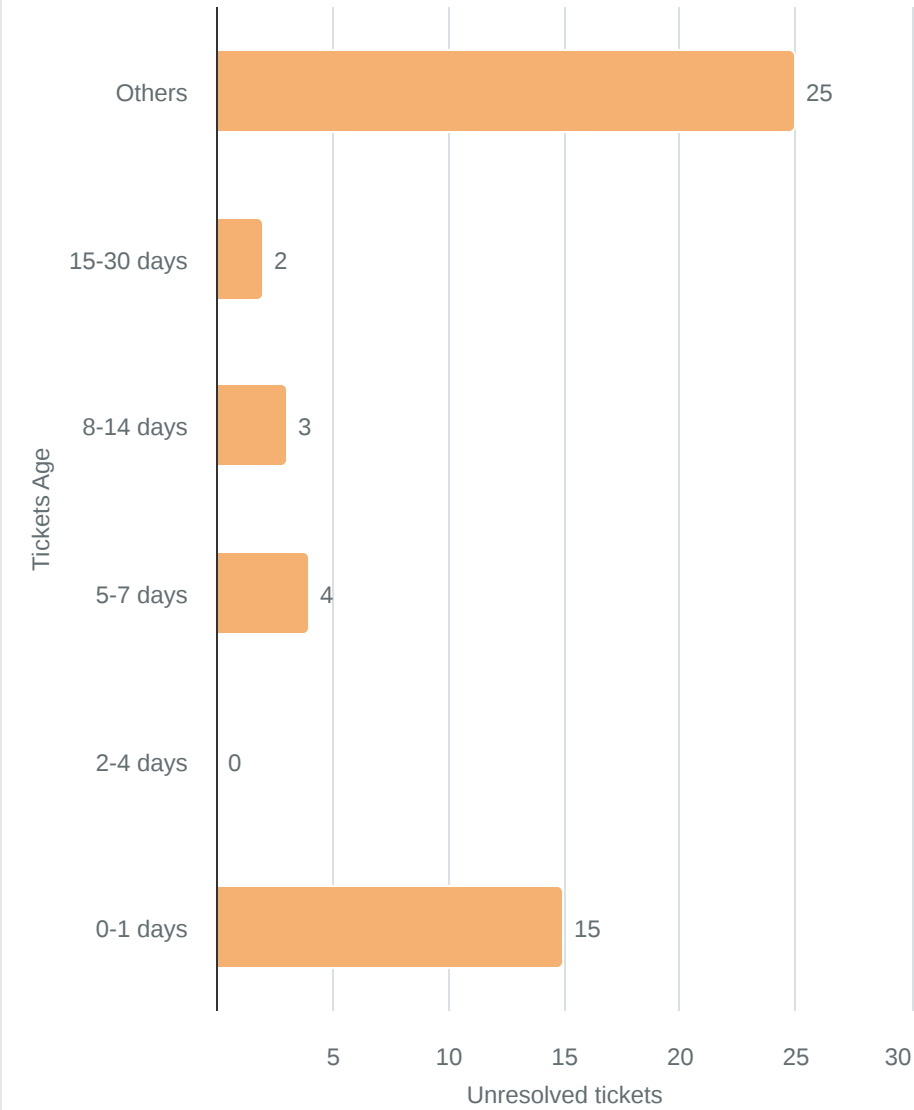
Unresolved tickets by type



Unresolved tickets by status



Unresolved by ticket age



🌐 Date Range : Last 3 Months

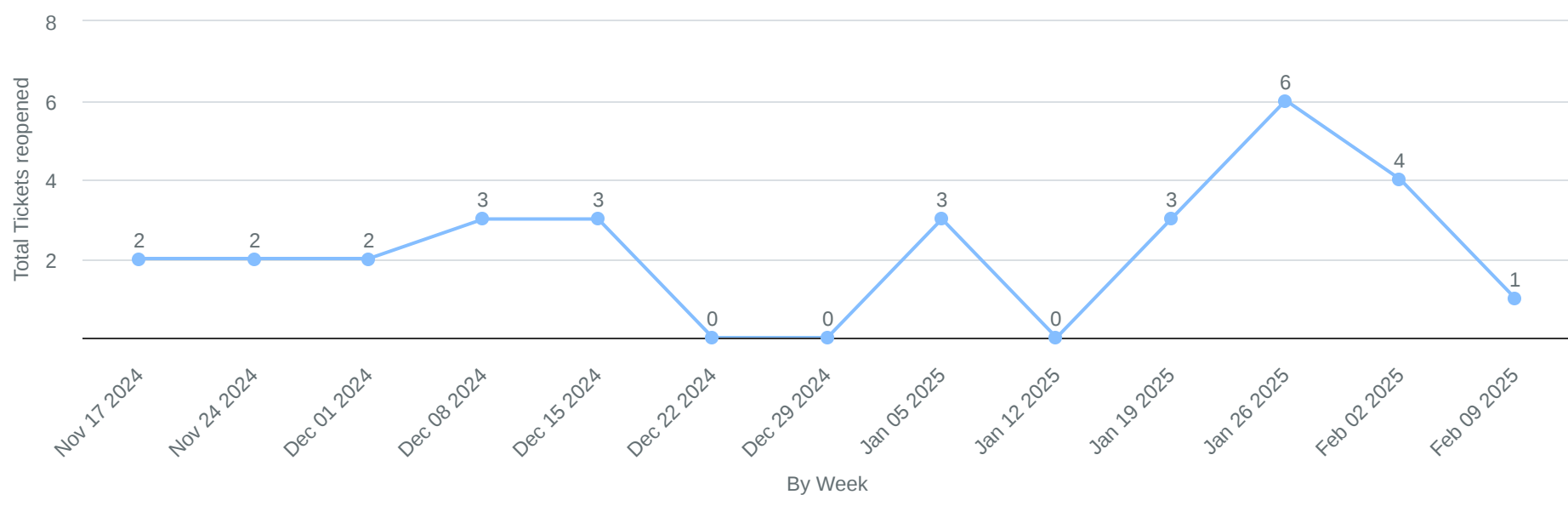
🌐 Group name

🌐 Agent name

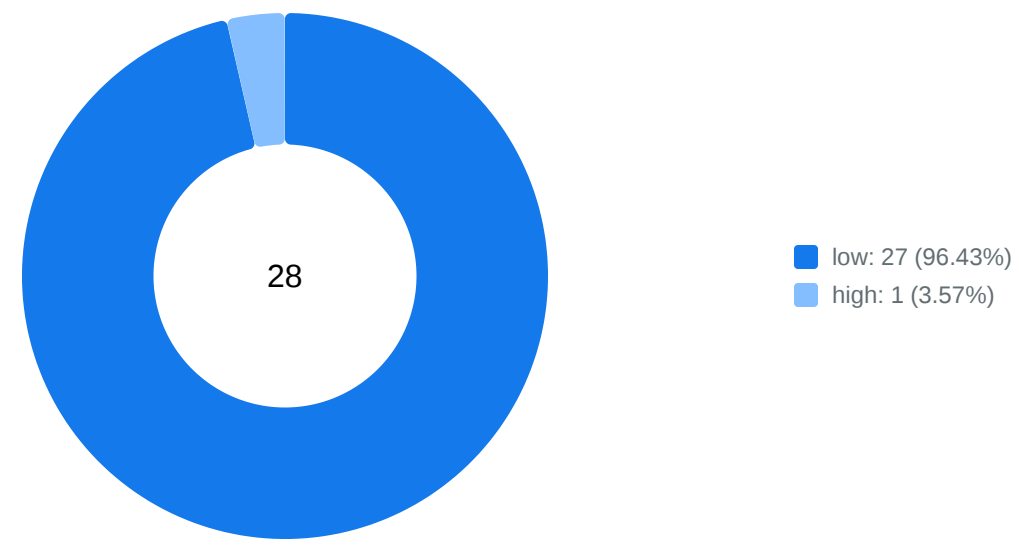
🌐 Company name

Tickets reopened
28

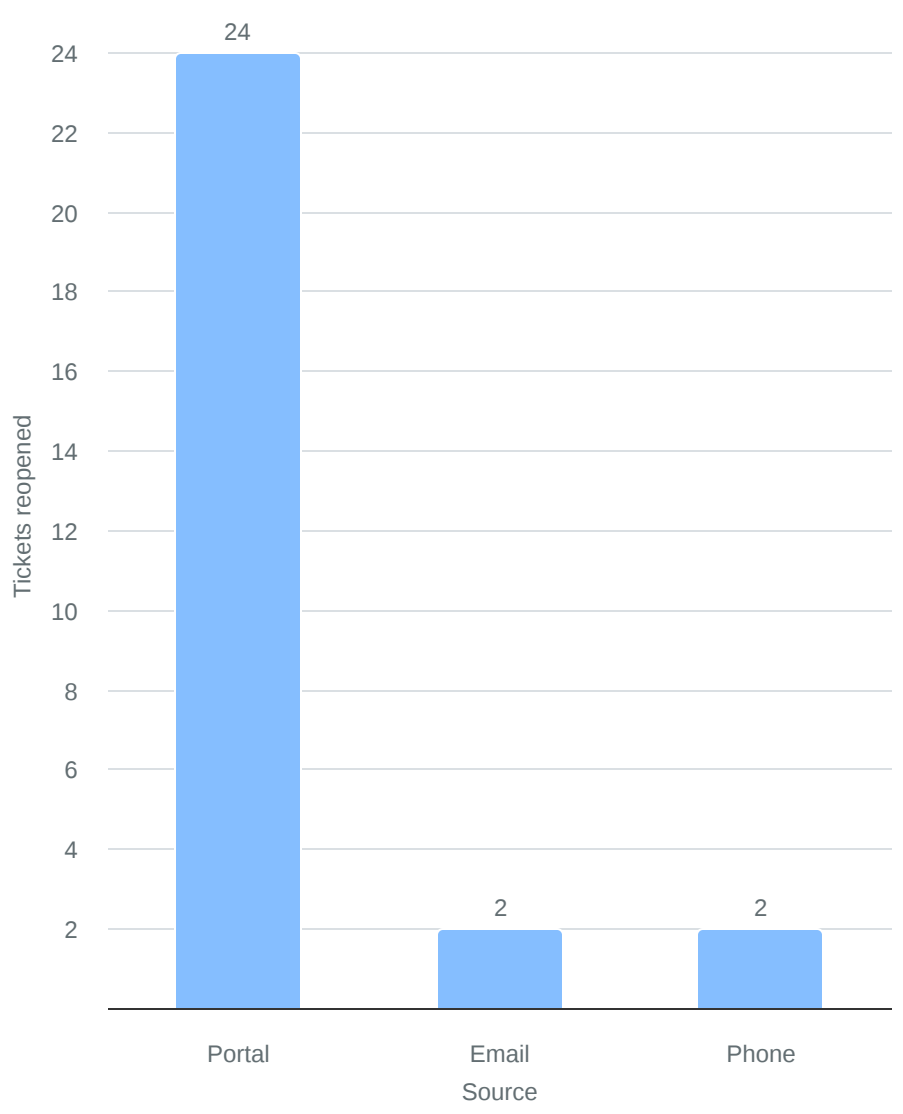
Tickets reopened trend



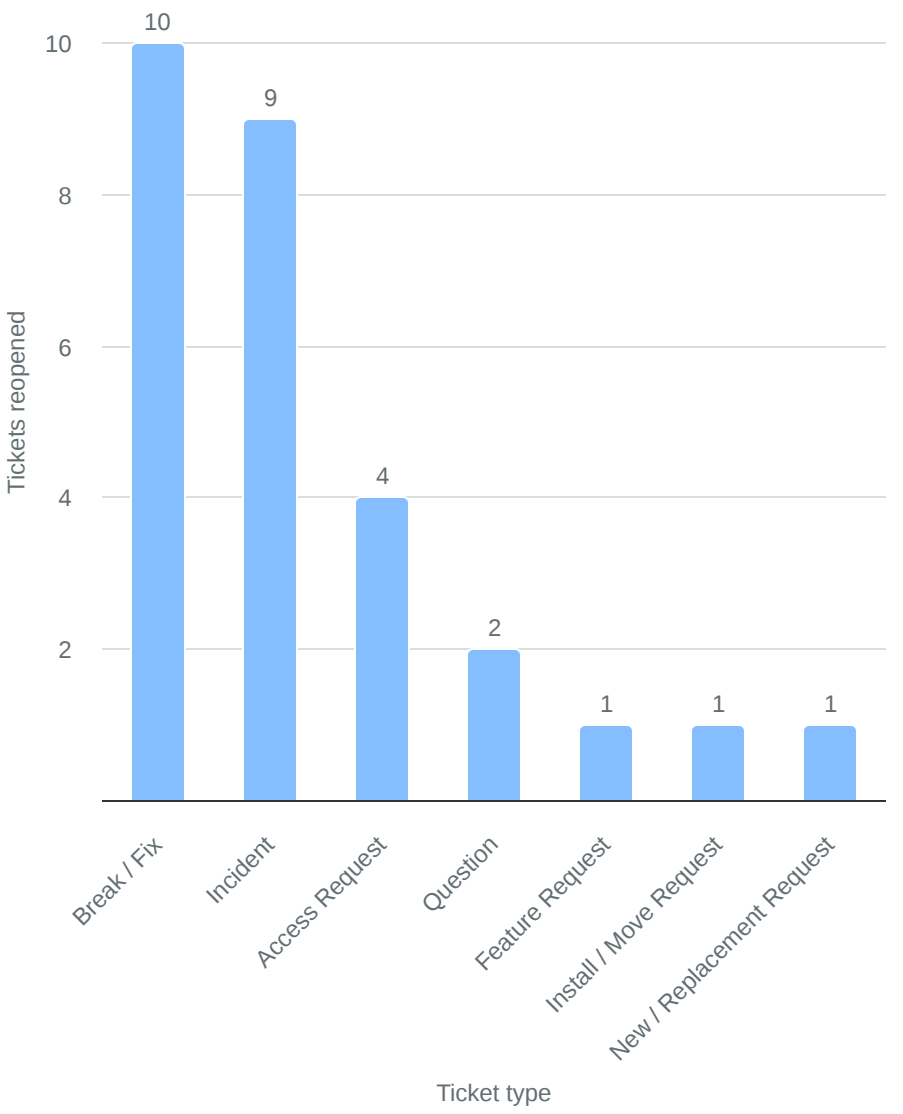
Tickets reopened by priority



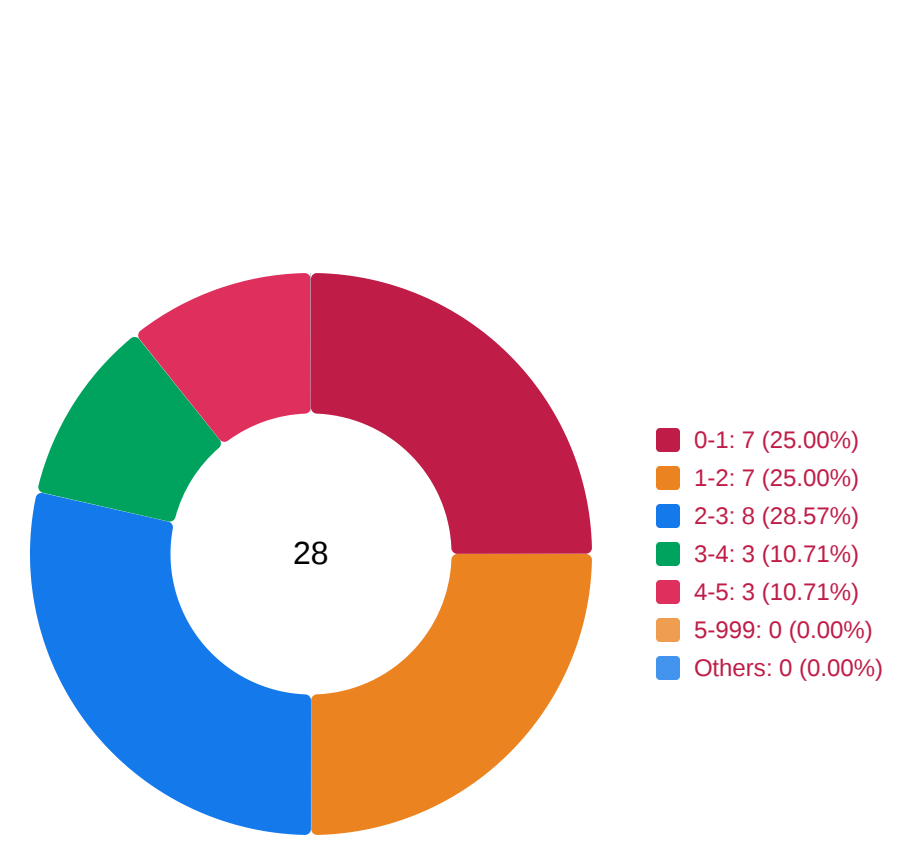
Tickets reopened by source



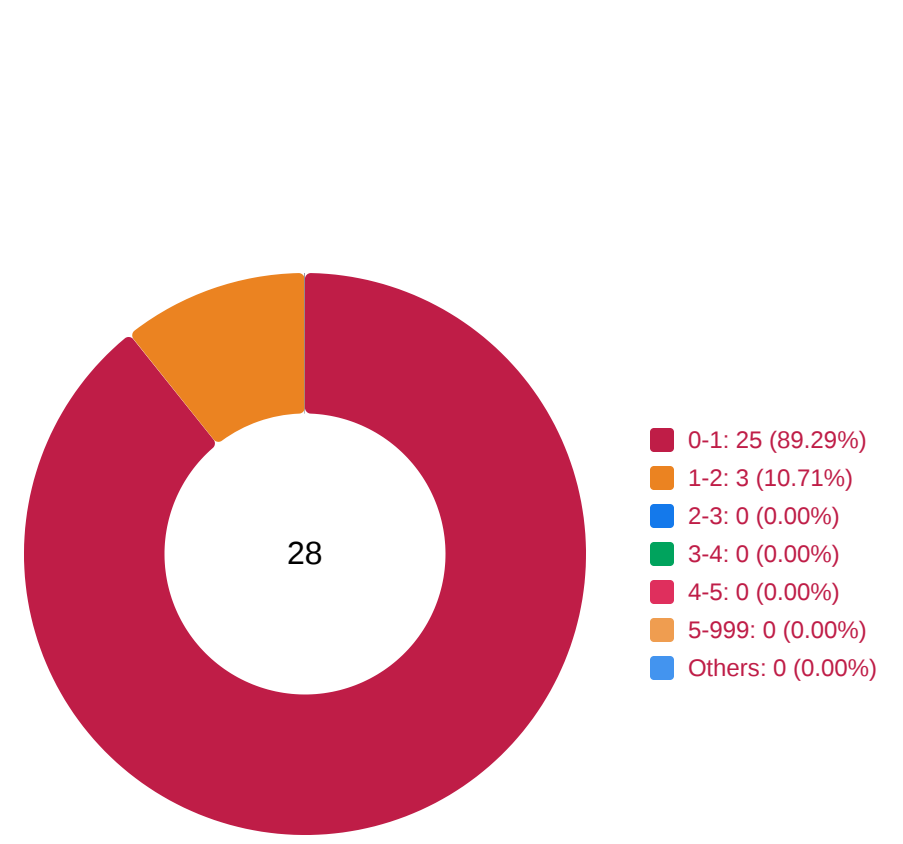
Tickets reopened by type



Tickets reopened by agent response



No. of times tickets reopened





Facility Funding Presentation

FEBRUARY 2025



Funding Summary

MODERNIZATION
FUND

FACILITY
FUND

MODERNIZATION
FUND INTEREST

DISTRICT
DISCRETIONARY
FUNDS



MODERNIZATION FUND

- Idaho Statute 33-917
- Only be used on large capital projects



MODERNIZATION FUND INTEREST

- Any maintenance needs



FACILITY FUND

1. Payment on existing bonds
2. Supplemental Levies
3. Plant Facility Levies
4. Used for everyday maintenance

DISTRICT DISCRETIONARY FUNDS

Money used for all other district expenses.

MODERNIZATION FUND

\$9,838,865.02

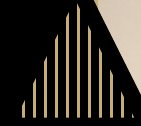
Received: \$6,498,548

INTEREST INFORMATION

5 points above state

LGIP rate

4.58%



FACILITY FUND

\$1,304,100.13

1. Bond: \$0
2. Supplemental Levy: \$1,000,000
 - i. Expires June 2026
3. Plant Facility Fund: \$900,000
 - i. Expires 2024-25

Spending Availability - \$595,899.87



EXPENSES

- Utilities: \$394,771
 - Electricity: \$234,165
 - Gas: \$131,712
 - City: \$21,951
 - Garbage: \$6,943
- Custodial: \$81,800
- Repairs-Grounds: \$281,000
- Salary-Benefits: \$950,000



The background features a large, dark triangle on the left containing silhouettes of sharks swimming in a sunlit underwater scene. To the right of this triangle is a large white triangle. In the top-left corner, there is a small bar chart with vertical bars of varying heights. In the bottom-left corner, there is a large, hollow triangle with a gold outline. In the bottom-right corner, there is a gold grid pattern forming a triangle.

Bottom Line

- Spending Availability - \$1,239,235.13
 - \$595,899.87 – current year PFL
 - \$643,335.26 – past years PFL
- Expenses- \$1,707,571

The remaining amount will either need to come from interest being earned on the Modernization Fund or General Discretionary money.

Budget Update

February 2025



Facilities Presentation Questions

Support Units

Budget	117.37	\$5,119,914
Current	113.8	\$4,964,184
Difference	3.57	\$155,730

Information from February 2025 State Report

FTE Position Funding

Position Type	Funded	Actual	Over/Under
Administration	8.679	9	Over 0.321
Pupil Service	9.14188	10.81	Over 1.68812
Instructional	118.15	115.5	Under 2.56
Classified	43.395	59.765	Over 16.37

Information from February 2025 State Report

Funding Areas

100	General	220	Forest Reserve
231	After Schools	238	Student Activity
240	School Building	241	Driver's Ed
248	CTE	245	Technology
249	Safe & Drug Free	250	EGGER III
251	Title I	257	IDEA Part D
258	IDEA Part B Preschool	260	Medicaid
261	Title IV	263	Perkins
270	Title III	271	Title II
280	Cultivating Readers	288	Child Nutrition
420	Plant Facility	424	Bus Depreciation
485	Facilities Saving	720	Bright

100 - General Discretionary Spending

Fund	Fund Name	% Expended	Fund	Fund Name	% Expended
512	Elementary	51%	623	Instruction IT	17%
515	Secondary	47%	631	Board of Education	39%
517	Alternative	62%	632	District Admin	85%
521	Special Education	65%	641	School Admin	46%
522	SPED Preschool	187%	651	Business Operation	52%
532	Athletics/Clubs	46%	661	Custodial	58%
541	Summer School	0%	663	Maint. Non-Student	8%
611	Guidance Health Program	75%	664	Maint. Buildings	58%
616	SPED Support	68%	665	Grounds	30%
621	Instruction Improvement	59%	681	Transportation	86%
622	Educational Media	21%	682	Transport. Activity	11%

Options for Salary Coverage

1. Review FTE funded positions from the state compared to actuals.
2. Cut spending from programs that are not required or have been receiving additional funding.
3. Dip into reserves.

2024-25 Projected Enrollment

K= (125) 160?

1= 174

2=162

PIONEER (461)/496

3= 174

4=165

5= 183

OAKWOOD 522

6= 175

7= 169

8=180

PJH 524

9= 192

10= 187

11=178

12= 178

PHS 735

9=

10=1

11=4

12=22 + 12

FCHS=39

2025-26 PROJECTED DISTRICT STUDENT TOTAL = 2316

2024-25 STUDENT ENROLLMENT = 2416 (November) and 2340 (February)

The board of trustees recognizes that students benefit from educational experiences outside the classroom. Field trips designed to provide such an experience for the student may be approved on a case-by-case basis. Factors such as the age of the students, quality and uniqueness of the experience, and availability of chaperones and transportation, among others, will be considered in determining whether a field trip will be approved.

DEFINITIONS

For purposes of this policy and accompanying procedures, the following definitions apply:

“District vehicle” means any vehicle owned or contracted by the school district.

“Extended field trip” means an overnight, out of the district (over 50 miles), or out-of-country school-sponsored trip where students leave school grounds for an educational purpose. Extended field trips do not include district or state tournaments sponsored by the Idaho High School Activities Association.

“Field trip” means an educational experience that occurs outside of the classroom and school property during the school day.

“Privately-sponsored” means an extended field trip for students that is not sponsored by the school or school district, no school funds are used, and the field trip does not occur during school hours.

“Non-district vehicle” means any vehicle not owned, borrowed, or contracted by the school district including, but not limited to, rental cars and privately-owned vehicles.

“School-sponsored” means a field trip or extended field trip for students where school funds pay for the trip, it is part of the educational process, it is supervised or staffed by school employees, and it is approved by the appropriate administrator.

STUDENT PARTICIPATION

No student will be excluded from participating in a field trip due to inability to pay or a documented disability. Schools that offer field trip opportunities will provide an equal opportunity for participation by all students. Accommodations for students on an Individualized Education Plan (IEP) or Section 504 plan will be provided as set forth in the student’s IEP or Section 504 plan.

A student may be excluded from a field trip upon request of the parent/guardian or the student may be excluded for a nondiscriminatory reason(s) that is communicated to the student and parent/guardian in advance of the field trip.

EXTENDED FIELD TRIPS

Principals should encourage extended field trips when such opportunities are well-planned and support the curriculum.

The superintendent or designee may establish procedures for approval of extended field trips to include planning and proposal requirements, chaperone responsibilities, transportation guidelines, appropriate safety measures, and student responsibilities. When planned and carried out according to approved procedures, extended field trips will be under the direction and responsibility of the assigned district staff member during the entire excursion. Extended field trips must be approved by the principal and the superintendent.

STUDENT RESPONSIBILITIES

Students are expected to be knowledgeable about the rules governing student conduct. Field trips are considered an extension of the classroom and all rules pertaining to a school-sponsored activity must be followed during participation of field trips and extended field trips. Students who violate any school policy during an extended trip may be disciplined, including, but not limited to, being sent home at the parent/guardian’s expense.



LEGAL REFERENCE:

Idaho Code Sections:
33-512 – Governance of Schools

CROSS-REFERENCE:

Field Trip Procedures #576P

ADOPTED:

AMENDED:

**Language in text set forth in italics is optional.*

**SCHOOL-SPONSORED EXTENDED FIELD TRIP
PRELIMINARY APPROVAL FORM**

This form is to be completed by the extended field trip organizer and must provide enough information so the principal can give preliminary approval for the field trip.

School: _____

Trip organizer(s): _____

Class, club, department, or organization: _____

Trip destination(s): _____

Date(s) of trip(s): _____

Departure time: _____ am/pm Return time: _____ am/pm

of school days missed: _____

Educational benefit of the trip:

Activities planned during the trip:

Related brochures/information attached: Yes _____ No _____

Preliminary trip itinerary attached: Yes _____ No _____

Does field trip involve any risk related activities: Yes _____ No _____

- Remote locations/hiking
- Air travel
- Motorized activities
- Animals
- Swimming, boats, or in/around water
- Other: _____

Estimated # of students: _____ Age level of students: _____

Student/chaperone ratio: _____ # of chaperones needed: _____

Any special chaperone qualifications required: Yes _____ No _____

If yes, list special chaperone qualifications (e.g., CPR certified): _____

Means of travel (school bus preferred): _____

How food will be provided: _____

Housing required: Yes _____ No _____

If yes, list type and location: _____

Details of proposed budget and how trip will be financed:

Fundraising required: Yes _____ No _____ *(If yes, attach a fundraising plan.)*

**ADMINISTRATIVE APPROVAL
(FOR OFFICE USE ONLY)**

Date Submitted: _____ Organizer’s Signature: _____

Reviewed field trip plan with principal on: _____

The following is needed: _____

Preliminary administrative approval received:

Date Approved: _____ Principal’s Signature: _____

Submit to Superintendent or School Board for approval? Yes _____ No _____

Superintendent or School Board approval received on: _____

**EXTENDED FIELD TRIP
DESCRIPTION AND ITINERARY FORM**

Departure Date: _____

Return Date: _____

Departure Time: _____

Return Time: _____

Students: _____

Chaperones: _____

Description of activities:

Transportation provided by: _____

Food/drinks/snacks provided by: _____

Where they will eat: _____

Housing:

What student should bring:

What student should NOT bring:

Appropriate dress:

Emergency Contact Information

At school:

Name & Title: _____

Phone number: _____

24-hour contact:

Name & Title: _____

Phone number: _____

Itinerary

Time	Activity
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**FIELD TRIP
PARENT/GUARDIAN CONSENT FORM**

This form must be completely filled out, signed by both the parent/guardian and student, and returned to the school before any student will be allowed to participate on any school-sponsored *extended* field trip.

I hereby give my permission for my child (Name) _____, who attends (School Name) _____, to participate in an *extended* field trip to (Destination) _____ on (Date(s)) _____ for the purpose of _____

Class/Club/Team: _____

Staff Contact: _____ Phone: _____

Transportation for this activity will be provided by:

District bus/vehicle

Other (specify): _____

Food will be provided by/at: _____

I received a detailed itinerary of the trip. Yes No

I received a list of things the student should/should not bring. Yes No

Medical Information

Home Phone: _____ Date of Birth: _____

Address: _____

Parent's Work Phone: _____ Parent's Cell Phone: _____

Family Physician: _____ Phone: _____

Does the student have any medical or physical condition or allergies that could interfere with the student's safety? Yes No

If yes, please describe:

Does the student currently take any medication(s)? ____ Yes ____ No

If yes, please list the required medication(s):

Medication schedule:

I authorize a staff member to carry and administer medication(s) to my student. Initial ____

I authorize my student to carry and self-administer medication(s). Initial ____

All medication, including over-the-counter medication, must be in original containers with only enough medicine for the duration of the trip plus two (2) days in case of delays.

Alternate Emergency Contact

In the event of an emergency if I cannot be contacted I wish for the following person to be notified:

Name: _____ Relationship: _____

Phone: _____ Alternate Phone: _____

Informed Consent

This agreement to travel and participate in activities or events sponsored by the _____ School District No. _____ is entirely voluntary on our part. It is also agreed that we will abide by all the rules set down by the school district and the school.

_____ School District No. _____, its school principals, and its teachers desire that students and parents/guardians have a thorough understanding of the implications involved in a student's participation in a voluntary activity. For this reason, it is required that each student and his/her parent(s)/guardian(s) read, understand, and sign this agreement prior to the student being allowed to participate in any *extended* field trips.

1. I, the undersigned, as parent/guardian, give my consent for the student identified herein to participate in activities as a representative of his/her school.

2. I will assume the liability during the entire course of the student's participation in the off-campus activity and will indemnify and hold _____ School District No. _____ harmless for any injury or accident or property loss involving the student.
3. I understand that school officials will complete required accident insurance forms, after which all insurance claims for injuries received while participating in school events, shall be processed by the student's parent(s)/guardian(s) through the company agent handling the student's insurance policy and not through the school officials.
4. I hereby accept financial responsibility for equipment or instruments lost, stolen, or damaged by my child while participating in the extended field trip.
5. I authorize the school to transport and to obtain, through a physician of its own choice, any emergency medical care that may become reasonably necessary for the student in the course of such activities or such travel. I also agree that the expenses for such transportation and treatment shall not be borne by the school district or its employees.
6. I accept full responsibility and hereby grant permission for my/our son/daughter to travel on any school related trip by bus or privately owned motor vehicle driven by a licensed driver employed or not employed by the district. This statement remains in effect until the end of this school year unless cancelled by me/us in writing to the school.
7. Some *extended* field trips may include or have the potential for participation in risk related activities. Risks and dangers may arise from foreseeable and unforeseeable causes. I give permission for my child to participate in these activities when supervised by a chaperone and I will indemnify and hold the district harmless for any accident or injury; and hereby assume all risks and dangers and all responsibility for any injury, loss, and/or damage that may occur while my child is engaged in risk related activity(ies).

Signature of Parent/Guardian

Date

Printed Name of Parent/Guardian

Student Code of Conduct

I pledge that my conduct will, at all times, reflect credit upon myself, my parents, and my school. I understand that the school rules of conduct apply while on the trip and that if I violate any school policy during an extended trip I may be disciplined, including, but not limited to, being sent home at my parent/guardian's expense.

Signature of Student

Date

Signature of Parent/Guardian

Date

FIELD TRIP VOLUNTEER DRIVER CHECKLIST

Date: _____ School: _____

Date of Trip: _____

Trip Destination: _____

Purpose of Trip: _____

Driver/Vehicle Information

Name of Driver: _____

Vehicle Year: _____ Make: _____ Model: _____ License #: _____

Max. # of students to be transported in volunteer’s vehicle: _____

Please respond to each item with a “YES” or “NO”.

YES/NO	
	I am at least 21 years of age.
	I have a valid Idaho driver’s license. License #: _____ Expiration Date: _____
	I have had no vehicle moving violations or at-fault accidents within the last three years. If you have had any, please list:
	I carry minimum auto liability limits of \$25,000/\$50,000 Bodily Injury and \$15,000 Property Damage. Company: _____ Policy #: _____ Exp. Date: _____
	I am aware that, in the event of an accident while on a school-related activity, any claims will be tendered to my personal automobile insurance company, and my insurance is primary.
	There is a working seat belt for the driver and each passenger, and I enforce the wearing of seat belts by all.
	My vehicle’s brakes, including the emergency brake, are in good working order.

	My vehicle’s tires have a tread depth of at least 3/32”.
	My vehicle’s brake lights, turn indicators, and headlights are in good working order.
	My vehicle’s windows are clear and provide an unobstructed view for the driver.
	My vehicle has functioning rear view mirrors (center and left side).
	My vehicle has no other physical defects that would interfere with the safety of the driver and passengers.
	My vehicle has a rated capacity of ten passengers or less.
	If my vehicle has dual airbags, I will not seat children under 12 years old or small persons in the front passenger seat.

The above information is true and accurate to the best of my knowledge.

Signature of Volunteer Driver

Date

**ADMINISTRATIVE REVIEW
(FOR OFFICE USE ONLY)**

YES/NO	
	The district has cross-checked the volunteer against the statewide sex offender registry.
	If the volunteer will have unsupervised student contact, the district has obtained a current criminal history check.
	All students have parental permission to ride with a volunteer driver.
	All “NO” responses have been addressed satisfactorily.

I have reviewed the above information and this driver and vehicle are approved for this trip.

Signature of Administrator/Designee

Date



FIELD TRIP VOLUNTEER CHAPERONE GUIDELINES

Thank You for Your Support!

The district believes that field trips provide a valuable educational experience for students. In order to help ensure that school-sponsored field trips result in safe and rewarding experiences for all participants, we have prepared these guidelines to provide information about volunteering as a field trip chaperone.

Becoming a Volunteer Field Trip Chaperone

Because student safety is paramount concern, Idaho law requires the district to conduct a criminal record background check of school volunteers with unsupervised access to children. In addition, the district also requires that all volunteer chaperones be at least 21 years old and complete the Volunteer Disclosure Form.

Guidelines for Volunteer Chaperones

Prior to your field trip, the supervising staff member will provide you with information regarding the activities planned for the trip, expectations for supervising students, and emergency procedures. In addition, we have developed the following general guidelines to help you perform your duties as a chaperone. If you have any questions regarding these guidelines, please contact the supervising staff member or the building principal.

1. Chaperones are expected to comply with district policies, follow the directions given by the district's supervising staff member, work cooperatively with other staff and volunteers, and model appropriate behaviors for students.
2. In order to comply with district policy, during district-sponsored events, chaperones:
 - may not use, sell, provide, possess, or be under the influence of drugs or alcohol
 - may not use tobacco
 - may not possess any weapon
 - may not administer any medications, prescription or nonprescription, to students
3. Students must be supervised at all times while at school-sponsored events. As a chaperone, you will supervise a small group of students, helping them learn and making sure they behave appropriately. Students must stay with you at all times. Review use of the buddy system with students under your care. Account for all participants regularly and before changing activities. Be sure you know when and where to meet the rest of your group at the end of the visit. Chaperones must be readily available, be mindful of safety concerns, and respond to students' needs.
4. Student behavior is your responsibility. School rules related to student behavior apply. Go over rules and standards of behavior, safety rules, and any site-specific rules with

students. Ensure that students do not get involved in extra activities not pre-approved by administrators and parents.

- 5. For the protection of both the student and the chaperone, chaperones should not place themselves in situations in which they are alone with a student.
- 6. Family members or friends of a chaperone may not participate in a district-sponsored field trip or event unless prior approval has been obtained from the building principal. Additional small children can distract you from your duties as a chaperone.
- 7. Chaperones that transport students in their personal vehicle must complete the Volunteer Driver Checklist form. You are expected to comply with all district and state student transportation rules and regulations. Be aware that your personal vehicle insurance provides primary coverage in the event of an accident or injury.
- 8. Be sure to know what to do in an emergency (e.g., medical emergency, natural emergency, lost child, or serious breach of rule). Know who is first aid trained, where the first aid kit is, where the cell phone is kept, and who has the copies of parental permission slips with emergency phone numbers and medical information.

I acknowledge that I have received the copy of the “Field Trip Volunteer Chaperone Guidelines,” have read these guidelines, and agree to comply with the guidelines as a school volunteer.

Signature

Date

Printed Name

Emergency Contact

In the event that I have a personal emergency, please contact:

Printed Name

Relationship

Daytime Phone

Alternate Phone

**EXTENDED FIELD TRIP
VOLUNTEER DISCLOSURE FORM**

To help ensure the safety of Idaho’s school children, all volunteers in this school district must complete the following disclosure statement. This information will be used only in determining whether to accept you as a volunteer, and will not be used or disseminated for any other purpose. Further, all volunteers who will or may have unsupervised access to children with this school district must complete a criminal history check through the Idaho State Police.

Note: “Convicted,” as used in this document, means found guilty of any misdemeanor or felony crime in a court of law, including instances in which a plea of guilty or an Alford plea is the basis for the conviction, or any proceedings in which the charge has been deferred from prosecution or the sentence has been deferred or suspended.

1. Have you ever been convicted of any crime against children or other persons?
YES () NO ()

2. Have you ever been convicted of crimes or found by a court in a protection proceeding to have abused or financially exploited a vulnerable adult?
YES () NO ()

3. Have you ever been convicted of crimes related to drugs?
YES () NO ()

4. Have you ever been found in any dependency action to have sexually assaulted or exploited any minor or to have physically abused any minor?
YES () NO ()

5. Have you ever been found by a court in a domestic relations proceeding to have sexually abused or exploited any minor or to have physically abused any minor?
YES () NO ()

6. Have you ever been found in any disciplinary board final decision to have sexually or physically abused or exploited any minor or developmentally disabled person?
YES () NO ()

If your answer is YES to any of the above, please describe and provide the case number(s), date(s) of the conviction(s) or finding(s), jurisdiction(s), and the sentence(s) and/or penalty(ies) imposed. If a conviction has been the subject of an expungement, pardon, annulment, or certificate of rehabilitation, please specify. (Use the back of this sheet and attach additional sheets if necessary). INFORMATION PROVIDED: YES () NO () N/A ()

Under penalty of perjury, I certify that the above information is true, correct and complete. I understand that my service to the school district may be terminated for any misrepresentations or omissions in the above statements.

Signature

Date

Printed Name

Address



LEGAL REFERENCE:

ADOPTED:

AMENDED:

**Language in text set forth in italics is optional.*

Non-certificated (sometimes referred to as classified) personnel are those individuals employed by the district who are not required to have a teaching certificate to qualify for the position. Classified personnel include, but are not limited to, the following:

- 1. Educational assistants or paraprofessionals;*
- 2. Custodial and maintenance employees;*
- 3. Clerical employees;*
- 4. Food/nutrition service employees;*
- 5. Bus drivers;*
- 6. Summer maintenance employees; and*
- 7. Academic and college or career advisors and student mentors.*

The board will annually review and determine its staffing needs for classified employees. The board authorizes the superintendent or designee to hire employees to fill open, classified positions in the district, as needed, and create new positions when an emergency arises. Classified personnel will be hired based upon their qualifications for the position.

QUALIFICATIONS AND JOB DESCRIPTIONS

Minimum qualifications and job descriptions will be established by district administrators for all classified positions. The qualifications and job description shall be in writing and made available to district employees and other persons seeking employment through the local unemployment office. In addition, the district may advertise classified positions as necessary to attract qualified employees.

AT-WILL STATUS

Classified personnel are at-will employees with no property rights in their employment. Classified personnel are not entitled to any expectations of future employment with the district.

At the time of initial employment, and annually thereafter, all non-certificated employees will receive a letter of appointment. The letter of appointment does not alter the employee's at-will employment status. The letter of appointment is intended to set forth relevant information, including, but not limited to, the classified employee's work schedule, rate of pay, and other benefits; notify the classified employee of the district's requirement that he/she comply with district policy; and notify the employee that the employment is at-will.

SALARY SCHEDULE

The board of trustees will establish salary schedules for classified positions in the school system. Following the adoption of any schedule, the administration will use that schedule as a guide in employing and compensating classified employees.

GROUP HEALTH INSURANCE

All classified employees who work twenty (20) hours or more per week will be provided the same group health insurance benefits as provided to certificated employees.

(For instance, certificated employees working 20 hours or more but under 30 hours per week are eligible for certain benefits that may include life insurance, sick days, and parenting leave. However, those same certified employees do not receive the full insurance package of health, dental, and vision coverage. Similarly, non-certificated staff working within the same band of hours will receive the same benefits that the certificated employees receive.)



LEGAL REFERENCE:

Idaho Code Sections

33-511 – Maintenance of Schools

33-517 – Noncertificated Personnel

33-517A – School Districts – Noncertificated Employees – Group Health Insurance

33-1212A – College and Career Advisors and Student Mentors

ADOPTED:

AMENDED:

**Language in text set forth in italics is optional.*

The district will reimburse district employees reasonable travel expenses for travel required by the district to fulfill their job responsibilities, including attendance at conferences and workshops. **Travel and the payment of expenses must be preapproved** and related to the employee's job responsibilities. Unless the district is directly billed for the employee's travel expenses by a third party, the following rates will apply for approved travel:

- **Registration Costs:** The actual registration cost will be paid by the district. Receipts are required for reimbursement. The employee can use or may be asked to use a portion of the continuing education money allotted to each educator to cover conference expenses such as registration, supplies, or travel costs.
- **Lodging:** The actual cost of lodging will be paid by the district, with the maximum amount as set by the Idaho Board of Examiners. The employee should request the government room rate while making reservations and work with administrative assistants to ensure the method of payment results in the room being tax exempt.
- **Meals:** When the employee is traveling out of the district, the actual cost of meals will be reimbursed as per the district meal allowance schedule. (Breakfast \$10.00, Lunch \$12.00, and Dinner \$20.00, with a maximum payment of \$42.00 per day.) The employee should not submit reimbursement for alcoholic beverages.
- **Travel:** The actual cost of travel (air and taxi fare, parking, etc.) will be reimbursed; receipts for such costs must be submitted to the district. District cars are available and recommended to be used for travel. When the employee drives his/her own vehicle, the cost of transportation will be based on the miles traveled from the place of employment to the event. Such mileage will be reimbursed at a rate not higher than the standard mileage rate as set by the board of trustees. (\$0.40 per mile). The district will not pay the cost of citations for traffic and parking violations.

Timely Reimbursements: To maintain accurate finances, all requests for reimbursements must be submitted within ninety (90) days of the date of travel to guarantee payment.

TRUSTEES:

If a trustee is required to travel outside the district to fulfill his/her responsibilities as a trustee, reimbursement of travel expenses will be paid consistent with those allowed for district employees.



LEGAL REFERENCE:

Idaho Code Section 67-2008

ADOPTED: June 1, 2007

AMENDED:

Preston School District #201 recognizes the value and importance of electronic communication, online presence, and innovative technology tools to enhance the learning experience and work environment within the District. However, student use of personal electronic communication devices during school hours may interfere with or disrupt the educational process. *Additionally, a growing body of evidence suggests that student access to cell phones and other personal electronic communication devices during the school day is detrimental to students' emotional well-being and academic growth.* The purpose of this policy is to promote student health and safety, reduce distractions to learning during the school day, improve academic focus, prevent cyberbullying and foster responsible technology use. By placing limits on the permissible use of such electronic devices, the Board intends to adopt a policy in alignment with the State Department of Education guidance on cell phones. This policy shall apply to any electronic device not issued by the District that is capable of accessing the internet or sending an electronic message to another device, such as smart phones, other cell phones, tablets, laptops, e-readers, and smart watches.

DEFINITIONS

“Personal Communication Device (PCD)” or “Devices” includes, but is not limited to, personal cell phones, tablets (e.g. iPads and similar devices), personal computers, laptops, iPods/MP3 players, smart watches, electronic readers (e.g. Kindles and similar devices), and other similar devices or media players, without regard to the commercial name or manufacturer of the device, whether handheld, car models, laptop or other computer usage, or combinations of any of the above.

“Social media networks” include, but are not limited to, websites, web logs (blogs), wikis, social networks, online forums, virtual worlds, and any other social media generally available to the public that does not fall within the district’s technology network (e.g., Facebook, Twitter, LinkedIn, Flickr, YouTube, Instagram, Snapchat, blog sites, Wikipedia, etc.).

GENERAL PROVISIONS AND PROHIBITIONS

Students may not use Personal Communication Devices (PCDs) on school property or at school-sponsored activities without prior authorization. Access to devices is a privilege and not a right. The use of any form of electronic device in a manner that detracts from the educational process is prohibited. Students are required to follow the district’s Acceptable Use of Internet, Computer and Network Resources (Policy No. 942/3270) and Acceptable Use Agreement when using devices at school. Students shall comply with any additional school or classroom rules regarding the use of devices. The district is not responsible for theft, loss, damage, or vandalism to PCDs brought onto its property.

Each school in the district has specific Personal Communication Device (PCD) policies that must be adhered to, or the student will incur school-specific consequences in addition to those outlined in this district policy. A copy of each PCD policy is contained in the board-approved student handbook of each school.

Students in all schools may only access the internet through the filtered district connection, regardless of whether they are using their personal device or a district-issued device. District staff will not provide software or technical assistance for student-owned devices.

Students should not use PCDs on school property or at school-sponsored activities to access and/or view Internet websites, including social media networks, that are otherwise blocked to students at school or to take part in any activity prohibited in the district's acceptable use policy.

Except as authorized by a teacher, administrator or a student's 504 plan, health plan, or Individualized Education Program (IEP), students are prohibited from using a PCD during the school day (including while off campus on a field trip) to capture, record and/or transmit audio or images (i.e. pictures/video) of any student, staff member or other person. Using a PCD to capture, record and/or transmit audio and/or pictures/video of an individual without proper consent is considered an invasion of privacy and is not permitted.

The use of PCDs with built-in cameras is prohibited in any school situation where a reasonable expectation of personal privacy exists. These locations and circumstances include but are not limited to, locker rooms, bathrooms, shower facilities, and other locations where students or others may change clothes or be in any stage or degree of disrobing or changing clothes in which inappropriate or privacy-violating images may be obtained. The superintendent and building principals are authorized to determine other specific locations and situations where use of a PCD is absolutely prohibited.

Students may not use a PCD in any way that might reasonably create in the mind of another person an impression of being threatened, humiliated, harassed, embarrassed or intimidated. In particular, students are prohibited from using PCDs to:

1. Transmit material that is threatening, obscene, disruptive, or sexually explicit or that can be construed as harassment or disparagement of others based upon their race, color, national origin, sex, disability, age, religion, or ancestry; and
2. Engage in "sexting," i.e., sending, receiving, sharing, viewing, or possessing pictures, text messages, emails or other materials of a sexual nature in electronic or any other form.
3. Engaging in any act of cyberbullying.

Students are also prohibited from using a PCD to capture and/or transmit test information or any other information in a manner constituting fraud, theft, cheating, or academic dishonesty. Likewise, students are prohibited from using their PCDs to receive such information.

Parents/guardians are advised that the best way to get in touch with their child during the school day is by calling the school's main office. Students may use designated school phones to contact parents/guardians during the school day.

EXCEPTIONS

PCDs may be used in the following circumstances:

1. With prior approval from the building principal.
2. During approved classroom instruction.
3. During an emergency situation involving the immediate health/safety of a student or other individual(s) or a risk of damage to property where school staff are not reasonably available to call for help.
4. Where use is required or authorized by a student's 504 plan, health care plan, or IEP.

CONSEQUENCES FOR VIOLATION

Possession of PCDs by a student is a privilege, which may be forfeited by any student who fails to abide by the terms of this policy, or otherwise engages in misuse of this privilege. Students who violate the privacy provisions of this policy and/or use a PCD to violate the privacy rights of another person may have their device confiscated and held until a parent/guardian picks it up and may be directed to delete the audio and/or picture/video file while the parent/guardian is present. If the violation involves potentially illegal activity the confiscated device may be turned over to law enforcement.

If this policy is violated, the device will be confiscated. The specific actions regarding who can pick the device up and when are outlined in each school's electronic device policy. The district will use reasonable care to safeguard confiscated devices, but does not assume liability in the event such confiscated devices are lost, stolen, or damaged. Additional consequences and disciplinary action for students violating the provisions of this policy may include losing the privilege of bringing the device onto school property, detention, suspension, or expulsion consistent with district policy. The building principal may also refer the matter to law enforcement if the violation involves an illegal activity.

If a student or parent/guardian desires to appeal the discipline imposed pursuant to this policy, they can do so by submitting a written request to the building principal within five (5) school days. If the decision being appealed was made by the building principal, the appeal may instead be made to the superintendent. Decisions of the superintendent are final.

IMPLEMENTATION, NOTICE AND REVIEW

The district will ensure that students, staff, and parents/guardians are informed of this policy and how it will be implemented through publication in student handbooks, publication of the policy on the district's website, classroom discussions, and other methods deemed appropriate at the direction of the superintendent or designee. The superintendent or designee shall also develop practices and/or procedures that reinforce and address the following:

1. Digital literacy;
2. Privacy concerns;
3. The effects of cyberbullying;
4. The safe use of cell phones and smart devices during emergencies;
5. The mental and physical health effects of high levels of cell phone use and social media use; and
6. Online disinformation.

A copy of this policy will be made available to all staff. The superintendent or designee may develop practices or procedures to ensure the consistent enforcement of this policy. In addition, the superintendent or designee shall ensure that a monitoring system for cell phone use is implemented, which may include classroom rules, designated storage areas, or technology monitoring tools. The superintendent shall report to the board annually about the effectiveness of this policy and shall recommend changes to it as needed.



LEGAL REFERENCE:

Idaho Code §33-512 – Governance of Schools
Executive Order No. 2024-11 – Phone Free Learning Act (Idaho)

CROSS-REFERENCE:

506 – Student Harassment
506.50 – Prohibition Against Harassment, Intimidation and Bullying
540 – Maintenance of Orderly Conduct
542 – Searches by School Officials
543 – Student Suspension
544 – Student Expulsion/Denial of Enrollment
545 – Disciplining Students with Disabilities (IDEA)
546 – Disciplining Students with Disabilities (Section 504)
942/3270/3270P – Acceptable Use of Internet, Computer and Network Resources

ADOPTED:

AMENDED:

**Language in text set forth in italics is optional.*