

Agenda of Regular School Board Meeting

The Board of Trustees Lakeland Joint School District No. 272

A Regular School Board Meeting of the Board of Trustees of Lakeland Joint School District No. 272 will be held Monday, July 9, 2012, beginning at 5:00 PM in the Administrative Offices, 15506 N. WASHINGTON ST., RATHDRUM, ID 83858.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

- A. **Call to Order 5:00 p.m.**
- B. **Approve/deny amendment to the agenda to include Board Work Session at approximately 6:00 p.m. for Policy Review**
- C. **Executive Session as authorized by Idaho Code 67-2345 (b)**
 - 1. Student 2012-J
 - 2. Student 2011-R
- D. **Board Work Session-Policy Review-6:00 p.m.** 3
- E. **Welcome Visitors/Pledge of Allegiance 7:00 p.m.**
- F. **Annual Meeting-Board Elections**
 - 1. Election of Board Chairman
 - 2. Election of Board Vice-Chairman
- G. **Approve Agenda**
- H. **Annual Meeting-Reorganization**
 - 1. Appoint Clerk and Treasurer
 - 2. Approve/deny Resolution 07-09-2012-A that provides for appointment of Assistant Treasurers and Designated Signatory for each respective school 96
 - 3. Set Date, Time and Location of Regular Meetings 97
- I. **Consent Agenda**
 - 1. Minutes of Previous Meeting(s) -Regular Meeting of 06/11/2012 98
 - 2. Regular and Special Bills 107
- J. **Report and Presentation Agenda**
 - 1. LEA
 - 2. Visitor Presentations
 - a. Mike Baker- School Based Health Clinic
 - b. Before and After School Care-Pilot Program, Garwood Elementary
 - 3. Staff Reports
 - a. Tom Taggart
 - 1) Financial
 - 2) Plant Facilities Levy
 - b. Brad Murray
 - 1) 2012 Summer School 118

2) ISATS	119
3) 2011/2012 Spring LAW results	136
K. <u>Action Agenda</u>	
1. Approve/deny Notifications of Staff Resignations/Retirements/Leaves as presented	
2. Approve/deny High School Fall Athletic Schedules	143
3. Approve/deny Non-Resident Tuition for 2012/2013	159
4. Approve/deny Interfund Transfers as presented	160
5. Approve/deny declaring 2012-J a Habitual Truant	
6. Approve/deny re-admitting Student 2011-R	
7. Approve/deny revised Policy #1520 entitled <i>Public Participation in Board Meetings</i>	161
8. Approve deny establishing district mileage rate of <u>.50</u> cents per mile for 2012/2013	
9. Approve/deny Administration's recommendation for insurance carriers (Health, Dental, Life and Vision)	
10. Approve/deny agreement with Idaho State Billing Services, Inc	164
11. Approve/deny the hiring of new personnel and to re-hire the recommended classified personnel as presented	
L. <u>Discussion Agenda</u>	
1. KTEC	
2. Athletics for Charter School Students	171
3. Schedule Board Workshop for policy review prior to the August 13th meeting	
4. Before and After School Care- Pilot Program, Garwood Elementary	
5. Correspondence	
a. Discipline Reports	173
b. Other	175

INSTRUCTION

2420

Title I Parent Involvement

The District endorses the parent involvement goals of Title I and encourages the regular participation of parents of Title I eligible children in all aspects of the program. The education of children is viewed as a cooperative effort among the parents, school, and community. The District is committed to providing coordination, technical assistance and other support necessary to assist participating schools in planning and implementing effective parental involvement activities to improve student achievement and school performance. In this policy the word “parent” also includes guardians and other family members involved in supervising the child’s schools.

Pursuant to federal law the District will develop jointly with, agree upon with, and distribute to parents of children participating in the Title I program a written parent involvement policy. Parents with limited English proficiency or disabilities will be provided the necessary resources (including, but not limited to: appropriate language information, interpreters, or other accommodations) to provide full opportunities for participation.

District Title I schools shall convene an annual meeting to which all parents of students in a school-wide program and participating students in a targeted assistance program are invited to inform parents of their school’s participation in Title I and to explain Title I requirements and the right of parents to be involved. In addition to the required annual meeting, additional meetings shall be held at various times of the day and/or evening for parents of children participating in the Title I program. These meetings shall be used to provide parents with:

1. Information about programs provided under Title I;
2. A description and explanation of the curriculum in use, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet;
3. Opportunities to discuss their child’s progress and to participate, as appropriate, in decisions relating to the education of their children;
4. Guidance as to how they can assist at home in the education of their children.

Parents and patrons shall be represented on committees which contribute to the process 1) of school review and improvement; 2) an annual evaluation of the effectiveness of the district parent involvement policy; to the Consolidated Plan. This shall also include includes the District Curriculum Advisory Committee and Professional Development Committee.

Title I funding, if sufficient, may be used to facilitate parent attendance at meetings, through payment of transportation and childcare costs.

Each school in the District receiving Title I funds shall develop jointly with parents of children served in the program a “School-Parent Compact” outlining the manner in which parents, school staff, and students share the responsibility for improved student academic achievement in meeting state standards. The “School-Parent Compact” shall:

1. Describe the school's responsibility to provide high quality curriculum and instruction in a supportive and effective learning environment enabling children in the Title I program to meet the state's academic achievement standards;
2. Indicate the ways in which each parent will be responsible for supporting their child's learning, such as monitoring attendance, homework completion, and television watching; volunteering in the classroom; and participating, as appropriate, in decisions related to their child's education and positive use of extracurricular time; and
3. Address the importance of parent-teacher communication on an ongoing basis with, at a minimum, parent-teacher conferences, frequent reports to parents, and reasonable access to staff.

Legal Reference: Title I of the Elementary and Secondary Education Act of 1965, 20 U.S.C. §§ 6301-6514, as implemented by 34 CFR parts 200, 201, 203, 205, and 212
Improving America's Schools Act, P.L. 103-382, § 1112 Local Education Agency Plans
P.L. 107-110, "No Child Left Behind Act of 2001," Title I – Improving the Academic Achievement of the Disadvantaged, § 1118

Policy History:

Adopted on: August 13, 2007

Revised on: July 2012

Prior Policy: VII(P) – Title 1 Parent Involvement

RECEIVED
JAN 26 2012

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ASSOCIATES IN THE PRACTICE OF LAW

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January 24, 2012

Dr. Mary Ann Ranells, Superintendent
Brooke Cunningham, Clerk of the Board of Trustees
Lakeland Joint School District No. 272
P.O. Box 39
Rathdrum ID 83858

Sent via first class mail and email: mranelles@lakeland272.org, bcunningham@lakeland272.org

RE: Facilities used for religious worship services
(*Bronx Household of Faith vs. City of New York School Board*)

Dear Superintendent and Clerk:

There has been a significant amount of confusion regarding the application of the *Bronx Household of Faith vs. City of New York School Board*, a case decided by the Second Circuit Court of Appeals, for which a *writ of certiorari* was denied by the United States Supreme Court (which effectively makes it the law of the United States), I am endeavoring to provide you some guidance, and a model policy with attachments in order to implement that decision. I may have previously forwarded to you a revision to your proposed policy and I am enclosing with this correspondence a draft form policy which may be reviewed by you with your Board of Trustees and adopted appropriately. This form policy with attachments is designed to accomplish the goal of meeting the requirements of the law, that is free expression of a religious point of view, but not religious worship services.

While each of you generally subscribes to either the policy service provided by Elaine Eberharter Maki's office, or the policy service provided by the Idaho School Boards Association, and I am not generally in the business of drafting model policies, because of the number of districts I represent and the impetus created by the *Bronx* case, I have drafted the proposed model policy with attachments. I would strongly urge that you bring it to your Board's attention for review and adoption through your policy adoption process in order to be "in sync" with the current status of the law.

I have drafted the policy with specific reference to a detailed analysis of the *Bronx* case. In that case the court held:

Dr. Mary Ann Ranells, Superintendent
Brooke Cunningham, Clerk of the Board of Trustees
January 24, 2012
Page 2

“The conduct of religious worship services, which the rule excludes, is something quite different from free expression of a religious point of view, which the Board does not prohibit. The conduct of services is the performance of an event or activity. While the conduct of religious services undoubtedly includes expressions of a religious point of view it is not the expression of that point of view that is prohibited by the rule. Prayer, religious instruction, expression of devotion to God, and the singing of hymns, whether done by a person or a group, does not constitute the conduct of worship services. Those activities are not excluded. (my emphasis added) ... What is prohibited by this clause is solely the conduct of a particular type of event: a collective activity characteristically done according to an order prescribed by and under the auspices of an organized religion, typically but not necessarily conducted by an ordained official of the religion. Conduct of a ‘religious worship service’ has the effect of placing centrally, and perhaps even of establishing the religion in the school.”

The Court went on to say that the prohibition

“does not exclude religious groups from using schools for prayer, singing hymns, religious instruction, expression of religious devotion, or the discussion of issues from a religious point of view. While it is true without question that religious worship services include such expressions from points of view, the fact that a reasonably excluded activity excludes expressions of viewpoints does not render the exclusion of the activity unconstitutional if adherents are free to use school facilities for expression of those viewpoints in all ways except through the reasonably excluded activity.”

The Court further noted “a worship service is an act of organized religion that consecrates the place in which it is performed, making it a church.” “They identify the schools as their churches as do many residents of the community.” “... there is no difference in usage between a ‘worship service’ and a ‘religious worship service’; both refer to a service of religious worship.”

The Court has carved a very narrow exception to the use of a limited open forum

Dr. Mary Ann Ranells, Superintendent
Brooke Cunningham, Clerk of the Board of Trustees
January 24, 2012
Page 3

(primarily in your secondary schools although your primary schools may also provide limited open forums for community uses). The prohibited use is religious worship services or worship services. All other uses which have religious overtones are allowed either under the Equal Access Act (student groups, student controlled only) or under the cases cited in the *Bronx Household* case included without limitation the *Lambs Chapel* case and the *Rosenberger* case in which the Supreme Court made specific detailed rulings on specific uses generally dealing with freedom of (religious) expression guaranteed by the First Amendment..

The conundrum thereby placed upon school districts when an application is received for use is to determine whether that use is a religious worship service or a worship service. If, for instance, it is a men's group of a church that wants to use the facility every Tuesday on *ad infinitum* which may very include prayer and discussion of their particular religious point of view, but is not a worship service as defined by the Court in the *Bronx Household* case, such a use is authorized. It thereby becomes incumbent upon your district when an application is made for the facilities use to determine whether the proposed activity is a religious worship service as defined by the *Bronx* case. There will be occasions where an application is made where the use is somewhat vague. It would therefore be necessary to inquire further as to exactly what that use is. Items that may be suspect are continued Sunday use (or Saturday for that matter) by a religious organization (church) or once weekly or congregational type meetings at a school facility even though it may be a weekday evening as opposed to a Saturday or Sunday.

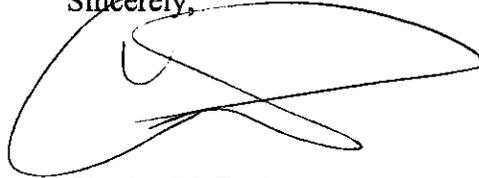
While I realize this does not give you a significant amount of definition between what is prohibited (that is, a religious worship service), and what is not (most everything else if you have a limited open forum), it is intended to at least provide you some guidance, and to provide you a model policy (subject to your board's review and "tweaking") in order to facilitate the application of the law.

I know that Dick Cvitanich from Lake Pend Oreille has a form as does Coeur d'Alene School District No. 271 for use applications and acknowledgment of an obligation to provide for appropriate insurance and supervision. I would suggest that between School Districts 44, 84, 271, 272, 273, 274 and 391 that the clerks coordinate with one another regarding an appropriate application form and notice forms regarding facilities use. In that way, you will not have to reinvent the wheel.

Dr. Mary Ann Ranells, Superintendent
Brooke Cunningham, Clerk of the Board of Trustees
January 24, 2012
Page 4

To the extent any of you have questions I will be happy to respond.

Sincerely,

A handwritten signature in black ink, appearing to read "Charles M. Dodson". The signature is fluid and somewhat stylized, with a large loop at the end.

Charles M. Dodson
Attorney at Law

CMD/pl
Enclosure

LAKELAND JOINT SCHOOL DISTRICT NO. 272

A. Use of School Facilities and Other School Properties

Page 1 of 4__

The School District's buildings and facilities are an asset of the citizens of Lakeland School District, and it is the desire of the Board of Trustees to make them available to responsible individuals and organizations as authorized by the policies of the District and in keeping with the Federal and State Constitutions.

Schools, gymnasiums, play fields, and other special purpose rooms are to be used primarily for school purposes. They may be used without charge for meetings of students, clubs, alumni associations, parent teacher associations affiliated directly with the schools, and for entertainment for the benefit of the schools given by the students. Such activities shall have precedence over public use, and may be held by arrangements with the principal of the building. The principal shall assume responsibility for the meeting and either be present in person or be represented by a responsible teacher. The Superintendent shall be kept informed.

The use of school facilities by the public may be permitted for meetings of an educational, patriotic, philanthropic, civic, musical, recreational or other worthwhile purpose (as determined by the Board of Trustees) intended to promote the public welfare and not conflicting with the school and/or district programs. No political meetings will be permitted without approval of the Board of Trustees.

School facilities may not be used for private gain, nor by any group which, in the opinion of the Board of Trustees, advocates the overthrow or change of our government by force.

Churches and religious organizations may be granted occasional use of school facilities for speech content-based meetings (but in no circumstances for religious worship services) if other community facilities are not available. No application will be considered for religious worship services nor for any prolonged or extended use of school facilities by a sectarian or religious group for religious purposes.

The Board of Trustees shall have the care and keeping of all school buildings. They shall have authority to open any or all school properties belonging to the district for purposes that keep with the general philosophy of the district. The district will provide equitable access after school to youth groups or organizations serving young people under the age of 21. The Board of Trustees may, at any time it thinks best, refuse to allow usage of any school facilities or property. The Board of Trustees recognizes that the school buildings and other school properties are not open forums.

The Board of Trustees shall adopt a uniform use fee structure which may, from time to time, be changed based upon the costs incurred by the district for the operation of its facilities. It is the intention of the Board of Trustees to uniformly apply such charges, except as to those entities which are otherwise exempt by contractual relationship (other governmental entities or subdivisions) by statute (universities, colleges, and senior organizations) or by joint powers agreements between governmental units/agencies executed as authorized by the statutes of the

State of Idaho. These fees will be used to defray the expenses incurred by increased use of heat, lights, utilities, grounds keeping costs, administrative costs, and custodial services. The county board of elections will not be assessed any fee for the regularly scheduled use of School District 272 facilities for elections. Nothing contained herein shall limit or expand the Board's ability to negotiate with the various municipalities within the school district boundaries for the purposes of shared facilities use by such municipalities for activities included, but not limited to, basketball, baseball, soccer, football.

NOTICE

Any person, entity, corporation, partnership, limited liability company, or association applying for use of school facilities pursuant to this policy shall be provided a copy of policy and administrative procedure, and prior to authorization of use shall pay such fees and deposits as are required under the policy and related schedules as prepared by the administration of the district and in addition thereto shall, as a prerequisite to the authorization of use, execute an acknowledgment/application and agreement in a form provided by the district.

The school district's buildings and other school properties are an asset of the citizens of Lakeland Joint School District, and it is the desire of the Board of Trustees to make them available to responsible individuals and organizations as authorized by policies of the district and the Constitution of the United States, the Constitution of the State of Idaho, and the statutes, both federal and state, as are applicable. The Board of Trustees is mindful of the Federal Constitution and the First Amendment thereof and the State Constitution of the State of Idaho with particular reference to Article IX, Section 5. In order to preclude an apparent or actual entanglement with sectarian or religious beliefs or philosophies, and further to avoid the appearance of underwriting sectarian beliefs or philosophies, to provide for the avoidance of an establishment clause violation, and further to preclude the use by sectarian organizations for religious worship services that would implicate the Board of Trustees in the promotion of religion or a particular religious sect, the Board has determined there is a compelling State interest to limit uses by sectarian or religious organizations to occasional uses (but not religious worship services) at the same fee schedule established pursuant to this policy.

The Board has determined that occasional use by sectarian organizations for speech content-based meetings is authorized; provided, however, any prolonged or extended use of school facilities by a sectarian or religious group for religious purposes or any religious worship services shall not be authorized or allowed by the Board of Trustees and is strictly prohibited. (Legal Authority: *Lamb's Chapel v. Center Moriches Union Free School District*, 113 S. Ct. 2141 (1993); *Bronx Household of Faith v. N.Y. City Board of Education*, 11-386 (2011 U.S. Supreme Court 12/05/11)).

The Board of Trustees is mindful of the First Amendment of the United States Constitution and Article IX, Section 5 of the State Constitution of the State of Idaho and the application of the Federal and State Establishment Clauses as referenced therein. In order to preclude a violation of the Establishment Clause, at either the Federal level or the State level, Applications for Use of School Facilities by sectarian organizations for sectarian or religious purposes shall not be granted or may be terminated if previously granted where there is a violation of one of the

following five (5) criteria:

1. An express or recognizable purpose or intent on the part of the School District of aiding or supporting religion or the use of school facilities for religious worship services;
2. Support of religion in terms of preference for a particular religion to the exclusion of others;
3. Support of religion in terms of the placement of the authority and/or prestige of the school district behind a particular religion or religion generally;
4. Excessive political divisiveness in the community as a consequence or likely consequence of the use of school buildings for religious purposes;
5. Direct and indirect financial support of religion.

Application for public use of school accommodations shall be made on regular forms secured at the office of the Superintendent.

Applications shall be acted upon by the Superintendent or his/her appointed representative who may require additional information of the applicants, assign place and time of use, or reject any application. The Superintendent shall inform the Board of applications approved and may present to the Board for approval any application in question.

The District reserves the right to cancel any scheduled assignment at any time. Violations of any regulation, inadequate supervision, failure to pay scheduled fees, abuse of buildings, use of unauthorized areas, etc., may mean immediate cancellation of an assignment.

Sufficient supervision (including police if necessary) shall be provided by those to whom the accommodation is granted to insure good order, the protection of property, the observance of these rules and regulations, and the prevention of people wandering through the building or being on the school premises elsewhere than in the rooms/facilities engaged and their direct approaches.

At least one adult member of the sponsoring organization must supervise all use of the areas assigned to members of the sponsoring organization and its guests. The adult supervisor and/or the sponsoring organization will be responsible for an pay for any damage done to the school property during the time of the organization's use of the property. The sponsoring organization will assume the responsibility of informing the adult supervisor of all district regulations and the supervisor's responsibilities.

Only gym shoes are to be worn on the gymnasium floors. Shoes, clothes, equipment, etc., will not be available from the school's locker rooms.

As a general rule, buildings should be vacated by 8:00 p.m. and 10:30 p.m. will be the maximum closing time for special events.

All use of district buildings and grounds shall be restricted to community (Lakeland residents) sponsorship and participation and shall not be advertised as open to the public at large.

Fees for use of school facilities will be determined from the fee schedule set by the Board of

Trustees. The fee schedule will be administered by the Superintendent of Schools. Meetings of Boy Scouts, Girl Scouts, 4-H, or similar groups will not be charged if sponsored locally and if activities involve only children and patrons of the Lakeland district.

Fee Schedule: Gymnasiums	\$25.00 - \$50.00 per use
Multipurpose Rooms	\$15.00 - \$50.00 per use
Class Rooms	\$10.00 - \$25.00 per use
School Play Fields	\$15.00 - \$50.00 per use

Legal References: IC 33-601, U.S. Constitution 1st Amendment; Idaho Constitution Article IX, Section 5; *Lamb's Chapel v. Center Moriches Union Free School District*, 113 S.Ct. 2141 (1993); *Bronx Household of Faith v. N.Y. City Board of Education*, 11-386 (Dec. 5, 2011, U.S. Supreme Court).

Adopted: August 13, 1979
Revised: March 8, 1982
Revised: August 14, 1995
Revised: August 10, 1998
Revised: , 2012

LAKELAND JOINT SCHOOL DISTRICT NO. 272

A.1 Use of School Facilities and Other School Properties

Groups or individuals, entities, persons, partnerships, limited liability companies, organizations or associations as covered by this policy and using school facilities may be categorized as Class A, B, or C. Priority for use is in the order listed except that the priority for uses within any Class shall be on a first come first served basis, that is, priority in time determined by the date and time of submission to the building principal or authorized agent of the completed application for the proposed use. It is the philosophy of the district that activities for local children will take precedence over adult activities. District facilities will not be used for profit making activities except for school and charitable activities.

1. Class A: Youth organizations and local non-profit youth groups providing service to school age children from Lakeland Joint School District 273, whether or not the youth organizations or groups are sectarian or related to a particular religion or religion generally. Example of some such organizations and youth groups are community education classes and activities for youth; youth sports; Boy Scouts; Girl Scouts; Campfire; Park and Recreation activities for children ages 0-18; community organizations of a civic or service nature for children ages 0-18.
2. Class B: Civil/Service agencies and local (in district) religious groups so long as facilities are not used for religious worship services, for example: Adult recreation groups; colleges and universities; public agencies; speech content-based church activities.
3. Class C: Local (in district) private parties and local (in district) business activities.
4. The administration of School District 273, being integrally involved in the ordinary day-to-day operations of the school district and being familiar with the costs associated with the operation of the district and the need for preservation of the district facilities, the Board of Trustees hereby authorizes the administration to establish a schedule of fees to be reviewed by the Board of Trustees periodically and further authorizes the administration of Lakeland Joint School District 272 to establish such special rules and fees as may be necessary to carry into effect the purposes and intent of this policy.

Adopted: / /12

LAKE PEND OREILLE SCHOOL DISTRICT NO. 84

FACILITY USE REQUEST

THIS IS A LEGALLY BINDING AGREEMENT. PLEASE READ THOROUGHLY AND/OR CONSULT AN ATTORNEY.

DATE SUBMITTED: _____ SCHOOL: _____

(Press HARD; you are making three copies)

PUBLICIZED TITLE OF EVENT: _____ DATE(S) OF EVENT: _____

FACILITY REQUESTED: Auditorium Gymnasium Grounds/Fields Classroom/Meeting Commons
 Other _____

DATE(S) OF USE (Includes setup and cleanup): _____

ACCESS NEEDED: _____ (AM/PM) TO: _____ (AM/PM) (includes setup and cleanup)
 ACTUAL EVENT: _____ (AM/PM) TO: _____ (AM/PM) EXPECTED ATTENDANCE: _____

TYPE OF EVENT:

- Business Meeting Entertainment Lecture/Class/Seminar Meal
 Conference/Workshop Public Information Reception Athletic Commercial

GROUP IS:

- School Related Public/Non-School Private/Commercial Other _____

DISTRICT EMPLOYEE IN CHARGE: _____ (NAME)

ACTIVITY IS:

- Fund Raising Non-Profit Community Service Other _____

ORGANIZATION NAME: _____

BRIEF DESCRIPTION OF EVENT: _____

EVENT DIRECTOR'S NAME: _____

BILLING ADDRESS _____

ADMISSION FEE to be charged for this event: Yes NO

AMOUNT OF FEE(S) _____

COMMENTS: _____

LPOSD #84 OFFICE USE ONLY		
	COST ESTIMATE	ACTUAL
Rental	\$ _____	\$ _____
Custodial	\$ _____	\$ _____
Equipment	\$ _____	\$ _____
Food Service	\$ _____	\$ _____
Deposit (Damage)	\$ _____	\$ _____
TOTAL AMOUNT	\$ _____	\$ _____

(sales tax may be charged)

* Commercial fees may be due in addition.
 ** Actual use may cause cost to vary from estimate

Liability Insurance Proof or Waiver is on file Damage Deposit is on File Put Attached Damage Deposit on File

PLEASE CHECK SERVICES REQUESTED:

GENERAL INFORMATION

- Registration Tables # _____
 Head Tables # _____
 Tables # _____
 Chairs # _____

FOOD SERVICE

- Breakfast
 Lunch
 Dinner
 Reception/Party
 Refreshments/Coffee
 Kitchen Use (Requires Paid Use of Kitchen Manager)

EQUIPMENT

- PA System Flags
 Stage Lights Easels
 Lectern Extension Cords
 Blackboard Overhead
 Piano Slide Projector
 VHS Equipment Cassette Player
 Screen Flip Chart
 Portable Sanitation Units Computers
 Other _____

PLEASE ATTACH A DIAGRAM OF SETUP

Custodian needed

COMMUNITY RELATIONS

4210

Community Use of School Facilities

School facilities are available to the community for education, civic, cultural, and other non-commercial uses consistent with the public interest, when such use does not interfere with the school program or school-sponsored activities. Use of school facilities for school purposes has precedence over all other uses. Persons on school premises must abide by the District's conduct rules at all times.

Student and school-related organizations shall be granted the use of school facilities at no cost. Other organizations granted the use of the facility shall pay fees and costs. The Superintendent shall develop procedures to manage community use of school facilities. Use of school facilities requires the Superintendent's approval and is subject to the procedures.

Authorization for use of school facilities shall not be considered an endorsement of or approval of the activity, person, group or organization nor the purposes they represent.

The use of school facilities by the public may be permitted for meetings of an educational, patriotic, philanthropic, civic, musical, recreational or other worthwhile purpose (as determined by the Board of Trustees) intended to promote the public welfare and not conflicting with the school and/or district programs. No political meetings will be permitted without approval of the Board of Trustees.

Schools, gymnasiums, play fields and other special purpose rooms are to be used primarily for school purposes. They may be used without charge for meetings of students, clubs, alumni associations, parent teacher associations affiliated directly with the schools, and for entertainment for the benefit of the schools given by the students. Such activities shall have precedence over public use, and may be held by arrangements with the principal of the building. The principal shall assume responsibility for the meeting and either be present in person or be represented by a responsible teacher. The Superintendent shall be kept informed.

School facilities may not be used for private gain, nor by any group, which in the opinion of the Board of Trustees, advocates the overthrow or change of our government by force.

Churches or religious organizations may be granted occasional use of school facilities if other community facilities are not available. No application will be considered for a series of religious meetings nor for any prolonged or extended use of school facilities by a sectarian or religious group for religious purposes.

The administration shall approve and schedule the various uses of the school facilities. A master calendar will be kept in the office for scheduling dates to avoid conflicts during the school year. Requests for use of the school facilities must be submitted in advance of the event to the Superintendent's office.

Sufficient supervision (including police if necessary) shall be provided by those to whom the accommodation is granted to insure good order, the protection of property, the observance of these rules and regulations, and the prevention of people wandering through the building or being on the school premises elsewhere than in the rooms engaged and their direct approaches.

At least one adult member of the sponsoring organization must supervise all use of the rooms assigned to members of the sponsoring organization and its guests. The adult supervisor and/or the sponsoring organization will be responsible for and pay for any damage done to the school property during the time of the organization's use of the building. The sponsoring organization will assume the responsibility of informing the adult supervisor of all district regulations and the supervisor's responsibilities.

Only gym shoes are to be worn on the gymnasium floors. Shoes, clothes, equipment, etc., will not be available from the school's locker rooms.

As a general rule, elementary buildings should be vacated by 7:00 p.m. and secondary schools by 9:00 p.m.

All use of district buildings and grounds shall be restricted to community (Lakeland residents) sponsorship and participation and shall not be advertised as open to the public at large.

Custodial and/or supervisory personnel are required to be on duty at meetings of outside organizations. (The superintendent may waive this provision in cooperation with city park and recreation organizations). The sponsoring organization will pay the associated costs.

All organizations are required to file proof of liability insurance with the Superintendent's office.

Proper protection, safety and care of school property shall be primary considerations in the use of school facilities. All facility use shall comply with state and local fire, health, safety and police regulations. All individuals using school facilities shall comply with the policies of this Board. The district reserves the right to cancel any scheduled use at any time.

Legal Reference: I.C. § 33-601 Real and personal property – Acquisition, use or disposal of same.
I.C. § 33-602 Use of school property or buildings for senior citizen centers
Lamb's Chapel v. Center Moriches Union Free School Dist., 113 S.Ct. 2141

Policy History:

Adopted on: August 13, 2007

Revised on:

Prior Policy: VII(A) Use of Buildings and Grounds by Community Organizations

PERSONNEL

5105

Certificated Personnel Reemployment

Definitions:

Non-Renewable Contract Certificated Employees

Non-renewable contracts shall be issued at the sole discretion of the Board.

Category A Certificated Employees—certificated personnel hired on a limited one-year contract as provided in I.C. § 33-514.

Category B Certificated Employees—certificated personnel in the fourth or greater years of continuous employment within the same school district as provided in I.C. § 33-514 and who, at the sole discretion of the Board, are eligible to be offered a limited two (2) year contract. The Board, at its sole discretion, may add an additional year to such a contract upon the expiration of the first year.

Renewable Contract Certificated Employees

Certificated personnel who may automatically renew their employment with this District for the next school year by giving written notice of acceptance of renewal by July 20th. Only certificated employees that attained renewable contract status prior to January 31, 2011 ~~shall~~ may be employed on a grandfathered renewable contract and shall have the right to continued automatic renewal of their employment contract.

The District shall have the option to grant renewable contract status when it hires a certificated employee who has been on a renewable contract with another Idaho school district. Alternatively, the District can place the certificated employee on a Category A or B contract. A certificated employee hired with previous out-of-state experience shall not be eligible for a renewable contract.

Notice:

1. **Category A Certificated Employees**
 Category A Certificated Employees' contracts ~~is a~~ are limited one year contracts for certificated personnel in their first or greater year(s) of continuous employment with the same school district. Upon a decision by the local school ~~board~~ Board not to reemploy the person for the following year, the certificated employee shall be provided a written statement of reasons for non-reemployment by no later than July 1st.

2. **Category B Certificated Employees**
 Category B Certificated Employees' contracts are limited two year contracts that ~~may~~ be offered at the sole discretion of the Board. Upon the decision by a Board of Trustees not to reemploy the person employed on a Category B contract for the following year, the certificated employee shall be provided a written statement of reason for non-reemployment by no later than July 1st. Category B Certificated

Employees shall, upon written request, be given the opportunity for an informal review of such decision by the Board. The parameters for the informal review will be determined by the District Board.

3. Grandfathered Renewable Contract

The Board shall provide written notification to each person entitled to be employed on a renewable contract by July 1st. All employees on grandfathered renewable contracts must give written notice of acceptance of automatic renewal of contract to the Board no later than July 20th. These dates are specified in the Idaho Code, and may not be altered by contract or agreement. The employee's failure to timely provide written acceptance of renewal of contract may be interpreted by the Board as a declination of the right to automatic renewal or the offer of another contract. Before the Board determines not to renew the contract for the unsatisfactory performance of grandfathered renewable contracted certificated employees, such employees shall be entitled to a defined period of probation as established by the Board, following an observation, evaluation, or partial evaluation. The probation shall be preceded by written notice from the Board, or its designee, with the reasons for the probationary period and with provisions for adequate supervision and evaluation of the employees' performance during the probationary period.

4. Superintendents, Principals, and Administrators

The Board shall make a determination as to how long administrators have to sign and return their contracts. If the Board makes no such determination the default time limit shall be twenty-one (21) days after the contract is delivered to the administrator.

Supplemental Contracts

Supplemental Contracts may be for extra days or for extra duties. Extra duty supplemental contracts are for an assignment which is not part of a certificated employee's regular teaching duties. Extra day supplemental contracts are an assignment of days of service in addition to the standard contract length used for the majority of certificated employees of the District.

The Board shall provide the same rights to due process and procedures for extra day supplemental contracts as those provided by the underlying contract (Category A, Category, B, or grandfathered renewable). Written notice of non-reissuance of extra day supplemental contracts should be treated in the same way as notice of non-reissuance of the underlying contract.

Any supplemental contract for extra duties shall be separate and apart from the certificated employee's underlying contract (Category A, B, or grandfathered renewable) and no property rights shall attach and thus there is no process due for non-reissuance. [OPTIONAL - A written notice of non-reissuance of the extra duty supplemental contract with a written statement of reasons may be provided.]

Delivery of Contract

Delivery of a contract may be made only in person or by certified mail, return receipt requested. If delivery is made in person, the delivery must be acknowledged by a signed receipt.

Return of the Contract

A person who receives a proposed contract from the district shall have _____ days (no less than ten days) from the date of delivery to sign and return the contract.

Failure to Accept or Acknowledge

Should a person willfully refuse to acknowledge receipt of the contract or the contract is not signed and returned to the Board within the designated time period, the Board may declare the position vacant.

Cross Reference: Policy 5340 Evaluation of Certificated Personnel
Policy 6100 Superintendent

Legal Reference I.C. § 33-513 Professional Personnel
I.C. § 33-514 Issuance of Annual Contracts – Support programs –
Categories of Contracts – Optional Placement
I.C. § 33-515 Issuance of Renewable Contracts
I.C. § 33-515A Supplemental Contracts

Policy History:

Adopted on:

Revised on:

PERSONNEL

5107

Informal Review

The following events and circumstances create a right allowing the specified employees ~~may to~~ request an ~~informal review~~ Informal Review for the ~~board's~~ Board's decision to not reemploy or reissue an employment contract:

- 1) ~~Category 3 employees~~ Non-reemployment of Category B Contract teachers; and
- 2) An administrative employee reassignment; and
- 3) ~~Non-reissuance of Supplemental Extra-Day Contracts for Category B teachers. A certificated employee on a supplemental contract.~~

The parameters for the ~~informal review~~ Informal Review will be determined by the ~~Board district.~~ Board.

[OPTIONAL]

The request for an ~~informal review~~ Informal Review must be in writing and include a statement explaining the reasoning for disagreement with the ~~board's~~ Board's decision. The statement must not exceed to two pages.

The district will use the following procedure:

- 1) The employee must request, in writing, an ~~informal review~~ Informal Review within _____ days of the date notice of the events creating a right to Informal Review, discussed above ~~non-reemployment~~ is mailed or hand delivered to the employee. The request must be submitted to the ~~board-clerk~~ Board Clerk. Failure to request Informal Review within _____ days will result in the employee waiving the right to an Informal Review.
- 2) The employee will be given an opportunity to meet with the ~~board~~ Board in executive session within _____ days of the date that the request for ~~informal review~~ Informal Review is ~~filed and share a statement explaining their disagreement with the board's decision~~ submitted to the Board, or alternately, at the next regularly scheduled Board meeting, as determined by the Board. At the option of the Board, the employee may be permitted to provide the Board with documentation in support of the employee's position. The Board, in its discretion, may limit the amount of time allotted for presentation of any additional information by the employee during the Informal Review.
- 3) The Administration shall have the right to be present during the Informal Review and may respond to the employee's presentation and/or respond to any inquiries by the Board.
- 4) The Board ~~must~~ shall make a decision to uphold the earlier employment decision, or make some other decision regarding the issue(s) raised during the executive session. ~~This~~ Such decision must be made by the Board in open session, identifying the employee by number or letter (i.e.: "Subsequent to the Informal Review, the Board upholds the prior employment decision regarding employee "A").

- 5) The ~~board~~ Board ~~will~~ may notify the employee, in writing, of its final decision in the matter within fifteen (15) days of the date of the ~~informal review~~ Informal Review.

The employee does not have the right to be represented by an attorney or a representative of the state teachers' association, present evidence other than that detailed above and present and/or cross-examine witnesses unless specifically agreed to by the ~~board~~ Board. The ~~board~~ Board may elect to ask questions of the employee or administrator present at the Informal Review, but this does not confer upon the employee the right to ask questions of the ~~board~~ Board or the Administration.

Cross Reference: 5105 Certificated Personnel Reemployment

Legal Reference I.C. § 33-514A Issuance of ~~Limited~~ Annual eContract
 I.C. § 33-515 Issuance of Renewable Contracts
 I.C. § 33-515A Supplemental Contracts

Policy History:

Adopted on:

Revised on:

PERSONNEL

5130

Administrative Leave

Delegation and Limited Use of Unpaid Leave

The Board hereby delegates to the Superintendent and any designee of the Superintendent the Board's authority to place a certificated employee on a period of paid administrative leave/ paid suspension if the Superintendent/designee believes that such action is in the best interest of the District.

Should this authority be exercised and any certificated employee placed onto a period of paid administrative leave or suspension, this action shall be presented to the Board within twenty-one (21) days of taking such action, whether at the next regularly scheduled Board meeting or a special meeting.

At the time the Board is presented with the action they shall either ratify or nullify the act of placing the certificated employee onto a period of paid leave or suspension. The Board may continue the period of administrative leave or suspension at the time the Board takes action.

Further, **only** in the circumstance where an employee of the District is in a position where a court order exists preventing the employee from being in the presence of minors or students, and thus unable to perform the essential functions of their job, the Board may place such employee onto a period of unpaid leave of absence.

Legal Reference: I.C. § 33-513 Professional Personnel

Policy History:

Adopted on:

Revised on:

PERSONNEL

5210

Work Day

For purposes of this policy, Work Day for certificated employees is defined as the time an employee is expected to be on the school's premises. The Board and Administration recognize that certificated teaching professionals put in hours far in excess of those hours which they are expected to be at the school; however, this excess time is not considered as part of the Work Day for the purposes of this policy.

Work Day for classified employees is defined as the length of time of scheduled work for the individual classified employee. No work outside of this time frame is expected, required, or approved.

Length of Work Day – Certified

~~All conditions pertaining to the certified work day, preparation periods, lunches, etc., are found in the current collective bargaining agreement. Arrival time shall generally be as directed by the principal or as stipulated in the agreement.~~

OR

The length of a work day for a certified employee shall be ~~seven and one half (7 1/2)~~ _____ () hours for a full-time certified employee. The work day is generally exclusive of lunch and extracurricular assignments, but inclusive of preparation time and assigned duties. ~~Other conditions pertaining to certified work day, preparation periods, lunches, etc., are found in the current collective bargaining agreement.~~ Arrival time shall generally be one-half (1/2) hour before classes begin or as **otherwise** directed by the building principal.

[Optional] – Other conditions pertaining to certified work day, preparation periods, lunches, etc., are found in the employee handbook approved by the Board of Trustees. Such handbooks may change from time to time and a new handbook will be approved by the Board for each school year.

Length of Work Day - Classified

The length of a classified work day is governed by the number of hours for which the employee is assigned. A "full-time" employee shall be considered to be an eight-(8)-hour per day/forty (40)-hour per week employee. The work day is exclusive of lunch but inclusive of breaks unless otherwise and specifically provided for by the individual contract. The schedule will be established by the supervisor. Normal office hours in the district will be 8:00 _____ a.m. to 4:00 _____ p.m.

PERSONNEL

5220

Assignments, Reassignments, Transfers

All staff shall be subject to assignment, reassignment, and/or transfer of position and duties by the Board and/or Superintendent.

For certificated employees, no employee shall be transferred to a principal's school or newly hired with an assignment to a principal's school without the additional approval of the building's principal, unless a transfer is being made due to shifting student population levels. In a situation where a reassignment and/or transfer is being made due to shifting student population levels, the principal shall be provided with a choice of at least two (2) individuals to be transferred for each position to be filled, unless there is only one (1) individual whose certificates or endorsements qualify them for the position.

Teachers shall be assigned at the levels and in the subjects for which their certificates [are endorsed] [Alternate: appropriate and allowable for the certificates and endorsements they hold]. The Superintendent shall provide for a system of assignment, reassignment, and transfer of classified staff, including voluntary transfers and promotions consistent with this policy and State law. Nothing in this policy shall prevent the reassignment of a staff member during the school year.

Classified Staff

The right of assignment, reassignment and transfer shall remain that of the Board and/or Superintendent District. Written notice of a reassignment or involuntary transfer shall be given the employee. [OPTIONAL]: Opportunity shall be given for the staff member to discuss the proposed transfer or reassignment with the Superintendent.

Teaching

All teachers shall be given notice of their teaching assignments relative to grade level, building, and subject area before the beginning of the school year, recognizing that such placement could change subsequent to this initial notice including during the course of the school year.

~~Provisions governing vacancies, promotions and voluntary or involuntary transfers may be found in negotiated agreements or employee handbooks.~~

[OPTIONAL: Note: This option only applies if there is a policy delegating authority to the Superintendent to make reassignment or other employment related decisions.]

Cross reference:	6100-6100P	Superintendent
	6200	District Organization

Legal Reference	I.C. § 33-513	Professional Personnel
	I.C. § 33-515	Issuance of Renewable Contracts
	I.C. § 33-524	Principals to Determine New Staffing

Policy History:

Adopted on:

Revised on:

PERSONNEL

5235

Health Examination

The District has a legal obligation to protect the morals, health, and safety of the District's students and personnel and in furtherance of such has an obligation to prohibit the presence of and/or provide for the removal of individuals whose presence is detrimental to the morals, health, safety, academic/learning environment, or discipline of pupils. The District further has a legal obligation to assure that professional teaching personnel are free from contagious disease.

Should a situation arise where the Superintendent or designee has reasonable and articulable grounds to believe that any school employee, certificated or non-certificated, is suffering from a physical or mental illness:

1. And that such illness prevents or impairs the ability of the employee to perform his or her duties; or
2. Poses a risk and/or is detrimental to the health, welfare, or safety of students; or
3. Poses a risk and/or is detrimental to the health, welfare, or safety of other employees; or
4. Falls within the requirements of Section 33-1202(3), Idaho Code, for certificate holders to be free from contagious diseases that may pose a health or safety risk to students or other employees;

the Superintendent or designee may require the employee to secure a physical or mental examination and obtain a written medical certificate clearing the employee for work to be submitted to the Superintendent and may put such employee on a period of paid leave, pursuant to District and State statutory leave requirements, until such time as the examination and clearance to return to work has been obtained. Should such a request be made:

1. The requested examination shall be at the cost of the District;
2. The information obtained by the District as a result of the examination shall remain confidential and disclosed only to employees in a position to require knowledge; and
3. The employee shall not suffer any loss of compensation during the period of absence associated with the requested examination.

Legal Reference: I.C. § 33-512 Governance of Schools
I.C. § 33-1202 Eligibility for Certificate

Policy History:

Adopted on:

Revised on:

PERSONNEL

5350

Certified Personnel Resignation (Release from Contract)

Applicants for teaching positions with _____ School District who are issued a contract and employees who are on contract should recognize that their contract with the District carries responsibilities. Certified personnel will generally be expected to fulfill the terms of their contract unless (1) there are clearly compelling, mitigating circumstances which prevent the certified or exempt individual from doing so; and (2) until such time as the Board releases the certified individual from the terms of the contract upon the recommendation of the Superintendent.

Employees (including those employees who have just signed their first contract) will not be released from contract during the school year or within forty-five (45) days of the start of the school year unless a suitable replacement can be found. The Board may make exceptions to this rule for serious health problems or if a replacement can be found to fill the position being vacated.

The Employee may make a written request for release from contract during the school year or immediately prior to the start of the school year, stating the date of requested release. The request should be submitted to the District offices so that a search for a suitable replacement can be initiated. The request for release will be submitted to the Board at the time specified by the employee. If finding a replacement is not imminent, the District offices will advise the person submitting the request that the administration will recommend to the Board that the request be denied. The District offices will also give the person making the request the opportunity to hold the request until finding a suitable replacement is imminent at which time the resignation would then be submitted to the Board. (If no time is specified for the request to be submitted to the Board, it will be submitted when the administration feels that finding a suitable replacement is imminent. The person making the request will be advised of that action.)

A determination of availability of a suitable replacement, approved by the building principal as per Idaho Code, will be made by the administration before recommendation will be made to the Board that the employee be released from contract. If, in the judgment of the administration, there is not a suitable replacement, and/or if retention of a new employee is not approved by the building principal, recommendation will be made that the Board NOT release the employee from contract.

~~Should any certificated employee desire release from his/her contract after the first day of July, the board of trustees may at its discretion request a hearing before the professional standards commission, alleging that the certificated employee is guilty of unethical and unprofessional practice~~ abandon the contract of employment with the District without the prior written release from the contract by the Board, the Board of trustees will report such event to the Professional

Standards Commission, alleging that the certificated employee is guilty of unethical practices and has violated the Code of Ethics for Idaho Professional Educators.

[OPTIONAL]: In addition, should any certificated employee abandon the contract of employment with the District without the prior written release from the contract by the Board, the District and/or Board may, in its discretion, pursue any and all available legal remedies, including damages to recoup all losses caused by such breach of contract, including without limitation costs for substitutes, recruiting, loss of state funding, legal fees, etc.

Classified Personnel

Classified Employees not under contract are expected to give due written notice that will permit the District to conduct a search for a suitable replacement. Generally speaking, the Board expects a two-week notice.

All resignations should be in writing. Requests for resignation shall be transmitted to the Board as part of the regular personnel report.

[OPTIONAL]: Any classified personnel who, without approval or without taking leave, does not show up for work for more than _____ consecutive days will be considered to have abandoned his or her position, and shall be deemed to have resigned.

Legal Reference	I.C. § 33-524 I.D.A.P.A. 08-02.02.076.09	Principals to Determine New Staffing Code of Ethics for Idaho Professional Educators
[OPTIONAL]	I.C. § 72-1366	Personal Eligibility Conditions

Policy History:

Adopted on:

Revised on:

PERSONNEL

5400

Leaves of Absence

Sick Leave

Classified employees who regularly work twenty (20) hours or more per week and certificated employees who work half time or more per week shall be granted sick leave and other leaves in accordance with State law. Each such employee shall be granted sick leave with full pay of one (1) day as projected for the employment year for each month of service in which he/she works a majority portion of that month. Sick leave for classified employees shall be calculated proportionate to the average hours worked per day. Sick leave for certificated employees shall be calculated by the day, or percentage thereof, as defined in his/her individual employment contract. The District, may in its discretion, require proof of illness when deemed appropriate, including but not limited to abuse of sick leave or false claims of illness.

Compensation shall not be provided for unused sick leave.

“Sick leave” means a leave of absence, with pay, for a sickness suffered by an employee or his or her immediate family. “Immediate family” for purposes of sick leave shall mean the employee’s spouse and children residing in the employee’s household. Nothing in this policy guarantees approval of the granting of such leave in any instance. Each request will be judged by the District in accordance with this policy and the needs of the District.

It is understood that seniority shall accumulate while a teacher or employee is utilizing accumulated sick leave credits. Seniority will not accumulate unless an employee is in a paid status. Abuse of sick leave is cause for discipline up to and including termination.

Accumulation of unused sick leave

Employees may accumulate up to ninety (90) days of unused sick leave. Upon retirement, an employee’s accumulated unused sick leave must be reported by the District to the public employee retirement system.

Bereavement Leave

An employee who has a death in the immediate family shall be eligible for bereavement leave. “Immediate family” for purposes of bereavement leave shall mean _____. The Superintendent shall have the authority to give bereavement leave for up to five (5) days. Bereavement leave of greater than five (5) days must be approved by the Board. Such leave shall not exceed ten (10) days, ~~unless prescribed by a physician.~~

_____ School District No. ____

PERSONNEL

5405

Proof of Illness for Sick Leave

The Board of Trustees or a designee of the Board of Trustees may require proof of illness in a form adequate to protect the District from any employee abusing sick leave through such actions as malingering or false claims of illness.

If the Board or a designee of the Board makes such a request of any employee, the employee shall provide written documentation from a provider of the healing arts as to the illness and/or necessity of the employee to be absent from work to the District's Administrative Office.

Legal Reference: I.C. § 33-1216 Sick and other leave

Policy History:

Adopted on:

Revised on:

PERSONNEL

5410

Family and Medical Leave

In accordance with the provisions of the Family Medical Leave Act of 1993, a leave of absence of up to twelve (12) weeks during a twelve-(12)-month period may be granted to an eligible employee for the following reasons: 1) the birth of a child; 2) the placement of a child for adoption or foster care with the employee; 3) because of a serious health condition that makes the employee unable to perform the functions of the job; 4) to care for the employee's spouse, child, or parent with a serious health condition; or 5) for any qualifying exigency arising out of the fact that a spouse, son, daughter, or parent of the employee is on active duty status, or has been notified of an impending call to active duty status, in support of a contingency operation the Armed Forces.

An employee is eligible to take FMLA leave if the employee has been employed for at least twelve (12) months, and has worked at least one thousand two hundred fifty (1,250) hours during the twelve (12) months immediately prior to the date when the leave is requested, and Further, an employee may only be eligible if there have been at least fifty (50) District employees within a seventy-five (75) miles for each working day during twenty (20) or more workweeks in the current or preceding calendar year mile radius.

An eligible employee who is the spouse, son, daughter, parent, or next of kin of a covered service member who is recovering from a serious illness or injury sustained in the line of duty on active duty is entitled to up to twenty six (26) weeks of leave in a single twelve (12) month period to care for the service members.

Employees will [OPTIONAL: not] be required to use appropriate paid leave while on FMLA Leave. Workers Compensation absences will [OPTIONAL: not] be designated FMLA Leave.

The Board has determined that the twelve-(12)-month period during which an employee may take FMLA leave is: **PICK ONE** 1) July 1 to June 30 or other specific dates; 2) the calendar year; 3) twelve (12) months forward from the date of a particular employee's first FMLA leave; or 4) twelve (12) months backward from the date of FMLA Leave.

Medical certification shall be required to determine FMLA initial or continued eligibility as well as fitness for duty.

Legal Reference: 29 CFR 825, 29 USC 2601, et seq. Family Medical Leave Act –
National Defense Authorization Act for FY 2008 (NDAA), Pub. L. 110-181

NOTE: The FMLA applies to all School Districts as they are public agencies, and therefore covered employees under the act. However, depending on the size of the District, District employees may not be eligible employees. This provision policy applies to school districts with fifty (50) or more employees. Those districts with less than fifty (50) employees must comply with notice and record retention but are not obligated to provide the leave as a benefit of any employee's employment.

Policy History:

Adopted on:

Revised on:



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MEMORANDUM

To: Members of ISBA Model Policy Update Service

From: Jessica Harrison, Policy & Government Affairs Coordinator

Re: **Fall 2011 ISBA Model Policy Update Release**

Attached please find the Fall 2011 ISBA Model Policy Update Release.
 This update includes the following revised and/or new policies:

<u>Board of Trustees</u>		<u>Personnel Continued</u>	
1110	Election	5235	Health Examinations
		5350	Certificated Personnel Resignation (Release from Contract)
	<u>Personnel</u>	5400	Leaves of Absence
5105	Certificated Personnel Reemployment	5405	Proof of Illness
5107	Informal Review	5410	Family Medical Leave
5130	Administrative Leave	5410P	Family Medical Leave Procedure
5210	Work Day	5480	Pay for Performance
5220	Assignments, Reassignments, and Transfers	5750	Employing Retired Teachers and Administrators

For ease in editing and incorporating these updated policies into your policy manual, the attached sample policies have highlighting where changes have been made. If you have any questions or comments, please feel free to contact me.

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INSTRUCTION

2220

Pre-kindergarten Programs

The District may establish a pre-kindergarten program based on the premise that the District's teachers, support staff, and physical facilities can offer a quality of experiences that cannot be provided by area nursery schools. If it is not possible for the District to provide such a program for all four-year-old children in the District, those children in greatest need will be sought and identified.

The objectives of the program are to:

1. Identify children with incipient problems of a social, emotional, and/or physical nature, regardless of whether they are related to maturational development;
2. Provide an educational experience that will ameliorate or eliminate these problems at an early age, thereby deterring adjustment and/or learning problems from developing in subsequent years;
3. Identify children who do not have facility in the English language and provide experiences that enhance and accelerate the development of such a facility;
4. Identify children who would not otherwise attend a nursery school prior to entering public school and provide them with equal learning opportunities;
5. Provide experiences for the parents of these children through a volunteer aide program whereby they can become oriented to the task of the school and how their role as parents might relate to the task as it affects their children; and
6. Provide learning experiences in early childhood education and child care for high school students through cooperative arrangements with the District high school(s).

If any such program is instituted by the District, such program may be separate and apart from any services provided to pre-kindergarten students under the Individuals with Disabilities Education Act or other special education laws.

Policy History:

Adopted on:

Revised on:

INSTRUCTION

2440

Online Courses and Alternative Credit Options

In addition to regular classroom-based instruction, students may earn credit through the following means.

Virtual/Online Courses

~~Students in grades 7-12 may register with agencies approved by the State Department of Education, such as the Idaho Digital Learning Academy upon recommendation from the school counselor or administrator. Credit from an online or virtual course may be earned only in the following circumstances:~~

- ~~1. The course is not offered at the high school;~~
- ~~2. Although the course is offered at the high school, the student will not be able to take it due to an unavoidable scheduling conflict;~~
- ~~3. The course will serve as a supplement to extend homebound instruction;~~
- ~~4. The student has been expelled from the regular school setting, but educational services are to be continued; or~~
- ~~5. The principal, with agreement from the student's teachers and parents/guardians, determined the student requires a differentiated or accelerated learning environment;~~
- ~~6. Unless otherwise approved by the principal/designee, students taking such courses must be enrolled in the District and take the courses during the regular school day at the school site.~~
- ~~7. The school must receive an official record of the final grade before credits earned for coursework completed through virtual or online instruction will be recognized.~~

~~As determined by school policy, students applying for permission to take a virtual course shall complete prerequisites and provide teacher/counselor recommendations to confirm the student possesses the maturity level needed to function effectively in an online learning environment. In addition, the express approval of the principal/designee shall be obtained before a student enrolls in a virtual course.~~

The Superintendent is authorized to create a process for students enrolled in secondary schools to register for enrollment in online courses provided by accredited organizations as outlined by statute. At a minimum, such process for registration for online courses shall be accommodated through the District's normal registration process. Any such registration requests shall be made no later than thirty (30) days prior to the end of the term preceding the term in which online enrollment is sought.

The Superintendent is authorized to create a process for approval of student enrollment in online courses where the student's online credits or courses would exceed a total of 50% of credits or

courses in which the student is enrolled for the term. Such permission will be granted at the discretion of the District.

Online courses may be counted as credit toward graduation.

Fractional Daily Attendance for Online Courses

When a student is participating in an online course subject to fractional counting, the student's average daily attendance while participating in such online course shall be counted as if the student was participating in courses provided by the District. Remission of funds to online providers subject to fractional average daily attendance, where applicable, shall follow the requirements of state law and regulation, including any identification of the fraction attributable to online course attendance.

Remission of funds to an online provider will be made within __ days of receipt of funds from the State related to such online course, or identification of the fractional attendance attributable to attendance at such online provider, whichever comes later. [Note: there is no statutory guideline as to when such payment must be made. However, it is recommended that, to avoid claims for failure to pay, a reasonable time frame be chosen, such as 30 days.]

Correspondence Courses

The District will permit a student to enroll in an approved correspondence course from an institution approved by the State Department of Education, in order that such a student may include a greater variety of learning experiences within the student's educational program.

High school students may earn, through correspondence, a maximum of _____ units of academic credit to be applied toward graduation requirements. Only _____ units may be earned during any one (1) school year.

Only courses offered by institutions recognized by the Board will be accepted. The express approval of the principal shall be obtained before the course is taken.

Credit for correspondence courses may be granted provided the following requirements are met:

1. prior permission has been granted by the principal; and
2. the program fits the education plan submitted by the regularly enrolled student;

An official record of the final grade must be received by the school before a diploma may be issued to the student.

Cross Reference: 2700 - 2700P	High School Graduation Requirements
3030	Dual Enrollment
3050	Attendance

Legal Reference: I.C. §33-5501, et seq. Idaho Digital Learning Academy
I.C. §33-1002A Fractional Average Daily Attendance
I.C. §33-1627 Online Courses

Policy History:

Adopted on:

Revised on:

INSTRUCTION

2700P

High School Graduation Requirements

(for student's entering the ninth grade in the fall of 2009 or later)

Publication of Graduation Requirements

Prior to registering for high school, each student will be provided with a copy of the current graduation requirements. Graduation requirements shall also be included in the student handbook.

Credits

Students shall be expected to earn a total of _____ semester credits (**Note: A minimum of forty-six semester credits (1 semester equaling ½ year) is required**) in order to complete graduation requirements. Special education students who have successfully completed their IEP leading to completion of high school will be awarded a diploma.

The core of instruction is **twenty-nine semester credits**:

Secondary Language Arts and Communication		9 credits
English (language study, composition, literature)	8 credits	
Speech or Debate	1 credit	
Mathematics		6 credits*
Algebra I (or meets Algebra I standards)	2 credits	
Geometry (or meets Geometry standards)	2 credits	
Secondary Mathematics of the student's choice	2 credits	
*(2 credits must be taken in the last year of high school)		
Science		
Secondary Science		6 credits*
*(4 credits shall be laboratory sciences)		
Social Studies		5 credits
Government	2 credits	
US History	2 credits	
Economics	1 credit	
Humanities		2 credits
Interdisciplinary humanities, visual and performing arts, or Foreign language		

Health/Wellness

1 credit

Online Learning Requirement

2 credits

(Effective for all students who enter the ninth grade in the fall of 2012 or later)

Courses shall be from an asynchronous online course, synchronous online course, or blended course at the discretion of the District.

Alternate Plan for Online Learning Requirement

A student who has taken a one (1) credit asynchronous online course and failed to earn the credit may appeal to the District and will be given an opportunity to demonstrate proficiency of the technology content standards. The Superintendent shall develop procedures for an alternate plan for students to demonstrate proficiency of the technology content standards and provide notice of that plan to all students who have not earned the credits to meet the online learning requirement prior to the fall semester of the student's junior year. The alternate plan procedures used to demonstrate proficiency shall be forwarded to the Board for review and adoption. Any changes to the alternate plan must be promptly re-submitted to the Board for review and adoption.

Before entering an alternate plan the student must be:

1. Enrolled in a special education program and have an Individual Education Plan; or
2. Has been identified as eligible to receive services under Section 504 of the Federal Rehabilitation Act of 1973; or
3. Enrolled in a Limited English Proficient program for three (3) academic years or less.

The alternate plan must:

1. Contain multiple measures of student achievement;
2. Be aligned at a minimum to Idaho technology content standards; and
3. Be valid and reliable.

Middle School Credit

If a middle school student completes any required high school course with a grade of C or higher before entering the ninth grade, and if that course meets the same standards that are required in high school, then the student has met the high school content area requirement for such course. However, the student still must complete the required number of credits in all high school core subjects identified above in addition to the courses completed in middle school.

College Entrance Examination

A student must take one of the following college entrance examinations before the end of the student's eleventh grade year: COMPASS, ACCUPLACER, ACT, or SAT.

A student may elect an exemption in their eleventh grade year from the college entrance exam requirement if the student is:

1. Enrolled in a special education program and has an Individual Education Plan that specifies accommodations not allowed for a reportable score on the approved tests; or
2. Enrolled in a Limited English Proficient program for three (3) academic years or less.

Senior Project

A student shall complete a senior project that includes a research paper and oral presentation by the end of grade twelve.

Idaho Standards Achievement Tests (ISAT)

In addition to obtaining the necessary credits as outlined above, a student will show proficiency on the Idaho Student Achievement Test (ISAT) as defined by State Board of Education rules. Students who do not attain at least a proficient score on the Idaho Student Achievement Test will have the option of appealing to the Board for relief from the ISAT proficiency requirement. Students who choose to appeal must meet the following eligibility requirements:

1. Must be enrolled in a special education program and have a current Individual Education Plan; or
2. Must be enrolled in a Limited English Proficiency Program; or
3. Must be enrolled in the fall semester of the senior year.

The District requires that all students who appeal from relief of the ISAT proficiency requirements must successfully complete an alternative program equivalent to the ISAT requirement approved by the Board in order to graduate.

The District program that students must use to demonstrate that they possess the skills and knowledge necessary to graduate from _____ High School is as follows:

- A. Successfully complete performance measures that are equivalent to the sub skills areas measured in the ISAT, and/or
- B. Successfully complete multiple factors that evaluate academic proficiency and performance of an individual child. These factors should include:
 - Grade point average;
 - Assessment scores including ISAT reading, ISAT math, ISAT language arts, Directing Writing Assessment and/or literacy assessment;
 - Performance assessment measures, as appropriate, or other performance entries included in a student's portfolio;
 - Other professional/institutional evaluations, including end-of-course assessments, senior projects, community service, work experience, attendance and work ethics documented at school site.

The District alternative programs are aligned to state content standards and are based on academic proficiency and performance.

Waiver of Requirement

Graduation requirements generally will not be waived under any circumstances. However, in rare and unique hardship circumstances, the Principal may recommend and the Superintendent may approve minor deviation from the graduation requirements.

Alternative Programs

Credit toward graduation requirements may be granted for planned learning experiences from accredited programs, such as summer school, university courses, correspondence courses, and online/virtual courses.

Credit for work experience may be offered when the work program is a part of and supervised by the school.

All classes attempted at _____ High School and all acceptable transfer credits shall be recorded on the transcript. All grades earned, including failures and retakes, shall be recorded as such and utilized in the calculation of Grade Point Average and class rank. Credit shall be awarded only once regardless of repetition of the course.

Honor Roll

A student must have a minimum grade-point average of _____ to be placed on the honor roll. Specific information regarding honors at graduation are included in the student handbook.

Class Rank (Grade Point Average)

Class Rank is compiled from semester grades. Courses not eligible for GPA are designated with an asterisk on the report card.

Early Graduation

~~Seven semester graduate:~~ A student who completes all of the graduation requirements set forth by the District and the State Department of Education prior to the completion of eight semesters of school attendance in grades 9-12 may petition the ~~State Board of Education~~ Superintendent and Board for early graduation by submitting such a petition to the Superintendent through the building principal. The Superintendent shall submit the petition to the Board for endorsement and approval at the end of the quarter preceding the requested graduation date.

1. ~~Attendance: To be eligible for early graduation, a student must complete seven semesters of school attendance and must have been in attendance in _____ High School prior to the beginning of his/her seventh semester of attendance. During the student's seventh semester of school attendance, the student must be in school for six class hours and must pass five or more subjects during his/her seventh semester of attendance.~~

2. ~~Guidelines: Students should notify the school of their interest to graduate early by the end of their junior year. Approval to enter the seven semester program must be subsequent to a conference of parents, student and school principal. The conference and application should be submitted to the school prior to the last day of the first quarter of the Fall semester.~~
3. ~~Students who stay out of school the Fall semester and attend the Spring semester will be ineligible for athletics during the Spring semester.~~
4. ~~Students graduating on the seven semester program have the average daily attendance for the first semester apply to the second semester, as well as the first, in determining the funding for the educational support program.~~

The Superintendent is authorized to create any procedures necessary to assist students to achieve early graduation as well create incentives for participation in any early graduation program.

[Optional] The District has agreed to participate in the MAPP program, and the Superintendent is authorized to create any procedures necessary to comply with the MAPP Program.

The Superintendent is further authorized to create any procedures necessary for students participating in the Dual Credit for Early Completers program during their senior year of high school. A student participating in the Dual Credit for Early Completers program need not have completed a senior project prior to participating in the program. Attendance for students participating in such programs during the senior year of high school will be counted as normal for public school funding purposes.

~~Participation in graduation ceremonies is a privilege extended to students. Students may be denied the right to participate.~~

Cross Reference: Policy 2710 Alternative Measure to the ISAT
 Policy 2715 Secondary Route to Graduation

Legal Reference: I.C. § 33-1620, *et seq.* Mastery Advancement Pilot Program
 I.C. § 33-1626 Dual Credit for Early Completers
 IDAPA 08.02.01.350 Early Graduation
 IDAPA 08.02.03.105 Graduation from High School
 IDAPA 08.02.03.107 High School Graduation Standards

Procedure History:

Promulgated on:

Revised on:

_____ School District No. ____

STUDENTS

3020P

Enrollment and Attendance Records

Average Daily Attendance

A day of attendance is one in which a pupil is physically present for a full day (at least four (4) hours for grades 1 through 12 (1-12) and at least two and one-half (2 ½) hours for kindergarten) under the guidance and direction of a teacher or other authorized school personnel while school is in session or is a homebound student under the instruction of a teacher employed by the District.

Average Daily Attendance (ADA) is the aggregate number of days enrolled students are present divided by the number of days of school in the reporting period. Student attending school in another state bordering the student's resident district shall be counted for purposes of ADA. Students for whom no Idaho school district is a home district shall not be counted for purposes of ADA. Funding for districts is based on ADA and must be accurate.

Attendance Accounting:

Days present and absent for every student are to be recorded in each building for the purpose of informing parents of a student's attendance record.

Fractional Average Daily Attendance

Beginning in fiscal year 2013, fractional counting will apply to students enrolled in more than one school district or public charter school, or who are enrolled in one or more online courses where the _____ School District is not the content provider.

For those students attending more than one district or public charter school, the student's daily attendance shall be counted based on the portion of the student's daily attendance at the _____ School District. Absent any rule to the contrary, the District will count the student's attendance based on the number of periods attended in the District over the total number of periods the student is taking during the day.

For those students taking online courses subject to fractional counting, and whose home district is the _____ School District, daily attendance shall be counted as if the student attended the _____ School District for a full day. Within 30 days of the date that the State Department of Education identifies the fraction of attendance attributable to online classes, and furnishes a dollar amount attributable to such fractional attendance, the _____ School District will remit payment to the online content provider as provided by law. Such timing may be modified at the discretion of the Board or the Board's designee.

Cross Reference: 2440 Online Courses and Alternative Credit Options

Legal Reference: I.C. § 33-1001 Definitions
I.C. § 33-1002E Pupils attending school in another state
I.C. § 33-1002A Fractional average daily attendance
IDAPA 08.02.01.250.05 Day of Attendance (ADA) – Grades One Through
Twelve (1-12)
IDAPA 08.02.01.250.03 Day in Session When Counting Pupils in
Attendance
IDAPA 08.02.01.250.04 Day of Attendance - Kindergarten

Procedure History:

Promulgated on:

Revised on:

Concussion Guidelines

Many students within _____ School District, No. ____ participate in extra-curricular activities of a nature whereby physical injury may result. Though the District takes care to ensure all extra-curricular activities are as safe as practicable, it is not possible to remove all danger from such activities, and the District acknowledges that concussions may result. The purpose of this policy is to address situations in which student concussions have occurred or are suspected to have occurred.

This policy only applies to organized athletic league or sport in which any District student participates as an athlete or youth athlete. For the purposes of this policy, athlete or youth athlete means an individual who is eighteen (18) years of age or younger and who is a participant in any middle school, junior high school, or high school athletic league or sport. A school athletic league or sport shall not include participation in a physical education class.

Pre-Season Education

The Administration and coaches will work to ensure that athletes, youth athletes, parents, volunteers, and assistant coaches are educated about concussions. Prior to being allowed to engage or participate in any school athletic league or sport:

1. Each student desiring to participate in such school athletic league or sport, and the student's parents or guardians, shall be provided notice of and/or copies of any concussion guidelines or information available from the State Department of Education and the Idaho High School Activities Association, and also this policy.
2. Each student desiring to participate in such school athletic league or sport, and the student's parents or guardians, shall acknowledge that they have been provided the guidelines or information available from the State Department of Education and the Idaho High School Activities Association, as well as this this policy, and have had the opportunity to review and have reviewed such information. Further, each student and the student's parents or guardians shall sign an applicable waiver for participating in such school athletic league or sport.
3. The signed waiver and acknowledgment of review of the appropriate information shall be returned to the District.
4. **[Optional]** As part of any required pre-athletic league or sport participation medical examination or physical, the medical provider performing the examination shall check for signs of previous concussions. Such medical provider shall indicate whether signs of previous concussions are indicated, and whether the student should or should not be allowed to participate in the school athletic league or sport.

5. **[Optional]** The athlete will be required to obtain a pre-season baseline concussion (or similar) test before being allowed to participate in a school athletic league or sport. Such test must be performed at least once annually and shall be at the student's expense. The District must be provided with written confirmation that the test was completed by a qualified and trained health care professional, though the results of the testing shall not be provided to the District.

Athletes will not be allowed to participate in school athletic leagues or sports until the above requirements are met.

Protocol on Suspected Concussion

If, during any school athletic league or sport practice, game, or competition, an athlete exhibits signs or symptoms of a concussion, makes any complaint indicative of a possible concussion, or a coach, assistant coach, volunteer coach, or other school District employee has reason to believe a concussion has occurred, such student shall be removed from play or participation in the practice, game, or competition. According to the Centers for Disease Control and Prevention, and for the purposes of this policy, signs observed by coaching staff which could be indicative of a concussion include if the athlete:

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (*even briefly*)
- Shows mood, behavior, or personality changes
- Can't recall events *prior* to hit or fall
- Can't recall events *after* hit or fall

According to the Centers for Disease Control and Prevention, and for the purposes of this policy, symptoms reported by the athlete which could be indicative of a concussion include:

- Headache or "pressure" in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light
- Sensitivity to noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Does not "feel right" or is "feeling down"

Coaches should not try to judge the severity of the injury themselves. Health care professionals have a number of methods that they can use to assess the severity of concussions. Coaches should record the following information, if possible, to help health care professionals in assessing the athlete after the injury:

- Cause of the injury and force of the hit or blow to the head or body
- Any loss of consciousness (passed out/knocked out) and if so, for how long
- Any memory loss immediately following the injury
- Any seizures immediately following the injury
- Number of previous concussions (if any)

Athletes may not be returned to play or participate in any student athletic league or sport (except on an administrative basis, such as team manager), until and unless the athlete has been evaluated and is authorized to return to play or participate by a qualified health care professional who is trained in the evaluation and management of concussions, including a physician or physician's assistant licensed under chapter 18, title 54, Idaho Code, an advanced practice nurse licensed under Idaho Code 54-1409, or a licensed health care professional trained in the evaluation and management of concussions who is supervised by a directing physician who is licensed under chapter 18, title 54, Idaho Code. Such authorization must be in writing and must be provided to the District prior to the student being returned to play. If the authorization is signed by a licensed health care professional trained in the evaluation and management of concussions, such authorization must also be countersigned by the directing physician.

Legal Reference: I.C. § 33-1625 Youth athletes – concussion and head injury guidelines
Title 54, Chapter 18 Idaho Code

Other Reference: <http://www.idhsaa.org/concussions/default.asp>
<http://www.cdc.gov/concussion/sports/index.html>
<http://www.cdc.gov/concussion/sports/recognize.html>

Policy History:

Adopted on:

Revised on:

School District No. _____

STUDENTS

3505F1

ACKNOWLEDGMENT OF RECEIPT OF CONCUSSION GUIDELINES

Parent's/Guardian's Signature

I, (print name) _____, acknowledge that I am the parent or guardian of the student (below), that I have received from the District information related student athlete concussions, including information from the State Department of Education, the Idaho High School Activities Association, and District Policy 3505, and have had the opportunity to review and have reviewed such information. I understand that participation in school athletics leagues or sports is dangerous, and hereby agree to waive all liability against _____ School District, No. _____, its employees, agents, and trustees, related to any injury or damages that my student may experience or incur as a result of participation in such school athletics leagues or sports.

Signature Date

Student's Signature

I, (print name) _____, acknowledge that I am a student of _____ School District, No. _____, or otherwise am allowed to participate in school athletics leagues or sports, that I have received from the District information related student athlete concussions, including information from the State Department of Education, the Idaho High School Activities Association, and District Policy 3505, and have had the opportunity to review and have reviewed such information. I understand that participation in school athletics leagues or sports is dangerous, and accept the risk of the potential consequences of such dangers.

Signature Date

NOTE: Both signature lines must be filled in and this form must be provided to the District prior to the student athlete participating in any school athletic leagues or sports.

Policy History:
Adopted on:
Revised on:

PERSONNEL

5105

Certificated Personnel Reemployment

Definitions:

Non-Renewable Contract Certificated Employees

Non-renewable contracts shall be issued at the sole discretion of the Board.

Category A Certificated Employees—certificated personnel hired on a limited one-year contract as provided in I.C. § 33-514.

Category B Certificated Employees—certificated personnel in the fourth or greater years of continuous employment within the same school district as provided in I.C. § 33-514 and who, at the sole discretion of the Board, are eligible to be offered a limited two (2) year contract. The Board, at its sole discretion, may add an additional year to such a contract upon the expiration of the first year.

Renewable Contract Certificated Employees

Certificated personnel who may automatically renew their employment with this District, for the next school year, by giving written notice of acceptance of renewal by July 20th. Only certificated employees that attained renewable contract status prior to January 31, 2011 may be employed on a grandfathered renewable contract and shall have the right to continued automatic renewal of their employment contract.

The District shall have the option to grant renewable contract status when it hires a certificated employee who has been on a renewable contract with another Idaho school district. Alternatively, the District can place the certificated employee on a Category A or B contract. A certificated employee hired with previous out-of-state experience shall not be eligible for a renewable contract.

Notice:

1. **Category A Certificated Employees**
Category A Certificated Employees' contracts are limited one year contracts for certificated personnel in their first or greater year(s) of continuous employment with the same school district. Upon a decision by the local school Board not to reemploy the person for the following year, the certificated employee shall be provided a written statement of reasons for non-reemployment by no later than July 1st.
2. **Category B Certificated Employees**
Category B Certificated Employees' contracts are limited two year contracts that may be offered at the sole discretion of the Board. Upon the decision by a Board of Trustees not to reemploy the person employed on a Category B contract for the following year, the certificated employee shall be provided a written statement of reason for non-reemployment by no later than July 1st. Category B Certificated

Employees shall, upon written request, be given the opportunity for an informal review of such decision by the Board. The parameters for the informal review will be determined by the Board.

3. Grandfathered Renewable Contract

The Board shall provide written notification to each person entitled to be employed on a renewable contract by July 1st. All employees on grandfathered renewable contracts must give written notice of acceptance of automatic renewal of contract to the Board no later than July 20th. These dates are specified in the Idaho Code, and may not be altered by contract or agreement. The employee's failure to timely provide written acceptance of renewal of contract may be interpreted by the Board as a declination of the right to automatic renewal or the offer of another contract. Before the Board determines not to renew the contract for the unsatisfactory performance of grandfathered renewable contracted certificated employees, such employees shall be entitled to a defined period of probation as established by the Board, following an observation, evaluation, or partial evaluation. The probation shall be preceded by written notice from the Board, or its designee with the reasons for the probationary period and with provisions for adequate supervision and evaluation of the employees' performance during the probationary period.

4. Superintendents, Principals, and Administrators

The Board shall make a determination as to how long administrators have to sign and return their contracts. If the Board makes no such determination the default time limit shall be twenty-one (21) days after the contract is delivered to the administrator.

Supplemental Contracts

Supplemental Contracts may be for extra days or for extra duties. Extra duty supplemental contracts are for an assignment which is not part of a certificated employee's regular teaching duties. Extra day supplemental contracts are an assignment of days of service in addition to the standard contract length used for the majority of certificated employees of the District.

The Board shall provide the same rights to due process and procedures for extra day supplemental contracts as those provided by the underlying contract (Category A, Category, B, or grandfathered renewable). Written notice of non-reissuance of extra day supplemental contracts should be treated in the same way as notice of non-reissuance of the underlying contract.

Any supplemental contract for extra duties shall be separate and apart from the certificated employee's underlying contract (Category A, B, or grandfathered renewable) and no property rights shall attach and thus there is no process due for non-reissuance. [OPTIONAL - A written notice of non-reissuance of the extra duty supplemental contract with a written statement of reasons may be provided.]

Delivery of Contract

Delivery of a contract may be made only in person, ~~or~~ by certified mail, return receipt requested, or electronically, return receipt requested. If delivery is made in person, the delivery must be acknowledged by a signed receipt.

Return of the Contract

A person who receives a proposed contract from the district shall have _____days [no less than ten days] from the date of delivery to sign and return the contract.

Failure to Accept or Acknowledge

Should a person willfully refuse to acknowledge receipt of the contract or the contract is not signed and returned to the Board within the designated time period, the Board or its designee may declare the position vacant.

Cross Reference:	Policy 5340	Evaluation of Certificated Personnel
	Policy 6100	Superintendent
Legal Reference	I.C. § 33-513	Professional Personnel
	I.C. § 33-514	Issuance of Annual Contracts – Support programs – Categories of Contracts – Optional Placement
	I.C. § 33-515	Issuance of Renewable Contracts
	I.C. § 33-515A	Supplemental Contracts

Policy History:

Adopted on:

Revised on:

PERSONNEL

5340

Evaluation of Certificated Personnel

The District has a firm commitment to performance evaluation of District personnel, whatever their category and level, through the medium of a formalized system. The primary purpose of such evaluation is to assist personnel in professional development and in achieving District goals. ~~The procedures outlined in this policy apply~~ to certificated personnel.

Each certificated staff member shall receive at least one (1) written evaluation to be completed by no later than ~~January 31~~ **March 1** for each annual contract year of employment.

Objectives

The formal performance evaluation system is designed to:

- Maintain or improve each employee's job satisfaction and morale by letting him/her know that the supervisor is interested in his/her job progress and personal development.
- Serve as a systematic guide for supervisors in planning each employee's further training.
- Assure considered opinion of an employee's performance and focus maximum attention on achievement of assigned duties.
- Assist in determining and recording special talents, skills, and capabilities that might otherwise not be noticed or recognized.
- Assist in planning personnel moves and placements that will best utilize each employee's capabilities.
- Provide an opportunity for each employee to discuss job problems and interests with his/her supervisor.
- Assemble substantiating data for use as a guide, although not necessarily the sole governing factor, for such purposes as wage adjustments, promotions, disciplinary action, and termination.

Responsibility

The **Superintendent**, or the Superintendent's designee, shall have the overall responsibility for the administration and monitoring of the Performance Evaluation Program and will ensure the fairness and efficiency of its execution, including:

- Distributing proper forms in a timely manner.

- Ensuring completed forms are returned for filing by a specified date.
- Reviewing forms for completeness.
- Identifying discrepancies.
- Ensuring proper safeguard and filing of completed forms.
- Creating a plan for ongoing training for evaluators and teachers on the District's evaluation standards, forms, and process. The plan will include identification of the actions, if any, available to the District as a result of the evaluation as well as the procedure(s) for implementing each action.
- Creating a plan for ongoing review of the District's Performance Evaluation Program that includes stakeholder input from teachers, Board members, administrators, and other interested parties.
- Creating a procedure for remediation for employees that receive evaluations indicating that remediation would be an appropriate course of action.

The **Immediate Supervisor** (Evaluator) is the employee's "evaluator" and has the responsibility for:

- Continuously observing and evaluating an employee's job performance.
- Holding periodic counseling sessions with each employee to discuss job performance.
- Completing Performance Evaluation Forms as required.

Procedures

Evaluation Form: An Evaluation Form will be completed for each certificated employee. A copy will be given to the employee. The original will be retained by the immediate supervisor. This form should be reviewed annually and revised as necessary to indicate any significant changes in duties and/or responsibilities. The form is designed to increase planning and relate performance to assigned responsibilities through joint understanding between the immediate supervisor (evaluator) and the employee as to the job description and major performance objectives.

Periodic classroom observations will be included in the evaluation process.

The evaluation form will identify the sources of data used in conducting the evaluation.

The evaluation form will include a section for input received from parents or guardians. Parental or guardian input forms will be made available on the main District webpage. The Board shall determine the manner and weight of parental input on the evaluation form.

At least fifty percent (50%) of the evaluation will be based on objective measures of growth in student achievement as determined by the Board. The Board has selected the following as the District's measure(s) of growth in student achievement for evaluating certificated staff:

The evaluation form will be aligned with minimum State standards and based upon Charlotte Danielson's Framework for Teaching and will include, at a minimum, the following general criteria upon which the performance evaluation system will be based:

- Planning and Preparation
 - Demonstrating Knowledge of Content and Pedagogy
 - Demonstrating Knowledge of Students
 - Setting Instructional Goals Outcomes
 - Demonstrating Knowledge of Resources
 - Designing Coherent Instruction
 - Designing Student Assessments
- Classroom Learning Environment
 - Creating an Environment of Respect and Rapport
 - Establishing a Culture for Learning
 - Managing Classroom Procedures
 - Managing Student Behavior
 - Organizing Physical Space
- Instruction and Use of Assessment
 - Communicating with Students
 - Using Questioning and Discussion Techniques
 - Engaging Students in Learning
 - Using Assessment in Instruction
 - Demonstrating Flexibility and Responsiveness
- Professional Responsibilities
 - Reflecting on Teaching
 - Maintaining Accurate Records
 - Communicating with Families
 - Participating in a Professional Community
 - Growing and Developing Professionally
 - Showing Professionalism

Counseling Sessions: Counseling sessions between supervisors and employees may be scheduled periodically. During these sessions, an open dialogue should occur which allows the exchange of performance oriented information. The employee should be informed of how he/she has performed to date. In the case of derogatory comments, the employee should be informed of the steps necessary to improve performance to the desired level. Counseling sessions should

include, but not be limited to, the following: job responsibilities, performance of duties, and attendance. A memorandum for record will be prepared following each counseling session and maintained by the supervisor.

Meeting with the Employee

Each evaluation shall include a meeting with the affected employee. At the scheduled meeting with the employee, the supervisor will:

- Discuss the evaluation with the employee, emphasizing strong and weak points in job performance. Commend the employee for a job well done if applicable and discuss specific corrective action if warranted. Set mutual goals for the employee to reach before the next performance evaluation. Recommendations should specifically state methods to correct weaknesses and/or prepare the employee for future promotions.
- Allow the employee to make any written comments he/she desires. Inform the employee that he/she may turn in a written rebuttal of any portion of the evaluation within seven (7) days and outline the process for rebuttal. Have the employee sign the evaluation form indicating that he/she has been given a copy and initial after supervisor's comments.

No earlier than seven (7) days following the meeting, if the supervisor has not received any written rebuttal, the supervisor will forward the original evaluation form in a sealed envelope, marked Personnel-Evaluation Form to the Superintendent, or the designee, for review. The supervisor will also retain a copy of the completed form.

Rebuttals

Within seven (7) days from the date of the evaluation meeting with their supervisor the employee may file a written rebuttal of any portion of the evaluation form. The written rebuttal shall state the specific content of the evaluation form with which the employee disagrees, a statement of the reason(s) for disagreement, and the amendment to the evaluation form requested.

If a written rebuttal is received by the supervisor within seven (7) days, the supervisor may conduct additional meetings or investigative activities necessary to address the rebuttal. Subsequent to these activities, and within a period of ten (10) working days, the supervisor may provide the employee with a written response either amending the evaluation as requested by the employee or stating the reason(s) why the supervisor will not be amending the evaluation as requested.

If the supervisor chooses to amend the evaluation form as requested by the employee then the amended copy of the evaluation form will be provided to, and signed by, the employee. The original amended evaluation form will then be forwarded to the Superintendent, or the designee, for review in a sealed envelope, marked Personnel-Evaluation Form. The supervisor will also retain a copy of the completed form.

If the supervisor chooses not to amend the evaluation form as requested by the employee then the evaluation form along with the written rebuttal, and the supervisor's response, if any, will be forwarded to the Superintendent, or the designee, for review in a sealed envelope, marked Personnel-Evaluation Form. The supervisor will also retain a copy of the completed form including any rebuttals and responses.

Action

Should any action be taken as a result of an evaluation to not renew an individual's contract the District will comply with the requirements and procedures established by State law.

Legal Reference: I.C. § 33-514 Issuance of Annual Contracts – Support programs –
Categories of Contracts – Optional Placement – Written
Evaluation
I.C. § 33-515 Issuance of Renewable Contracts
I.C. § 33-518 Employee Personnel Files
IDAPA 08.02.02.120 Local District Evaluation Policy

Policy History:

Adopted on:

Revised on:

PERSONNEL

5400

Leaves of Absence

The Board has the authority to grant any employee's request for a leave of absence. The Board may also delegate this authority to a designee. If the Board delegates this authority it shall ratify or nullify the action regarding the request for a leave of absence at the next regularly scheduled meeting or at a special meeting should the next regularly scheduled board meeting not be within a period of twenty-one (21) days from the date of such action.

Involuntary Leave or Suspension

The Board has the authority to place an employee of the District on a period of involuntary unpaid leave of absence or unpaid suspension if the employee has a court order preventing them from being in the presence of minors, students, or any other employee assigned to the same building due to the employee's inability to perform the essential functions of their position. The Board may also delegate this authority to a designee. If the Board delegates this authority it shall ratify or nullify the action regarding the request for a leave of absence at the next regularly scheduled meeting or at a special meeting should the next regularly scheduled board meeting not be within a period of twenty-one (21) days from the date of such action.

Sick Leave

Classified employees who regularly work twenty (20) hours or more per week and certificated employees who work half time or more per week shall be granted sick leave and other leaves in accordance with State law. Each such employee shall be granted sick leave with full pay of one (1) day as projected for the employment year for each month of service in which he/she works a majority portion of that month. Sick leave for classified employees shall be calculated proportionate to the average hours worked per day. Sick leave for certificated employees shall be calculated by the day, or percentage thereof, as defined in his/her individual employment contract. The District, may in its discretion, require proof of illness when deemed appropriate, including but not limited to abuse of sick leave or false claims of illness.

Compensation shall not be provided for unused sick leave.

“Sick leave” means a leave of absence, with pay, for a sickness suffered by an employee or his or her immediate family. “Immediate family” for purposes of sick leave shall mean the employee's spouse and children residing in the employee's household. Nothing in this policy guarantees approval of the granting of such leave in any instance. Each request will be judged by the District in accordance with this policy and the needs of the District.

It is understood that seniority shall accumulate while a teacher or employee is utilizing accumulated sick leave credits. Seniority will not accumulate unless an employee is in a paid status. Abuse of sick leave is cause for discipline up to and including termination.

Accumulation of unused sick leave

Employees may accumulate up to ninety (90) days of unused sick leave. Upon retirement, an employee’s accumulated unused sick leave must be reported by the District to the public employee retirement system.

Bereavement Leave

An employee who has a death in the immediate family shall be eligible for bereavement leave. “Immediate family” for purposes of bereavement leave shall mean _____. The Superintendent shall have the authority to give bereavement leave for up to five (5) days. Bereavement leave of greater than five (5) days must be approved by the Board. Such leave shall not exceed ten (10) days.

Personal and Emergency Leave

Upon recommendation of the Superintendent, and in accordance with law and District policy, classified staff may be granted personal leave pursuant to the following conditions:

1. Leave will be without pay unless otherwise stated. If leaves are to include expenses payable by the District, the leave approval will so state;
2. Leave will only be granted in units of half or full days.
3. Notice of at least one (1) week is required for any personal leave of less than one (1) week. Notice of one (1) month is required for any personal leave exceeding one (1) week.
4. The Superintendent, with approval of the Board, shall have the flexibility, in unusual or exceptional circumstances, to grant personal leave to employees not covered by sick or any other District recognized leave. During any personal leave of greater than fifteen (15) days, the employee will not receive fringe benefits. During the leave, the employee may pay the District’s share of any insurance benefit program in order to maintain those benefits, provided that such is acceptable to the insurance carrier. Staff using personal leave shall not earn any sick leave or annual leave credit or any other benefits during the approved leave of absence.

Legal Reference:	42 USC 2000(e)	Equal Employment Opportunities
	I.C. § 33-513	Professional personnel
	I.C. § 33-1216 <i>et seq.</i>	Sick and other leave
	I.C. § 33-1228	Severance allowance at retirement

Policy History:

Adopted on:

Revised on:

PERSONNEL

5740

Reduction in Force

It is recognized that the Board has the responsibility to maintain good public elementary and secondary schools and to implement the educational interest of the state, consistent with state and federal educational requirements, including District and school attainment of Adequate Yearly Progress, improvement plans, accreditation requirements, and other school-based issues. However, recognizing also that it may become necessary to eliminate certificated staff positions in certain circumstances, this policy is adopted to provide a fair and orderly process should such elimination become necessary.

The Board has the sole and exclusive authority to determine the appropriate number of certificated employees and to eliminate certified staff positions consistent with the provisions of the State law. A reduction of certified employees may occur as a result of, but not be limited to, the following examples or from other conditions necessitating reductions:

- a. Decreases in student enrollment
- b. Changes in curriculum
- c. Financial conditions or limitations of the District

The need for implementation of a Reduction in Force and/or the elimination of certificated positions is left to the sole discretion of the Board provided however, that no such decision shall be made until after completion of the written evaluation for each certificated staff member.

The Board may choose to implement a RIF through:

- a. the elimination of an entire program or portions of programs;
- b. the elimination of positions in certain grade levels only;
- c. the elimination of positions by category;
- d. the elimination of positions in an overall review of the District;
- e. the elimination of positions through other considerations and implementation decisions;
- f. the elimination of a portion or percentage of a position(s) or any combination of the above.

Legal Reference: § I.C. 33-514 Issuance of Annual Contracts
 § I.C. 33-515 Issuance of Renewable Contracts
 § I.C. 33-522 Reductions in Force

Policy History:

Adopted on:

Revised on:

ADMINISTRATION

6100

Superintendent

Duties and Authorities

The Superintendent is the District’s executive officer and is responsible for the administration and management of the District schools, in accordance with Board policies and directives and state and federal law. The Superintendent is hereby granted authority to act on behalf of the Board and the District in all administrative matters with the exception of those matters specifically reserved for the Board in law or rule for which there lawfully cannot be any delegation by the Board. The Superintendent is also authorized to develop administrative procedures to implement Board policy and to delegate duties and responsibilities. Delegation of power or duty, however, shall not relieve the Superintendent of responsibility for the action which was delegated.

Qualifications and Appointment

The Superintendent must be of good character and of unquestionable morals and integrity. The Superintendent shall have the experience and the skills necessary to work effectively with the Board, District employees, students, and the community. The Superintendent shall have a valid superintendent’s endorsement.

When the office of the Superintendent becomes vacant, the Board will conduct a search to find the most capable person for the position. Qualified staff members who apply for the position will be considered for the vacancy.

Evaluation

The Board will conduct a written formal evaluation, at least annually, of the performance of the Superintendent, using standards and objectives developed by the Superintendent and the Board, which are consistent with the District’s mission and goal statements. A specific time shall be designated for a formal evaluation session. The evaluation should include a discussion of strengths and weaknesses, as well as performance areas needing improvement.

At least fifty percent (50%) of the evaluation will be based on objective measures of growth in student achievement as determine by the Board. The Board has selected the following as the District’s measure(s) of growth in student achievement for evaluating the Superintendent:

Compensation and Benefits

The Board and the Superintendent shall enter into a contract approved by the State Superintendent of Public Instruction. This contract shall govern the employment relationship between the Board and the Superintendent.

Legal Reference: I.C. § 33-513 Professional personnel
Hancock v. Idaho Falls School District No. 91, No. CV-04-537-E-BLW, 2006
U.S. Dist. Ct. LEXIS 52243

Policy History:

Adopted on:

Revised on:

ADMINISTRATION

6320

Evaluation of Administrative Staff

Each administrator shall be evaluated annually in order to provide guidance and direction to the administrator in the performance of his/her assignment. Such evaluation shall be based on the job description, accomplishment of annual goals and performance objectives, and established evaluative criteria. For building based school administrators such evaluation, except for that of the Superintendent, will include a section for input received from parents or guardians. Parental or guardian input forms will be made available on the main District webpage. The Board shall determine the manner and weight of parental input on the evaluation.

At least fifty percent (50%) of the evaluation will be based on objective measures of growth in student achievement as determine by the Board. The Board has selected the following as the District’s measure(s) of growth in student achievement for evaluating administrative staff:

The Superintendent shall establish procedures for the conduct of these evaluations. Near the beginning of the school year, the Superintendent shall inform the administrator of the criteria to be used for evaluation purposes, including the adopted goals for the District. Such criteria shall include performance statements dealing with leadership; administration and management; school financing; professional preparation; effort toward improvement; interest in students, staff, citizens and programs; and staff evaluation.

Both staff members involved in the evaluation conference shall sign the written report and retain a copy for their records. The person being evaluated shall have the right to submit and attach a written statement to the evaluation within a reasonable time ___ days following the conference.

Cross Reference: 6300

Duties and Qualifications of Administrative Staff Other Than Superintendent

Legal Reference: I.C. § 33-513
I.C. § 33-518

Professional Employees
Employee Personnel Files

Policy History:

Adopted on:

Revised on:

_____ Charter School

FINANCIAL MANAGEMENT

7250

Fund Accounting System (GASB Statement 54)

To enhance the usefulness of fund balance information the Charter School will provide clear fund balance classifications and use fund type definitions consistently.

The policy is designed to encourage consideration of unanticipated events that could adversely affect the financial condition of the Charter School and jeopardize the continuation of necessary public services. The Charter School should maintain adequate fund balances and reserves in order to:

- a. Provide sufficient cash flow for daily financial needs,
- b. Secure and maintain investment grade bond ratings,
- c. Offset significant economic downturns or revenue shortfalls, and
- d. Provide funds for unforeseen expenditures related to emergencies.

Fund Types

The accounts of the Charter School are organized on the basis of funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for by providing a separate set of self-balancing accounts. The following funds are maintained by the Charter School:

- **The General Fund** is used to account for all financial resources not accounted for and reported in another fund.
- **Special Revenue Funds** are used to account and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specific purposes other than debt service or capital projects.
- **Debt Service Funds** are used to account for all financial resources restricted, committed or assigned to expenditure for principal and interest.
- **Capital Projects Funds/Plant Facilities Funds** are used to account for all financial resources restricted, committed or assigned to expenditure for the acquisition or construction of capital assets.
- **Permanent Funds** are used to account for resources restricted to the extent that only earnings, and not principal, may be used for purposes that support the Charter School's purposes.

Note: The above list is not comprehensive and the Charter School may have other funds such as an Activities Fund.

[INSERT YOUR OTHER FUNDS HERE]

Fund Balance Reporting in Governmental Funds

The following definitions will be used in reporting activity in governmental funds across the Charter School. The Charter School may or may not report all fund types in any give reporting period, based on actual circumstances and activity.

- **Non-spendable Fund Balance**

Includes amounts that cannot be spent because they are either:

- (a) Not in spendable form; or
- (b) Legally or contractually required to be maintained intact.

- **Restricted Fund Balance**

Includes amounts that can be spent only for the specific purposes stipulated by Charter School policy, external resource providers, or through federal regulations or State laws or rules.

- **Committed Fund Balance**

Includes amounts that can be used only for the specific purposes determined by a formal action of the Board.

- **Assigned Fund Balance**

Includes amounts intended to be used by the Charter School for specific purposes, but do not meet the criteria to be classified as restricted or committed. In funds other than the general fund, the assigned fund balance represents the remaining amount that is not restricted or committed.

Authority to Assign - The Board delegates to the Principal or designee the authority to assign amounts to be used for specific purposes. Such assignments cannot exceed the available (spendable, unrestricted, uncommitted) fund balance in any particular fund.

- **Unassigned Fund Balance**

Includes the residual classification for the Charter School's general fund and includes all spendable amounts not contained in the other classifications. In other funds, the unassigned classification should be used only to report a deficit balance from overspending for specific purposes for which amounts had been restricted, committed, or assigned.

Prioritization of Fund Balance Use

The Board's primary role in adopting this policy is to identify the order of spending unrestricted resources and to acknowledge that the Board is the ultimate decision making authority with regard to committing balances upon recommendation of the Principal or designee.

If the Board chooses not to adopt a policy addressing the order of spending, the default approach of reducing committed, then assigned, then unassigned fund balances will be used.

Guidelines

Classifying Fund Balance Amounts

Fund balance classifications depict the nature of the net resources that are reported in a fund. An individual fund may include non-spendable resources and amounts that are restricted, committed, or assigned, or any combination of those classifications. The general fund may also include an unassigned amount.

Encumbrance Reporting

Encumbering amounts for specific purposes for which resources have already been restricted, committed, or assigned should not result in separate display of encumbered amounts. Encumbered amounts for specific purposes for which amounts have not been previously restricted, committed, or assigned, will be classified as committed or assigned, as appropriate, based on the definitions and criteria set forth above.

[Optional]

Minimum Unassigned Fund Balance

The Charter School will maintain a minimum unassigned fund balance in its General Fund ranging from [15] percent to [20] percent of **[the subsequent year's budgeted expenditures and outgoing transfers]**. This minimum fund balance is to protect against cash flow shortfalls related to timing of projected revenue receipts and to maintain a budget stabilization commitment.

Note: These percentages may be adjusted to meet Charter School needs.

Replenishing deficiencies - when fund balance falls below the minimum range, the Charter School will replenish shortages/deficiencies using the budget strategies and timeframes described below.

The following budgetary strategies shall be utilized by the Charter School to replenish funding deficiencies:

- The Charter School will reduce recurring expenditures to eliminate any structural deficit; or
- The Charter School will increase revenues or pursue other funding sources; or
- Some combination of the two options above.

Minimum fund balance deficiencies shall be replenished within the following time periods:

- Deficiency resulting in a minimum fund balance between [12.5] percent and [15] percent shall be replenished over a period not to exceed one year.

- Deficiency resulting in a minimum fund balance between [10] percent and [12.5] percent shall be replenished over a period not to exceed three years.
- Deficiency resulting in a minimum fund balance of less than [10] percent shall be replenished over a period not to exceed five years.

Surplus fund balance - Should unassigned fund balance of the General Fund ever exceed the range, the Charter School will consider such fund balance surpluses for one-time expenditures that are nonrecurring in nature and which will not require additional future expense outlays for maintenance, additional staffing, or other recurring expenditures.

Implementation and Review

The Board authorizes the Principal to establish any standards and procedures which may be necessary for its implementation. The Principal shall review this policy and any procedures regarding its implementation at least annually and make any recommendations for changes to the Board.

Legal Reference: I.C. § 33-701 et seq. Fiscal Affairs of School Charter School
 I.C. § 33-901 et seq. School Funds
 Governmental Accounting Standards Board (“GASB”) Statement No. 54

Policy History:

Adopted on:

Revised on:

District-Provided Access to Electronic Information, Services, and Networks

General

Internet access and interconnected computer systems are available to the District's students and faculty. Electronic networks, including the Internet, are a part of the District's instructional program in order to promote educational excellence by facilitating resource sharing, innovation, and communication.

In order for the District to be able to continue to make its computer network and Internet access available, all users, including students must take responsibility for appropriate and lawful use this access. Students utilizing school-provided Internet access are responsible for good behavior on-line. The same general rules for behavior apply to students' use of District-provided computer systems. Students must understand that one student's misuse of the network and Internet access may jeopardize the ability of all students to enjoy such access. While the District's teachers and other staff will make reasonable efforts to supervise use of network and Internet access, they must have student cooperation in exercising and promoting responsible use of this access.

Curriculum

In accordance with this policy and the Board's philosophy to ensure the safety of all students, the District shall provide an appropriate planned instructional component for internet safety which shall be integrated into the District's regular instructional program. The purpose of the program is to increase students' knowledge of safe practices for internet use.

The use of the District's electronic networks shall be consistent with the curriculum adopted by the District, as well as the varied instructional needs, learning styles, abilities, and developmental levels of the students, and shall comply with the selection criteria for instructional materials and library-media center materials. Staff members may, consistent with the District's educational goals, use the Internet throughout the curriculum.

The District's electronic network is part of the curriculum and is not a public forum for general use.

Acceptable Uses

1. **Educational Purposes Only.** All use of the District's electronic network must be (1) in support of education and/or research, and in furtherance of the District's stated educational goals; or (2) for a legitimate school business purpose. Use is a privilege, not a right. Students and staff members have no

expectation of privacy in any materials that are stored, transmitted, or received via the District's electronic network or District computers. The District reserves the right to monitor, inspect, copy, review and store, at any time and without prior notice, any and all usage of the computer network and Internet access and any and all information transmitted or received in connection with such usage.

2. **Unacceptable Uses of Network.** The following are considered examples of unacceptable uses and constitute a violation of this policy. Additional unacceptable uses can occur other than those specifically listed or enumerated herein:
 - A. Uses that violate the law or encourage others to violate the law, including but not limited to transmitting offensive or harassing messages; offering for sale or use any substance the possession or use of which is prohibited by the District's student discipline policy, local, state, or federal law; viewing, transmitting or downloading pornographic materials or materials that encourage others to violate local, state, or federal law; intruding into the networks or computers of others; and downloading or transmitting confidential, trade secret information, or copyrighted materials.
 - B. Uses that cause harm to others or damage to their property, person or reputation, including but not limited to engaging in defamation (harming another's reputation by lies); employing another's password or some other user identifier that misleads message recipients into believing that someone other than you is communicating, or otherwise using his/her access to the network or the Internet; uploading a worm, virus, other harmful form of programming or vandalism; participating in "hacking" activities or any form of unauthorized access to other computers, networks, or other information.
 - C. Uses amounting to harassment, sexual harassment, bullying or cyber-bullying defined as using a computer, computer system, or computer network to convey a message in any format (audio or video, text, graphics photographic, or any combination thereof) that is intended to harm another individual.
 - D. Uses that jeopardize the security of student access and of the computer network or other networks on the Internet.
 - E. Uses that are commercial transactions. Students and other users may not sell or buy anything over the Internet. Students and others should not give information to others, including credit card numbers and social security numbers.
 - F. Sending, receiving, viewing or downloading obscene materials, materials harmful to minors and materials that depict the sexual exploitation of minors.

Internet Safety

Each District computer with Internet access shall have a filtering device that blocks entry to visual depictions that are (1) obscene, (2) pornographic, or (3) harmful or inappropriate for students, as defined by the Children’s Internet Protection Act and as determined by the Superintendent or designee.

The school will also monitor the online activities of students, through direct observation and/or technological means, to ensure that students are not accessing such depictions or other material that is inappropriate for minors. The Superintendent or designee shall enforce the use of such filtering devices.

The term “harmful to minors” is defined by the Communications Act of 1934 (47 USC Section 254 [h][7]), as meaning any picture, image, graphic image file, or other visual depiction that:

- taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;
- depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals;
- taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

The term “harmful to minors” is defined in Section 18-1514(6), Idaho Code as meaning one or both of the following:

- The quality of any material or of any performance of any description or representation, in whatever form, of nudity, sexual conduct, sexual excitement, or sado-masochistic abuse, when it:
 - Appeals to the prurient interest of minors as judged by the average person, applying contemporary community standards; and
 - Depicts or describes representations or descriptions of nudity, sexual conduct, sexual excitement, or sado-masochistic abuse which are patently offensive to prevailing standards in the adult community with respect to what is suitable material for minors and includes, but is not limited to, patently offensive representations or descriptions of:
 - Intimate sexual acts, normal or perverted, actual or simulated; or
 - Masturbation, excretory functions or lewd exhibits of the genitals or genital area. Nothing herein contained is intended to include or proscribe any matter which, when considered as a whole, and in context in which it is used, possesses serious literary, artistic, political or scientific value for minors, according to prevailing standards in the

adult community, with respect to what is suitable for minors.

- The quality of any material or of any performance, or of any description or representation, in whatever form, which, as a whole, has the dominant effect of substantially arousing sexual desires in persons under the age of eighteen (18) years.

Internet Filtering

Filtering is only one of a number of techniques used to manage student's access to the Internet and encourage acceptable usage. It is not viewed as a foolproof approach to preventing access to material considered inappropriate or harmful to minors. Anything that falls under at least one of the categories below shall be blocked/filtered. This list will be updated/modified as required.

- Nudity/ pornography – prevailing U.S. standards for nudity, provocative semi-nudity, sites which contain pornography or links to pornographic sites
- Sexuality – sites which contain material of a mature level, images or descriptions of sexual aids, descriptions of sexual acts or techniques, sites which contain inappropriate personal ads
- Violence – sites which promote violence, images or description of graphically violent acts, graphic autopsy or crime-scene images
- Crime – information of performing criminal acts (e.g., drug or bomb making, computer hacking), illegal file archives (e.g., software piracy)
- Drug Use – sites which promote the use of illegal drugs, material advocating the use of illegal drugs (e.g. marijuana, LSD) or abuse of any drug.
Exception: material with valid-educational use
- Tastelessness – images or descriptions of excretory acts (e.g., vomiting, urinating), graphic medical images outside of a medical context
- Language/Profanity – passages/words too coarse to be softened by the word filter, profanity within images/sounds/multimedia files, adult humor
- Discrimination/Intolerance – Material advocating discrimination (e.g., racial or religious intolerance), sites which promote intolerance, hate or discrimination
- Interactive Mail/Chat – sites which contain or allow inappropriate email correspondence, sites which contain or allow inappropriate chat areas
- Inappropriate Banners – advertisements containing inappropriate images or words
- Gambling – sites which allow or promote online gambling
- Weapons – sites which promote illegal weapons, sites which promote the use of illegal weapons
- Body Modification – sites containing content on tattooing, branding, cutting, etc.
- Judgment Calls – whether a page is likely to have more questionable material in the future (e.g., sites under construction whose names indicate questionable

material)

Filtering should also be used in conjunction with:

- Educating students to be “Net-smart;”
- Using recognized Internet gateways as a searching tool and/or homepage for students, in order to facilitate access to appropriate material;
- Using “Acceptable Use Agreements;”
- Using behavior management practices for which Internet access privileges can be earned or lost; and
- Appropriate supervision, either in person and/or electronically.

The system administrator and/or building principal shall monitor student Internet access.

Confidentiality of Student Information

Personally identifiable information concerning students may not be disclosed or used in any way on the Internet without the permission of a parent or guardian or, if the student is 18 or over, the permission of the student himself/herself. Users should never give out private or confidential information about themselves or others on the Internet, particularly credit card numbers and social security numbers. A supervising teacher or administrator may authorize the release of directory information, as defined by law, for internal administrative purposes or approved educational projects and activities.

Internet Access Conduct Agreements

Each student and his/her parent(s)/legal guardian(s) will be required to sign and return to the school at the beginning of each school year the Internet Access Conduct Agreement prior to having access to the District’s computer system and/or Internet Service.

Warranties/Indemnification

The District makes no warranties of any kind, express or implied, in connection with its provision of access to and use of its computer networks and the Internet provided under this policy. The District is not responsible for any information that may be lost, damaged, or unavailable when using the network, or for any information that is retrieved or transmitted via the Internet. The District will not be responsible for any unauthorized charges or fees resulting from access to the Internet, and any user is fully responsible to the District and shall indemnify and hold the District, its trustees, administrators, teachers, and staff harmless from any and all loss, costs, claims, or damages resulting from such user’s access to its computer network and the Internet, including but not limited to any fees or charges incurred through purchases of goods or services by the user. The user or, if the user is a minor, the user’s parent(s)/legal guardian(s) agrees to cooperate with the District in the event of the school’s initiating an investigation of a

user's use of his/her access to its computer network and the Internet.

Violations

If any user violates this policy, the student's access to the school's internet system and computers will be denied, if not already provided, or withdrawn and he/she may be subject to additional disciplinary action. The system administrator and/or the building principal will make all decisions regarding whether or not a user has violated this policy and any related rules or regulations and may deny, revoke, or suspend access at any time, with his/her/their decision being final. Actions which violate local, state or federal law may be referred to the local law enforcement agency.

If the actions of the individual are also in violation of other District discipline policies, said student shall be subject to additional possible disciplinary action based upon these policies.

Internet Safety Coordinator

The Superintendent shall serve, or appoint someone to serve, as "Internet Safety Coordinator" with responsibility and authority for ensuring compliance with the requirements of federal law, state law and this policy. The Internet Safety Coordinator shall develop and maintain administrative procedures to enforce the provisions of this policy and coordinate with the appropriate District personnel regarding the internet safety component of the District's curriculum. The Internet Safety Coordinator shall handle any complaints about the enforcement of this policy.

The Internet Safety Coordinator shall maintain documentation evidencing that instruction by school personnel on internet safety is occurring District wide.

PERSONNEL

5330

Employee Use of Electronic Communication and Entertainment Devices

The Board recognizes that there are occasions when a district employee may have a legitimate educational need to use electronic communication. Employee use of electronic communication and electronic devices may interfere with or disrupt the educational process and distract personnel from their job responsibilities. Additionally, employee use of social networking and other Internet or electronic communication may interfere with the employee's professional relationships with students, parents and members of the community. The Board will have a procedure in regard to employee use of electronic communication and electronic devices. Violations of this policy may result in disciplinary action up to and including termination.

Employee Use Of Electronic Communication And Entertainment Devices

- Professional Communications

All employees are assigned an email account for work-related correspondence and are expected to sign a computer/internet use agreement governing the use of electronic equipment and media. Employees are prohibited from having improper or inappropriate communication with students, or parents regarding a student, from either school or a personal e-mail account. Employees are prohibited from publicly discussing student information on any social networking program, including, but not limited to, Facebook, MySpace, Twitter, YouTube, Wiki, Flickr, blogs, or similar means. Employees are discouraged from participating in all unnecessary student communication by use of the employee's personal e-mail or social networking accounts(s), and are required to immediately report to their administrator any personal or student communication that creates any concerns regarding the content of that communication. Inappropriate electronic, or other, communication with a student using a computer or other mobile electronic device is a violation of the Code of Ethics for Idaho Professional Educators and may result in disciplinary action.

- Use of Personal Electronic Devices at School

Personnel are required to limit their use of electronic communication and electronic devices to emergencies or during authorized breaks. Such devices are prohibited from being used during instructional time unless the specific use is consistent with the lesson plan being presented or within the scope of the job responsibilities.

Definition

“Electronic communication and mobile electronic devices” shall include, but not be limited to, personal cell phones, Smart phones, iPads, iPods, and other similar devices without regard to the commercial name or manufacturer of the device.

Communications with Students

Any communication between a district employee and a student via telecommunications, text messages, e-mails, and/or any other medium, including social media, must be appropriate in content and tone. Employees who engage in such communications with students are expected to act professionally. Any communications with students may be subject to review by the district. Employees should not make any statements or forward information that could reasonably be perceived to be:

1. In violation of federal or state laws, code of ethics, or district policies
3. Obscene, vulgar, or inappropriate in content
3. Harmful to a student
4. Disruptive of the educational process
5. In violation of FERPA and other confidentiality requirements

In the event an employee receives any communication from a student that the employee believes is inappropriate in nature, the employee has an obligation to report such communication to the building administrator or designee. At the discretion of the administration, employees may be required to copy all communication with the students to the administrator or designee.

Social Networking

The board recognizes that some employees may engage in social networking for personal purposes, whether through sites such as Facebook, LinkedIn, MySpace, Twitter, etc. or have a public presence on the Internet through web tools such as blogs, wikis, video channels, etc. While such activities are not part of the employee’s work responsibilities, employees may communicate with and/or be identified with patrons, parents, and students of the district. Employees are expected to comply with the following guidelines:

1. An employee shall not post confidential or proprietary information about the District, its employees, students, agents or others.
2. An employee shall not use the District logos, images, iconography, etc. on personal social media sites.

3. An employee shall not use the District name to promote a product, cause or political party or political candidates.
4. Information posted by an employee must comply with the state and federal laws, code of ethics, and district policies.
5. An employee should always present himself/herself in a professional manner and exercise good judgment relative to any information he/she posts or any sites linked to her/her social networking site, blog, wiki, etc.
6. An employee must recognize that statements or innuendo publicly displayed on the Internet may have negative ramifications on that individual's position as a role model for students of the district.

If the employee posts information that demonstrates the employee has engaged in conduct in violation of applicable federal and state law, code of ethics, or district policies, the district may take disciplinary action up to and including termination.

Legal Reference: Idaho Code Section 33-512 Idaho Code of Ethics

Policy History:

Adopted on: December 12, 2011

Revised on:



Brook Cunningham <bcunningham@lakeland272.org>

RE: Electronic Use Policies

Chad Parson <cparson@lakeland272.org>
To: Brook Cunningham <bcunningham@lakeland272.org>

Mon, Jul 2, 2012 at 9:49 AM

Brook,

I will look over these polices with Greg hopefully on Thursday (if he shows up).

If you want the board to read over some sample Guess wireless access here is one:

<http://www.meridianschools.org/Community/PolicyManual/Documents/1000/p100130.pdf>

It is towards the end of that document and pretty basic but probably covers ok.

I think we might as well put it in now. It may be active in January or it may wait to the following year but better to have a policy early then too late.

Thanks,

Chad T Parson, Technology Support
Lakeland Joint School District 272
15601 N. Hwy. 41
Rathdrum ID 83858
Phone: 208-687-4350 Cell: 208-691-0552
cparson@lakeland272.org

From: Brook Cunningham [mailto:bcunningham@lakeland272.org]
Sent: Friday, June 29, 2012 10:27 AM
To: Chad Parson
Subject: Electronic Use Policies

Brook A. Cunningham, Clerk of the Board

Lakeland Joint School District No. 272



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208-687-1884 (fax)

committed to academic excellence ... dedicated to student success

1 Joint School District No. 2, Meridian
2
3 SCHOOL - COMMUNITY RELATIONS
4

5 Series 1000
6

7 Policy Title Network, Computer, Electronic Code No. 1001.30
8 Information Systems, and Internet Usage
9

10
11 Computers and computer networks, including internet access, provide valuable tools that
12 support the education of students in Joint School District No. 2. Network users are
13 expected to use all network resources for purposes appropriate to the education
14 environment at all times. Users must refrain from any use that is not consistent with the
15 policies, purposes, or objectives of Joint School District No. 2.
16

17 In many cases library research resources, such as databases of magazine, journal and
18 newspaper articles, are only available through internet access. Also, the internet
19 provides access to information and media resources, simulations, and other online
20 educational activities. Its proper use can open new opportunities for research, learning
21 and communication. Joint School District No. 2 will make prudent efforts to limit
22 improper use.
23

24 All users are expected to abide by the following rules of internet and network conduct:
25

- 26 ▪ Users of electronic communications (including, but not limited to, email, web
27 pages, on-line collaborations, listserves and discussion groups) should be
28 mindful that communications originating within the district may be construed
29 as representative of the school or district. Do not send, submit, publish,
30 display, or knowingly access any material that is defamatory, inaccurate,
31 abusive, rude, obscene, profane, sexually oriented, threatening, harassing,
32 racially offensive, illegal, or that encourages the use of controlled or illegal
33 substances, or is otherwise not consistent with the policies, purposes, and
34 objectives of Joint School District No. 2.
35
- 36 ▪ Users who accidentally access inappropriate material are expected to
37 discontinue the access as quickly as possible and to report the incident to a
38 teacher or network supervisor.
39
- 40 ▪ Users will not violate any local, state, or federal regulation or statute.
41
- 42 ▪ Users will not reveal personal information about others and be cautious when
43 revealing personal information about themselves (age, gender, phone
44 number, address, etc.). Users will not use the network, internet or individual
45 computers or other equipment in such a way that it would disrupt the use by
46 others.
47
- 48 ▪ Users will respect network resource limits. They will use their directories on
49 the network to store documents they have created and will delete them when
50 they are no longer needed. They will not download or copy large files unless
51 they are necessary for a school-related project. Such files must be deleted

52 when they are no longer needed. Through routine maintenance, individual
53 files may be reviewed and deleted by designated technology staff.

- 54
- 55 ▪ Users who can, or think they can, identify a security problem on the network
56 must notify a teacher or system administrator. Users should not demonstrate
57 security problems to others, nor should they go looking for security problems,
58 because this may be construed as hacking, which is illegal.

- 59
- 60 ▪ Users may not log in to or use someone else's account. Logins and passwords must
61 be kept secure. Individuals are responsible for the contents of their network
62 directories.

- 63
- 64 ▪ Users will not use district internet or network resources to sell or offer for sale any
65 goods or services without board approval.

66

67 Network Filter

68 All district networks, including the Virtual Private Network (VPN), are filtered and logged
69 for content, sites visited, and duration of use as required in Idaho Code 33-131. This
70 includes all guests, students, classified, certified, and administration. These logs are
71 reviewed by designated technology staff to ensure that the networks resources are used
72 for appropriate educational uses. Filtering Internet usage includes, but is not limited to,
73 obscene materials as defined in Idaho Code 18-1514 which is harmful to minors.

74

75 Violations to Internet Usage

76

77 Students

78 All students are expected to follow the guidelines and policies express in the
79 student handbook and this District Policy. If the guidelines and/or policies are
80 violated, administrators will determine consequences based on severity of the
81 incident. This may include disciplinary action, loss of Internet access, loss of all
82 computer privileges, removal from appropriate classes with an F grade, and/or
83 legal action in accordance to Idaho State Code sections 18-2201 and 18-2202.

84

85 Employees

86 Any employee who violates this policy or uses the network/Internet for improper
87 purposes shall be subject to discipline, up to and including discharge.

88

89 Internet Safety

90

91 Internet safety is a component taught throughout the curriculum. It is specifically
92 addressed in the following courses:

93

94 K-5 elementary Computer Lab

95 Exploratory Keyboarding 6

96 Keyboarding 6 Applications

97

98 Internet Opt-Out

99 Unless a parent has signed a district "Internet Opt-Out" form, all students will be given
100 access to the Internet. In many cases library research resources, such as databases of
101 magazines, journal, and newspaper articles, are only available through the Internet
102 access. Also, the Internet provided access to information and media resources,

103 simulations and other online educational activities. Internet Opt-Out forms may be
104 obtained from the schools.

105

106

107 Intellectual Property

108 All works that an individual creates on the network or computers should be assumed to
109 be the intellectual property of that person. However, all works on the network,
110 computers or storage devices are open to monitoring/scrutiny by district and building
111 administration, Information Systems personnel, and/or designees of administrators. All
112 files, materials or documents may be reviewed and deleted by designated technology
113 staff.

114

115 Copyright and Plagiarism

116 All users should abide by current copyright law. Plagiarism will not be tolerated.
117 (Plagiarism is copying the ideas, writings or artistic creations of others and presenting
118 them as though they were your own.) If text or multimedia files from the internet or other
119 electronic sources are used, they must be used according to the Fair Use Guidelines
120 established by federal copyright law and policies of Joint School District No. 2, and cited
121 accordingly.

122

123 Electronic Devices

124 Electronic communication or data devices will be used only in a manner consistent with
125 the policies of Joint School District No. 2. These devices include, but are not limited to,
126 handheld calculators, PDA's (personal digital assistants), cell phones, pagers, electronic
127 book devices, and laptop computers.

128

129 Software and Peripheral Devices

130 Only district approved software will be installed by designated personnel on networks or
131 individual machines. Appropriate licenses must be held for all software. Peripheral
132 devices (including, but not limited to, printers, scanners, and storage/data devices) must
133 be approved and installed by designated personnel. Donated equipment and software
134 are subject to the same policies.

135

136 Any conditions or activities not specifically listed above that are not consistent with the
137 policies, purposes, and objectives of Joint School District No. 2 are prohibited.

138

139 Wireless Guest Network

140 The district wireless network is an extension of the district network and may be accessed
141 by using the Guest user ID and password, which is generated daily by the District
142 Service Center Information Systems. This password will be emailed to each building
143 administrator, or designee, and it is the building administration that will control giving out
144 the password.

145

146 By using the district wireless network the user agrees to the following:

147

- 148 ▪ This wireless network will only have access to the Internet and not allow
149 connection to any district or school server(s), printer, or other peripheral device.
- 150 ▪ All Internet usage will be filtered and logged according to Network Filtering.
- 151 ▪ No technical support will be provided to make a device work on the guest
152 network.

- 153 ▪ Personal devices connected to the wireless network may be monitored and
- 154 reviewed at anytime by designated technology staff.
- 155 ▪ Personal web accounts visited while connected to the wireless network maybe
- 156 monitored and reviewed at any time by designated technology staff.
- 157

158 **CONSEQUENCES OF INAPPROPRIATE USE OF NETWORK/INTERNET**
159 **RESOURCES**

160
161 Any action by a user that is determined by an administrator or designee to constitute an
162 inappropriate use of the network or electronic information/communication systems as per
163 district policy or Idaho Code 18-2201, 18-2202, and 33-132 or to improperly restrict or
164 inhibit other users from using these resources will result in disciplinary action and/or loss
165 of access to, or use of these resources and/or legal action. A user will be required to
166 reimburse Joint School District No. 2 for any losses, costs, or damages, including
167 attorney's fees, caused by inappropriate use.

168
169 District Limitation of Liability

170 Joint School District No. 2 makes no warranties of any kind, either expressed or implied,
171 that the functions or the services provided by or through the district system will be error-
172 free or without defect. The district will not be responsible for any damage users may
173 suffer, including but not limited to, loss of data, or interruptions of service. The district is
174 not responsible for the accuracy or the quality of the information obtained through or
175 stored on the system. The district will not be responsible for the financial obligations
176 arising through the unauthorized use of the system.

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187

Date of Revision:
5/12/2009; 5/10/11

Legal Reference: Code of Idaho
18-1514, 18-2201, 18-2202,
33-131, 33-132



Brook Cunningham <bcunningham@lakeland272.org>

FW: Electronic Use Policies

Chad Parson <cparson@lakeland272.org>
To: Brook Cunningham <bcunningham@lakeland272.org>

Mon, Jul 9, 2012 at 10:51 AM

Brook,

I looked these over and they looked fine.

I would just add the part about guest wireless (removed some part since we don't know exact procedure on generating passwords yet):

Wireless Guest Network

The district wireless network is an extension of the district network and may be accessed by using the Guest user ID and password, ~~which is generated daily by the District Service Center Information Systems.~~ This password will be emailed to each building administrator, or designee, and it is the building administration that will control giving out the password.

By using the district wireless network the user agrees to the following:

- This wireless network will only have access to the Internet and not allow connection to any district or school server(s), printer, or other peripheral device.
- All Internet usage will be filtered and logged according to Network Filtering.
- No technical support will be provided to make a device work on the guest network.

This is the appliance we are going to have that will do the Guest Wireless:

<http://www.lightspeedsystems.com/pdf/Guest-Wireless-Filter-Setup.pdf>

We may not have it set up for "Guests" until next summer but could be as soon as December.

Thanks,

Chad T Parson, Technology Support

Lakeland Joint School District 272
15601 N. Hwy. 41
Rathdrum ID 83858
Phone: 208-687-4350 Cell: 208-691-0552
cparson@lakeland272.org

From: Brook Cunningham [mailto:bcunningham@lakeland272.org]
Sent: Friday, June 29, 2012 10:27 AM
To: Chad Parson
Subject: Electronic Use Policies

--

Brook A. Cunningham, Clerk of the Board

Lakeland Joint School District No. 272



PO Box 39, Rathdrum, ID 83858

208-687-0431 (voice)

208-687-1884 (fax)

committed to academic excellence ... dedicated to student success

2 attachments

 **3270.DOC**
52K

 **5330.DOC**
33K

Brook Cunningham

From: Tim Cronnelly
Sent: Monday, July 02, 2012 7:07 AM
To: Brook Cunningham
Subject: Concussions
Attachments: Cronnelly response.doc

Brook,
Myself and Trent met last spring to look over the changes in concussion legislation and they would apply to our students. It looks like the ISBA is recommending the original version of the bill..parental sign off for reviewing information, required baseline testing and return to play protocol. The bill as passed requires us to make concussion information available, and to follow the return to play protocol which we have already been following (the law specifically lists the type of health care professional who can clear an athlete to return). I have attached my two cents worth within the ISBA recommendations. Bottom line is that I think that we follow the law as passed for this year; provide information to parents, encourage (not require) baseline testing,and use the return to play procedures in the law.
Related matter, Dr. Haynes in Rathdrum has agreed to be our go to person on concussions, his office will administer baseline testing and assist (if families want) in post concussion evaluations and return to play protocol.
If you have questions give me a call.
Thank you,

--
Tim Cronnelly
Timberlake High School
tcronnelly@lakeland272.org
(208) 623-6303
(208) 623-6203 (fax)
<http://www.highschoolsports.net> (THS schedules)

Concussion Guidelines

Many students within _____ School District, No. ____ participate in extra-curricular activities of a nature whereby physical injury may result. Though the District takes care to ensure all extra-curricular activities are as safe as practicable, it is not possible to remove all danger from such activities, and the District acknowledges that concussions may result. The purpose of this policy is to address situations in which student concussions have occurred or are suspected to have occurred.

This policy only applies to organized athletic league or sport in which any District student participates as an athlete or youth athlete. For the purposes of this policy, athlete or youth athlete means an individual who is eighteen (18) years of age or younger and who is a participant in any middle school, junior high school, or high school athletic league or sport. A school athletic league or sport shall not include participation in a physical education class.

Pre-Season Education

The Administration and coaches will work to ensure that athletes, youth athletes, parents, volunteers, and assistant coaches are educated about concussions. (Coaches are required by Idaho Code to complete concussion education every two years) Prior to being allowed to engage or participate in any school athletic league or sport:

1. Each student desiring to participate in such school athletic league or sport, and the student's parents or guardians, shall be provided (notice is currently provided in pre-season info packets, which is link to the IHSAA web site) notice of and/or copies of any concussion guidelines or information available from the State Department of Education and the Idaho High School Activities Association, and also this policy.
2. Each student desiring to participate in such school athletic league or sport, and the student's parents or guardians, shall acknowledge that they have been provided the guidelines or information available from the State Department of Education and the Idaho High School Activities Association, as well as this this policy, and have had the opportunity to review and have reviewed such information. Further, each student and the student's parents or guardians shall sign an applicable waiver for participating in such school athletic league or sport. This requirement was eliminated from the 2012 concussion legislation at the request of the IHSAA.
3. The signed waiver and acknowledgment of review of the appropriate information shall be returned to the District. Also eliminated from the 2012 concussion legislation IHSAA suggested keeping track would be cumbersome.

4. [Optional] As part of any required pre-athletic league or sport participation medical examination or physical, the medical provider performing the examination shall check for signs of previous concussions. Such medical provider shall indicate whether signs of previous concussions are indicated, and whether the student should or should not be allowed to participate in the school athletic league or sport.

5. [Optional] The athlete will be required to obtain a pre-season baseline concussion (or similar) test before being allowed to participate in a school athletic league or sport. Such test must be performed at least once annually and shall be at the student's expense. The District must be provided with written confirmation that the test was completed by a qualified and trained health care professional, though the results of the testing shall not be provided to the District. Trent and I believe baseline testing should be highly recommended, not required.

Athletes will not be allowed to participate in school athletic leagues or sports until the above requirements are met.

Protocol on Suspected Concussion

This protocol and return play procedures are currently followed, I'm not sure if this is written in our administrative guidelines

If, during any school athletic league or sport practice, game, or competition, an athlete exhibits signs or symptoms of a concussion, makes any complaint indicative of a possible concussion, or a coach, assistant coach, volunteer coach, or other school District employee has reason to believe a concussion has occurred, such student shall be removed from play or participation in the practice, game, or competition. According to the Centers for Disease Control and Prevention, and for the purposes of this policy, signs observed by coaching staff which could be indicative of a concussion include if the athlete:

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (*even briefly*)
- Shows mood, behavior, or personality changes
- Can't recall events *prior* to hit or fall
- Can't recall events *after* hit or fall

According to the Centers for Disease Control and Prevention, and for the purposes of this policy, symptoms reported by the athlete which could be indicative of a concussion include:

- Headache or "pressure" in head
- Nausea or vomiting

- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light
- Sensitivity to noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Does not “feel right” or is “feeling down”

Coaches should not try to judge the severity of the injury themselves. Health care professionals have a number of methods that they can use to assess the severity of concussions. Coaches should record the following information, if possible, to help health care professionals in assessing the athlete after the injury:

- Cause of the injury and force of the hit or blow to the head or body
- Any loss of consciousness (passed out/knocked out) and if so, for how long
- Any memory loss immediately following the injury
- Any seizures immediately following the injury
- Number of previous concussions (if any)

Athletes may not be returned to play or participate in any student athletic league or sport (except on an administrative basis, such as team manager), until and unless the athlete has been evaluated and is authorized to return to play or participate by a qualified health care professional who is trained in the evaluation and management of concussions, including a physician or physician’s assistant licensed under chapter 18, title 54, Idaho Code, an advanced practice nurse licensed under Idaho Code 54-1409, or a licensed health care professional trained in the evaluation and management of concussions who is supervised by a directing physician who is licensed under chapter 18, title 54, Idaho Code. Such authorization must be in writing and must be provided to the District prior to the student being returned to play. If the authorization is signed by a licensed health care professional trained in the evaluation and management of concussions, such authorization must also be countersigned by the directing physician.

Legal Reference: I.C. § 33-1625 Youth athletes – concussion and head injury guidelines
Title 54, Chapter 18 Idaho Code

Other Reference: <http://www.idhsaa.org/concussions/default.asp>
<http://www.cdc.gov/concussion/sports/index.html>
<http://www.cdc.gov/concussion/sports/recognize.html>

Policy History:

Adopted on:

Revised on:

ISBA Fall Release 2011	Policy	Current Board Policy?	Recommendation
	1110-Election	Yes	Revision not necessary- previously revised per statute on Oct. 10, 2011
	5105-Certificated Personnel Re-employment	Yes- last revised 12-12-2011	This policy has additional changes since the Board's adoption on 12-12-2011. Ask Tom to review. ADDITIONAL REVISIONS ARE IN ISBA'S SPRING 2012 RELEASE
	5107- Informal Review	No Current Policy	Needs Review
	5130- Delegation and Limited Use of Unpaid Leave	No Current Policy	Needs Review
	5210- Work Day	Yes- Last revised 04-14-2008	Needs Review
	5220- Assignments, Reassignments, Transfers	Yes- Last revised 04-14-2008	Needs Review
	5235- Health Examination	No Current Policy	Needs Review- appears to have derived from the U of I shooting.
	5350- Certified Personnel Resignation (Release from Contract)	Yes- Last revised 04-14-2008	Needs Review- changes recommended are per changes in Idaho Statute.
	5400- Leaves of Absence	Yes- Last revised on June 9, 2008	Needs Review- ADDITIONAL CHANGES IN ISBA'S SPRING RELEASE
	5405- Proof of Illness for Sick Leave	No Current Policy	Needs Review
	5410- Family Medical Leave	Yes- Last revised 04-14-2008	Needs Review

ISBA Spring Release 2012	Policy	Current Board Policy?	Recommendation
	2220- Pre-Kindergarten Programs	Yes- Last revised on August 13, 2007	Needs Review
	2440- Online Courses and Alternative Credit Options	Yes- Last revised on August 13, 2007	Needs Review- (New language to include Online Courses & Fractional ADA)
	2700P- High School Graduation Requirements	Yes- Policy 2700 adopted on August 13, 2007	
	3020P- Enrollment and Attendance Records	Yes- Policy 3020 adopted on August 13, 2007	Additional Language to include Fractional ADA- Needs Review

3505-Concussion Guidelines	No Current Policy	Needs Review-forwarded to High School Principals and AD's for review and input.
3505F1-Acknowledgment of Receipt to Concussion Guidelines		
3505F2-Authorization to Return to Play or Participate in Student Sports		
5105-Certificated Personnel Re-employment	Yes- last revised 12-12-2011	This policy has additional changes since the Board's adoption on 12-12-2011. Ask Tom to review. SECOND REVISION SINCE THE BOARD'S ADOPTION ON 12-12-2011
5340-Evaluation of Certificated Personnel	Yes-last revised July 12, 2010	Needs Review-Revisions per Statute
5400- LEAVES OF ABSENCE	Yes-Last revised on June 9, 2008	ADDITIONAL CHANGES SINCE ISBA'S FALL RELEASE
5740- REDUCTION IN FORCE	Yes- REVISED ON MAY 13, 2011	NEEDS REVIEW New language regarding 50% of evaluation based on student performance. NEEDS REVIEW.
6100-Superintendent	Yes, last revised on August 13, 2007	NEEDS REVIEW.
6320- Evaluation of Administrative Staff	Yes, Last revised on August 13, 2007	New language regarding 50% of evaluation based on student performance. NEEDS REVIEW.
7250-Fund Accounting System (GASB Statement 54)		Not applicable to us- this policy is specific to Charter Schools

OTHER IN HOUSE POLICY REVISIONS

2420- TITLE I PARENT INVOLVEMENT	YES, LAST REVISED ON AUGUST 13, 2007	PER RON'S CHANGES
4210-FACILITY USE	YES, LAST REVISED ON AUGUST 13, 2007	PER CHARLIE'S RECOMMENDATION REGARDING CHURCHES

3270-Students -District Provided
Access to Electronic Information,
Services, and Networks **5330-**
Employee Use of Electronic
Communications and Entertainment
Devices Yes, LAST REVISED ON DECEMBER 11,
2011

4105-Community Relations-Public
Participation in Board Meetings Yes,

Georgeanne made the following
comments: *Frequently we have outside
officials wanting to access our network.
With the implementation of the 1:1 and
the possible incorporation of more
technology in the classroom, we need to
think about whether we allow outside
access to our network. She provided
Meridian's policy for a reference. Chad
informed me that we are another year
out in which this issue will need to be
addressed.*

DELETE THIS POLICY- IT IS A DUPLICATE
OF THE OLD #1520 AND THE NEW 1520 IS
ON THE AGENDA FOR APPROVAL



LAKELAND JOINT SCHOOL DISTRICT #272

15506 N. Washington Street P.O. Box 39

Rathdrum, Idaho 83858

Phone: 208.687.0431 Fax: 208.687.1884 Web: sd272.k12.id.us

RESOLUTION 07-09-2012-A

WHEREAS, the 1990 Idaho Legislature enacted a law (Section 33-705 Idaho Code), relating to the accounting of school activity funds and requiring the Board of Trustees to appoint those persons responsible for signing school account checks.

NOW, THEREFORE, be it resolved that the Board of Trustees of Lakeland Joint School District 272 appoints the following persons as the responsible parties for the accounting of student activity funds and as authorized agents to sign school account checks for the 2012-13 school year (FY12 fiscal year).

<u>School</u>	<u>Assistant Treasurers</u>	<u>Designated Signatory</u>
Athol	Marlys Blagden	Kathy Thomas
Spirit Lake	Debbie Knoll	Patricia Morrison
John Brown	Olivia Hanner	John Asher
Betty Kiefer	Debbie Hull	Lisa Sexton
Garwood	Melanie Hooper	B. J. DeAustin
Twin Lake	Debbie Haug	Mary Havercroft
Lakeland Junior	Annette Beaton	Todd Spear
Timberlake Junior	Dawn Castleton	Chris McDougall
Lakeland High	Barbara Wunische	Conrad Underdahl
Timberlake High	Marie Woodward	Kurt Hoffman
Mountain View	Lara Carr	John Klingaman

ADOPTED, by the Board of Trustees of Lakeland Joint School District 272 on July 09, 2012.

Chairman

Brook A. Cunningham, District Clerk



LAKELAND JOINT SCHOOL DISTRICT #272
CALENDAR OF BOARD OF TRUSTEE'S REGULAR MEETINGS
School Year 2012/2013

REGULAR SCHEDULED BOARD MEETINGS TYPICALLY BEGIN AT 7:00 PM.
REGULAR MEETINGS ARE TYPICALLY SCHEDULED FOR THE SECOND MONDAY OF EACH MONTH

DATE	LOCATION
JULY 09, 2012	DISTRICT OFFICE
AUGUST 13, 2012	DISTRICT OFFICE
SEPTEMBER 10, 2012	DISTRICT OFFICE
OCTOBER 08, 2012	SPIRIT LAKE ELEMENTARY
NOVEMBER 12, 2012	DISTRICT OFFICE
DECEMBER 10, 2012	DISTRICT OFFICE
JANUARY 14, 2013	DISTRICT OFFICE
FEBRUARY 11, 2013	TWIN LAKES ELEMENTARY
MARCH 11, 2013	DISTRICT OFFICE
APRIL 08, 2013	ATHOL ELEMENTARY
MAY 13, 2013	DISTRICT OFFICE
JUNE 10, 2013	DISTRICT OFFICE
JULY08, 2013	DISTRICT OFFICE

***THE MEETING MINUTES OF THE LAKELAND JOINT SCHOOL DISTRICT 272,
EXECUTIVE SESSION, BUDGET HEARING, AND REGULAR BOARD MEETING
JUNE 11, 2012***



***4:00 p.m. Executive Session
6:00 p.m. Budget Hearing
7:00 p.m. Regular Meeting***

LAKELAND JOINT SCHOOL DISTRICT NO. 272

Meeting Location

Lakeland Joint School District Administrative Offices
15506 N Washington Street

BOARD MEMBERS PRESENT

Chairman Larry Brown (Zone 5)
Trustee Kyle Olmstead (Zone 1) (ABSENT)
Trustee John Shaffer (Zone 2)
Trustee Tim Skubitz (Zone 3) (ABSENT)
Trustee Brian Wallace (Zone 4)

ADMINISTRATION PRESENT

Superintendent Dr. Mary Ann Ranells
Assistant Superintendent Brad Murray
Director of Business Tom Taggart
Clerk Brook Cunningham

A. CALL TO ORDER 4:00 P.M.

Chairman Brown called the meeting to order at 4:00 p.m.

B. EXECUTIVE SESSION AS AUTHORIZED BY IDAHO CODE 67-2345(b) 4:00 PM

At 4:01 p.m. Chairman Brown announced the next order of business would be consideration of the Board recessing into executive session as authorized by Idaho Code 67-2345 (b). After a full and complete discussion, upon motion duly made by TRUSTEE SHAFFER and seconded by TRUSTEE WALLACE the following resolution was presented:

BE IT RESOLVED, that the Board of Trustees of Lakeland Joint School District No. 272 recess from public meeting into Executive Session pursuant to Section 67-2345 (b), Idaho Code, in order to conduct student hearings.

BE IT FURTHER RESOLVED, that following the executive session, the Board will reconvene into public session for the purpose of conducting further business or for adjournment of the meeting.

***THE MEETING MINUTES OF THE LAKELAND JOINT SCHOOL DISTRICT 272,
EXECUTIVE SESSION, BUDGET HEARING, AND REGULAR BOARD MEETING
JUNE 11, 2012***

Vote being had on the above and foregoing resolution, and the same having been counted and found to be as follows:

	YES	NO	ABSENT
Chairman Larry Brown	X		
Trustee Kyle Olmstead			X
Trustee Shaffer	X		
Trustee Tim Skubitz			X
Trustee Brian Wallace	X		

and no less than two-thirds (2/3) of the membership in favor thereof, Chairman Brown declared said resolution adopted.

Minutes of the Executive Session

Administration in attendance included, Superintendent Dr. Mary Ann Ranells, Assistant Superintendent Brad Murray and Clerk Brook Cunningham.

1. Student 2012-G

Student 2012-G along with both parents entered Executive Session at 4:10 p.m.

Lisa Sexton Principal of Betty Kiefer Elementary entered Executive Session at 4:20 p.m.

Student 2012-G along with both parents exited Executive Session at 4:32 p.m.

2. Student 2012-H

Student 2012-H along with father entered Executive Session at 4:39 p.m.

Student 2012-H along with father exited Executive Session at 4:50 p.m.

Lisa Sexton exited Executive Session at 4:57 p.m.

3. Student 2012-I

Kurt Hoffman Principal of Timberlake High School and Chris McDougall Assistant Principal of Timberlake High School entered Executive Session at 4:57 p.m.

Student 2012-I along with mother and a group of family and friends entered Executive Session at 4:58 p.m.

**THE MEETING MINUTES OF THE LAKELAND JOINT SCHOOL DISTRICT 272,
EXECUTIVE SESSION, BUDGET HEARING, AND REGULAR BOARD MEETING
JUNE 11, 2012**

Student 2012-I along with mother and a group of family and friends exited Executive Session at 5:25 p.m.

Kurt Hoffman and Chris McDougall exited Executive Session at 5:36 p.m.

4. Student 2012-J

Kathy Thomas Principal of Athol Elementary entered Executive Session at 5:36 p.m.

Student 2012-J did not appear for the hearing nor did any representatives for the student.

Kathy Thomas exited Executive Session at 5:42 p.m.

The Board adjourned from Executive Session at 5:43 p.m.

Chairman Brown called for a brief recess until 6:00 p.m.

C. **Welcome Visitors/Pledge of Allegiance 6:00 p.m.**

At 6:00 p.m. Chairman Brown gaveled the meeting back into order.

D. **Approve Agenda**

Motion was made by TRUSTEE WALLACE and seconded by TRUSTEE SHAFFER to approve the agenda as presented. Motion carried unanimously.

E. **Annual Budget Hearing**

Chairman Brown called the Annual Budget Hearing to order for FY 2012/2013.

Tom Taggart presented the proposed budget which has been made a part of the Board's packet. Handouts were also provided to the public. Tom Taggart then presented a Powerpoint presentation discussing the highlights of revenues and expenditures in the General Budget. He also discussed issues that were impacting the budget. Some examples given were a decline in enrollment, Federal Jobs money going away, a decline in earnings and investments as well as the impact of other State reforms.

He also explained that in Special Funds there would be a reduction of \$135,000 in Title I Funds. Special Ed will stay relatively flat while Federal Forest dollars are dropping and may disappear. He also informed that Carl Perkins is down. He further explained that the district recently refinanced their bonds saving the taxpayers approximately \$500,000.

Overall the budget is down 7%.

**THE MEETING MINUTES OF THE LAKELAND JOINT SCHOOL DISTRICT 272,
EXECUTIVE SESSION, BUDGET HEARING, AND REGULAR BOARD MEETING
JUNE 11, 2012**

Jeff Fehrs, a resident of the District presented a question on the plant facilities levy and the timing of the election being proposed. Tom Taggart explained that the August election was being proposed in the event it passes then funds could be levied in the upcoming fiscal year instead of waiting a whole additional year.

F. **Close Budget Hearing**

Chairman Brown asked if there were any more comments. Hearing no more comments, Chairman Brown closed the budget hearing at 6:35 p.m. Chairman Brown called for a short recess until the regular meeting at 7:00 p.m.

G. **Consent Agenda**

Chairman Brown called the meeting back to order at 7:00 pm

1. Minutes of Previous Meeting(s) -Regular Meeting of 05/23/2012 & Special Meeting 05/14/2012
2. Regular and Special Bills

Motion was made by TRUSTEE WALLACE and seconded by TRUSTEE SHAFFER to approve the consent agenda as presented. Motion carried unanimously.

H. **Report and Presentation Agenda**

1. Approve/deny suspending current Public Participation in Board Meeting Policy #1520 and temporarily implementing Draft Policy #1520 as presented

Motion was made by TRUSTEE WALLACE and seconded by TRUSTEE SHAFFER to suspend current Public Participation in Board Meeting Policy #1520 and temporarily implementing Draft Policy #1520 as presented. Motion carried unanimously.

2. LEA

Carrie Scozzaro informed that this would be her last appearance in any LEA capacity. She informed she was proud of what has been accomplished and continued to read a letter out loud with her outgoing comments. The letter was provided for these minutes.

3. Visitor Presentations

No public comments were made.

4. Staff Reports
 - a. Tom Taggart

**THE MEETING MINUTES OF THE LAKELAND JOINT SCHOOL DISTRICT 272,
EXECUTIVE SESSION, BUDGET HEARING, AND REGULAR BOARD MEETING
JUNE 11, 2012**

1) Financial

Tom informed that he went over much of this during the budget hearing.

2) Plant Facilities Levy

Tom informed that this summer the district has put off many projects that would have normally occurred during the summer time. Tom explained that since a 10-year plan is much more difficult to project economically it would be his recommendation that the Board run an election for a 5 year levy at \$800,000 per year. In order to have it on the tax rolls this fiscal year the District would need to run it in August.

b. Brad Murray

1) Summer School

Brad Murray informed that in the Board's packet there is a list of recommended personnel to hire for Summer School. The actual cost of staffing will be presented at the July Board meeting.

2) Opening School Year Calendar

Brad provided the Board a copy of the Opening School Year Calendar in which he reviewed with the Board. A copy has been included in these minutes herewith.

I. **Action Agenda**

1. Approve/deny the hiring of new personnel

No action required.

2. Approve/deny Notifications of Staff Resignations/Retirements/Leaves as presented

Motion was made by TRUSTEE WALLACE and seconded by TRUSTEE SHAFFER to approve the Notifications of Staff Resignations/Retirements/Leaves as presented. Motion carried unanimously.

3. Approve/deny FY2012/2013 Budget as presented

Motion was made by TRUSTEE WALLACE and seconded by TRUSTEE SHAFFER to approve the FY2012/2013 Budget as presented. Motion carried unanimously.

4. Approve/deny Fee Increases as presented

**THE MEETING MINUTES OF THE LAKELAND JOINT SCHOOL DISTRICT 272,
EXECUTIVE SESSION, BUDGET HEARING, AND REGULAR BOARD MEETING
JUNE 11, 2012**

Tom Taggart explained these fee increases were presented in the newspaper publication in which food service would be raising meal prices 10 cents per meal at the regular rate in order to stay compliant with Federal Regulations.

Motion was made by TRUSTEE SHAFFER and seconded by TRUSTEE WALLACE to approve the Fee Increases as presented. Motion carried unanimously.

5. Approve/deny Resolution for Plant Facilities Election to be held August 28, 2012

Motion was made by TRUSTEE SHAFFER and seconded by TRUSTEE WALLACE to approve the Resolution for Plant Facilities Election to be held August 28, 2012.

Vote being had on the above and foregoing resolution, and the same having been counted and found to be as follows:

	YES	NO	ABSENT
Chairman Larry Brown	X		
Trustee Kyle Olmstead			X
Trustee Shaffer	X		
Trustee Tim Skubitz			X
Trustee Brian Wallace	X		

and no less than two-thirds (2/3) of the membership in favor thereof, Chairman Brown declared said resolution adopted.

Resolution 06-11-2012-A has been made a part of these minutes.

6. Approve/deny Administrator contracts and terms as presented by Administration

Motion was made by TRUSTEE SHAFFER and seconded by TRUSTEE WALLACE to approve the Administrator contracts and terms as presented by Administration. A list of the recommended individuals has been made a part of these minutes herewith. Motion carried unanimously.

7. Approve/deny extending the Superintendent's contract

Motion was made by TRUSTEE SHAFFER and seconded by TRUSTEE WALLACE to approve extending the Superintendent's contract as per the recommendation provided on the list of Administrators. Motion carried unanimously.

8. Approve/deny the list of returning certified staff for the 2012/2013 school year as recommended by administration

***THE MEETING MINUTES OF THE LAKELAND JOINT SCHOOL DISTRICT 272,
EXECUTIVE SESSION, BUDGET HEARING, AND REGULAR BOARD MEETING
JUNE 11, 2012***

Motion was made by TRUSTEE WALLACE and seconded by TRUSTEE SHAFFER to approve the list of returning certified staff for the 2012/2013 school year as recommended by administration. Motion carried unanimously. That list has been included within these minutes.

9. Approve/deny declaring Student 2012-G a Habitual Truant

Motion was made by TRUSTEE WALLACE and seconded by TRUSTEE SHAFFER that the parents must agree to a Student Improvement Plan recommended by Building Administration which includes but not limited to, improved attendance and academic performance. If the parents and the student are not in compliance with the agreement then they must come back before the Board in which the habitual truancy could be reported to the County Prosecutor for further action. Motion carried unanimously.

10. Approve/deny declaring Student 2012-H a Habitual Truant

Motion was made by TRUSTEE WALLACE and seconded by TRUSTEE SHAFFER to declare Student 2012-H as a habitual truant and report the mother specifically to the County Prosecutor. Motion carried unanimously.

11. Approve/deny the expulsion of Student 2012-I

Motion was made by TRUSTEE WALLACE and seconded by TRUSTEE SHAFFER expel 2012-I for 1 calendar year however modify the expulsion to reinstate the student immediately contingent upon an education plan. Motion carried unanimously.

12. Approve/deny declaring Student 2012-J a Habitual Truant

Motion was made by TRUSTEE WALLACE and seconded by TRUSTEE SHAFFER declare 2012-J a habitual truant in which the parents have allowed this to happen. Motion carried unanimously.

13. Approve/deny Non-Certified Salary Schedule as presented

Motion was made by TRUSTEE SHAFFER and seconded by TRUSTEE WALLACE to approve the Non-Certified Salary Schedule as presented. Motion carried unanimously. The schedule has been made a part of these minutes herewith.

14. Approve/deny Timberlake and Lakeland High School students as presented to graduate using the Lakeland School District Alternative Route to graduation

Motion was made by TRUSTEE WALLACE and seconded by TRUSTEE SHAFFER to approve the Timberlake High School students as presented to graduate using the Lakeland School District Alternative Route to graduation. Motion carried unanimously. Lakeland High School did not have any students to present.

**THE MEETING MINUTES OF THE LAKELAND JOINT SCHOOL DISTRICT 272,
EXECUTIVE SESSION, BUDGET HEARING, AND REGULAR BOARD MEETING
JUNE 11, 2012**

15. Approve/deny revised 2012/2013 school year calendar as presented reflecting early collaboration release on Thursdays for Elementary Schools

Motion was made by TRUSTEE SHAFFER and seconded by TRUSTEE WALLACE to approve the revised 2012/2013 school year calendar as presented reflecting early collaboration release on Thursdays for Elementary Schools. Motion carried unanimously.

16. Approve/deny the hiring of personnel for secondary alternative school teaching positions as recommended by Administration

Dr. Ranells emphasized that these positions were for summer school only.

Motion was made by TRUSTEE SHAFFER and seconded by TRUSTEE WALLACE to approve the hiring of personnel for secondary alternative school teaching positions as recommended by Administration. Motion carried unanimously.

17. Approve/deny establishing compensation for Certified Staff reflecting the last, best good faith offer proposed by the Board during negotiations for school year 2012/2013

Tom Taggart explained the *2012-13 Compensation Terms and Conditions for "Professional Employees"* is the last best good faith offer proposed by the Board to the LEA. Since the LEA did not ratify the agreement it is now titled accordingly per IC 33-1272.

Motion was made by TRUSTEE WALLACE and seconded by TRUSTEE SHAFFER to approve establishing compensation for Certified Staff reflecting the last, best good faith offer proposed by the Board during negotiations for school year 2012/2013. Motion carried unanimously. The *2012-13 Compensation Terms and Conditions for "Professional Employees"* has been made a part of these minutes herewith.

J. Discussion Agenda

1. KTEC

Tom Taggart reported that purchasing is occurring and KTEC is done hiring teachers; other staff hiring is still being discussed. Dr. Ranells added that the budget hearing will next Wednesday the 20th at the Mid-Town Center at 4:30 p.m. The ribbon cutting is still planned for August 27th.

2. Public Comment Policy

Dr. Ranells reported that Administration made changes to the draft policy as recommended by the Board and would like to have official approval in July. There will also be other policies on the July agenda as a first read that ISBA recently sent out with their spring release. Those will be reviewed by administration and then forwarded to the Board for review prior to the July Board meeting.

***THE MEETING MINUTES OF THE LAKELAND JOINT SCHOOL DISTRICT 272,
EXECUTIVE SESSION, BUDGET HEARING, AND REGULAR BOARD MEETING
JUNE 11, 2012***

3. Discontinuation of K-6 Virtual Academy

Dr. Ranells informed there had been some success with the K-6 Virtual Academy but it did not turn out as expected. Dr. Ranells also informed, until the District has the funds to get it up and going properly that it will be suspended for now. She continued to report that the Secondary Virtual Academy has been fairly successful with PLATO as well other things that Mountain View is doing and will keep it up and running for now.

4. Athletics for Charter School Students

Dr. Ranells informed that there had been a few inquiries regarding the Charter School kids and the Junior High Athletic Program. The District has set practice times and there are so many practices that the District's own students need to attend before they are allowed to compete. The Charter School is operating on a 4-day week so their instructional time is longer and a student could be late for practice. Dr. Ranells would like to operate under our same guidelines as our own students and not make exceptions for Charter School kids.

5. Correspondence

a. Discipline Reports

The Discipline Reports have been made a part of these minutes.

b. Other

Dr. Ranells shared other correspondence which has been included within these minutes.

At Chairman Brown gaveled adjournment at 7:42 p.m.

Attest:

Larry Brown, Chairman

Respectfully Submitted:

Brook Cunningham, Clerk

Lakeland Joint School District No. 272

Office of the Superintendent

P.O. Box 39

Rathdrum, Idaho 83858

Board of Trustees
 Regular School Board Meeting
 July 9, 2012

Bills Presented for Approval of Payment:

Gross Salaries		1,576,215.52	
Gross Benefits		419,375.44	
Happeney, Cindy	Petty Cash Replenishment	48.80	77923
Riddle, Susan	Petty Cash Replenishment	118.00	77924
A to Z Rental	Services (THS)	486.00	77925
AmSan	Maint Supplies	243.19	77926
IASBO	Membership/Conference Registration (Taggart)	225.00	77927
Betty Kiefer Elementary	Custodial Supplies	89.57	77928
Cenex Cooperative Supply	#2 Dyed Diesel	10,896.73	77929
Gerstenberger, Judy	May - June 2012 Mileage	88.43	77930
Lakeland True Value	Maint Supplies	61.86	77931
Davis Office Furniture	Furniture	869.60	77932
Friis, Corey	Mileage Advance/Math Assessment Workshop	186.60	77933
Little Stinker Septic	Services (Maint)	700.00	77934
Happeney, Cindy	Petty Cash Replenishment	119.81	77935
Northern Lakes Fire Protection Dist	Child Care Program Facility Inspection	25.00	78001
Blagden, Marlys	Postage	8.09	78002
Panhandle Health District 1	Daycare License Application (GE)	325.00	78014
Alsco	Coverall Service	128.58	77936
Alsco	Coverall Service	128.58	
Amos, Kelly	Expense Claim Reimbursement	150.55	77937
AmSan	Maint Supplies	141.73	77938
AmSan	Maint Supplies	3,482.00	78003
Avista	June 2012 Electricity/Natural Gas	33,597.62	
Baker, Diana	Expense Claim Reimbursement	40.68	
Bar Circle "S" Water	June 2012 Water (GE)	351.88	
Burt's Music & Sound	Services (LJHS)	22.50	77939
Carlson, Janet	Services (SPED)	390.00	77940
Chown	Maint Supplies	32.02	77941
Cooke, W.H. & Co.	Instructional Materials	262.66	78004
Craig-Johnson, Becky	Field Trip Meals 5/16 - 6/15/2012	5.00	77942
Data Recognition Corporation	ISAT Administered to Home/Private School Students	72.00	77943
DeAustin, BJ	May - June 2012 Mileage	51.12	77944
DeAustin, BJ	Expense Claim Reimbursement	41.61	
Derby, K. Mark	Services (SPED)	1,250.00	77945
Dodson, Charles M. Atty	Legal Expenses 6/4-28/2012	81.65	

Friesen, Roger	Field Trip Meals 5/16 - 6/15/2012	5.00	77946
Ginter, Brian	Field Trip Meals 5/16 - 6/15/2012	5.00	77947
Grainger	Maint Supplies	174.40	77948
Hansen, Debbie	June 2012 Mileage	154.80	
Harlow's Bus Sales	Tran Supplies	49.45	77949
Harlow's Bus Sales	Tran Supplies	301.43	
Helbling Employee Benefits	COBRA Specific Rights Notice Letters	50.00	
Houy, Carol	Expense Claim Reimbursement	95.20	
Husky	Tran Supplies	932.00	77950
Husky	Tran Supplies	892.27	
IASA	Membership Dues (Partial), Reg Joint Conference	12,262.00	78005
Idaho Dept of Ed/Student Transportation	Registration Technicians Workshop	190.00	78006
Idaho Dept of Ed/Student Transportation	District Assessment Fee for FY 2013	5,712.87	
Idaho Department of Health & Welfare	June 2012 Medicaid Match #2	7,000.00	77951
Idaho Digital Learning Academy	Student Fees (LHS)	450.00	77952
Idaho High School Activities Assoc	Activity Fees, Membership, Catastrophic Insur, Activity Cards	6,401.00	78007
Idaho School Boards Association	Member Dues	7,524.47	78008
Idaho State Tax Commission	Rotary Sales Tax	9.52	77953
Idaho State Tax Commission	Textbook Sale, Ala Carte/Adult Meals Sales Tax	231.58	
Insight Investments	Tech Equipment	2,138.00	77954
ISB	Medicaid Administration Fee	201.34	77955
ISB	Medicaid Administration Fee	4,953.00	
ISB	Medicaid Administration Fee	2,335.14	
Isbell, Lee	June 2012 Mileage	102.60	
ISNA	Registration Mini Conference (FS)	145.00	78009
Kenworth Sales Spokane	Tran Supplies	1,043.64	
Kootenai County Solid Waste	May 2012 Garbage Fee, Dumpster Rental	1,055.78	77956
Kootenai Electric Cooperative	AE/GE Electricity 5/15 - 6/15/2012	2,880.29	77957
Kootenai Health Cash Team	May 2012 OT, PT & Mileage	4,658.88	77958
KTEC	Bonner, Kootenai County May 2012 Taxes Collected	18,672.14	77959
Lambco	Services (FS)	516.40	
Leach, Amanda	Expense Claim Reimbursement	55.69	
Lemieux, Matthew	Field Trip Meals 5/16 - 6/15/2012	5.00	77960
Les Schwab	Services (Maint)	452.40	77961
Livingston, Edward	Expense Claim Reimbursement	211.34	77962
Logan's Landscape Supply	Maint Supplies	215.00	77963
Lowe's	Maint Supplies	1,391.39	
Marcella, Cynthia	Field Trip Meals 5/16 - 6/15/2012	15.00	77964
McHatton, Daniel	Field Trip Meals 5/16 - 6/15/2012	10.00	77965
Midway Parts	Maint Supplies	356.07	77966
Miles, William	Expense Claim Reimbursement	100.58	
Miller, Molly	Expense Claim Reimbursement	186.52	77967
Moe, Lloyd	Expense Claim Reimbursement	28.49	
Moore, Susan	Expense Claim Reimbursement	55.27	77968
Moreton & Company	Insurance Premiums	124,879.00	78010
Napa	Tran Supplies	1,280.13	77969
Napa	Tran Supplies 108	374.85	

NCS Pearson	Registration - Edustat	125.00	
North Kootenai Water District	TLE Water/Fire 5/15 - 6/15/2012	920.20	77970
Piano Tuner, The	Services (THS)	83.00	77971
Platt	Maint Supplies	15.52	77972
PlumbMaster	Maint Supplies	115.30	77973
Progressive Printing	Graduation Programs (LHS)	445.00	77974
Progressive Printing	Student Handbooks (THS)	808.00	
Ranells, Mary Ann	April - May 2012 Mileage	103.16	77975
Rathdrum, City of	District Portion of Crossing Guard Salary 4/1-6/30/12	2,873.93	77976
Rathdrum, City of	June 2012 Water/Sewer	3,526.61	
Realityworks	Instructional Materials	1,413.00	
Reed, Scott	Field Trip Meals 5/16 - 6/15/2012	10.00	77977
Rees, James	Field Trip Meals 5/16 - 6/15/2012	25.00	77978
Rice, Dee Ann	Field Trip Meals 5/16 - 6/15/2012	10.00	77979
Rickard, Darrell	Expense Claim Reimbursement	176.86	77980
Riverside Hotel, The	Lodging (PTE Summer Conference)	721.00	77981
Riverside Hotel, The	Lodging (Edustat)	1,078.00	
Rodda Paint	Maint Supplies	148.89	77982
Royal Business Systems	Copier Use 6/1 - 7/1/2012	1,760.66	77983
Sears	Maint Supplies	338.88	77984
Service Paper Company	Maint Supplies	1,173.44	78011
Service Paper Company	Maint Supplies	661.31	
Sines, Margaret	Field Trip Meals 5/16 - 6/15/2012	80.00	77985
Somershoe, Anita	Field Trip Meals 5/16 - 6/15/2012	5.00	77986
Spirit Lake, City of	June 2012 Water/Sewer	1,011.41	
Stagecraft Industries	Stage Curtains (MVAS)	4,071.00	
Stein Bros	Office Supplies	92.95	77987
Sullivan, Becky	Field Trip Meals 5/16 - 6/15/2012	5.00	77988
SuperCut Bandsaw	Instructional Materials	83.25	77989
Tanner, Diana	Field Trip Meals 5/16 - 6/15/2012	5.00	77990
Tek-Hut	Tech Equipment	6,000.00	77991
Tek-Hut	Tech Licenses	6,400.00	78012
Tesh	Services (SPED)	1,720.00	77992
Thrifty Supply	Maint Supplies	345.66	77993
TLI Sewer	TLE Sewer July 2012	585.00	78013
Torgy's	Services (Tran)	390.00	77994
Twin Lakes Elementary	Reimbursement for Postage (Report Cards)	44.00	77995
Walker, Susan	Expense Claim Reimbursement	58.69	
Walmart	KTEC Supplies (to be reimbursed)	99.70	77996
WCP Solutions	Maint Supplies	114.60	
Western Mountain Bus & Parts Sales	Tran Supplies	233.07	77997
Western Records Destruction	Services (Maint)	255.00	77998
Woolley, Trina	Field Trip Meals 5/16 - 6/15/2012	5.00	77999

Lakeland Joint School District No. 272

Office of the Superintendent

P.O. Box 39

Rathdrum, ID 83858

Board of Trustees
Regular School Board Meeting
July 9, 2012

Additional Bills Presented for Approval of Payment:

Postmaster - Rathdrum	Postage Stamps	150.80	78016
Frontier	Basic Service/Trunk Charges 5/26-6/25/2012	2,562.90	78042
Verizon Wireless	Cell Phone Charges 5/23-6/22/2012	1,816.92	78043
Visa	Instructional Materials	329.00	78044
American Express	Instructional/Office/Tech/Title Supplies, Travel	16,194.71	78045
Oxarc	Services (Maint)	8.00	78046
Riverside Hotel, The	Lodging IASBO Conference (Taggart)	224.00	78047
American Express	Instructional/Library/Tech Supplies, Travel	871.15	78048
Coeur d'Alene Garbage Service	June 2012 Dumpster Dumping	67.00	78049
Dominos Pizza	Pizza for July Board Meeting	35.42	78050
Cenex Cooperative Supply	15W-40	632.50	
Coeur d'Alene Tractor	Maint Supplies	168.20	
GTS Interior Supply	Maint Supplies	44.33	
Horizon	Maint Supplies	55.67	
Husky International Trucks	Tran Supplies	153.36	
Idaho School District Council	Membership Dues for 2012-2013 School Year	50.00	
Kannegaard, Judith	May-June 2012 Mileage	69.03	
Les Schwab Tires	Services (Maint)	185.56	
MSC	KTEC Supplies (to be reimbursed)	49.32	
Napa	Tran Supplies	148.26	
Napa	Tran/Maint Supplies	55.87	
Nelson, Walter E. Co.	Maint Supplies	150.68	
Rodda Paint	Maint Supplies	162.54	
Rodda Paint	Maint Supplies	969.79	
Stein Bros	Maint Supplies	4.69	
WCP Solutions	Maint Supplies	113.99	

Avista Utilities 2012-13												
Bill Date	6/25/2012											
	GAS	ELECTRIC	GAS	ELECTRIC	GAS	ELECTRIC	GAS	ELECTRIC	GAS	ELECTRIC	GAS	ELECTRIC
GE (105)	130.65				-		-		-		-	
MVAS (491)	258.79	456.96										
MAINT (003)	18.17	243.95										
TRAN (002)	65.01	356.03										
JBE (101)	168.05	2,278.29										
LJHS (201)	194.28	2,638.54										
DO (001)	28.58	409.41										
LJHS FBF (201)		17.27										
LHS (301)	1,076.11	5,145.62			-		-		-		-	
LHS FBF (301)		68.32										
SLE (102)		2,021.87										
AE (103)	33.45		-		-		-		-		-	
GARG HTR (002)		11.85										
THS (401)	878.61	7,617.04										
TLE (106)	313.50	2,099.22										
TLE LITE (106)		21.72										
FOOD SERV	329.24	1,202.98										
THS GNRT (401)	78.02											
TJHS (202)	763.78	3,129.19										
BKE (104)	175.00	1,368.12										
SUB TOTAL	\$ 4,511.24	\$ 29,086.38	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 33,597.62		\$ -									
CHECK DATE	7/13/2012											
GAS 100 661000 333 ??? 000	FOOD SERV 290 710000 333 000 000											
ELECTRIC 100 661000 332 ??? 000	FOOD SERV 290 710000 332 000 000											
Bill Date	GAS	ELECTRIC	GAS	ELECTRIC	GAS	ELECTRIC	GAS	ELECTRIC	GAS	ELECTRIC	GAS	ELECTRIC
GE (105)	-		-		-		-		-		-	
MVAS (491)												
MAINT (003)												
TRAN (002)												
JBE (101)												
LJHS (201)												
DO (001)												
LJHS FBF (201)												
LHS (301)	-		-		-		-		-		-	
LHS FBF (301)												
SLE (102)												
AE (103)	-		-		-		-		-		-	
GARG HTR (002)												
THS (401)	-		-		-		-		-		-	
TLE (106)	-		-		-		-		-		-	
TLE LITE (106)												
FOOD SERV	-		-		-		-		-		-	
THS (401)	-		-		-		-		-		-	
TJHS												
BKE (104)												
SUB TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CHECK DATE												
GAS 100 661000 333 ??? 000	FOOD SERV 290 710000 333 000 000											
ELECTRIC 100 661000 332 ??? 000	FOOD SERV 290 710000 332 000 000											

Bar Circle "S" Water 100 661000 331 105 000 Garwood						
	Irrigation					
Date	Reading		Reading		TOTAL	CHECK DATE INVOICE NUMBER
July 2012	51646900	\$ 324.45	2264300	\$ 27.43	\$ 351.88	7/13/2012 JUNE 12 WATER
Aug 2012						
Sept 2012						
Oct 2012						
Nov 2012						
Dec 2012						
Jan 2013						
Feb 2013						
March 2013						
April 2013						
May 2013						
June 2013						
					\$ 351.88	
July 2013						
Aug 2013						
Sept 2013						
Oct 2013						
Nov 2013						
Dec 2013						
Jan 2014						
Feb 2014						
March 2014						
April 2014						
May 2014						
June 2014						
do not pay shaded areas						

City of Rathdrum Accounts (Water 100 661000 331 ??? 000) (Sewer 100 661000 335 080 000) 687-0261													
2011-12		WATER	SEWER	WATER	SEWER	WATER	SEWER	WATER	SEWER	WATER	SEWER	WATER	SEWER
DO (001)	7.1640.1	24.50	38.90	24.50	38.90	24.50	38.90	24.50	38.90	24.50	38.90	24.50	40.65
TRAN (002)	7.1660.1	35.00	129.67	31.75	97.25	38.90	168.57	28.50	64.83	28.50	38.90	28.50	40.65
Food Serv	7.1610.1	46.50	38.90	46.50	38.90	52.35	123.18	57.55	175.05	46.50	38.90	46.50	40.65
JBE (101)	7.1620.1	49.75	97.25	60.80	207.47	75.75	356.58	62.75	226.92	46.50	38.90	46.50	40.65
JBE Annex(101)	7.1630.1	46.50	38.90	46.50	38.90	54.95	149.12	61.45	213.95	46.50	38.90	46.50	40.65
BKE (104)	7.1580.1	64.50	38.90	64.50	58.35	66.45	84.28	71.00	129.67	64.50	38.90	64.50	40.65
BKE Irrig (104)	4.1585.1	598.10		839.90		1,062.20		392.05					
LJHS (201)	7.1670.1	69.70	116.70	156.15	978.98	201.65	1,432.81	64.50	38.90	64.50	38.90	64.50	40.65
LJHS Field (013)	4.1650.1	91.75		343.30		521.40		85.25					
LHS (301)	7.1570.1	64.50	38.90	91.80	363.06	88.55	304.72	90.50	324.17	64.50	38.90	64.50	40.65
LHS Irrig (007)	4.0616.1	344.85		640.60		721.20		79.00					
LHS Field (008)	4.1600.1	215.25		338.10		542.85		161.30					
FBF RR	7.0002.1		38.90		38.90		38.90		38.90		38.90		40.65
MVAS (491)	7.1590.1	90.70	77.80	150.50	71.32	195.35	149.12	102.40	291.75	46.50	38.90	46.50	40.65
Soccer Fld (005)	4.0000.1	67.05		86.55		105.40		56.00					
		\$ 1,808.65	\$ 654.82	\$ 2,921.45	\$ 1,932.03	\$ 3,751.50	\$ 2,846.18	\$ 1,336.75	\$ 1,543.04	\$ 432.50	\$ 389.00	\$ 432.50	\$ 406.50
			\$ 2,463.47		\$ 4,853.48		\$ 6,597.68		\$ 2,879.79		\$ 821.50		\$ 839.00
invoice #		JULY 11 WATER/SEWER		AUG 11 WATER/SEWER		SEPT 11 WATER/SEWER		OCT 11 WATER/SEWER		NOV 11 WATER/SEWER		DEC 11 WATER/SEWER	
check date		8/12/2011		9/15/2011		10/14/2011		11/15/2011		12/15/2011		1/13/2011	

City of Rathdrum Accounts (Water 100 661000 331 ??? 000) (Sewer 100 661000 335 080 000) 687-0261													
		WATER	SEWER	WATER	SEWER	WATER	SEWER	WATER	SEWER	WATER	SEWER	WATER	SEWER
DO (001)	7.1640.1	24.50	40.65	24.50	40.65	24.50	40.65	24.50	40.65	24.50	40.65	24.50	40.65
TRAN (002)	7.1660.1	28.50	40.65	28.50	40.65	28.50	40.65	28.50	196.48	29.15	74.53	28.50	67.75
Food Serv	7.1610.1	46.50	40.65	46.50	40.65	46.50	40.65	102.40	785.90	57.55	182.93	56.25	169.38
JBE (101)	7.1620.1	46.50	40.65	46.50	40.65	46.50	40.65	122.55	995.93	60.15	210.03	69.90	311.65
JBE Annex(101)	7.1630.1	46.50	40.65	46.50	40.65	46.50	40.65	209.00	1,897.00	60.80	216.80	59.50	203.25
BKE (104)	7.1580.1	64.50	40.65	64.50	40.65	64.50	40.65	88.55	453.93	71.65	142.28	68.40	108.40
BKE Irrig (104)	4.1585.1							43.00		43.00		80.05	
LJHS (201)	7.1670.1	64.50	40.65	64.50	40.65	64.50	40.65	173.70	1,341.45	102.85	467.48	100.90	447.15
LJHS Field (013)	4.1650.1							43.00		48.85		80.70	
LHS (301)	7.1570.1	64.50	40.65	64.50	40.65	64.50	40.65	236.75	1,998.63	106.10	501.35	82.05	250.68
LHS Irrig (007)	4.0616.1							79.00		285.70		106.95	
LHS Field (008)	4.1600.1							43.00		43.00		168.45	
LHS FBF RR	7.0002.1		40.65		40.65		40.65		40.65		40.65		40.65
MVAS (491)	7.1590.1	46.50	40.65	46.50	40.65	46.50	40.65	145.30	1,233.05	72.50	467.48	79.00	826.55
Soccer Fld (005)	4.0000.1							43.00		43.00		55.35	
		\$ 432.50	\$ 406.50	\$ 432.50	\$ 406.50	\$ 432.50	\$ 406.50	\$ 1,382.25	\$ 8,983.67	\$ 1,048.80	\$ 2,344.18	\$ 1,060.50	\$ 2,466.11
			\$ 839.00		\$ 839.00		\$ 839.00		\$ 10,365.92		\$ 3,392.98		\$ 3,526.61
invoice #		JAN 12 WATER/SEWER		FEB 12 WATER/SEWER		MAR 12 WATER/SEWER		APR 12 WATER/SEWER		MAY 12 WATER/SEWER		JUNE 12 WATER/SEWER	
check date		2/15/2012		3/15/2012		4/13/2012		5/15/2012		6/15/2012			
Note Food Serv Water Account #290 710000 331 000 000													
Note Food Serv Sewer Account #290 710000 335 000 000													
inv # is June ?? water/sewer													

City of Spirit Lake (Water 100 661000 331 ??? 000) (Sewer 100 661000 335 090 000) 623-2131 Barbara													
2012-13		WATER	SEWER	WATER	SEWER	WATER	SEWER	WATER	SEWER	WATER	SEWER	WATER	SEWER
SLE (102)	9.01	182.25											
SLE (102)	10.01	16.00	26.00										
THS Main (401)	581.01	69.75	238.33										
THS Irrigation (009)	606.01	16.00											
THS Irrigation (009)	615.01	16.00											
THS Conc (401)	616.01	16.00	26.00										
TJHS (202)	685.01	21.00	69.33										
TJHS (010)	715.01	314.75											
		\$ 651.75	\$ 359.66	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
			\$ 1,011.41		\$ -		-		-		-		-
Invoice Number		JUNE 12 WATER/SEWER											
Check Date													
		WATER	SEWER	WATER	SEWER	WATER	SEWER	WATER	SEWER	WATER	SEWER	WATER	SEWER
SLE (102)	9.01												
SLE (102)	10.01												
THS Main (401)	581.01												
THS Irrigation (009)	606.01												
THS Irrigation (009)	615.01												
THS Conc (401)	616.01												
TJHS (202)	685.01												
TJHS Irrigation (010)	715.01												
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
			\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
Invoice Number													
Check Date													
inv # is June ?? water/sewer													

KOOTENAI ELECTRIC COOPERATIVE												
FY 2011-12												
	6/8/11 -	7/8/11-	8/8/11-	9/10/11-	10/11/11-	11/12/11-	12/13/11-	1/14/12-	2/15/12-	3/15/12-	4/15/12-	5/15/12-
	7/8/2011	8/8/2011	9/10/2011	10/11/2011	11/12/2011	12/13/2011	1/14/2012	2/15/2012	3/15/2012	4/15/2012	5/15/2012	6/15/2012
103 AE	785.63	637.89	959.82	1,616.21	2,704.07	3,406.30	3,246.38	3,566.24	3,086.08	2,625.80	2,085.55	1,591.43
Meter 5968959	33.83	40.89	39.72	49.13	51.66	81.94	85.05	81.46	75.58	71.17	60.96	57.29
Meter 4113124	739.44	584.64	907.74	1,554.72	2,640.05	3,312.00	3,148.97	3,472.42	2,998.14	2,542.27	2,012.23	1,521.78
Sec Light	12.36	12.36	12.36	12.36	12.36	12.36	12.36	12.36	12.36	12.36	12.36	12.36
105 GE	785.58	509.16	885.42	1,359.08	2,007.23	2,601.54	2,682.92	2,959.65	2,576.88	2,299.62	1,559.27	1,288.86
PAID	1,571.21	1,147.05	1,845.24	2,975.29	4,711.30	6,007.84	5,929.30	6,525.89	5,662.96	4,925.42	3,644.82	2,880.29
ck date	7/29/2011	8/31/2011	9/30/2011	10/31/2011	11/30/2011	12/31/2011	1/31/2012	2/29/2012	3/30/2012	4/30/2012	5/31/2012	6/29/2012
100 661000 332 ??? 000												
FY 2012-13												
103 AE												
Mtr 5968959												
Mtr 4113124												
Sec Light												
105 GE												
PAID	-											
ck date												
100 661000 332 ??? 000												
FY 2013-14												
103 AE												
Mtr 5968959												
Mtr 4113124												
Sec Light												
105 GE												
PAID	-											
ck date												
100 661000 332 ??? 000												

North Kootenai Water District (Twin Lakes Elementary School)							
100 661000 331 106 000							
	Meter #			Account #			
	5367855			1036541-01			
	Start Read	End Read	Consumption	Charges	Charges	Check Amt	Check Date
July 2011	8005	9171	116600	\$263.57	\$40.00	\$303.57	7/29/2011
Aug 2011	119171	122999	382800	\$875.83	\$40.00	\$915.83	8/31/2011
Sept 2011	122999	135722	1272300	\$2,921.68	\$40.00	\$2,961.68	9/30/2011
Oct 2011	135722	142131	640900	\$1,469.46	\$40.00	\$1,509.46	10/31/2011
Nov 2011	142131	142297	16600	\$44.16	\$40.00	\$84.16	11/30/2011
Dec 2011	142297	142462	16500	\$44.00	\$40.00	\$84.00	12/30/2011
Jan 2012	142462	142680	21800	\$52.01	\$40.00	\$92.01	1/31/2012
Feb 2012	142680	142843	16300	\$43.70	\$40.00	\$83.70	2/29/2012
Mar 2012	142843	142966	12300	\$38.15	\$40.00	\$78.15	3/30/2012
April 2012	142966	143085	11900	\$37.62	\$40.00	\$77.62	4/30/2012
May 2012	143085	143843	75800	\$169.73	\$40.00	\$209.73	5/31/2012
June 2012	143843	147690	384700	\$880.20	\$40.00	\$920.20	6/29/2012
						\$7,320.11	
	Meter #			Account #			
	5367855			1036541-01			
	Start Read	End Read	Consumption	Charges	Charges	Check Amt	Check Date
July 2012							
Aug 2012							
Sept 2012							
Oct 2012							
Nov 2012							
Dec 2012							
Jan 2013							
Feb 2013							
Mar 2013							
Apr 2013							
May 2013							
June 2013							

TLI SEWER, LLC					
TLE SEWER CHARGES 100 661000 335 095 000					
	AMOUNT	CK DATE	INV #		
JULY 11	549.25	7/1/2011	TLE JULY 11 SEWER		
AUG 11	549.25	7/29/2011	TLE AUG 11 SEWER		
SEP 11	549.25	9/7/2011	TLE SEPT 11 SEWER		
OCT 11	549.25	9/30/2011	TLE OCT 11 SEWER		
NOV 11	549.25	10/31/2011	TLE NOV 11 SEWER		
DEC 11	549.25	11/30/2011	TLE DEC 11 SEWER		
JAN 12	585.00	12/30/2011	TLE JAN 12 SEWER		
FEB 12	585.00	2/7/2012	TLE FEB 12 SEWER		
MAR 12	585.00	2/29/2012	TLE MAR 12 SEWER		
APR 12	585.00	3/30/2012	TLE APR 12 SEWER		
MAY 12	585.00	4/30/2012	TLE MAY 12 SEWER		
JUNE 12	585.00	5/31/2012	TLE JUNE 12 SEWER		
	6805.50				
	AMOUNT	CK DATE	INV #		
JULY 12	585.00	6/29/2012	TLE JULY 12 SEWER		
AUG 12					
SEP 12					
OCT 12					
NOV 12					
DEC 12					
JAN 13					
FEB 13					
MAR 13					
APR 13					
MAY 13					
JUNE 13					
	585.00				

2012 Summer School Stipends

Position	Personnel	Stipend		July/Aug Payroll
THS				
Administrator	Jim Crump	\$5,460		\$2,730
Secretary	Denise Kreider		Hourly	
Counselor	Amanda Maple	\$1,127		\$563.50
Media Specialist	Sharon Slaney	\$1,127		\$563.50
7 th /8 th Language Arts & Math	Mike Menti	\$2,282		\$1,141
7 th /8 th Language Arts & Math	Karye Moore	\$2,282		\$1,141
Physical Science/Biology	Kellie Rhodes	\$2,282		\$1,141
English 1-4	Ryan Butherus	\$2,282		\$1,141
Algebra	Kim Hauck	\$2,282		\$1,141
History	Tim Cronnelly	\$2,282		\$1,141
		\$21,406		\$10,703.00
MVAS				
Administrator	John Klingaman	\$1,141		\$571
Secretary	Lara Carr		Hourly	
Social Studies	John Klingaman	\$2,282		\$1,141
Social Studies	John Klingaman	\$2,282		\$1,141
Employability Focus	John Klingaman	\$2,282		\$1,141
		\$7,987		\$3,994
LHS				
Administrator	Curt Carr	\$5,460		\$2,730
Secretary	Lara Carr		Hourly	
IDLA	Kristin Gravett		Hourly	
Counselor	Amanda Maple	\$1,127		\$563.50
Algebra/Science	Bill Demchuk	\$4,564		\$2,282
English 1, 2 & 4	Jennifer Badertscher	\$4,564		\$2,282
US/World History	Rick Anderson	\$2,282		\$1,141
		\$17,997		\$8,998.50

\$47,390

\$23,695.00

Stipend
The rate of pay for teachers will be \$23.00/total contact hours plus one hour of prep time for every five contact hours.

6th - 8th Language Arts/Reading/Math block and High School sessions - $(28 \times 3 \times 23.00) + (26 \times 2.92 / 5 \times 23.00) = \$2,282$

Counselors - $28 \times 1.75 \text{ hours} \times 23.00 = \$1,127$

Librarians - $28 \times 1.75 \text{ hours} \times 23.00 = \$1,127$

Lakeland/Timberlake Administrator - $28 \times 6.5 \text{ hours} \times 30.00 = \$5,460$

(acct code from summer school 2012)

100 541 000 110 000

**2011 - 2012 Adequate Yearly Progress Report
LAKELAND DISTRICT (272)**

Was AYP Met?	School Improvement Status	Reading Goal	Math Goal	3rd Indicator Goal
No	School Improvement Year 3	School Improvement Year 2	School Improvement Year 3	Met AYP
Targets Missed: Students with Disabilities : Math Proficiency Students with Disabilities : Reading Proficiency				

Grades:	ISAT Reading		ISAT Math		3rd Indicator
	% Tested	% Proficient	% Tested	% Proficient	Graduation
	Goal: 95.0%	Goal: 85.6%	Goal: 95.0%	Goal: 83.0%	Goal: 90.0%
All Students	99.90%	96.40%	99.90%	93.30%	98.60%
African American	~	~	~	~	
Asian	100%	~	100%	~	
American Indian	100%	~	100%	~	
Hispanic	100%	94.60%	100%	92.70%	
Native Hawaiian/Pacific Islander	~	~	~	~	
White	99.90%	96.40%	99.90%	93.30%	
Limited English Proficiency	~	~	~	~	
Economically Disadvantaged	99.80%	94.70%	99.90%	90.80%	
Students with Disabilities	99.10%	77%	99.10%	59.80%	

LAKELAND DISTRICT (272) / ATHOL ELEMENTARY SCHOOL (0747)

Was AYP Met?	School Improvement Status		Reading Goal	Math Goal	3rd Indicator Goal
Yes	Met AYP		Met AYP	Met AYP	Met AYP
Targets Missed:					
	ISAT Reading		ISAT Math		3rd Indicator
Grades: 3, 4, 5, 6	% Tested	% Proficient	% Tested	% Proficient	Language Usage
	Goal: 95.0%	Goal: 85.6%	Goal: 95.0%	Goal: 83.0%	Goal: 75.1%
All Students	100%	96.70%	100%	98%	94.10%
African American	~	~	~	~	
Asian	~	~	~	~	
American Indian	~	~	~	~	
Hispanic	~	~	~	~	
Native Hawaiian/Pacific Islander	~	~	~	~	
White	100%	96.60%	100%	98%	
Limited English Proficiency	~	~	~	~	
Economically Disadvantaged	100%	94.90%	100%	96.90%	
Students with Disabilities	100%	~	100%	~	

**2011 - 2012 Adequate Yearly Progress Report
LAKELAND DISTRICT (272) / BETTY KIEFER ELEMENTARY SCHOOL (0513)**

Was AYP Met?	School Improvement Status		Reading Goal	Math Goal	3rd Indicator Goal
Yes	Met AYP		Met AYP	Met AYP	Met AYP
Targets Missed:					
	ISAT Reading		ISAT Math		3rd Indicator
Grades: 3, 4, 5, 6	% Tested	% Proficient	% Tested	% Proficient	Language Usage
	Goal: 95.0%	Goal: 85.6%	Goal: 95.0%	Goal: 83.0%	Goal: 75.1%
All Students	100%	97.60%	100%	96%	94.40%
African American	~	~	~	~	
Asian	~	~	~	~	
American Indian	~	~	~	~	
Hispanic	~	~	~	~	
Native Hawaiian/Pacific Islander	~	~	~	~	
White	100%	97.50%	100%	95.90%	
Limited English Proficiency	~	~	~	~	
Economically Disadvantaged	100%	97.30%	100%	93.80%	
Students with Disabilities	100%	~	100%	~	

**2011 - 2012 Adequate Yearly Progress Report
LAKELAND DISTRICT (272) / GARWOOD ELEMENTARY SCHOOL (0761)**

Was AYP Met?	School Improvement Status		Reading Goal	Math Goal	3rd Indicator Goal
Yes	Met AYP		Met AYP	Met AYP	Met AYP
Targets Missed:					
	ISAT Reading		ISAT Math		3rd Indicator
Grades: 3, 4, 5, 6	% Tested	% Proficient	% Tested	% Proficient	Language Usage
	Goal: 95.0%	Goal: 85.6%	Goal: 95.0%	Goal: 83.0%	Goal: 75.1%
All Students	100%	94.80%	100%	93.20%	90.60%
African American	~	~	~	~	
Asian	~	~	~	~	
American Indian	~	~	~	~	
Hispanic	100%	~	100%	~	
Native Hawaiian/Pacific Islander	~	~	~	~	
White	100%	94.40%	100%	93.30%	
Limited English Proficiency	~	~	~	~	
Economically Disadvantaged	100%	91%	100%	91%	
Students with Disabilities	100%	~	100%	~	

**2011 - 2012 Adequate Yearly Progress Report
LAKELAND DISTRICT (272) / JOHN BROWN ELEMENTARY SCHOOL (0746)**

Was AYP Met?	School Improvement Status		Reading Goal	Math Goal	3rd Indicator Goal
Yes	Met AYP		Met AYP	Met AYP	Met AYP
Targets Missed:					
	ISAT Reading		ISAT Math		3rd Indicator
Grades: 3, 4, 5, 6	% Tested	% Proficient	% Tested	% Proficient	Language Usage
	Goal: 95.0%	Goal: 85.6%	Goal: 95.0%	Goal: 83.0%	Goal: 75.1%
All Students	99.60%	89.80%	100%	86.40%	83.10%
African American	~	~	~	~	
Asian	~	~	~	~	
American Indian	~	~	~	~	
Hispanic	~	~	~	~	
Native Hawaiian/Pacific Islander	~	~	~	~	
White	99.60%	90.60%	100%	86.30%	
Limited English Proficiency	~	~	~	~	
Economically Disadvantaged	99.40%	87.70%	100%	83.40%	
Students with Disabilities	96.60%	~	100%	~	

**2011 - 2012 Adequate Yearly Progress Report
LAKELAND DISTRICT (272) / SPIRIT LAKE ELEMENTARY SCHOOL (0745)**

Was AYP Met?	School Improvement Status		Reading Goal	Math Goal	3rd Indicator Goal
Yes	Met AYP		Met AYP	Met AYP	Met AYP
Targets Missed:					
	ISAT Reading		ISAT Math		3rd Indicator
Grades: 3, 4, 5, 6	% Tested	% Proficient	% Tested	% Proficient	Language Usage
	Goal: 95.0%	Goal: 85.6%	Goal: 95.0%	Goal: 83.0%	Goal: 75.1%
All Students	100%	95.30%	100%	93.90%	89.20%
African American	~	~	~	~	
Asian	~	~	~	~	
American Indian	~	~	~	~	
Hispanic	~	~	~	~	
Native Hawaiian/Pacific Islander	~	~	~	~	
White	100%	95.30%	100%	93.60%	
Limited English Proficiency	~	~	~	~	
Economically Disadvantaged	100%	92.90%	100%	91%	
Students with Disabilities	100%	~	100%	~	

**2011 - 2012 Adequate Yearly Progress Report
LAKELAND DISTRICT (272) / TWIN LAKES ELEMENTARY SCHOOL (0891)**

Was AYP Met?	School Improvement Status		Reading Goal	Math Goal	3rd Indicator Goal
Yes	Met AYP		Met AYP	Met AYP	Met AYP
Targets Missed:					
	ISAT Reading		ISAT Math		3rd Indicator
Grades: 3, 4, 5, 6	% Tested	% Proficient	% Tested	% Proficient	Language Usage
	Goal: 95.0%	Goal: 85.6%	Goal: 95.0%	Goal: 83.0%	Goal: 75.1%
All Students	100%	98.70%	100%	95.40%	95.40%
African American	~	~	~	~	
Asian	~	~	~	~	
American Indian	~	~	~	~	
Hispanic	~	~	~	~	
Native Hawaiian/Pacific Islander	~	~	~	~	
White	100%	98.60%	100%	95.10%	
Limited English Proficiency	~	~	~	~	
Economically Disadvantaged	100%	97.80%	100%	94.90%	
Students with Disabilities	100%	~	100%	~	

**2011 - 2012 Adequate Yearly Progress Report
LAKELAND DISTRICT (272) / LAKELAND JUNIOR HIGH SCHOOL (0123)**

Was AYP Met?	School Improvement Status	Reading Goal	Math Goal	3rd Indicator Goal
No	Alert	Alert	Alert	Met AYP

Targets Missed:

Students with Disabilities : Math Proficiency

Students with Disabilities : Reading Proficiency

	ISAT Reading		ISAT Math		3rd Indicator
Grades: 7, 8	% Tested	% Proficient	% Tested	% Proficient	Language Usage
	Goal: 95.0%	Goal: 85.6%	Goal: 95.0%	Goal: 83.0%	Goal: 75.1%
All Students	100%	98.20%	99.80%	93%	93.30%
African American	~	~	~	~	
Asian	~	~	~	~	
American Indian	~	~	~	~	
Hispanic	~	~	~	~	
Native Hawaiian/Pacific Islander	~	~	~	~	
White	100%	98.20%	99.70%	93.10%	
Limited English Proficiency	~	~	~	~	
Economically Disadvantaged	100%	97.60%	100%	89.70%	
Students with Disabilities	100%	81.10%	97.40%	51.40%	

**2011 - 2012 Adequate Yearly Progress Report
LAKELAND DISTRICT (272) / TIMBERLAKE JUNIOR HIGH SCHOOL (0585)**

Was AYP Met?	School Improvement Status		Reading Goal	Math Goal	3rd Indicator Goal
Yes	Met AYP		Met AYP	Met AYP	Met AYP
Targets Missed:					
	ISAT Reading		ISAT Math		3rd Indicator
Grades: 7, 8	% Tested	% Proficient	% Tested	% Proficient	Language Usage
	Goal: 95.0%	Goal: 85.6%	Goal: 95.0%	Goal: 83.0%	Goal: 75.1%
All Students	100%	98.60%	100%	93.30%	91.20%
African American	~	~	~	~	
Asian	~	~	~	~	
American Indian	~	~	~	~	
Hispanic	~	~	~	~	
Native Hawaiian/Pacific Islander	~	~	~	~	
White	100%	99%	100%	94%	
Limited English Proficiency	~	~	~	~	
Economically Disadvantaged	100%	97.70%	100%	89.90%	
Students with Disabilities	100%	~	100%	~	

**2011 - 2012 Adequate Yearly Progress Report
LAKELAND DISTRICT (272) / LAKELAND SENIOR HIGH SCHOOL (0124)**

Was AYP Met?	School Improvement Status		Reading Goal	Math Goal	3rd Indicator Goal
Yes	Met AYP		Met AYP	Met AYP	Met AYP
Targets Missed:					
	ISAT Reading		ISAT Math		3rd Indicator
Grades: 10	% Tested	% Proficient	% Tested	% Proficient	Graduation
	Goal: 95.0%	Goal: 85.6%	Goal: 95.0%	Goal: 83.0%	Goal: 90.0%
All Students	99.40%	95.80%	99.40%	93%	98%
African American	~	~	~	~	
Asian	~	~	~	~	
American Indian	~	~	~	~	
Hispanic	~	~	~	~	
Native Hawaiian/Pacific Islander	~	~	~	~	
White	99.40%	95.60%	99.40%	92.70%	
Limited English Proficiency	~	~	~	~	
Economically Disadvantaged	98.20%	96.50%	98.20%	92.40%	
Students with Disabilities	94.70%	~	94.40%	~	

**2011 - 2012 Adequate Yearly Progress Report
LAKELAND DISTRICT (272) / MOUNTAINVIEW ALTERNATIVE HIGH (1104)**

Was AYP Met?	School Improvement Status		Reading Goal	Math Goal	3rd Indicator Goal
Yes	Met AYP		Met AYP	Met AYP	Met AYP
Targets Missed:					
	ISAT Reading		ISAT Math		3rd Indicator
Grades: 10	% Tested	% Proficient	% Tested	% Proficient	Graduation
	Goal: 95.0%	Goal: 85.6%	Goal: 95.0%	Goal: 83.0%	Goal: 90.0%
All Students	100%	100%	100%	88.90%	100%
African American	~	~	~	~	
Asian	~	~	~	~	
American Indian	~	~	~	~	
Hispanic	~	~	~	~	
Native Hawaiian/Pacific Islander	~	~	~	~	
White	100%	~	100%	~	
Limited English Proficiency	~	~	~	~	
Economically Disadvantaged	100%	~	100%	~	
Students with Disabilities	~	~	~	~	

**2011 - 2012 Adequate Yearly Progress Report
LAKELAND DISTRICT (272) / TIMBERLAKE SENIOR HIGH SCHOOL (0586)**

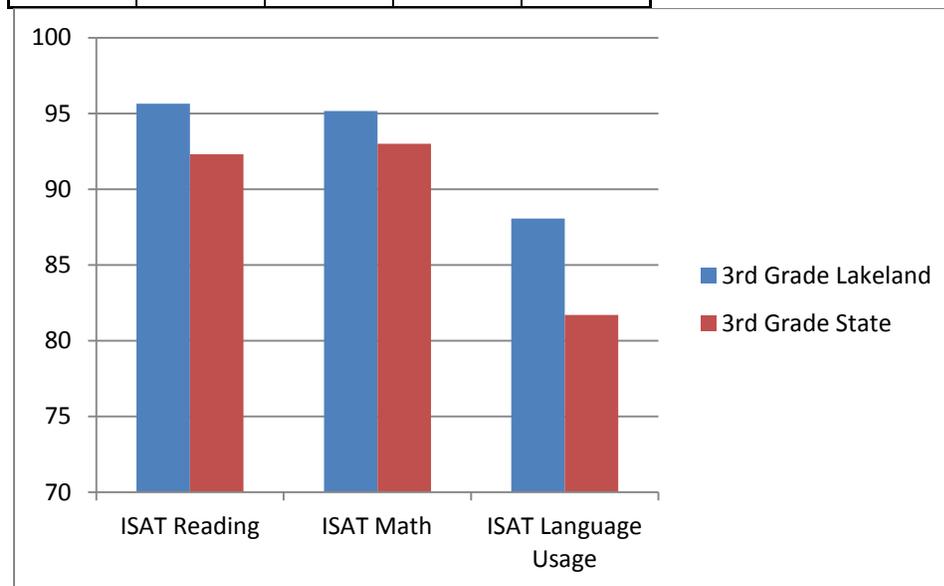
Was AYP Met?	School Improvement Status		Reading Goal	Math Goal	3rd Indicator Goal
Yes	Met AYP		Met AYP	Met AYP	Met AYP
Targets Missed:					
	ISAT Reading		ISAT Math		3rd Indicator
Grades: 7, 10	% Tested	% Proficient	% Tested	% Proficient	Graduation
	Goal: 95.0%	Goal: 85.6%	Goal: 95.0%	Goal: 83.0%	Goal: 90.0%
All Students	100%	97.30%	100%	90.50%	99.10%
African American	~	~	~	~	
Asian	~	~	~	~	
American Indian	~	~	~	~	
Hispanic	~	~	~	~	
Native Hawaiian/Pacific Islander	~	~	~	~	
White	100%	97.30%	100%	90.20%	
Limited English Proficiency	~	~	~	~	
Economically Disadvantaged	100%	96.80%	100%	88.10%	
Students with Disabilities	100%	~	100%	~	

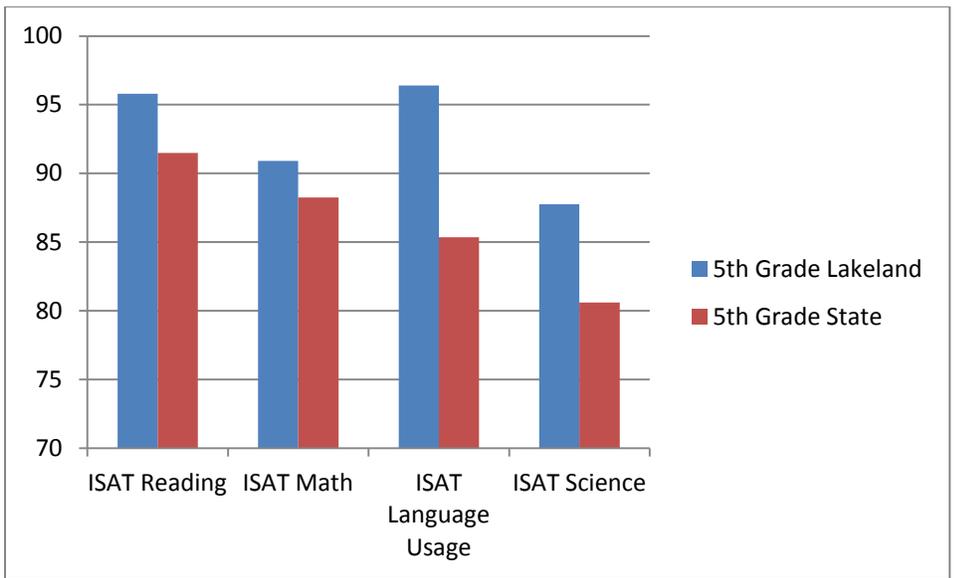
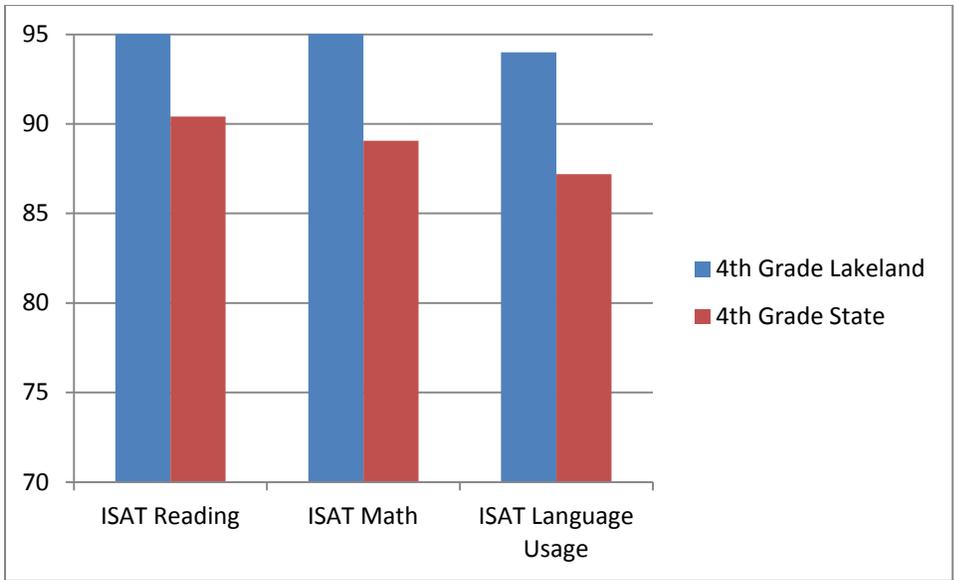
**2011 - 2012 Adequate Yearly Progress Report
State of Idaho (999)**

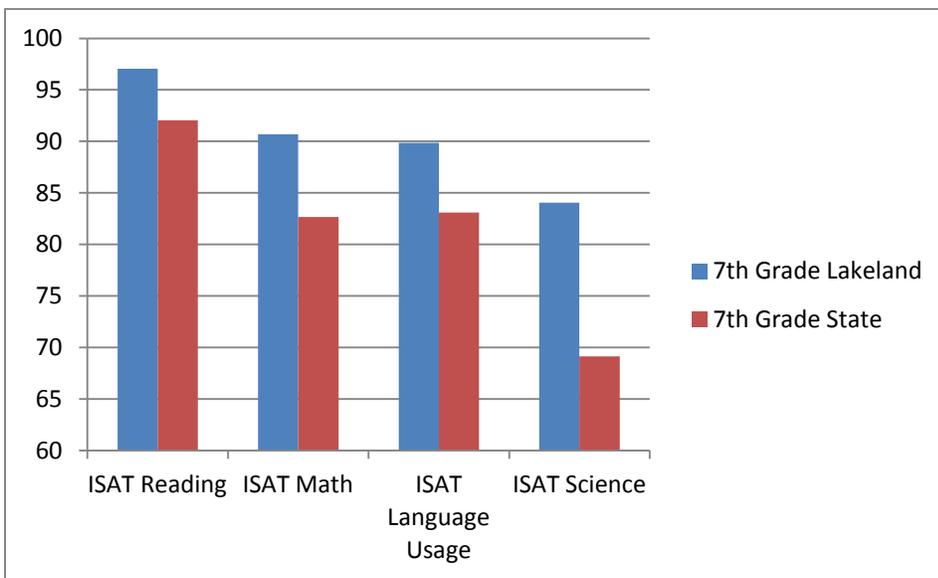
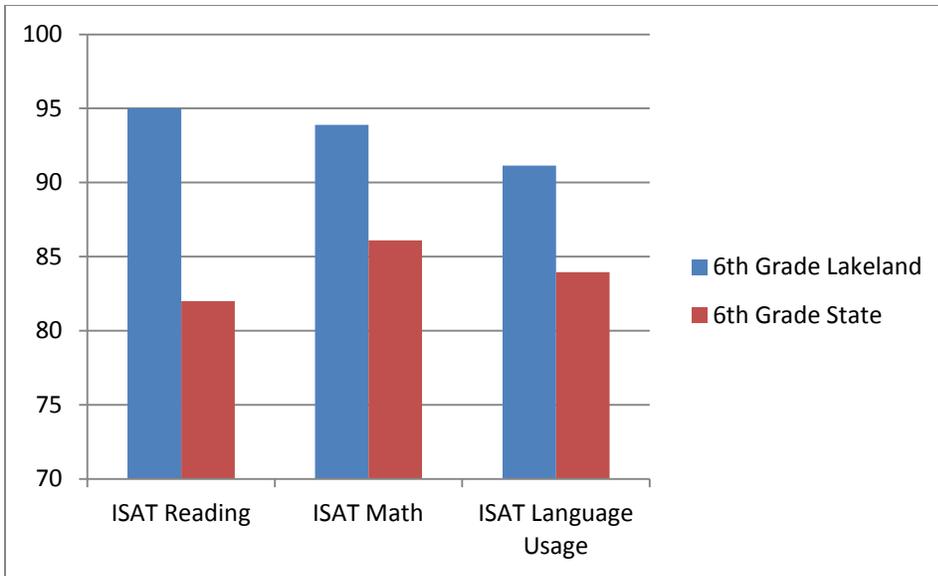
	ISAT Reading		ISAT Math		3rd Indicator
	% Tested	% Proficient	% Tested	% Proficient	Graduation
	Goal: 95.0%	Goal: 85.6%	Goal: 95.0%	Goal: 83.0%	Goal: 90.0%
All Students	99.5	93.1	99.4	87.9	
African American	100.2	84	99.1	72.2	
Asian	100.7	91.8	99.4	89.7	
American Indian	99.1	85.1	99.2	75.8	
Hispanic	99.3	87.3	99.1	79.2	
Native Hawaiian/Pacific Islander	99.2	93.5	99.6	87.7	
White	99.5	94.5	99.5	90	
Limited English Proficiency	100.8	76.2	99.3	67.9	
Economically Disadvantaged	99.5	89.9	99.4	83.1	
Students with Disabilities	98.8	68.6	98.8	57.4	

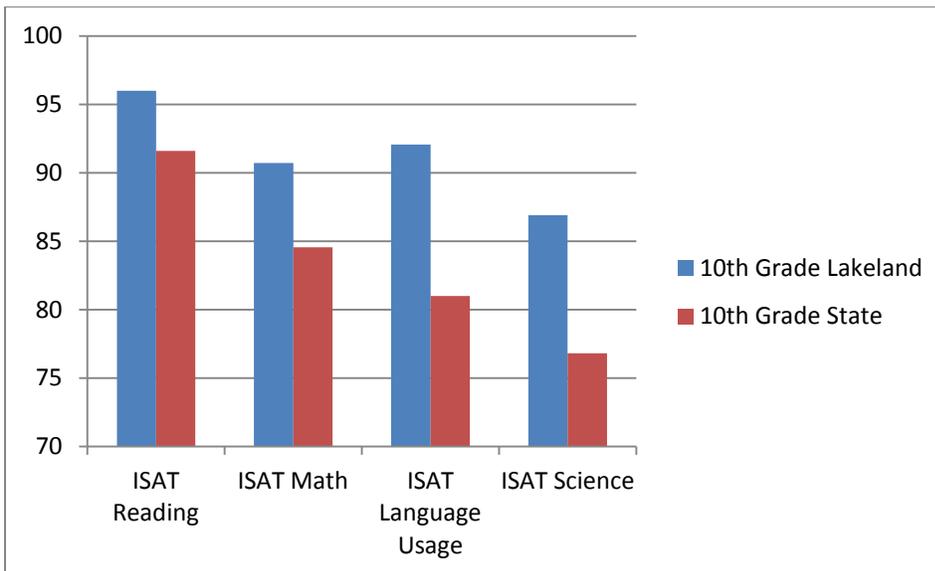
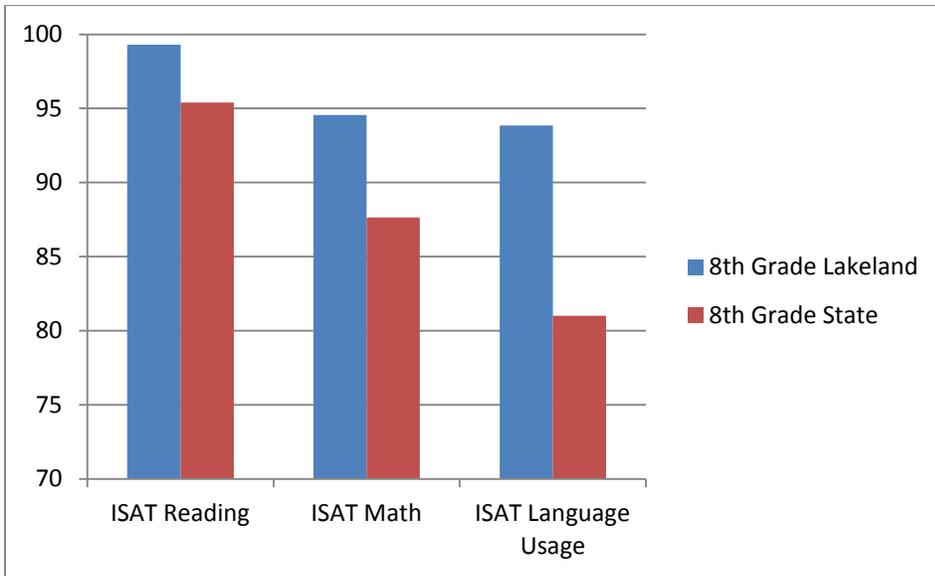
District Results				
TARGET	85.60%	83.00%	75.10%	
	Reading	Math	LU	Science
3	95.65	95.15	88.05	
4	95.8	95.85	94	
5	95.8	90.9	96.4	87.75
6	95	93.9	91.15	
7	97.05	90.7	89.85	84.05
8	99.3	94.55	93.85	
10	96	90.7	92.05	86.9

State Results-				
*State results are from 2011				
TARGET	85.60%	83.00%	75.10%	
	Reading	Math	LU	Science
3	92.3	93	81.7	
4	90.4	89.05	87.2	
5	91.5	88.25	85.35	80.6
6	82	86.1	83.95	
7	92.05	82.65	83.1	69.15
8	95.4	87.65	81	
10	91.6	84.55	81	76.8



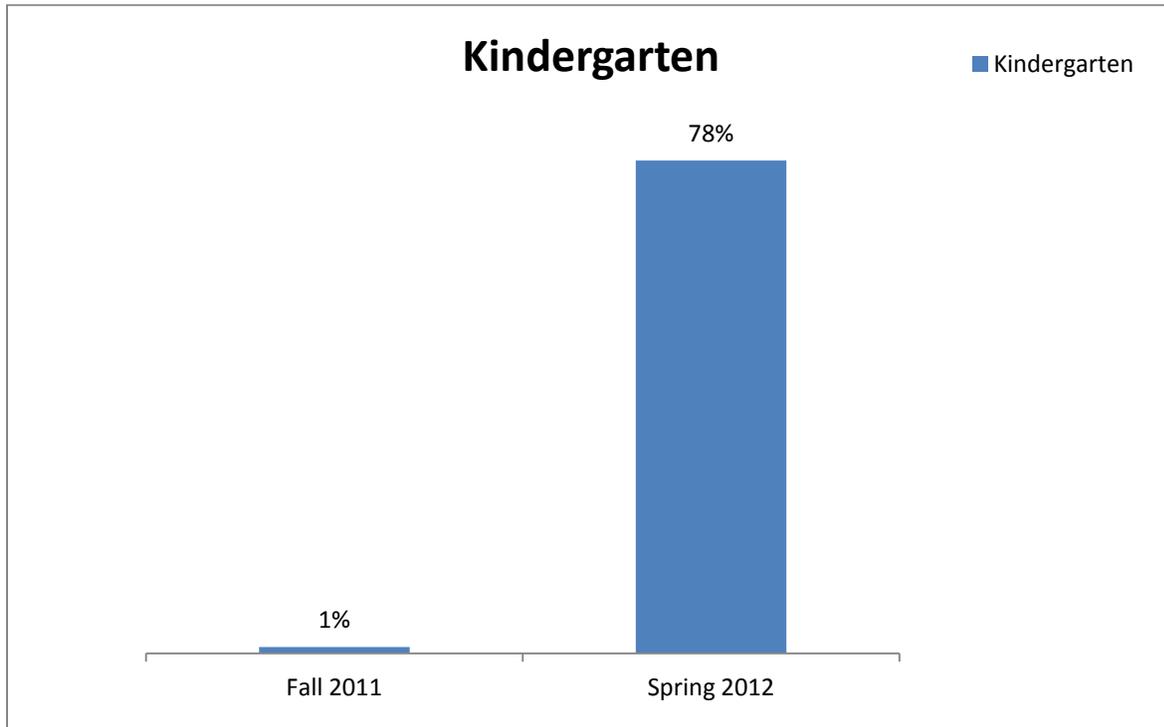


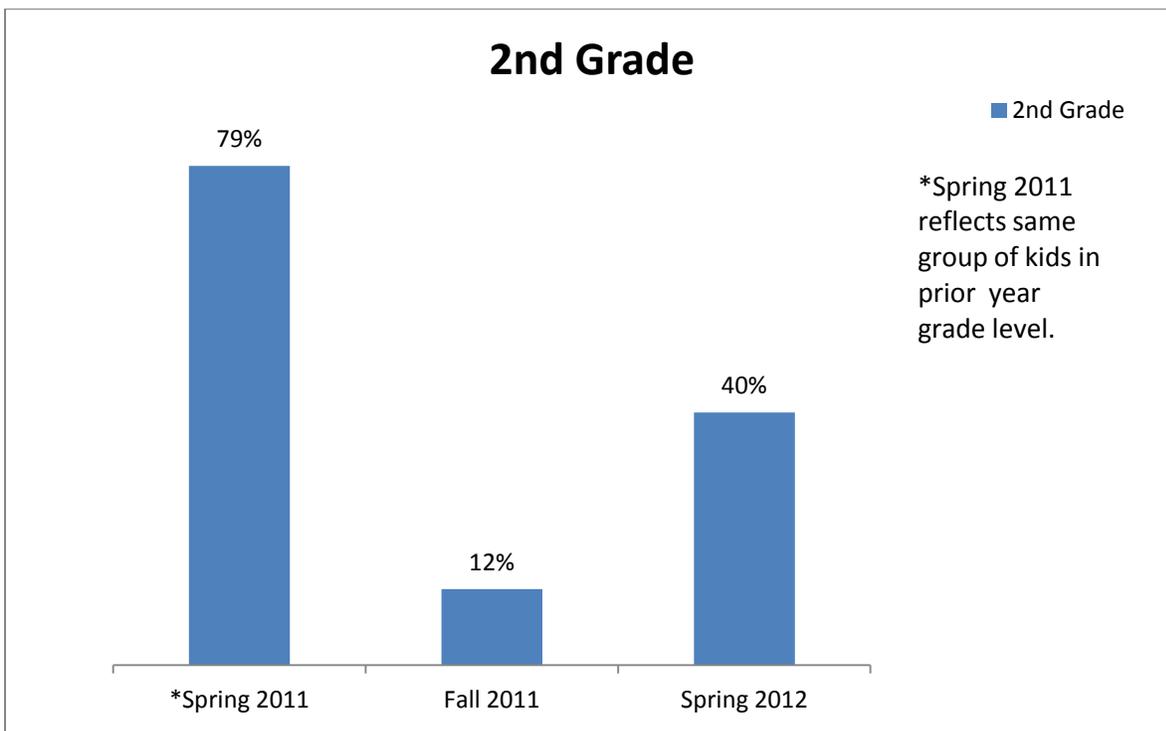
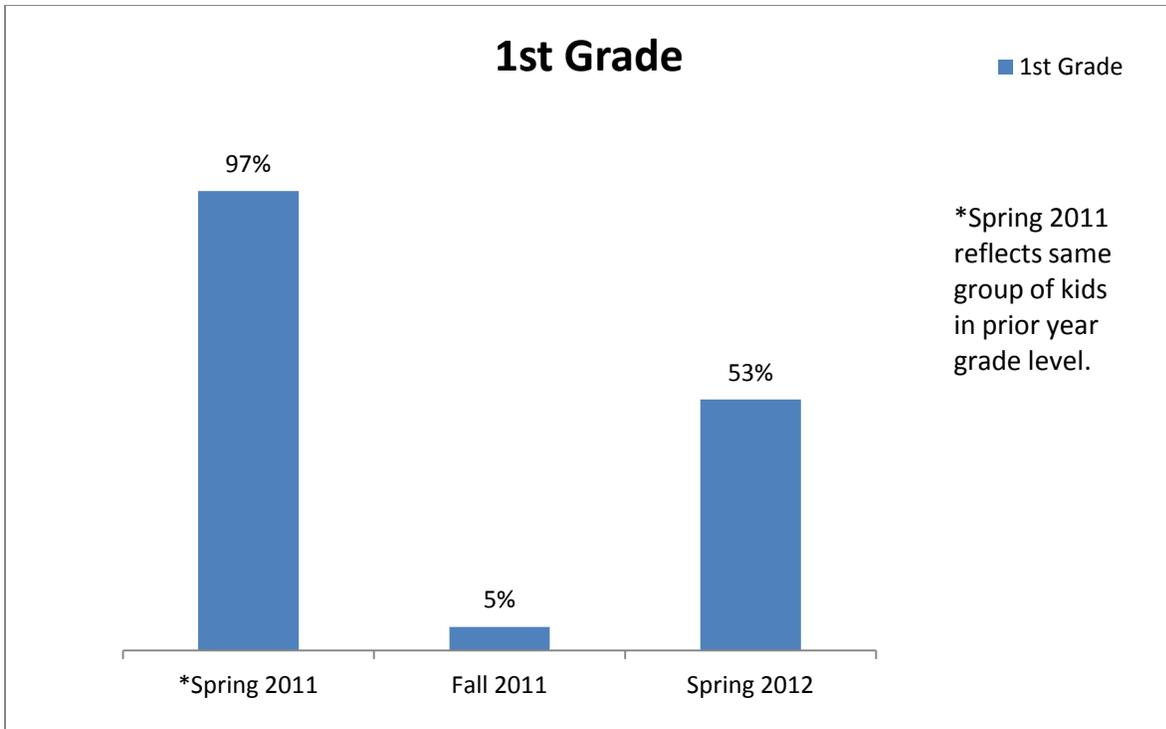


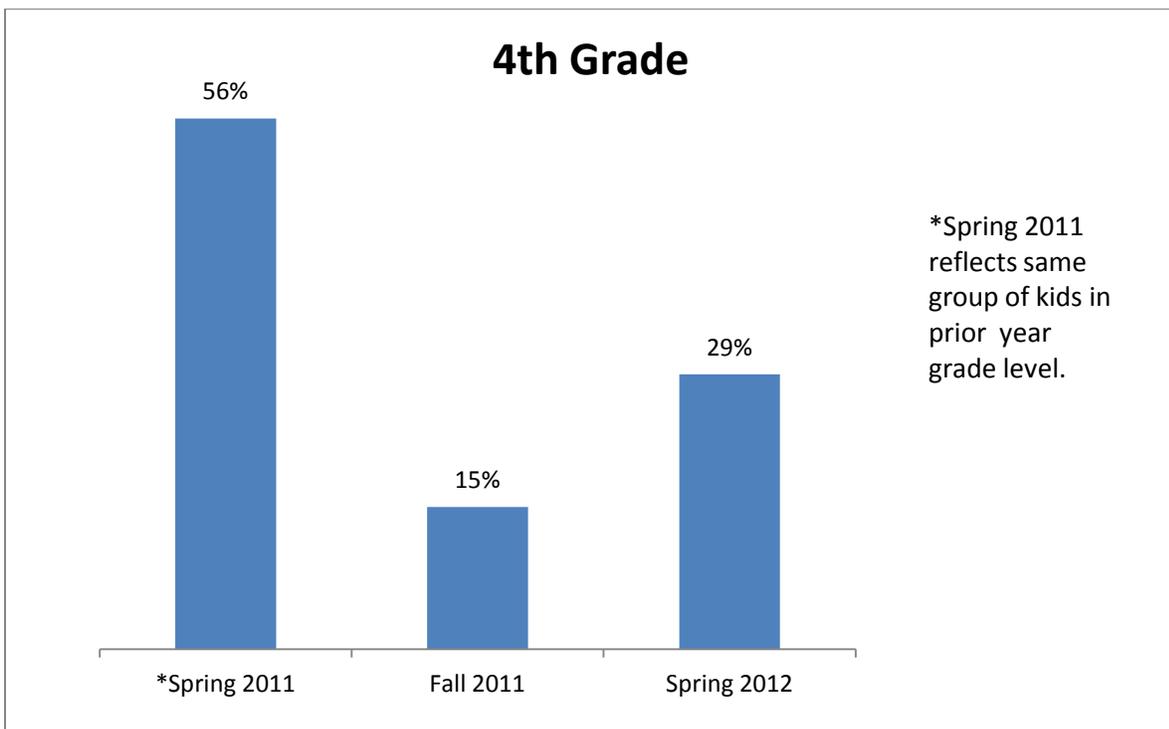
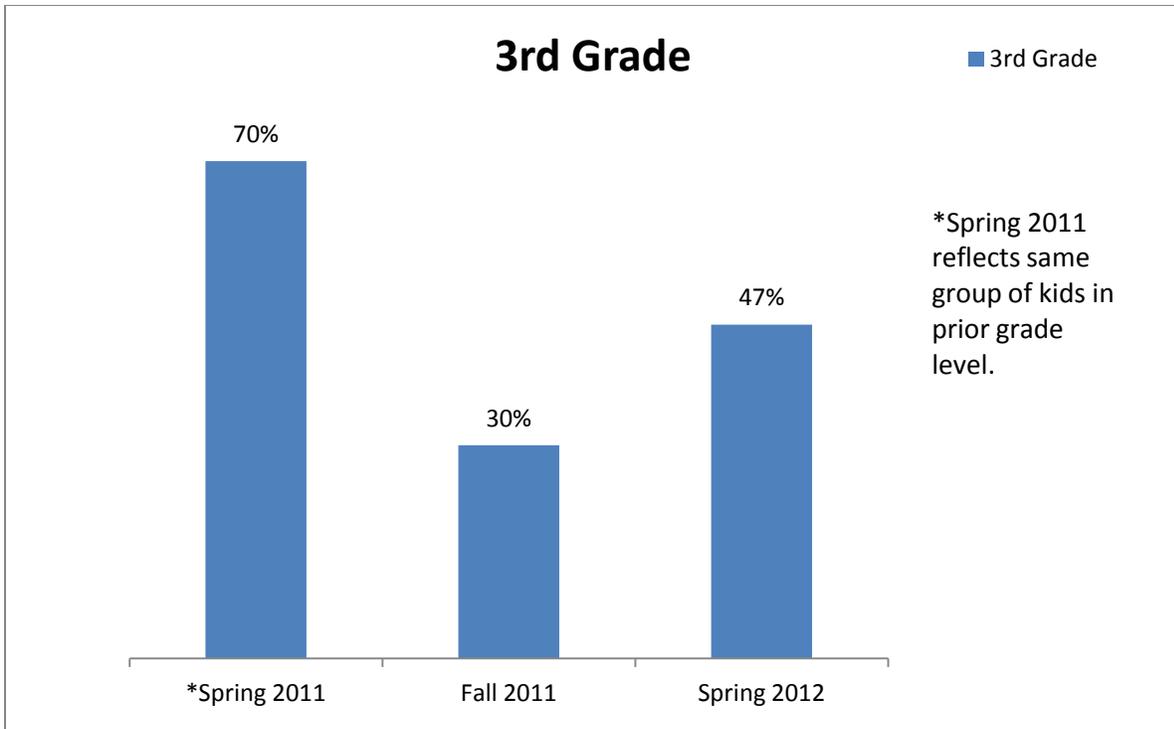


LAW COMPARISON 2011-2012

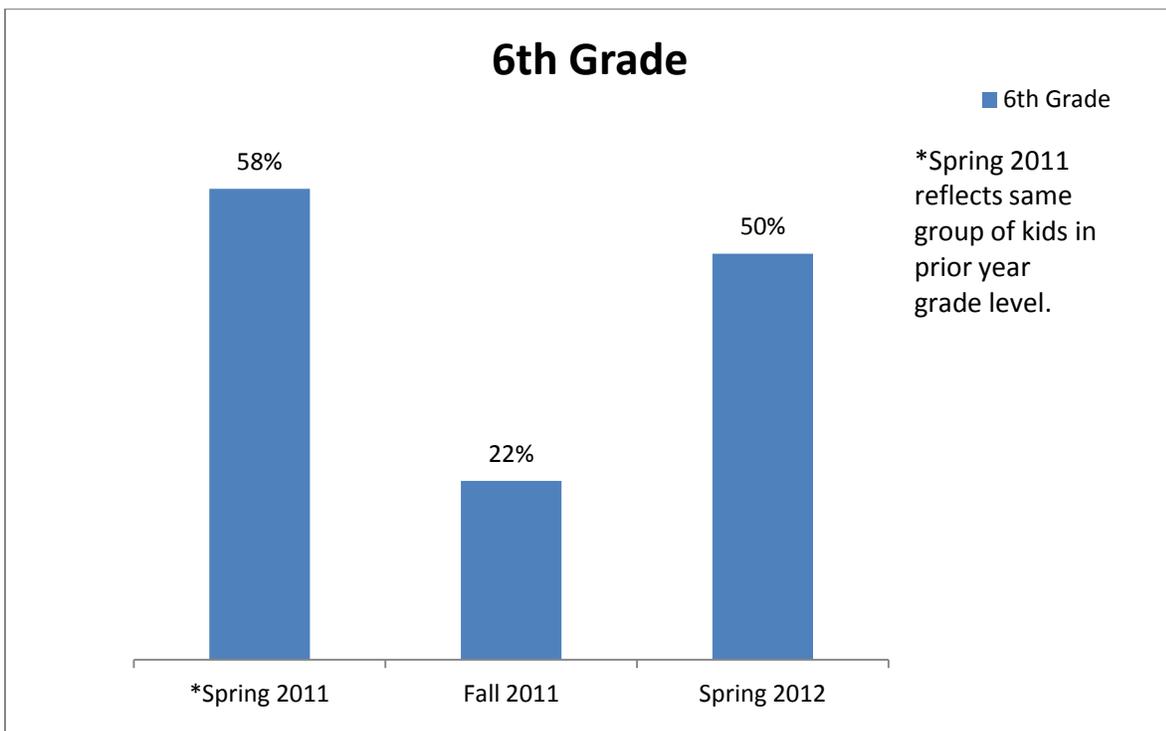
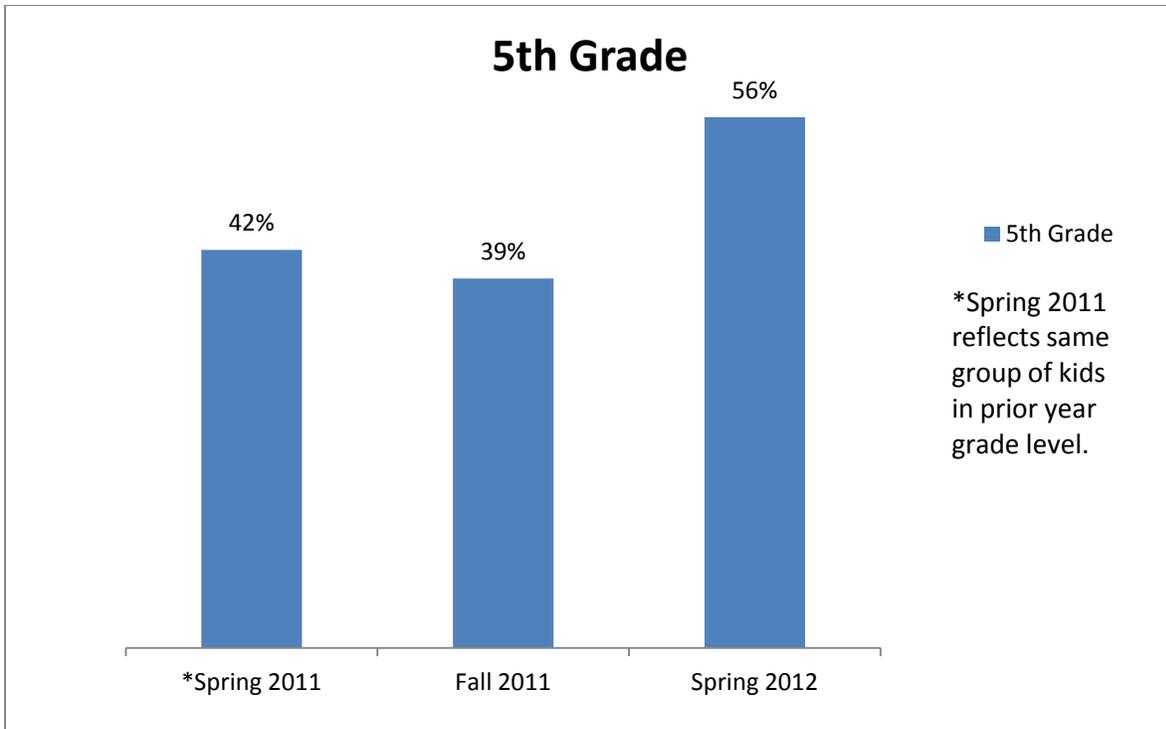
	*Spring 2011	Fall 2011	Spring 2012
District Overall			
Kindergarten	97%	1%	78%
1st Grade	79%	5%	53%
2nd Grade	70%	12%	40%
3rd Grade	56%	30%	47%
4th Grade	42%	15%	29%
5th Grade	58%	39%	56%
6th Grade	41%	22%	50%
7th Grade	71%	5%	81%
8th Grade	66%	24%	85%
9th Grade	62%	32%	73%
10th Grade	80%	62%	85%
11th Grade	76%	46%	85%
12th Grade	55%	68%	83%

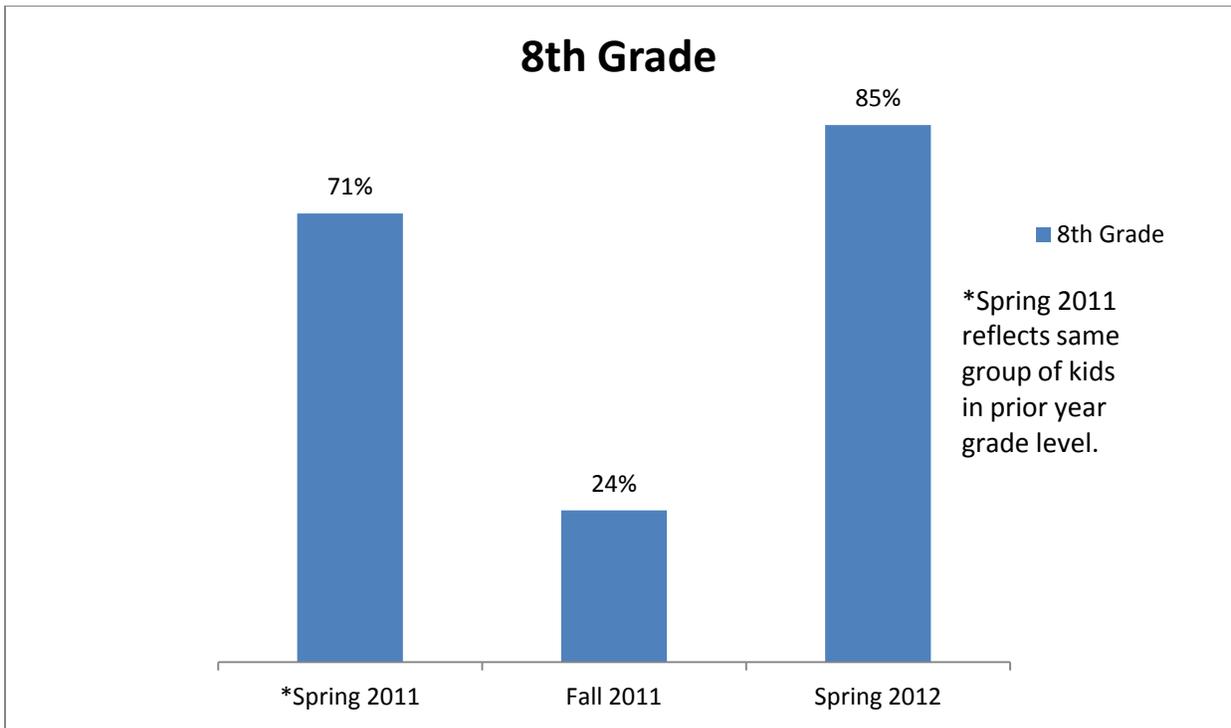
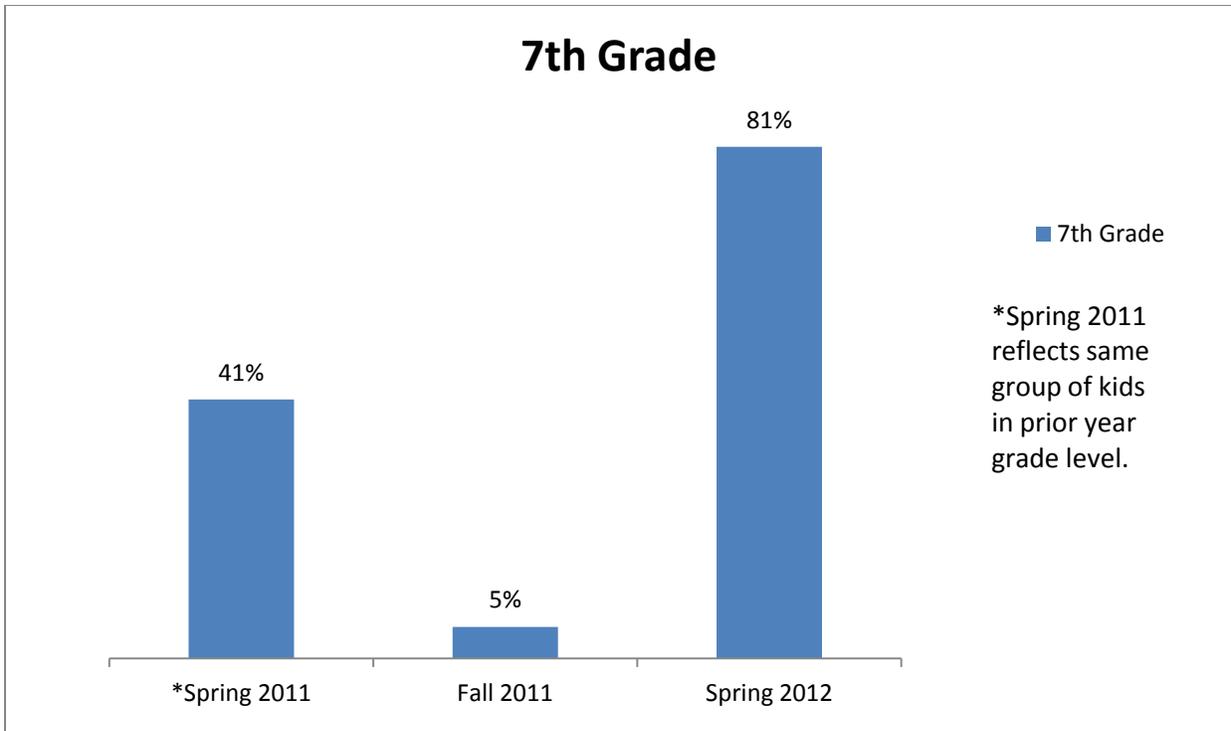




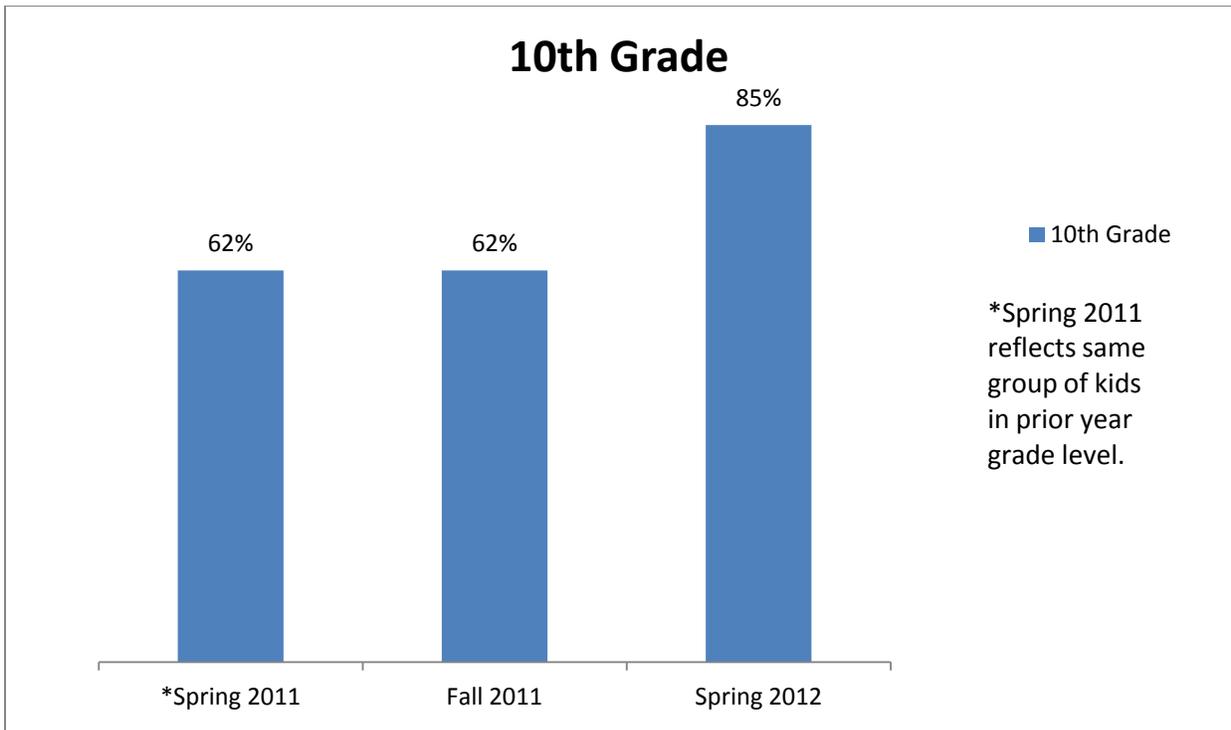
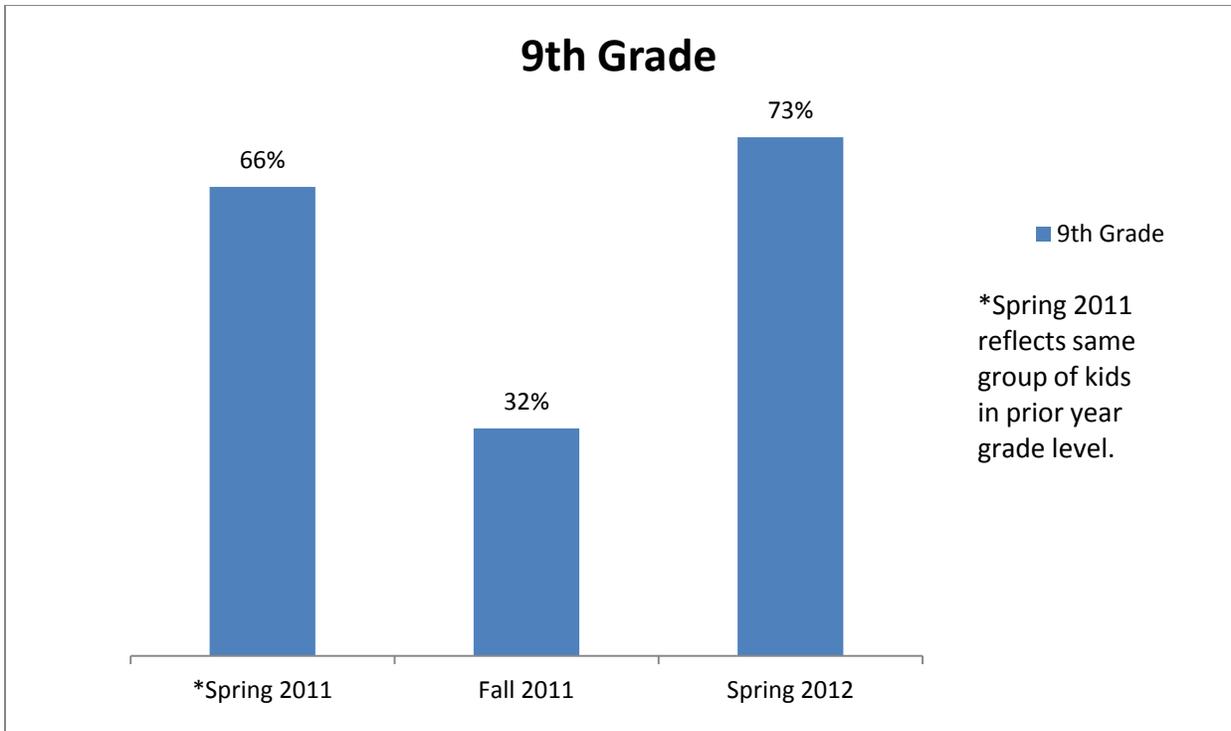


LAW COMPARISON 2011-2012

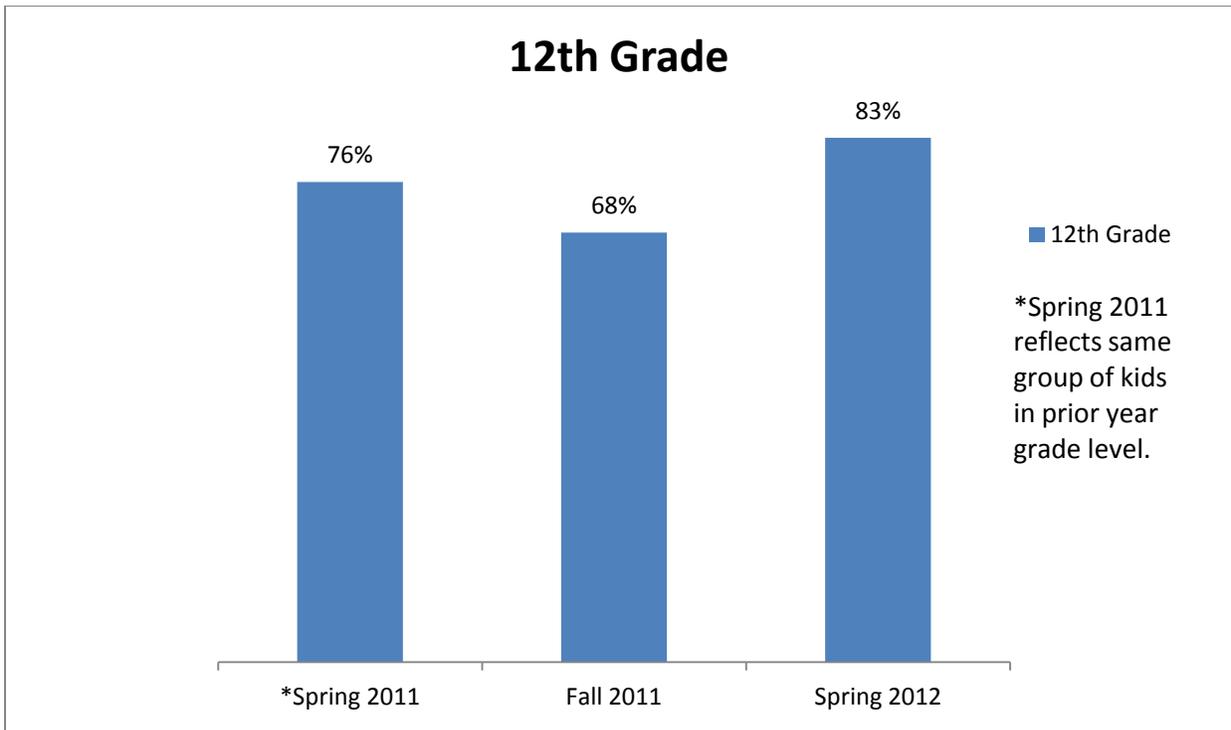
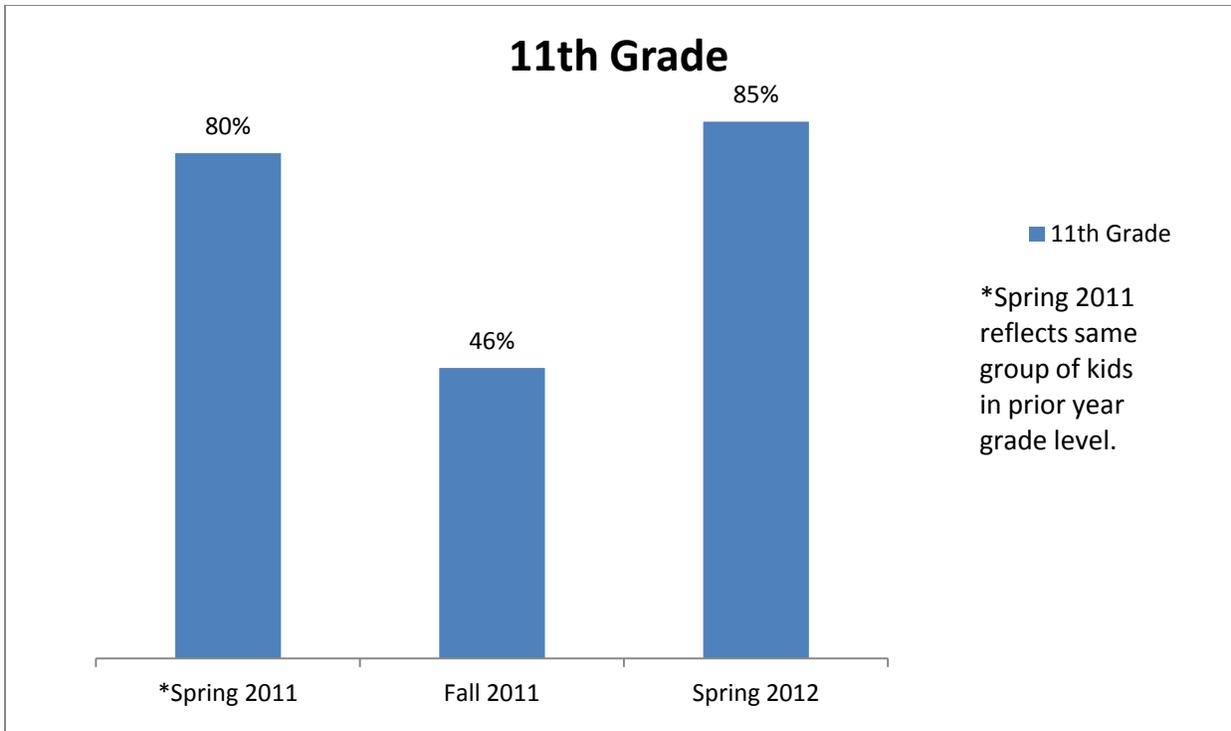




LAW COMPARISON 2011-2012



LAW COMPARISON 2011-2012



Soccer

Girls Varsity

			Place	Time
Friday	08/17/12	Lakeland High School	Home	3:00PM
Tuesday	08/21/12	Kellogg High School	Home	7:00PM
Thursday	08/23/12	Priest River High School	Away	4:00PM
Tuesday	08/28/12	*Bonners Ferry High School	Away	7:00PM
Thursday	08/30/12	Orofino High School	Away	4:00PM
Tuesday	09/04/12	Freeman High School	Home	6:00PM
Thursday	09/06/12	Riverside High School	Away	4:00PM
Saturday	09/08/12	Coeur d'Alene Charter Aca	Away	1:00PM
Tuesday	09/11/12	Bonners Ferry High School	Away	6:00PM
Thursday	09/13/12	St. Maries High School	Home	6:00PM
Saturday	09/15/12	Coeur d'Alene Charter Aca	Home	1:00PM
Tuesday	09/18/12	Priest River High School	Home	7:00PM
Thursday	09/20/12	St. Maries High School	Away	4:00PM
Saturday	09/22/12	Orofino High School	Home	12:00PM
Saturday	09/29/12	Lakeland High School	Away	11:00AM
Thursday	10/04/12	Kellogg High School	Away	4:00PM
Saturday	10/06/12	District Tournament @ Lakeland	Away	TBA
Tuesday	10/09/12	District Tournament at Lakeland	Away	TBA
Thursday	10/11/12	District Tournament @ Lakeland	Away	TBA
Saturday	10/13/12	State Play In Game @ TBA	Away	TBA
Friday	10/19/12	State Tournament	Away	TBA
Saturday	10/20/12	State Tournament	Away	TBA

Superintendent
 Dr. Mary Ann Ranells

Principal
 Kurt Hoffman

Vice Principal
 Chris McDougal

Athletic Director
 Tim Cronnelly



Cross Country
Boys/Girls Varsity

			Place	Time
Thursday	08/23/12	Bonnors Ferry Jamboree	Home	TBA
Thursday	08/30/12	Priest River Invitational	Away	4:00PM
Saturday	09/08/12	Silverwood Coaster Cross	Away	8:30AM
Saturday	09/15/12	Coeur d' Alene Invitational	Away	TBA
Saturday	09/22/12	Bob Firman Invitational (Eagle)	Home	10:00AM
Saturday	09/29/12	Lewiston Invitational	Home	TBA
Saturday	10/06/12	Sandpoint Invitational	Away	10:15AM
Saturday	10/27/12	State Meet @ Lewiston	Away	TBA

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Football

Boys Varsity

			Place	Time
Friday	08/31/12	Riverside High School	Home	7:00PM
Friday	09/07/12	Grangeville High School	Away	7:30PM
Friday	09/14/12	Colville High School	Away	7:00PM
Friday	09/21/12	Sandpoint High School	Home	7:00PM
Friday	09/28/12	Kellogg High School	Away	7:00PM
Friday	10/05/12	Bonnors Ferry High School	Home	7:00PM
Friday	10/12/12	Lakeland High School	Home	7:00PM
Friday	10/19/12	Priest River High School	Away	7:00PM
Friday	10/26/12	State Play In Game	Home	TBA

Boys JV

			Place	Time
Thursday	08/30/12	Riverside High School	Away	6:00PM
Friday	09/07/12	Grangeville High School	Away	5:00PM
Monday	09/17/12	Colville High School	Home	5:00PM
Saturday	09/22/12	Sandpoint High School	Away	11:00AM
Thursday	09/27/12	Kellogg High School	Home	6:00PM
Thursday	10/04/12	Bonnors Ferry High School	Away	6:00PM
Saturday	10/13/12	Lakeland High School	Away	1:00PM
Thursday	10/18/12	Priest River High School	Home	6:00PM

Boys Freshman

			Place	Time
Friday	08/31/12	Riverside High School	Home	4:00PM
Thursday	09/06/12	Sacajawea Junior High School	Away	5:00PM
Thursday	09/13/12	Colville High School	Away	5:00PM
Thursday	09/20/12	Sandpoint High School	Home	5:00PM
Wednesday	09/26/12	Jenifer Junior High	Home	4:00PM
Thursday	10/11/12	Lakeland High School	Home	5:00PM
Thursday	10/25/12	Moscow High School	Away	5:00PM

Superintendent
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Principal
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Vice Principal
 Chris McDougal

Athletic Director
 Tim Cronnelly



Volleyball
Girls Varsity

			Place	Time
Wednesday	08/22/12	Jamboree at Lakeland	Away	4:00PM
Thursday	08/23/12	Moscow High School	Away	6:30PM
Friday	08/24/12	Lakeland High School	Away	4:00PM
Tuesday	09/04/12	Moscow High School	Home	6:30PM
Thursday	09/06/12	*Kellogg High School	Away	6:30PM
Saturday	09/08/12	Rip-a-Shot Tournament @ Freeman	Away	TBA
Tuesday	09/11/12	Bonnors Ferry High School	Home	6:30PM
Saturday	09/15/12	Okanogan (WA) Volleyball Tournament	Away	9:00AM
Thursday	09/20/12	St. Maries High School	Away	6:30PM
Tuesday	09/25/12	Priest River High School	Home	6:30PM
Thursday	09/27/12	*Kellogg High School	Home	6:30PM
Tuesday	10/02/12	*Bonnors Ferry High School	Away	6:30PM
Thursday	10/04/12	Tri Match Orofino, Priest River @ PR	Away	5:30PM
Saturday	10/06/12	Pea and Lentil Tournament @ Genesee	Away	9:00AM
Tuesday	10/09/12	St. Maries High School	Home	6:30PM
Wednesday	10/10/12	Riverside High School	Away	6:30PM
Tuesday	10/16/12	District Tournament	Away	TBA
Thursday	10/18/12	District Tournament	Away	TBA
Saturday	10/20/12	State Play - In Game @ McCall	Away	5:00PM

Girls JV

			Place	Time
Wednesday	08/22/12	Jamboree at Lakeland	Away	4:00PM
Thursday	08/23/12	Moscow High School	Home	5:00PM
Friday	08/24/12	Lakeland High School	Away	2:30PM
Tuesday	09/04/12	Moscow High School	Home	5:00PM
Thursday	09/06/12	Kellogg High School	Away	5:00PM
Tuesday	09/11/12	Bonnors Ferry High School	Home	5:00PM
Saturday	09/15/12	Tri Match Bonnors Ferry, Timberlake, Lakeland	Away	11:00AM
Thursday	09/20/12	St. Maries High School	Away	5:00PM
Saturday	09/22/12	Timberlake Sub Varsity Tournament	Home	9:00AM
Monday	09/24/12	Post Falls High School	Away	7:30PM
Tuesday	09/25/12	Priest River High School	Home	5:00PM
Thursday	09/27/12	Kellogg High School	Home	5:00PM
Tuesday	10/02/12	*Bonnors Ferry High School	Away	5:00PM

Superintendent
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Vice Principal
 Chris McDougal

Athletic Director
 Tim Cronnelly



Volleyball

Girls JV

			Place	Time
Thursday	10/04/12	Tri Match Orofino, Priest River	Home	4:00PM
Tuesday	10/09/12	St. Maries High School	Home	5:00PM
Wednesday	10/10/12	Riverside High School	Away	5:00PM

Girls C Team

			Place	Time
Thursday	08/23/12	Moscow High School	Home	5:00PM
Friday	08/24/12	Lakeland High School	Away	2:30PM
Thursday	08/30/12	Coeur d'Alene High School	Away	5:00PM
Tuesday	09/04/12	Moscow High School	Home	5:00PM
Thursday	09/06/12	Kellogg High School	Away	5:00PM
Tuesday	09/11/12	Bonnors Ferry High School	Home	5:00PM
Saturday	09/15/12	Tri Match Lakeland, Timberlake, Bonnors Ferry	Home	11:00AM
Thursday	09/20/12	Coeur d'Alene High School	Home	5:00PM
Saturday	09/22/12	Timberlake Sub Varsity Tournament	Home	9:00AM
Monday	09/24/12	Post Falls High School	Away	5:30PM
Tuesday	09/25/12	Priest River High School	Home	5:00PM
Thursday	09/27/12	Kellogg High School	Home	5:00PM
Tuesday	10/02/12	Bonnors Ferry High School	Away	5:00PM
Thursday	10/04/12	Priest River High School	Home	5:30PM
Tuesday	10/09/12	Post Falls High School	Home	5:00PM
Wednesday	10/10/12	Riverside High School	Away	5:00PM

Superintendent
 Dr. Mary Ann Ranells

Principal
 Kurt Hoffman

Vice Principal
 Chris McDougal

Athletic Director
 Tim Cronnelly

Lakeland High School

7006 W Highway 53 Rathdrum, ID 83858-0069

School Phone: 208-687-0181 Home Phone: Fax: 208-687-1313 tderrick@lakeland272.org



Superintendent
Mary Ann Ranells, Ph.D.

Principal
Conrad Underdahl

Vice Principal
Curt Carr

Athletic Director
Trent Derrick

Varsity Soccer (Girls) 2012-2013

<u>Day</u>	<u>Date</u>	<u>Opponent</u>	<u>Place</u>	<u>Dismiss</u>	<u>Depart</u>	<u>Time</u>
Friday	Aug. 17	@ Timberlake	TLHS		5:30PM	7:00PM
Tuesday	Aug. 21	Bonnors Ferry	LHS FB			3:00PM
Saturday	Aug. 25	* @ Post Falls	PFHS			12:00PM
Monday	Aug. 27	@ Bonnors Ferry	BFHS		12:15PM	3:00PM
Thursday	Sep. 06	@ West Valley	WVHS			4:00PM
Saturday	Sep. 08	Colville	LHS Soc			12:00PM
Tuesday	Sep. 11	Sandpoint	LHS FB			4:30PM
Thursday	Sep. 13	Riverside	LHS FB			4:00PM
Tuesday	Sep. 18	* Moscow	LHS FB			4:30PM
Thursday	Sep. 20	* Lake City	LHS Soc			4:30PM
Saturday	Sep. 22	* @ Coeur d'Alene	CHS		10:30AM	12:00PM
Tuesday	Sep. 25	* Post Falls	LHS Soc			4:30PM
Thursday	Sep. 27	@ Sandpoint	Travers Park	2:20PM	2:30PM	4:30PM
Saturday	Sep. 29	Timberlake	LHS FB			6:00PM
Tuesday	Oct. 02	* Lewiston	LHS Soc			4:00PM
Thursday	Oct. 04	* @ Moscow	Moscow Jr. High	12:20PM	12:30PM	4:00PM
Tuesday	Oct. 09	* @ 4A Regional Tournament- 2vs3	High Seed Hosts			3:30PM
Thursday	Oct. 11	* @ 4A Regional Tournament -1vsW	High Seed Hosts	TBA	TBA	3:30PM
Thursday	Oct. 18	@ Girls State Soccer Tournament - Idaho Falls HS	Idaho Falls			TBA
Friday	Oct. 19	@ Girls State Soccer Tournament - Idaho Falls HS	Idaho Falls			TBA
Saturday	Oct. 20	@ Girls State Soccer Tournament - Idaho Falls HS	Idaho Falls			TBA

Lakeland High School

7006 W Highway 53 Rathdrum, ID 83858-0069

School Phone: 208-687-0181 Home Phone: Fax: 208-687-1313 tderrick@lakeland272.org



Superintendent
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Principal
Conrad Underdahl

Vice Principal
Curt Carr

Athletic Director
Trent Derrick

JV Soccer (Girls) 2012-2013

<u>Day</u>	<u>Date</u>	<u>Opponent</u>	<u>Place</u>	<u>Dismiss</u>	<u>Depart</u>	<u>Time</u>
Saturday	Aug. 18	Kellogg	LHS Soc			12:00PM
Friday	Aug. 24	Stillwater Christian School	LHS Soc			3:00PM
Saturday	Aug. 25	* @ Post Falls	PFHS		10:30AM	12:00PM
Thursday	Sep. 06	@ West Valley	WVHS	2:05PM	2:15PM	4:00PM
Saturday	Sep. 08	Colville	LHS Soc			12:00PM
Tuesday	Sep. 11	Sandpoint	LHS Soc			4:30PM
Thursday	Sep. 13	Riverside	LHS Soc			4:00PM
Tuesday	Sep. 18	* Moscow	LHS Soc			4:30PM
Thursday	Sep. 20	* Lake City	LHS Soc			4:30PM
Saturday	Sep. 22	* @ Coeur d'Alene	CHS		10:30AM	12:00PM
Tuesday	Sep. 25	* Post Falls	LHS Soc			4:30PM
Thursday	Sep. 27	@ Sandpoint	Travers Park	2:20PM	2:30PM	4:30PM
Monday	Oct. 01	@ Kellogg	KHS	1:50PM	2:00PM	4:00PM
Tuesday	Oct. 02	* Lewiston	LHS Soc			4:00PM
Thursday	Oct. 04	* @ Moscow	Moscow Jr. High	12:20PM	12:30PM	4:00PM

Lakeland High School

7006 W Highway 53 Rathdrum, ID 83858-0069

School Phone: 208-687-0181 Home Phone: Fax: 208-687-1313 tderrick@lakeland272.org



Superintendent
Mary Ann Ranells, Ph.D.

Principal
Conrad Underdahl

Vice Principal
Curt Carr

Athletic Director
Trent Derrick

Varsity Football (Boys) 2012-2013

<u>Day</u>	<u>Date</u>	<u>Opponent</u>	<u>Place</u>	<u>Time</u>
Friday	Aug. 31	* @ Lewiston	Bengal Field	7:00PM
Friday	Sep. 07	@ East Valley High School-Spokane	East Valley	7:00PM
Friday	Sep. 14	Cheney	LHS FB	7:00PM
Friday	Sep. 21	@ Deer Park	Deer Park High	7:00PM
Friday	Sep. 28	* Post Falls	LHS FB	7:00PM
Friday	Oct. 05	Colville	LHS FB	7:00PM
Friday	Oct. 12	@ Timberlake	TLHS	7:00PM
Friday	Oct. 19	* @ Moscow	Moscow	7:00PM
Friday	Oct. 26	Sandpoint	LHS FB	7:00PM
Friday	Nov. 02	@ OPEN DATE (<i>State Playoff - Qtr. Final</i>)	OPEN DATE	TBA
Friday	Nov. 09	@ OPEN DATE (<i>State Playoff - Semi-Final</i>)	OPEN DATE	TBA
Saturday	Nov. 17	@ OPEN DATE (<i>State Playoff - Finals</i>)	OPEN DATE	TBA

Lakeland High School

7006 W Highway 53 Rathdrum, ID 83858-0069

School Phone: 208-687-0181 Home Phone: Fax: 208-687-1313 tderrick@lakeland272.org



Superintendent
Mary Ann Ranells, Ph.D.

Principal
Conrad Underdahl

Vice Principal
Curt Carr

Athletic Director
Trent Derrick

JV Football (Boys) 2012-2013

<u>Day</u>	<u>Date</u>	<u>Opponent</u>	<u>Place</u>	<u>Time</u>
Thursday	Aug. 30	* Lewiston	LHS FB	6:00PM
Monday	Sep. 10	East Valley High School-Spokane	LHS FB	5:00PM
Monday	Sep. 17	@ Cheney	Cheney H.S.	5:00PM
Saturday	Sep. 22	Deer Park	LHS FB	1:00PM
Thursday	Sep. 27	* @ Post Falls	PFHS	6:00PM
Monday	Oct. 08	@ Colville	COL HS	5:00PM
Saturday	Oct. 13	Timberlake	LHS FB	11:00AM
Saturday	Oct. 27	@ Sandpoint (<i>Lakeland High School</i>)	SDPTHS	1:00PM

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C Football (Boys) 2012-2013

<u>Day</u>	<u>Date</u>	<u>Opponent</u>	<u>Place</u>	<u>Time</u>
Wednesday	Aug. 29	* Sacajewa Jr. High	LHS FB	5:00PM
Thursday	Sep. 06	@ East Valley High School-Spokane	East Valley	5:00PM
Thursday	Sep. 13	Cheney	LHS FB	5:00PM
Thursday	Sep. 20	@ Deer Park	Deer Park High	5:00PM
Thursday	Sep. 27	* Post Falls	LHS FB	5:00PM
Thursday	Oct. 04	Colville	LHS FB	5:00PM
Thursday	Oct. 11	@ Timberlake	TLHS	5:00PM
Thursday	Oct. 18	* Moscow	LHS FB	5:00PM
Thursday	Oct. 25	* Sandpoint	LHS FB	5:00PM

Lakeland High School

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Athletic Director
Trent Derrick

Varsity Soccer (Boys) 2012-2013

<u>Day</u>	<u>Date</u>	<u>Opponent</u>	<u>Place</u>	<u>Time</u>
Tuesday	Aug. 21	Coeur d'Alene	LHS Soc	4:00PM
Friday	Aug. 24	Stillwater Christian School	LHS Soc	5:00PM
Saturday	Aug. 25	* Post Falls	LHS Soc	12:00PM
Thursday	Aug. 30	* Lake City	LHS Soc	4:00PM
Thursday	Sep. 06	* @ Coeur d'Alene	CHS	4:30PM
Saturday	Sep. 08	@ St. George's	St. George's	12:00PM
Tuesday	Sep. 11	@ Sandpoint	Travers Park	4:30PM
Thursday	Sep. 13	@ Northwest Christian School-Colbert	Northwest Christian	4:00PM
Saturday	Sep. 15	* Lewiston	LHS FB	12:00PM
Tuesday	Sep. 18	* @ Moscow	Moscow Jr. High	4:30PM
Thursday	Sep. 20	@ Lake City	LCHS	4:30PM
Saturday	Sep. 22	* Coeur d'Alene	LHS Soc	12:00PM
Tuesday	Sep. 25	* @ Post Falls	PFHS	4:30PM
Thursday	Sep. 27	* Sandpoint	LHS FB	4:30PM
Tuesday	Oct. 02	* @ Lewiston	Walker Field	4:00PM
Thursday	Oct. 04	* Moscow	LHS FB	4:00PM
Monday	Oct. 08	* @ 4A Regional Tournament-2vs3	High Seed Hosts	3:30PM
Wednesday	Oct. 10	* @ 4A Regional Tournament-1vsW	High Seed Hosts	3:30PM
Thursday	Oct. 18	@ Boys State Soccer Tournament - Idaho Falls HS	Idaho Falls	TBA
Friday	Oct. 19	@ Boys State Soccer Tournament - Idaho Falls HS	Idaho Falls	TBA
Saturday	Oct. 20	@ Boys State Soccer Tournament - Idaho Falls HS	Idaho Falls	TBA

Lakeland High School

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Curt Carr

Athletic Director
Trent Derrick

JV Soccer (Boys) 2012-2013

<u>Day</u>	<u>Date</u>	<u>Opponent</u>	<u>Place</u>	<u>Time</u>
Tuesday	Aug. 21	Coeur d'Alene	LHS Soc	4:00PM
Friday	Aug. 24	Stillwater Christian School	LHS Soc	3:00PM
Saturday	Aug. 25	* Post Falls	LHS Soc	12:00PM
Thursday	Aug. 30	* Lake City	LHS Soc	4:00PM
Thursday	Sep. 06	* @ Coeur d'Alene	CHS	4:30PM
Saturday	Sep. 08	@ St. George's	St. George's	2:00PM
Tuesday	Sep. 11	@ Sandpoint	Travers Park	4:30PM
Friday	Sep. 14	Northwest Christian School-Colbert	LHS Soc	4:00PM
Saturday	Sep. 15	* Lewiston	LHS Soc	12:00PM
Tuesday	Sep. 18	* @ Moscow	Moscow Jr. High	4:30PM
Thursday	Sep. 20	@ Lake City	LCHS	4:30PM
Saturday	Sep. 22	* Coeur d'Alene	LHS Soc	12:00PM
Tuesday	Sep. 25	* @ Post Falls	PFHS	4:30PM
Thursday	Sep. 27	* Sandpoint	LHS Soc	4:30PM
Tuesday	Oct. 02	* @ Lewiston	Walker Field	4:00PM
Thursday	Oct. 04	* Moscow	LHS Soc	4:00PM

Lakeland High School

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 Curt Carr

Athletic Director
 Trent Derrick

Varsity Volleyball (Girls) 2012-2013

<u>Day</u>	<u>Date</u>	<u>Opponent</u>	<u>Place</u>	<u>Time</u>
Wednesday	Aug. 22	Jamboree	LHS	4:00PM
Friday	Aug. 24	Timberlake	LHS	4:00PM
Tuesday	Aug. 28	* Coeur d'Alene	LHS	7:00PM
Thursday	Aug. 30	Kellogg/Moscow/Lakeland TriMatch	LHS	4:00PM
Tuesday	Sep. 04	* @ Lake City	LCHS	7:00PM
Thursday	Sep. 06	* @ Sandpoint	SDPTHS	7:00PM
Saturday	Sep. 08	Lakeland Invitational	Lakeland High School	9:00AM
Tuesday	Sep. 11	@ Kellogg	Kellogg	7:00PM
Thursday	Sep. 13	* @ Coeur d'Alene	CHS	7:00PM
Tuesday	Sep. 18	@ Reardan High School	Reardan High School	6:00PM
Thursday	Sep. 20	* Lake City	LHS	7:00PM
Saturday	Sep. 29	* @ PF/Mt. Spokane/LL Trimatch	PFHS	3:00PM
Tuesday	Oct. 02	@ Moscow	Moscow Jr. High	7:00PM
Friday	Oct. 05	@ Crossover Classic	Lewis and Clark HS	7:30PM
Saturday	Oct. 06	@ Crossover Classic	Lewis and Clark HS	9:00AM
Tuesday	Oct. 09	* Sandpoint	LHS	7:00PM
Thursday	Oct. 11	* LL/PF/PR – Tri-match	LHS	4:00PM
Saturday	Oct. 20	* @ 4A Regional Tournament	#1 Seed Hosts	10:00AM
Friday	Oct. 26	@ State Volleyball Tournament – Skyline HS	State Volleyball Tournament – Skyline HS	TBA
Saturday	Oct. 27	@ State Volleyball Tournament – Skyline HS	State Volleyball Tournament – Skyline HS	TBA

Lakeland High School

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Curt Carr

Athletic Director
Trent Derrick

JV Volleyball (Girls) 2012-2013

<u>Day</u>	<u>Date</u>	<u>Opponent</u>	<u>Place</u>	<u>Time</u>
Wednesday	Aug. 22	Jamboree	LHS	4:00PM
Friday	Aug. 24	Timberlake	LHS	2:30PM
Tuesday	Aug. 28	@ Coeur d'Alene	LHS	5:30PM
Thursday	Aug. 30	Kellogg/Moscow/Lakeland TriMatch	LHS	4:00PM
Tuesday	Sep. 04	* @ Lake City	LCHS	5:30PM
Thursday	Sep. 06	* @ Sandpoint	SDPTHS	5:30PM
Tuesday	Sep. 11	@ Kellogg	Kellogg	5:30PM
Thursday	Sep. 13	* @ Coeur d'Alene	CHS	5:30PM
Saturday	Sep. 15	LL/BF/TL Tri-match	LHS	11:00AM
Tuesday	Sep. 18	@ Reardan High School	Reardan High School	4:30PM
Thursday	Sep. 20	* Lake City	LHS	5:30PM
Saturday	Sep. 29	* @ PF/Mt. Spokane/LL Trimatch	Mt.Spokane HS	3:00PM
Tuesday	Oct. 02	* @ Moscow	Moscow Jr. High	5:30PM
Tuesday	Oct. 09	* Sandpoint	LHS	5:30PM
Thursday	Oct. 11	* LL/PF/PR - Tri-match	LHS	4:00PM

Lakeland High School

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Conrad Underdahl

Vice Principal
Curt Carr

Athletic Director
Trent Derrick

C Volleyball (Girls) 2012-2013

<u>Day</u>	<u>Date</u>	<u>Opponent</u>	<u>Place</u>	<u>Time</u>
Friday	Aug. 24	Timberlake	LHS -AX	2:30PM
Tuesday	Aug. 28	* Coeur d'Alene	LHS	4:00PM
Thursday	Aug. 30	Kellogg/Moscow/Lakeland TriMatch	LJHS	4:00PM
Tuesday	Sep. 04	* @ Lake City	LCHS	4:00PM
Thursday	Sep. 06	* @ Sandpoint	SDPTHS	4:15PM
Tuesday	Sep. 11	@ Kellogg	Kellogg	4:00PM
Thursday	Sep. 13	* @ Coeur d'Alene	CHS	4:00PM
Saturday	Sep. 15	@ LL/BF/TL Tri-match	TLHS	11:00AM
Thursday	Sep. 20	* Lake City	LHS	4:00PM
Saturday	Sep. 29	* @ PF/Mt. Spokane/LL Trimatch	Mt.Spokane HS	3:00PM
Tuesday	Oct. 02	* @ Moscow	Moscow Jr. High	4:15PM
Tuesday	Oct. 09	* Sandpoint	LHS	4:15PM
Thursday	Oct. 11	* @ LL/PF/PR - Tri-match	PFHS	4:00PM

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V/JV Cross Country (Boys/Girls) 2012-2013

<u>Day</u>	<u>Date</u>	<u>Opponent</u>	<u>Place</u>	<u>Dismiss</u>	<u>Depart</u>	<u>Time</u>
Saturday	Aug. 25	* @ Post Falls	PFHS		8:30AM	10:00AM
Friday	Aug. 31	@ Libby	Libby		7:00AM	12:30PM
Saturday	Sep. 08	Lakeland Invitational	Silverwood		7:00AM	8:30AM
Saturday	Sep. 15	@ Coeur d'Alene (CDA Invitational)	Ramsey Park		8:00AM	9:30AM
Saturday	Sep. 22	@ Erik Anderson/Runner's Soul Cross Country Meet	Plantes Ferry			TBA
Saturday	Sep. 29	@ Mountain West Invitational	Missoula, MT			TBA
Saturday	Oct. 06	@ Sandpoint Invite	Sandpoint Invite		7:30AM	9:30AM
Thursday	Oct. 18	* @ Regional Meet	Hell's Gate State Park		TBA	11:30AM
Saturday	Oct. 27	@ State Meet	Hell's Gate State Park		TBA	TBA



LAKELAND JOINT SCHOOL DISTRICT #272

15506 N. Washington Street P.O. Box 39

Rathdrum, Idaho 83858

Phone: 208.687.0431

Web: lakeland272.org

2012 – 2013

NON-RESIDENT TUITION STUDENT APPLICATION/ACCEPTANCE FORM

Students who are not residents of the district may be admitted on a tuition paying basis under the following conditions: (for additional clarification refer to Board Policy #3080):

1. The district has adequate facilities, staff, and resources to accommodate the additional student.
2. Consideration will be given to the impact that a non-resident student will have on the classroom(s), grade level, and school building.
3. The addition of a non-resident, tuition paying student will not denigrate the standard of educational services provided to resident students.
4. **The student has not been expelled from the previous school.**
5. **The student's previous record of discipline, attendance, and performance will be considered in relation to #3 above.**
6. **A demonstrated record of prompt tuition payments by past non-resident tuition participants.**

This form along with the student's: Cumulative transcript, discipline record, attendance record, proof of immunization, birth certificate copy, guardianship papers (if appropriate), Lakeland school registration form, and a check for the first 3 month's tuition must be sent to the Superintendent of Schools for approval. The check will be returned if approval is not granted. Any additional siblings, living in the same household, who are approved to attend a Lakeland school, will not be charged an additional fee.

Please mark your calendar for these tuition due dates

September 4, 2012 \$120.00

December 4, 2012 \$120.00

March 4, 2013 \$120.00

Full Year Tuition \$342.00 (Includes 5% Discount) when paid by September 4, 2012

Student Name _____ Requested School _____ Grade _____

Parent/Guardian Name _____

Physical Address _____

Mailing Address _____ Home Phone _____ Work/Contact Phone _____

City _____ State _____ Zip Code _____

Reason for requesting non-resident student status: _____

I understand that, if approved, it is my responsibility to insure that tuition payments are made on time, according to the schedule outlined in this form. If I become delinquent with my payments I understand that I will be asked to withdraw my child(ren) from the Lakeland School District.

Date

Parent/Guardian Signature

Date

Superintendent Signature

Acceptance as a non-resident, tuition paying student does not guarantee eligibility for IHSAA or district sponsored athletics. Lakeland Joint School District does not discriminate on the basis of race, color, religion, national origin, sex, age, or handicap.
(Revised 05-29-2012)

committed to academic excellence ... dedicated to student success



LAKELAND JOINT SCHOOL DISTRICT #272

15506 N. Washington Street

P.O. Box 39

Rathdrum, Idaho 83858

Phone: 208.687.0431 Fax: 208.687.1884 Web: Lakeland272.org

INTERFUND TRANSFERS FY12

July 9, 2012

Food Service Program to General Fund - \$45,000.00

This amount is for custodial services, related to the Food Service Program, in the schools.

General Fund to Plant Facilities Fund #420 - \$118,714.00

This is the annual bus depreciation amount. This amount is receipted into the General Fund and then transferred to the Plant Facilities Fund.

General Fund to Professional-Technical Fund #249 - \$140,000.00

This is for Professional-Technical support.

Misc. Grants Fund #248 to General Fund - \$33.11

This is the amount remaining from a RTI Grant.

Public Participation in Board Meetings

There are various ways for individuals or groups to address the Board of Trustees. People who wish to address a topic of interest have four options available to them.

Written comments on any item on the agenda or on the operation of the school district may be submitted to the Clerk of the Board for distribution to the Board members at any time.

Individuals or groups may address the Board of Trustees during the Public Comment Section on the Board Agenda.

To encourage public participation in Board decisions, the Board provides opportunity for individuals or delegations to speak on matters of their concern during the Public Comments Section in the agenda.

Anyone may address the Board on any subject within their authority. The Board, however, does not participate in debates on issues and usually defers any action on items discussed. There may be times when the Board is unable to respond immediately to requests for information. When questions are referred to staff for research and recommendations, an appropriate response will be given as soon as possible. All questions and requests for information will receive a response as soon as possible.

In order to allow everyone who wishes to speak an opportunity, the following rules should be observed:

1. Each speaker is requested to sign-in on the provided sheet prior to the start of the Board meeting. Speakers will be called upon by the Board Chairperson according to the order of the sign-up sheet provided prior to the start of the meeting.
2. Each speaker is requested to use the lectern and to give his/her name, address, and to identify the group, if any, that he or she represents.
3. Only residents, property owners, parents and/or students enrolled in the District will be allowed to address the Board.
4. Each speaker will be asked to limit their remarks to no more than three minutes.
5. There will be a limit of one presentation per person.
6. A period not to exceed one (1) hour may be available for public comment.

7. Questions, suggestions, proposals or criticisms which have been presented verbally should be submitted in writing and signed by the individual or spokesperson for the group appearing before the Board.
8. Persons appearing before the Board are reminded, as a point of information, that members of the Board are without authority to act independently in official matters; thus questions may be directed to the Board, but answers must be deferred pending consideration by the Board.
9. Speakers may offer such objective criticisms of school operations and programs as concern them, but in public session the Board will not hear personal complaints about school personnel or about any person connected with the school system. These concerns should be addressed first at the school then the district level.
10. Speakers are requested to refrain from using inappropriate language and from engaging in any form of personal abuse.
11. A single person will be asked to represent organizations and groups. To save repetition and time, the Board of Trustees would request that persons not speak if a previous speaker has expressed a similar position on the same issue. Anyone may speak who has something pertinent to say.
12. Every speaker must first be recognized by the Board Chairman before being allowed to speak at anytime.
13. The Board would prefer to also have the comments in writing.

Individuals or groups may address the Board by requesting to make a Formal Public Presentation as an item on the Board Agenda.

1. Individual board members, employees, students and patrons may have matters directly related to school district business placed on the agenda of a regular Board of Trustee meeting by addressing a written request for inclusion to the Superintendent, Lakeland Joint School District No. 272, P.O. Box 39, Rathdrum, Idaho 83858. This written request must be received by the Superintendent by the end of working hours on Tuesday prior to the Board meeting.
2. Items placed on the agenda in this manner will be scheduled for information and discussion only. The Board will decide whether or not such an item will be moved for consideration and placed on the agenda of a future Board meeting.
3. The Board may decide to postpone discussion to permit adequate time for study, analysis and response by the district.
4. To ensure that all persons have an opportunity to be heard and that meetings are conducted in an orderly, efficient manner, the Board requests that speakers abide by the guideline

identified under the Public Comments Section of the Board Agenda which shall also apply to the formal presentations on an approved agenda item.

5. The Board also requests that all written material to support the presentation be attached to the official request for the item to be placed on the agenda.

Individuals or groups are encouraged to address concerns through the Complaint Process. If people have a particular problem in a school or department, they are encouraged to follow a process that allows for a timely resolution.

1. Initial contact should be made with the staff member involved for a resolution of the situation.
2. If agreement cannot be reached, the building principal or immediate supervisor should be made aware of the situation. This individual will review the concerns with the complainant and the staff member(s) involved and attempt to work out a solution.
3. If agreement cannot be reached, the complainant should put the concerns in writing to the superintendent of schools for resolution.
4. The Board firmly believes that problems should be solved if at all possible at the level in which they occur. However, as a final step the concern may be sent in writing to the Board Chairman for consideration.

Cross Reference:

4120 Procedure to Address Concerns
4320 Disruption of School Operations

Legal Reference: I.C. § 33-512 (11)
I.C. § 67-2345

Policy History

Promulgated on: August 13, 2007

Revised on: July 9, 2012



176 E Calderwood Dr Ste 100
Meridian, ID 83642
T 208-922-9300
F 208-922-9351
www.isbidaho.com

June 15, 2012

Larry Brown Board Chairman
Lakeland School District
P.O. Box 39
Rathdrum, ID 83858

Dear Larry,

Enclosed is the renewal for the Medicaid Administration Agreement between ISB and Lakeland School District. Please sign and return the contract in the self-addressed envelope and we will send a fully executed contract for your records. We look forward to working with you and your staff to build and maintain a strong Medicaid reimbursement program.

We have started scheduling for fall Medicaid training and updates. Please call to schedule a time for us to visit your district. If you have any questions, do not hesitate to contact me. Have a safe and restful summer!

Sincerely,

Roger G. Levesque
Executive Director
roger@isbs.us

MEDICAID ADMINISTRATION AGREEMENT

This Agreement is made by and between Idaho State Billing Services, Inc., an Idaho corporation dba ISB, ISB Educational Solutions, located at 176 East Calderwood Drive Meridian, ID 83642, hereinafter referred to as ISB, and Lakeland School District #272, located at 15506 N Washington St, Rathdrum, ID, hereinafter referred to as the SCHOOL DISTRICT.

WHEREAS, ISB is an Idaho corporation organized to provide MEDICAID administration to Idaho schools, and has developed a complete MEDICAID administration program which provides Idaho school districts with training, administrative, consultative, statistical, and audit services;

WHEREAS, the SCHOOL DISTRICT wishes to obtain, and ISB wishes to furnish these MEDICAID administration services;

NOW THEREFORE, in consideration of the premises and the mutual promises and undertakings of the parties hereinafter set forth, the parties hereby agree as follows:

1. The term of the Agreement shall be from **September 1, 2012 to August 31, 2015.** *2013*
2. ISB will provide MEDICAID administration services as outlined in the SUMMARY OF MEDICAID ADMINISTRATION SERVICES (Attachment A) document attached.
3. The SCHOOL DISTRICT agrees to perform the MEDICAID administration services as outlined in the SUMMARY OF MEDICAID ADMINISTRATION SERVICES (Attachment B) document attached.
4. As consideration for the provision of said services, the SCHOOL DISTRICT shall pay ISB an administration fee for all MEDICAID reimbursements received either by direct deposit, checks, or when payment is made available to the SCHOOL DISTRICT by the Idaho Department of Health & Welfare pending match payment.
 - a) Administrative fee rates are based on the time of service delivery. Therefore, if claims for services delivered in June, for example, are eventually paid the following September, the SCHOOL DISTRICT will be invoiced at the fee for the June year and not at the new fee beginning September 1. Extended Year Program service delivery is, for the purposes of this Agreement, considered to be part of the school year immediately preceding the Extended Year Program; and has, therefore, an associated ISB Administrative fee schedule that corresponds to the school year immediately preceding the Extended Year Program.
 - b) The administrative fee is payable upon receipt of each invoice which will accompany the fully reconciled remittance report.

MEDICAID ADMINISTRATION AGREEMENT

c) The schedule of administrative fee payments is as follows:

- From September 1, 2012 to August 31, 2013 : 8%
- ~~AT - From September 1, 2013 to August 31, 2014 : 8%~~
- ~~- From September 1, 2014 to August 31, 2015 : 8%~~

Note: If the SCHOOL DISTRICT elects to utilize ISB services for providing assistance in obtaining physician referrals, an additional fee of 1% will be added to the rates shown above. This ISB service is described in Attachment C. Should physician referrals become unnecessary because of regulatory change, the 1% fee will be eliminated.

Check here to add the additional physician referral service; _____
(Initials)

5. The parties herein covenant and agree to review **the Idaho Medicaid Provider Handbook, Rehabilitative and Health Related Service** and both parties herein covenant and agree to abide by the terms contained therein and subsequent orders and or directions as the Idaho Department of Health and Welfare shall provide in reference to the Idaho Medicaid Provider Handbook. Both parties herein acknowledge that they have a current copy of the above referenced handbook in their possession.
6. Both parties herein acknowledge and agree that the information as submitted by ISB to the Idaho Department of Health and Welfare is information provided to ISB from the SCHOOL DISTRICT and any errors or omissions, overpayment therein, may affect and cause Medicaid Adjustments. The School District agrees to indemnify and hold ISB harmless from any and all overpayments, underpayment, Medicaid billing adjustments, incorrect or unsubstantiated information or any damages, suits judgments, liabilities, or expenses arising from the submission of information by ISB to the Idaho Department of Health and Welfare, relating to any service said school department provided during the term of this agreement.
7. The SCHOOL DISTRICT herein acknowledges and agrees that ISB is providing a service to the SCHOOL DISTRICT that is specialized and that in the implementation of this service ISB has trained SCHOOL DISTRICT agents and has provided SCHOOL DISTRICT agents with proprietary knowledge and information that said agents would not otherwise obtain. Therefore, SCHOOL DISTRICT herein acknowledges and agrees that during the term of this agreement the SCHOOL DISTRICT or its agents will not use, consult with, hire, retain, or otherwise cause any agent of SCHOOL DISTRICT, be it a SCHOOL DISTRICT employee, agent or independent contractor, to compete with the services as provided by ISB to SCHOOL DISTRICT and SCHOOL DISTRICT will not independently submit claims to Medicaid or cause an agent to submit such claims. SCHOOL DISTRICT also acknowledges and agrees not to disclose specialized information and knowledge learned through ISB, to other school districts or their agents, via written or verbal communications. Such disclosure is a material breach of this agreement. ¹⁶⁶

MEDICAID ADMINISTRATION AGREEMENT

IN WITNESS THEREOF, the parties have signed this Agreement.

ISB: Idaho State Billing Services, Inc.

By: _____
Roger G. Levesque, Executive Director

Date: _____

SCHOOL DISTRICT: Lakeland School District #272

By: _____
(Duly Authorized Agent)

Date: _____

MEDICAID ADMINISTRATION AGREEMENT

Attachment A

Summary of Medicaid Administrative Services

As the consulting and billing agent ISB agrees to adhere to all rules and regulations that govern the submitting of claims under the Rules and Regulations that govern the school-based *Rehabilitative and Health Related Services Program*.

Below is a list of services and responsibilities that ISB agrees to deliver:

- Administrative, consulting, audit services to the School District
- State and federal Medicaid information, liaisons, and updates: Timely and accurate information regarding the rules and regulations associated with the *Rehabilitative and Health Related Services Program*
- Assistance with research and eventual identification of the School District Medicaid eligible population
- Assistance in securing physician's referrals (Attachment C)
- On-site training and instruction for Administrators, health-related professionals, paraprofessionals, and aides
- Ongoing communications with health service practitioners, rehabilitative assistants, out-of-district facilities, pre-schools and transportation providers; with program updates and instructions at the start of the school year
- Accurate, dependable, and confidential Billing Process. Tracking and Reconciliation of all submitted claims
- Access to online service delivery software and Administrative reporting tools
- Reports which show the status of all Medicaid transactions, reimbursements other and customized reporting
- Data warehousing and digital archival of School District billing information, submitted claims, service records, adjustment details, and audit information
- Assistance in Audit Readiness preparation and facilitation to ensure proper procedure and compliance; Interface with the Department of Health and Welfare as appropriate for audit findings
- Courteous, responsive team of professionals who prioritize the needs of the School District

MEDICAID ADMINISTRATION AGREEMENT

Attachment B

School District Responsibilities

As the Provider of Record, the SCHOOL DISTRICT agrees to provide information to ISB that adheres to all Rules and Regulations that govern the **School-based Rehabilitative and Health Related Services Program**. Below is a list of services and responsibilities that the SCHOOL DISTRICT agrees to perform:

The SCHOOL DISTRICT is responsible for the following:

- Ensure that all qualified personnel complete and submit timely and accurate service delivery logs (records) that meet Medicaid requirements for documenting service delivery and for which the SCHOOL DISTRICT is seeking reimbursement and to submit such records to ISB via paper claims or web-based software provided by ISB so that ISB may provide timely and accurate Medicaid claims and reporting for the district.
-
- Insure that certifications and licensures of all practitioners are accurate and up-to-date. Insure that all practitioners submitting claims are not disqualified to do so by the Department of Health & Welfare or the Center for Medicare and Medicaid (CMS). Maintain necessary paperwork related to certifications, licensures, etc. of all qualified staff including contracted services for whose services the School District is seeking reimbursement
- Maintain all Individual Education Programs (IEPs) according to *Rehabilitative and Health Related Services* program guidelines for all services for which you are seeking Medicaid reimbursement and provide ISB with a copy of "IEP Service Pages", parental consent, and referrals including any revisions to services made thereafter.
- Maintain on file all recommendations or referrals from a physician or other practitioner of the healing arts for services for which you are seeking reimbursement.

ISB, Inc. utilizes "proprietary software" and its accompanying database system for processing, storing, and retrieving all Medicaid Billing Records. This system

MEDICAID ADMINISTRATION AGREEMENT

has been optimized for the Idaho Medicaid school-based services program, including data collection and electronic transmission requirements, and provides accurate billing services to participating Idaho School Districts.

Attachment C

Physicians Referral Contract Option

In the event that the School District selects the Contract Option of having ISB provide assistance in obtaining physician referrals as part of the contractual arrangement the following applies:

- ISB will monitor physician referrals for all students for which the district is submitting Medicaid claims. No claims will be submitted without insuring that a timely referral has been obtained by the district for the services identified in the student's IEP. ISB will prepare the referral, coordinate the referral process with the District and make reasonable efforts to obtain a referral on behalf of the School District.
- When ISB has exhausted reasonable means, ISB will notify the District of the names of the students for whom a referral was not obtained along with the reason why.
- In exercising the physicians' authorizations contract option, the School District understands that ISB does not assume any financial responsibility for obtaining a referral or for any fees associated with signing authorizations.
- ISB will maintain and archive referrals from a physician or other practitioner of the healing arts for services for which the School District seeks reimbursement
- There is a 1% administrative fee added to the annual fee structure delineated in the ISB contract for this service. Should the State of Idaho make regulatory changes that eliminate the need for physician's referrals the 1% fee would be eliminated in the subsequent school year

RECEIVED
JUN 11 2012

Dear, Lakeland School Board,

I wanted to write to you about the issue of the 7th and 8th graders going to stem not getting to play sports. I was told on my orientation of the Jr. high that in order to play school basketball that I had to attend 10 practices (without being late) in order to play in a game. Well if someone has to leave 15 minutes early to go to a dentist appointment will they get benched too? Also they made a big deal about grades and if you don't get a C average you can't play, but even if I get all A's at stem I will still get benched because I will get to every practice 15 minutes late.

I understand that school funding will get cut because of stem, but that doesn't mean you need to punish stem's students. Don't get me wrong I love garwood and the Lakeland District.

From

Shay¹⁷ Carlack PO Box 889

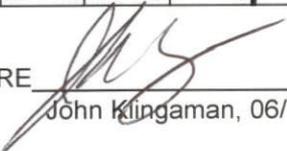
cc: Coach Asher
Coach Mark
Mr. Spear

LAKELAND JOINT SCHOOL DISTRICT #272
Discipline Report

RECEIVED
 JUN 13 2012

School: MOUNTAIN VIEW ALT HIGH SCHOOL
 Month/Year: JUNE 2012

Grade	TOBACCO			ALCOHOL			DRUGS			BEH	FTG	INS	HAR	CONDUCT			PRO	TRU	ACTION TAKEN		
	D	P	U	D	P	U	D	P	U					BULL	VAN	WPN			ISS	OSS	EXP
K																					
1																					
2																					
3																					
4																					
5																					
6																					
7																					
8																					
9																					
10																					
11																					173
12																					
TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

ADMINISTRATOR'S SIGNATURE 
 John Klingaman, 06/12/2012

- KEY:
- D=Distribution
 - P=Possession
 - U=Under the Influence/Use
 - BEH= Inappropriate Behavior
 - FTG= Fighting
 - INS= Insubordination
 - HAR= Harrassment
 - BULL=Bullying
 - VAN= Vandalism
 - WPN=Weapon
 - PRO= Profanity
 - TRU= Truancy
 - ISS= In School Suspension
 - OSS=Out of School Suspension
 - EXP=Expulsion

Report incidents that involve a suspension of .5 day or more. The number of incidents should be based on the number of students involved (e.g. a fight between two students would be two incidents if both students are suspended .5 day or more). When completing the column under "Action Taken", report the number of days of suspension, not incidents (e.g. one fight might result in as many as ten days of suspension).

LAKELAND JOINT SCHOOL DISTRICT #272

Discipline Report

School __ Spirit Lake Elementary
 Month/Year __ June 2012

Grade	TOBACCO			ALCOHOL			DRUGS			CONDUCT						ACTION TAKEN				
	D	P	U	D	P	U	D	P	U	FTG	INS	HAR	BULL	VAN	WPN	PRO	TRU	ISS	OSS	EXP
K																				
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
12																				
TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

ADMINISTRATOR'S SIGNATURE *Jatty Marris*

- KEY:**
- D=Distribution
 - P=Possession
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 - TRU= Truancy
 - ISS= In School Suspension
 - OSS=Out of School Suspension
 - EXP=Expulsion

Report suspension of .5 day or more. Report the total number of days suspended, not the incidents.

INNERCEPT ACADEMY

1115 Ironwood Drive
Coeur d'Alene, Idaho 83814
208-665-7178
FAX 765-6972

RECEIVED
JUL 5 2012

June 26, 2012
Lakeland School District Administration
Office of the Superintendent

To the Lakeland School District Administration:

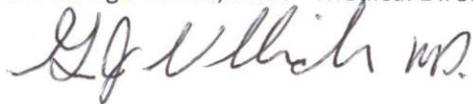
For the past six years, a number of students from our program have accessed Lakeland Middle and High School programs. During that time, your programs, staff and administration have been exemplary in providing extraordinary support for our students' academic, emotional and behavioral issues. Of particular note are the efforts of the Lakeland School administration and counseling staff (Kim Suko and Frank Viera in particular). These individuals have responded to every student need with professional empathy, meaningful responses/boundaries and impeccable collaboration and communication with the Innercept staff and administration.

As a residential, therapeutic and treatment program, Innercept's goal for each student is to enhance successful assimilation into our community environment. Lakeland School District has been instrumental in providing access and support for our students as well as superior academic preparation. We are absolute in our belief that Lakeland School District has been a positive and pivotal element in our shared student success.

We are sincerely appreciative of Lakeland School District's unwavering support and creative solutions for Innercept students. Please accept our sincere appreciation and thanks for your consummate professionalism.

Respectfully,

Dr. George Ullrich, M.D. Medical Director



Dr. Gary Stanton Clinical Director



Julie Green, Director of Education, Principal

