

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, August 10, 2015, beginning at 5:30 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 5:30 p.m.**
- B. **Executive Session as authorized by Idaho Code 74-206 (b) 5:30 p.m.**
 - 1. Student 2015-E
- C. **Welcome Visitors/Pledge of Allegiance 6:00 p.m.**
- D. **Approve Agenda**
- E. **Consent Agenda**
 - 1. Minutes of Previous Meeting(s) -Regular Meeting of 06/08/2015, Special Meeting of 06/15/2015, and Regular Meeting 07/13/2015 3
 - 2. Regular and Special Bills 21
- F. **Report and Presentation Agenda**
 - 1. LEA
 - 2. Visitor Presentations
 - 3. Public Comment (Each speaker will be asked to limit their remarks to no more than three minutes. Please see the Public Comment sign-in sheet and Policy #1520 for proper procedure in addressing the Board during Public Comment).
 - 4. Staff Reports
 - a. Kevin Doyle, Director of Food Service
 - 1) Summer Food Program Update
 - 2) Recap of the 2014-15 School Year 33
 - 3) Nutrislice App. 36
 - b. Superintendent's Annual Report 2015
 - c. Dave McDowell
 - 1) Financials 40
 - 2) SRO Grant with Rathdrum Police Department
 - d. Lisa Sexton
 - 1) Town Hall Meetings 42
 - 2) National School Safety Conference
 - 3) Opening Calendar 43
- G. **Action Agenda**
 - 1. Approve/deny Notifications of Staff Resignations/Retirements/Leaves as presented 46

2. Approve/deny Administration's recommendation for principal at Betty Kiefer Elementary	
3. Approve/deny the hiring of new personnel as presented	48
4. Approve/deny establishing bus routes, non-transportation zones, and safety busing zones for 2015-16 as recommended by the administration	
5. Approve/deny the updated Multi-Jurisdictional All-Hazard Mitigation Plan with Kootenai County	50
6. Approve/deny to re-admit Student 2015-E for the 2015-16 School Year	
7. Approve/deny Fund Balance Policy #7050	66
8. Approve/deny the agreement with Ricoh as presented	68
H. <u>Discussion Agenda</u>	
1. ISBA Annual Convention- November 11-13, 2015- Coeur d' Alene Resort	
2. Correspondence	

**THE MEETING MINUTES OF THE LAKELAND JOINT SCHOOL DISTRICT 272,
EXECUTIVE SESSION & REGULAR BOARD MEETING, JUNE 8, 2015**

LAKELAND JOINT SCHOOL DISTRICT NO. 272

Meeting Location
Lakeland Joint School District Administrative Office
15506 N Washington Street
Rathdrum, ID 83858



*Executive Session 5:30 p.m.
Regular Session 6:00 p.m.*

BOARD MEMBERS PRESENT

Chairman Larry Brown (Zone 5)
Trustee Kyle Olmstead (Zone 1) (in at 5:32 p.m.)
Trustee John Shaffer (Zone 2) (ABSENT)
Trustee Tim Skubitz (Zone 3)
Trustee Brian Wallace (Zone 4)

ADMINISTRATION PRESENT

Superintendent Brad Murray
Assistant Superintendent Lisa Sexton
Director of Business Tom Taggart
Clerk Brook Cunningham

A. **Welcome Visitors/Pledge of Allegiance 5:30 p.m.**

Chairman Brown called to order at 5:30 p.m.

B. **Executive Session as authorized by Idaho Code 67-2345 (b) 5:30 p.m.**

At 5:30 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 WALLACE and seconded by TRUSTEE SKUBITZ 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 discuss a personnel issue.

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.

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

**THE MEETING MINUTES OF THE LAKELAND JOINT SCHOOL DISTRICT 272,
EXECUTIVE SESSION & REGULAR BOARD MEETING, JUNE 8, 2015**

	YES	NO	NOT PRESENT
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.

Administration also in attendance of this Executive Session included Superintendent Brad Murray, Assistant Superintendent Lisa Sexton, Clerk Brook Cunningham, and the District Director of Information Systems Georgeanne Griffith.

1. Personnel 2015-B

Trustee Olmstead entered the room at 5:32 p.m.

The group adjourned from Executive Session at 5:54 p.m.

C. **Approve Agenda**

M/S SKUBITZ/ OLMSTEAD to approve the agenda adding Action Item #3 entitled *Approve/deny the Administrator Agreement as presented*. Hearing all ayes, motion carried.

D. **Consent Agenda**

1. Minutes of Previous Meeting(s) -Regular Board Meeting of May 11, 2015 & Special Board Meeting of May 26, 2015

2. Regular and Special Bills

M/S WALLACE/SKUBITZ to approve the Consent Agenda as presented. Hearing all ayes, motion carried.

E. **Report and Presentation Agenda**

1. LEA

Amy Biggs stated she would be turning the floor over to her fellow members of the LEA.

***THE MEETING MINUTES OF THE LAKELAND JOINT SCHOOL DISTRICT 272,
EXECUTIVE SESSION & REGULAR BOARD MEETING, JUNE 8, 2015***

2. Visitor Presentations

Teacher Laura Spurway said she was present to show her support for all of the teachers; especially the newer teachers. She also stated that there needs to be a base bump for those upcoming retirees for their retirement.

Teacher Alison Small informed that she is a Lakeland teacher and graduate of the district. She said this might be her last year so she can move on to somewhere else with better wages. She commented that Lakeland Junior High has lost this year and that she is afraid Lakeland is going to be a transitional district.

Teacher Katie Graupman stated she grew up in Priest River and she can't remember a single principal from that high school because she had at least 3; each transition had to do with pay. She continued to say, that we are losing our ability to attract high quality teachers and keeping them here. She commented that we are providing a great education but might not be able to in the future.

Mark Johnson commented that even if the teachers get the proposal that was given he is at the bottom of the pay scale so he will not get a raise. He will actually get a cut because the curriculum summit available to him last year available to him this year. He stated that the backbone of the District is getting nothing and the District needs to take care of the people that have been here.

Amy Biggs stated, "Our district does a bang up job. We are a nationally ranked district, we work hard, and we do well. We like doing well for our kids. What kind of value do you want to place on the job we are doing?"

Charise Youngdell is a parent of a teacher. She stated if there is money available then you pay your debt first (referring to the frozen steps). She informed the teachers are paying for things out of their own pocket and that she is also paying for things.

Tom Hearn a trustee with the Coeur d' Alene District was present. He informed the Board that resolutions to the ISBA are due July 31st. There will also be a Region I Meeting July 23rd. He also spoke on the upcoming ISBA Conference this year in Coeur d' Alene.

3. Staff Reports

1. Dave McDowell

2. Financial

Dave did not write the report but is going to read it on behalf of Tom Taggart who was not present at this time in the agenda. The report expressed the need for a Fund Balance Policy. McDowell also read that this year after the audit the district could potentially see an ending

***THE MEETING MINUTES OF THE LAKELAND JOINT SCHOOL DISTRICT 272,
EXECUTIVE SESSION & REGULAR BOARD MEETING, JUNE 8, 2015***

funding balance somewhere between a positive \$100,000 and a negative \$100,000. Next year's budget is a lot tighter. We won't see some of the anomalies that we previously saw. The salary funding needs to be looked at closely as it is provided by the state. Over the next few months Dave will be pulling together a fund balance policy in which it is recommended the District have a month and a half to a month's of operation reserves.

- b. Lisa Sexton
 - 1) Summer School

Lisa informed that summer school starts next week. Jimmy Hoffman will be the Administrator for Lakeland High School Summer School this year. The District is currently struggling to get a high school English teacher. Kurt Hoffman will be the Administrator at Timberlake High School and has the same staff coming back. Mountain View has 33 students signed up.

- 2) Summer Curriculum Summit

This year's Curriculum Summit is focusing on ELA and math. Any department that has a need to work collaboratively was asked to submit a proposal to Georgeanne. They needed to be a team and they needed to outline their goal of accomplishment. Currently, we have 70 elementary people and 76 high school and middle school teachers participating.

F. **Action Agenda**

- 1. Approve/deny Notifications of Staff Resignations & Retirements as presented

M/S WALLACE/SKUBITZ to approve the notices as presented. Hearing all aye, motion carried.

- 2. Approve/deny the hiring of new personnel (including Summer Maintenance)

M/S OLMSTEAD/WALLACE to approve hiring the recommended personnel as presented. Hearing all ayes, motion carried.

- 3. Approve/deny the Administrator Agreement as presented

M/S SKUBITZ/OLMSTEAD to approve the agreement as presented. Hearing all ayes, motion carried.

- 4. Approve/deny Assistant Principal's and 1 year Administrator Contracts

M/S OLMSTEAD/SKUBITZ to table this item to the next meeting. Hearing all ayes, motion carried.

- 5. Approve/deny Director of Information System's contract for 1 year

***THE MEETING MINUTES OF THE LAKELAND JOINT SCHOOL DISTRICT 272,
EXECUTIVE SESSION & REGULAR BOARD MEETING, JUNE 8, 2015***

M/S WALLACE/SKUBITZ to approve renewing the Director of Information System's contract for 1 year. Hearing all ayes, motion carried.

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

M/S SKUBITZ/WALLACE to approve the presented students to graduate using the Lakeland School District Alternative Route to Graduation. Hearing all ayes, motion carried.

7. Approve/deny Timberlake High School Athletics request to use the football equipment by Timberlake High School Students in Missoula, Montana while attending the University of Montana Football Camp

M/S OLMSTEAD/SKUBITZ to approve the equipment request for Timberlake High School as requested. Hearing all ayes, motion carried.

8. Approve/deny Lakeland High School Athletics request to use the football equipment for a camp schedule June 12-18, 2015

M/S WALLACE/OLMSTEAD to approve the equipment request for Lakeland High School as presented. Hearing all ayes, motion carried.

9. Approve/deny Administration's recommendation for Leadership money

M/S WALLACE/SKUBITZ to approve Administration's recommendation as presented. Georgeanne Griffith went through the proposal and explained how it was decided. Hearing all ayes, motion carried.

10. Approve/deny Fall 2015 Athletic Schedules for the high schools

M/S WALLACE/SKUBITZ to approve the Fall 2015 Athletic Schedules as presented including the trip to Eagle, Idaho. Hearing all ayes, motion carried.

11. Approve/deny the Retired & Senior Volunteer Program (RSVP) Station Agreement

M/S OLMSTEAD/WALLACE to approve the agreement as presented. Hearing all ayes, motion carried.

12. Approve/deny the Director of Business and Operations Job Description as presented

M/S SKUBITZ/WALLACE to approve the Job Description as presented. Hearing all ayes, the motion carried.

**THE MEETING MINUTES OF THE LAKELAND JOINT SCHOOL DISTRICT 272,
EXECUTIVE SESSION & REGULAR BOARD MEETING, JUNE 8, 2015**

13. Approve/deny to waive Non-Resident Tuition for Lakeland High School College Academy Students for the 2015-2016 School Year

M/S WALLACE/SKUBITZ to approve waiving the tuition for the 2015-16 school year. Hearing all ayes, motion carried.

14. Approve/deny awarding 2015 Bus Bids per Administration's recommendation as presented

M/S OLMSTEAD/SKUBITZ awarding the Bus Bid per Administration's recommendation as presented. The recommendation has been included in the Board's packet. Hearing all ayes, motion carried.

G. **Discussion Agenda**

1. Correspondence

a. Discipline Reports

b. Other

The next Board meeting will be June 15th at 6:00 p.m. At this time June 22nd is not needed Mr. Hoffman will be presenting at the July 13 meeting.

The Board adjourned regular session at 6:42 p.m.

H. **Executive Session as authorized by Idaho Code 67-2345 (c)**

M/S OLMSTEAD/SKUBITZ to go into Executive Session per Idaho Code 67-2345 (c) to discuss Negotiations. Upon a unanimous roll call vote the Board entered Executive Session at 6:43 p.m.

1. Negotiations

Tom Taggart entered Executive Session at 6:48 p.m.

Others in attendance included Brad Murray, Dave McDowell, Lisa Sexton, Georgeanne Griffith, and Brook Cunningham.

The Board adjourned at 7:19 p.m.

Attest:

Respectfully Submitted:

Larry Brown, Chairman

Brook Cunningham, Clerk

***THE MEETING MINUTES OF THE LAKELAND JOINT SCHOOL DISTRICT 272,
SPECIAL BOARD MEETING, JUNE 15, 2015***

LAKELAND JOINT SCHOOL DISTRICT NO. 272

Meeting Location
Lakeland Joint School District Administrative Office
15506 N Washington Street
Rathdrum, ID 83858



Session 6:00 p.m.

BOARD MEMBERS PRESENT

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

ADMINISTRATION PRESENT

Superintendent Brad Murray
Assistant Superintendent Lisa Sexton
Director of Business Tom Taggart
Clerk Brook Cunningham

A. **Call to Order 6:00 p.m.**

Chairman Brown called the meeting to order at 6:00 p.m. All trustees were present with the exception of Trustee Olmstead.

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

Chairman Brown led in the pledge.

C. **Approve Agenda**

M/S SHAFFER/SKUBITZ to approve the agenda as presented. Hearing all ayes, motion carried.

D. **Budget Hearing FY 2015-2016-6:00 p.m.**

1. Administration Presents

Tom Taggart provided handouts to the Board. He reported the General Budget is up by \$1,642,239. Although the budget is up the fund balance will be down due to some budgeting mistakes that Tom had made with the Leadership money which was approximately a half a million dollar mistake. He also reported the \$2600 salary allowance was placed wrong. July will be the final state payment and property tax from county. He stated the budgeted being presented is a much more realistic budget. He also stated the District needed to get a policy in place for realistic fund balances. Taggart also stated that the District Office needs to meet

**THE MEETING MINUTES OF THE LAKELAND JOINT SCHOOL DISTRICT 272,
SPECIAL BOARD MEETING, JUNE 15, 2015**

monthly specifically about the budget. He continued to recommend the District hold the line on hiring to help get back in the black. He also commented that when planning the supplemental levy to consider the fund balance as a part of that. Finally, he recommended following Dave's direction.

Tom reported there is not enough money in Sped or Title to do the job.

Larry Brown asked about the ERATE money. Tom informed that those funds are a credit as reimbursement against expense, mostly the utilities. Tom also recommended that Chad and Cindy maybe need to go through ERATE training.

Current FTE is about 225 and Taggart expects it to be about the same while enrollment should remain flat.

Additionally, Tom spoke about fee increases.

Tom also spoke on the non-certified salary schedule and the \$1.25 salary allowance. Thirty or more hours will receive an additional \$1.25.

Dave knows there is a challenging year ahead of us. He recommended the District limit new program adoptions and adhere to the budget plan. Dave also recommended strong control on travel and encourage cost savings across the district. The District also needs more centralized printing. Finally, frequent financial updates to those who have control over the budgets and a Fund Balance Policy will be critical.

Discussion was had about borrowing money. Dave recommended against borrowing because Tax Anticipation Notes can be very pricey.

2. Public Comment

There were no comments.

3. Close Budget Hearing

The Budget Hearing closed at 6:47 p.m.

E. **Action Items**

1. Approve/deny notices of resignations or retirements

M/S WALLACE/SKUBITZ to approve the resignations or retirements as presented. Hearing all ayes, motion carried.

2. Approve/deny the 2015-16 Budget as presented

***THE MEETING MINUTES OF THE LAKELAND JOINT SCHOOL DISTRICT 272,
SPECIAL BOARD MEETING, JUNE 15, 2015***

M/S WALLACE/SKUBITZ to approve the 2015-16 Budget as presented. Hearing all ayes, motion carried.

3. Approve/deny the Certified Staffing List for the 2015-16 School Year

M/S SHAFFER/WALLACE to approve the Certified Staffing List as presented. Hearing all ayes, motion carried.

4. Approve/deny the Classified Salary Schedule for 2015-16

M/S SHAFFER/SKUBITZ to approve the Classified Salary Schedule along with the recommend additional stipend amounts for Happeny and Herndon. Hearing all ayes, motion carried.

5. Approve/deny Assistant Principal's and 1 year Administrator Contracts

M/S WALLACE/SHAFFER to approve the Administrator Contracts as presented. Hearing all ayes, motion carried.

6. Approve/deny the Letter of Engagement with Hayden Ross, PLLC for Fiscal Year 2014/2015

M/S SKUBITZ/SHAFFER to approve the Letter of Engagement with Hayden Ross, PLLC as presented. Discussion was had.

Skubitz asked about the peer review page and how often it is done. Dave explained the process. There was a question of possibly going out for RFP'S, however, the price with Hayden Ross, PLLC is very advantageous.

Hearing all ayes, the above motion carried.

7. Approve/deny the recommended funds transfer

M/S SKUBITZ/SHAFFER to approve the recommended funds transfer as presented. Hearing all ayes, motion carried.

8. Approve/deny the ratification of the 2015-16 Negotiated Agreement as presented

Brad reported the voted from the LEA on the Negotiated Agreement was 5 to 95 opposed. He further recommended the Board impose the last and best offer. He also commented that the District needs to find a way to improve the process.

Lisa Sexton made comment that the LEA group feels we took their money to fix our budget problems.

***THE MEETING MINUTES OF THE LAKELAND JOINT SCHOOL DISTRICT 272,
SPECIAL BOARD MEETING, JUNE 15, 2015***

No vote was needed to ratify since the Union Group voted against it.

- F. **Discussion Items**
1. Discipline Reports

- G. **Executive Session as authorized by Idaho Code 67-2345 (c)**
1. Negotiations

No Executive Session was needed.

The Board adjourned at 7:22 p.m.

Attest:

Respectfully Submitted:

Larry Brown, Chairman

Brook Cunningham, Clerk

**THE MEETING MINUTES OF THE LAKELAND JOINT SCHOOL DISTRICT 272,
EXECUTIVE SESSION & REGULAR BOARD MEETING, JULY 13, 2015**

LAKELAND JOINT SCHOOL DISTRICT NO. 272

Meeting Location
Lakeland Joint School District Administrative Office
15506 N Washington Street
Rathdrum, ID 83858



*Executive Session 4:30 p.m.
Regular Session 6:00 p.m.*

BOARD MEMBERS PRESENT

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

ADMINISTRATION PRESENT

Superintendent Brad Murray
Assistant Superintendent Lisa Sexton
Director of Business Dave McDowell
Clerk Brook Cunningham (ABSENT)
Heidi Herndon- Appointed Temporary Clerk

A. Call to Order at 4:30 p.m.

Chairman Brown called to order at 4:34 p.m.

First order of business was to appoint Heidi Herndon Temporary Clerk due to the absence of Brook Cunningham.

M/S SKUBITZ/OLMSTEAD to appoint Herndon Temporary Clerk. Hearing all ayes, motion carried.

B. Executive Session as authorized by Idaho Code 74-206 (b) 4:30 p.m.

At 4:34 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 74-206 (b). After a full and complete discussion, upon motion duly made by TRUSTEE SKUBITZ and seconded by TRUSTEE OLMSTEAD 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 74-206 (b), Idaho Code, in order to conduct student hearings and to perform a Superintendent Evaluation.

**THE MEETING MINUTES OF THE LAKELAND JOINT SCHOOL DISTRICT 272,
EXECUTIVE SESSION & REGULAR BOARD MEETING, JULY 13, 2015**

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.

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

	YES	NO	NOT PRESENT
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.

1.) Superintendent Evaluation

Administration also in attendance of this Executive Session included Superintendent Brad Murray, Assistant Superintendent Lisa Sexton, and Temporary Clerk Heidi Herndon.

2.) Student 2015-N

Administration also in attendance of this Executive Session included Superintendent Brad Murray, Assistant Superintendent Lisa Sexton, and Temporary Clerk Heidi Herndon.

Lakeland Junior High Principal Todd Spear and Summer School Principal Jimmy Hoffman were also in attendance of this student hearing.

At 4:55 p.m. Student 2015-N along with mother and cousin entered Executive Session. They exited Executive Session at 5:24 p.m. Hoffman and Spear exited at 5:33 p.m.

3.) Student 2015-M

Timberlake High School Principal Kurt Hoffman and Assistant Principal Brandi Johnson were in attendance of this Executive Session at 5:36 p.m.

Neither Student 2015-M or parent representation showed for this student hearing as requested. Proper notice was given to the parent.

The Board exited Executive Session at 5:42 p.m.

***THE MEETING MINUTES OF THE LAKELAND JOINT SCHOOL DISTRICT 272,
EXECUTIVE SESSION & REGULAR BOARD MEETING, JULY 13, 2015***

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

Chairman Brown gave welcome at 6:00 p.m. and led in the pledge.

D. Annual Meeting-Board Elections

1. Oath of Office

The oath was administered to the trustees.

2. Election of Board Chairman

Trustee Olmstead moved to nominate John Shaffer. John Shaffer declined the nomination and nominated Larry Brown. Tim Skubitz seconded the nomination of Larry Brown. Motion carried.

3. Election of Board Vice-Chairman

John Shaffer moved to nominate Tim Skubitz as Vice Chairman with a second from Kyle Olmstead. Motion carried.

D. Approve Agenda

M/S SKUBITZ/OLMSTEAD to approve the agenda. Hearing all ayes, motion carried.

F. Annual Meeting-Reorganization

1. Appoint Clerk and Treasurer

M/S OLMSTEAD/SHAFFER to appoint Brook Cunningham as Clerk and Cindy Happeny as Treasurer. Hearing all ayes, motion carried.

2. Approve/deny Resolution 07-13-2015-A that provides for appointment of Assistant Treasurers and Designated Signatory for each respective school

Upon a unanimous roll call vote of those trustees present the resolution was adopted for 2 months.

3. Set Date, Time and Location of Regular Meetings

***THE MEETING MINUTES OF THE LAKELAND JOINT SCHOOL DISTRICT 272,
EXECUTIVE SESSION & REGULAR BOARD MEETING, JULY 13, 2015***

M/S SKUBITZ/SHAFFER to approve the dates, times and locations of the Regular Meeting. Hearing all ayes, motion carried.

G. Consent Agenda

1. Minutes of Previous Meeting(s) - Regular Meeting June 8, 2015 and Special Meeting June 15, 2015

2. Regular and Special Bills

M/S SKUBITZ/SHAFFER to approve the consent agenda as presented. Hearing all ayes, motion carried.

H. Report and Presentation Agenda

1. LEA

No one from the LEA was present.

2. Visitor Presentations

a. Pastor Terry Robinson

Pastor Robinson of Christian Fellowship was present to petition the use of Spirit Lake Elementary for 1 year for Sunday morning worship only.

3. Staff Reports

a. Kurt Hoffman and Brandi Johnson

Kurt Hoffman and Brandi Johnson provided handouts to the Board and discussed the 2014-15 List of Achievements and the 2014-15 Goals. Additionally, they discussed Professional Learning Communities, Freshman Transition, Timberlake Academy, and the Teacher Check List.

b. Dave McDowell

1) Financial Report

Dave McDowell discussed the following topics with the Board:

- Getting up to speed
- Textbook shortfall
- Reports to Principals for budget control
- Staffing (tighten belts)

***THE MEETING MINUTES OF THE LAKELAND JOINT SCHOOL DISTRICT 272,
EXECUTIVE SESSION & REGULAR BOARD MEETING, JULY 13, 2015***

- Expenditures/Revenues
- Food Service Comp.
- Review Policies with Principals following guidelines
- He attended the IASBO Conference
- Budget Reports
- User Friendly Reports

c. Lisa Sexton

1) Staffing and Interviews

Lisa reported FTE for the 2014-15 school year was 224 and this year will be 221. Interviews for Betty Kiefer Principal will be July 22 @ 9:00 a.m. in the Betty Kiefer Library. John Shaffer and Larry Brown will participate in those interviews.

Lisa also reported one hot spot at John Brown Elementary for ½ Kindergarten.

2) Math and PTE Adoption

Math adoption will be approximately \$449,000 and PTE (7-12) will be \$100,000. In 2016 the District is scheduled to adopt Social Studies however probably not for the elementary level.

I. **Action Agenda**

1. Approve/deny Pastor Terry Robinson's request for Facility Use

M/S OLMSTEAD/SHAFFER to approve a 9 month (monthly) lease.

M/S SHAFFER/OLMSTEAD to amend the motion to add including fee structure, process forms, review monthly, for no more than 9 months. Motion carried with all ayes.

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

M/S OLMSTEAD/SKUBTIZ to approve the resignations as presented. Hearing all ayes, motion carried.

3. Approve/deny Administration's recommendations for new hires

M/S SKUBITZ/SHAFFER to approve Administration's recommendation for new hires as presented. Hear all ayes, motion carried.

***THE MEETING MINUTES OF THE LAKELAND JOINT SCHOOL DISTRICT 272,
EXECUTIVE SESSION & REGULAR BOARD MEETING, JULY 13, 2015***

4. Approve/deny the classified personnel list for 2015-16

M/S OLMSTEAD/SKUBITZ to approve the list for 2015-16 as presented. Hearing all ayes, motion carried.

5. Approve/deny to adopt the Salary, Insurance, and Leave Provisions for 2015-16 as presented

M/S SKUBITZ/SHAFFER to approve the adoption as presented. Discussion was had. Olmstead voiced his concerns regarding financial errors and stated he was not comfortable in passing.

Upon vote there were 3 yes votes and 1 no vote from Trustee Olmstead.

6. Approve/deny the 2015-16 Certified Salary Schedule

M/S SKUBITZ/OLMSTEAD to approve the Certified Salary Schedule as presented. Discussion was had. Upon vote all ayes were heard, motion carried.

7. Approve/deny the Administrator's Salaries

M/S SHAFFER/SKUBITZ to approve the salaries as presented. Hearing all ayes, motion carried.

8. Approve/deny Administration's recommendation for insurance carriers (Health, Dental, Life and Vision)

M/S SKUBITZ/OLMSTEAD to approve Administration's recommendation as presented.

9. Approve/deny Interfund Transfers as presented

M/S SKUBITZ/SHAFFER to approve the transfers as presented. Hearing all ayes, motion carried.

10. Approve deny establishing district mileage rate of .50 cents per mile for 2015-16

M/S SHAFFER/SKUBITZ to approve the mileage rate as presented. Hearing all ayes, motion carried.

11. Approve/deny to expel Student 2015-N

***THE MEETING MINUTES OF THE LAKELAND JOINT SCHOOL DISTRICT 272,
EXECUTIVE SESSION & REGULAR BOARD MEETING, JULY 13, 2015***

M/S to expel Student 2015-N for 1 year but to modify the expulsion and re-admit the student for the 2015-16 school year. Hearing all ayes, motion carried.

12. Approve/deny to expel Student 2015-M

M/S SKUBITZ/OLMSTEAD to expel Student 2015-M for 1 calendar year. Hearing all ayes, motion carried.

13. Approve/deny to adopt the Special Education Manual for 2015-16 as presented

M/S SHAFFER/OLMSTEAD to approve the Special Education Manual as presented. Hearing all ayes, motion carried.

14. Approve/deny the revised Classified Vacation Policy #5450

M/S OLMSTEAD/SKUBITZ to approve the revised policy as presented. Hearing all ayes, motion carried.

J. **Discussion Agenda**

1. Draft Fund Balance Policy

Dave McDowell presented the draft policy. Olmstead stated he would like to see a larger commitment of dollars to go to the fund balance if under 25 of the budget.

2. Capehorn Update

Timberlake High School was utilized by the Red Cross as a shelter.

3. Correspondence

Brad updated the Board on the heating system issue at KTEC. Also included in the Board's packet was a thank you letter from Twin Lakes Village for having the Awards Banquet there. A letter of praise for Mark Secilla was also included. A letter of advisement from Charlie was also included.

a. Other

Meeting adjourned at 8:08 p.m.

***THE MEETING MINUTES OF THE LAKELAND JOINT SCHOOL DISTRICT 272,
EXECUTIVE SESSION & REGULAR BOARD MEETING, JULY 13, 2015***

Attest:

Respectfully Submitted:

Larry Brown, Chairman

Brook Cunningham, Clerk

Lakeland Joint School District No. 272

Office of the Superintendent

P.O. Box 39

Rathdrum, ID 83858

Board of Trustees
Regular School Board Meeting
August 10, 2015

Gross Salaries		1,463,993.88	
Gross Benefits		432,086.57	
Cass, Tammy	Petty Cash	100.00	88333
Miller, Molly	Expense Claim Reimbursement	241.00	88334
Secretary of State	Notary Public Filing Fee (Cunningham)	30.00	88335
Wylie, Samuel	to replace lost ck #88228 dated 6/30/2015	176.00	88336
Idaho Department of Education	July 30, 2015 Fingerprinting	34.75	88337
American Express	Instr, SPED, Maint Supplies/ Shipping Fees	19,707.89	ACH 151600004
American Express	Instr, Ofc, Title I, SPED, Library, BASE Supplies	13,374.96	ACH 151600005
American Express	Ofc, Instr, SPED, Title I, Health, Maint Supplies/Flights/Tech Equipment	9,980.80	ACH 151600006
Idaho High School Activities	2015/16 Activity Cards, Fees, Dues, Certification, Insurance	6,661.00	88396
Lowe's	Maint Supplies	248.96	88397
Postmaster - Rathdrum	Postage Stamps	490.00	88398
A Drug Free Alliance	Services (DO)	80.00	88338
Air Tech Mechanical	Services (Maint)	30.00	88339
AlSCO	Coverall Service	86.18	88340
Athol, City of	AE Water 6/26 - 7/23/2015	472.60	88341
Avista	July 2015 Electricity/Natural Gas	23,353.86	
Bar Circle "S" Water	GE/ July 2015 Water	2,009.40	
Ben Nye	Instructional Materials	177.14	88342
Caxton	Textbooks	111,416.90	88343
Genex Cooperative Supply	Unleaded Gas	5,760.00	88344
Center for the Collaborative Classroom	Instructional Materials	1,161.00	88345
Culligan	Tech Supplies	26.00	88346
De Lage Landen	Copier Lease 7/15 - 8/14/2015	821.70	88347
Durtschi, Susan	Field Trip Meals 6/16 - 7/15/2015	15.00	88348
Ednetics	July 2015 Phones, Internet Service Charge	15,649.17	88349
Friesen, Roger	Field Trip Meals 6/16 - 7/15/2015	10.00	88350
Gibson's Nursery & Landscaping Supply	Maint Supplies	12.55	88351
GTS Interior Supply	Maint Supplies	29.11	88352
Heitstuman, Rodney	Expense Claim Reimbursement	297.96	88353
Holmes, Victor	Field Trip Meals 6/16 - 7/15/2015	5.00	88354
Horizon	Maint Supplies	928.24	88355
IASA	Annual Subscription Idaho Education Jobs Website	500.00	88356
Idaho Department of Education	District Student Transportation Assessment Fee FY 2016	6,136.60	88357
Idaho School District Council	District membership 2015-2016 FY	50.00	88358

Insight Investments	Tech Equipment	21,678.00	88359
Kootenai County Solid Waste	June 2015 Garbage Fee, Refuse Disposal	1,371.44	88360
Kootenai Electric	AE/GE Electricity 6/15 - 7/15/2015	1,661.07	88361
Kootenai Health Cash Team	Services (SPED)	260.70	88362
Longwell + Trapp Architects	Architectural Services (Snow Load, LJHS)	3,402.60	88363
MakerBot	Instructional Materials	3,692.29	88364
McDowell, David	Expense Claim Reimbursement	101.15	88365
McHatton, Daniel	Field Trip Meals 6/16 - 7/15/2015	5.00	88366
MHS (Multi-Health Systems)	Testing Materials	75.00	88367
Midway Parts	Maint Supplies	231.66	88368
Milletric	Services (JBE)	370.00	88369
Modern Office Equipment	Services (THS)	703.28	88370
Napa Auto Parts	Tran Supplies	502.44	88371
NCS Pearson	Shipping Credit, Power School Support 8/29/15 - 8/28/16	19,707.55	88372
North Kootenai Water District	TLE Fire/Water 6/15 -7/15/2015	2,893.62	88373
Oxarc	Maint Supplies	61.66	88374
Pacific Steel	Maint Supplies	65.31	88375
PlumbMaster	Maint Supplies	200.40	88376
Progressive Printing	Office Supplies	232.00	88377
Raptor	Annual Access Fee	4,320.00	88378
Rathdrum, City of	July 2015 Water/Sewer	8,275.25	
Reed, Patricia	Field Trip Meals 6/16 - 7/15/2015	25.00	88379
Riverside Hotel, The	Lodging (PTE Summer Conf/Livingston,Nelson,Amos)	792.00	88380
Rodda Paint	Maint Supplies	274.92	88381
RWC Group	Tran Supplies	985.05	88382
Sawyer, Kim	Field Trip Meals 6/16 - 7/15/2015	10.00	88383
Schedule Star	Renewal Subscription (LJHS)	349.00	88384
School Mate	Student Planners (BKE)	213.75	88385
Spirit Lake, City of	July 2015 Water/Sewer	3,551.24	
Spokesman Review	Subscription (GE)	60.00	88386
Strate Line	Services (Maint)	292.50	88387
Tacoma Company	Instructional Materials	164.75	88388
TLI Sewer	TLE August 2015 Sewer	648.05	88389
Virco	Furniture (TLE)	4,357.60	88390
Walter E Nelson Co	Maint Supplies	520.15	88391
WA State Department of Licensing	School Bus Driver Record	13.00	88392
WCP Solutions	Maint Supplies	3,776.60	88393
Wolfgang, Mark	Field Trip Meals 6/16 - 7/15/2015	10.00	88394
Ziegler Lumber	Maint Supplies	166.11	88395

255,048.55

7/31/2015 (217,858.80)

8/14/2015 37,189.75

Lakeland Joint School District No. 272

Office of the Superintendent

P.O. Box 39

Rathdrum, ID 83858

Board of Trustees
Regular School Board Meeting
August 10, 2015

Additional Bills

Alsco	Coverall Service	43.09	88399
Carrot Top Industries	Maint Supplies	295.72	88400
Coeur d'Alene Garbage Service	Dumpster Dumping 7/1-31/2015	52.00	88401
Game Informer	Magazine Subscription (LHS)	19.98	88402
Idaho Department of Education	August 7, 2015 Fingerprinting	173.75	88403
Idaho School Boards Association	Pu-Pol Update	495.00	88404
Napa Auto Parts	Tran, Maint Supplies	446.70	88405
Rathdrum Trading Post Hardware	Maint Supplies	292.35	88406
Ricoh USA	Services (Do, LJHS, LHS/ Copiers)	4,906.42	88407
Spirit Lake, City of	SRO Officer (District Portion)	1,481.59	88408
Thoreson, Robert	Expense Claim Reimbursement	70.00	88409
Time Warner Cable	District Internet Access 8/8 - 9/7/2015	17,740.00	88410
Verizon Wireless	Cell Phone Usage 6/23 - 7/22/2015	1,583.46	88411
Visa	Instr, Maint, Title I Supplies	3,945.99	88412
Wenig, Lisa	Expense Claim Reimbursement	65.00	88413
Ziegler Lumber	Maint Supplies	98.05	88414
Cambium Learning	Instructional Materials	3,819.75	
Carr, Curtis	Expense Claim Reimbursement	733.00	
Caxton Printers	Textbooks	77,043.18	
Chartwells	July 2015 Food Service	17,844.44	
Chatterton, Heather	Expense Claim Reimbursement	91.35	
Chipmasters	Maint Supplies	374.00	
Coeur d'Alene Press	2015-2016 Newsletter	1,600.00	
Data Recognition Corp	Services (District)	306.00	
Dodson, Charles M., Atty	Legal Expenses 7/6-30/2015	1,656.50	
EarthWalk	Tech Equipment	1,595.00	
Follett School Solutions	Library Books, DVDs	704.30	
Hansen, Debbie	Expense Claim Reimbursement	86.00	
Harvest, Zachary	Expense Claim Reimbursement	83.10	
Helbling Benefits Consulting COBRA	COBRA Specific Rights Notice Letters	50.00	
Horizon	Maint Supplies	108.47	
Idaho State Tax Commision	Rotary, Ala Carte/Adult Meals, Surplus Items, Summer Adult Meals Sales Tax	116.03	
Interstate Office Supply	Office Supplies	11.16	
Isbell, Lee	Expense Claim Reimbursement	53.55	
Kootenai Health	Payment for Services Resulting from Bus Accident	1,120.00	
Lakeland High School	Reimbursement for Underdahl Expense Claim (Sept-Oct 2014)	27.50	
Longwell + Trapp Architects	Architectural Services (Re-Roofing Projects, Snow Load Diagrams)	4,246.31	

McDowell, David	Expense Claim Reimbursement	44.80
McGraw Hill	Instructional Materials	3,157.11
Murray, Brad	Expense Claim Reimbursement	219.80
NASP	Instructional Materials	112.00
Nelson, Jodi	Expense Claim Reimbursement	99.00
North Coast Electric	Maint Supplies	171.00
OETC	2015-2016 Membership	300.00
Oxarc	Services (Maint)	8.92
Parson, Chad	Expense Claim Reimbursement	146.50
PlumbMaster	Maint Supplies	290.87
Progressive Printing	Instructional Materials	766.00
Rodda Paint	Maint Supplies	239.02
Scholastic	Instructional Materials	2,017.09
Sexton, Lisa	Expense Claim Reimbursement	337.76
Subscription Services of America	Magazine Subscriptions	1,366.56
T & T Roofing & Sheet Metal	Services (GE, LJHS/ Roofing Projects)	61,211.59
Time for Kids	Instructional Materials	133.80
Toothaker, Johnathan	Expense Claim Reimbursement	33.30
VoWac	Instructional Materials	1,071.17
WCP Solutions	Maint Supplies	286.32
Youngdell, Teira	Expense Claim Reimbursement	297.00
Ziegler Lumber	Maint Supplies	248.25
		184,227.50
	original Bill List 8/14	37,189.75
	8/14/2015	221,417.25

Avista 2014-15 GAS 100 661000 333 ??? 000 FOOD SERV 290 710000 333 000 000					ELECTRIC 100 661000 332 ??? 000 FOOD SERV 290 710000 332 000 000							
	GAS	ELECTRIC	GAS	ELECTRIC	GAS	ELECTRIC	GAS	ELECTRIC	GAS	ELECTRIC	GAS	ELECTRIC
GE (105)	124.23		120.20									
LJHS (201)	106.57	2,590.39	100.80	3,040.34								
TRAN (002)	5.18	345.84	4.29	205.30								
MVAS (491)	137.10	714.17	132.08	401.94								
LHS FBF (301)		71.10		79.23								
DO (001)	4.29	457.57	4.29	490.43								
JBE (101)	134.44	1,815.43	143.53	1,091.51								
LJHS FBF (201)		10.10		10.10								
LHS (301)	670.26	6,021.75	116.79	3,606.56								
MAINT (003)	5.18	224.82	4.29	220.55								
SLE (102)		1,956.81		1,228.88								
AE (103)	6.88		4.25									
GARG HTR (002)		57.68		19.35								
THS (401)	514.05	8,512.85	301.06	6,322.81								
SOCCER FLD (005)		10.10		10.10								
TLE (106)	170.38	2,571.29	99.88	1,638.06								
TLE LITE (106)		19.66		20.07								
COMM GRDN (101)		12.44		12.33								
FOOD SVC	240.80	1,228.74	157.63	943.37								
THS GNRT (401)	173.26		31.03									
LJHS SIGN (201)		34.80		37.65								
TJHS (202)	193.93	3,094.75	135.28	1,733.67								
BKE (104)	139.77	1,364.05	128.69	757.52								
SUB TOTAL	2,626.32	31,114.34	1,484.09	21,869.77								
TOTAL		33,740.66		23,353.86								
CHECK DATE		7/15/2015		8/14/2015								
	GAS	ELECTRIC	GAS	ELECTRIC	GAS	ELECTRIC	GAS	ELECTRIC	GAS	ELECTRIC	GAS	ELECTRIC
GE (105)												
LJHS (201)												
TRAN (002)												
MVAS (491)												
LHS FBF (301)												
DO (001)												
JBE (101)												
LJHS FBF (201)												
LHS (301)												
MAINT (003)												
SLE (102)												
AE (103)												
GARG HTR (002)												
THS (401)												
SOCCER FLD (005)												
TLE (106)												
TLE LITE (106)												
COMM GRDN (101)												
FOOD SVC												
THS GNRT (401)												
LJHS SIGN (201)												
TJHS (202)												
BKE (104)												
SUB TOTAL												
TOTAL												
CHECK DATE												

Bar Circle "S" Water 100 661000 331 105 000 Garwood

Date	Irrigation		Reading		TOTAL	CHECK	INVOICE
	Reading					DATE	NUMBER
July 2015	59622900	848.54	3045300	33.87	\$882.41	7/15/2015	JUNE 15 WATER
Aug 2015	60748900	1,973.62	3057600	35.78	\$2,009.40	8/14/2015	JULY 15 WATER
Sept 2015							
Oct 2015							
Nov 2012							
Dec 2012							
Jan 2013							
Feb 2013							
Mar 2013							
April 2013							
May 2013							
June 2013							
					\$2,891.81		
July 2013							
Aug 2013							
Sept 2013							
Oct 2013							
Nov 2013							
Dec 2013							
Jan 2014							
Feb 2014							
Mar 2014							
April 2014							
May 2014							
June 2014							
					\$0.00		
July 2014							
Aug 2014							
Sept 2014							
Oct 2014							
Nov 2014							
Dec 2014							
Jan 2015							
Feb 2015							
Mar 2015							
April 2015							
May 2015							
June 2015							
					\$0.00		

CITY OF ATHOL 100 661000 331 103 000 683-2101

C-0010			C-0011			CHECK	INVOICE
DATE	READING		READING		TOTAL	DATE	NUMBER
JULY 2015	2618	35.00	21411	279.20	314.20	7/15/2015	JULY 15
AUG 2015	2674	47.10	21811	425.50	472.60	7/31/2015	AUG 15
SEPT 2015							
OCT 2015							
NOV 2015							
DEC 2015							
JAN 2016							
FEB 2016							
MAR 2016							
APR 2016							
MAY 2016							
JUNE 2016							
		82.10		704.70	786.80		
JULY 2016							
AUG 2016							
SEPT 2016							
OCT 2016							
NOV 2016							
DEC 2016							
JAN 2017							
FEB 2017							
MAR 2017							
APR 2017							
MAY 2017							
JUNE 2017							
		0.00		0.00	0.00		
JULY 2017							
AUG 2017							
SEPT 2017							
OCT 2017							
NOV 2017							
DEC 2017							
JAN 2018							
FEB 2018							
MAR 2018							
APR 2018							
MAY 2018							
JUNE 2018							

City of Rathdrum Accounts (Water 100 661000 331 ??? 000) (Sewer 100 661000 335 080 000) 687-0261

2015-16		WATER	SEWER	WATER	SEWER	WATER	SEWER	WATER	SEWER	WATER	SEWER	WATER	SEWER
DO (001)	7.1640.1	27.75	121.50										
TRAN (002)	7.1660.1	28.50	64.80										
Food Serv	7.1610.1	65.35	315.90										
JBE (101)	7.1620.1	112.80	907.20										
JBE Annex(101)	7.1630.1	46.50	72.90										
BKE (104)	7.1580.1	64.50	48.80										
BKE Irrig (104)	4.1585.1	1,082.35											
LJHS (201)	7.1670.1	243.90	2,316.60										
LJHS Field (013)	4.1650.1	303.00											
LHS (301)	7.1570.1	78.15	251.10										
LHS Irrig (007)	4.0616.1	1,022.80											
LHS Field (008)	4.1600.1	644.25											
LHS FBF RR	7.0002.1		48.80										
MVAS (491)	7.1590.1	223.95	64.80										
Soccer Fld (005)	4.0000.1	119.05											
		4,062.85	4,212.40										
			8,275.25										
invoice #		JULY 15 WATER/SEWER				NOV 14 WATER/SEWER				DEC 14 WATER/SEWER			
		WATER	SEWER	WATER	SEWER	WATER	SEWER	WATER	SEWER	WATER	SEWER	WATER	SEWER
DO (001)	7.1640.1												
TRAN (002)	7.1660.1												
Food Serv	7.1610.1												
JBE (101)	7.1620.1												
JBE Annex(101)	7.1630.1												
BKE (104)	7.1580.1												
BKE Irrig (104)	4.1585.1												
LJHS (201)	7.1670.1												
LJHS Field (013)	4.1650.1												
LHS (301)	7.1570.1												
LHS Irrig (007)	4.0616.1												
LHS Field (008)	4.1600.1												
LHS FBF RR	7.0002.1												
MVAS (491)	7.1590.1												
Soccer Fld (005)	4.0000.1												
												0.00	0.00
invoice #													
Food Serv Water Account #290 710000 331 000 000				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

2015-16		WATER	SEWER	WATER	SEWER	WATER	SEWER	WATER	SEWER	WATER	SEWER	WATER	SEWER
SLE (102)	9.01	161.00		904.75									
SLE (102)	10.01	16.00	26.00	16.00	26.00								
THS Main (401)	581.01	31.00	52.00	76.00	212.33								
THS Irrigation (009)	606.01	16.00		17.25									
THS Irrigation (009)	615.01	17.25		39.75									
THS Conc (401)	616.01	16.00	26.00	16.00	26.00								
TJHS (202)	685.01	22.25	73.66	33.50	112.66								
TJHS Irrigation (010)	715.01	16.00		2,071.00									
		295.50	177.66	3,174.25	376.99	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
			473.16		3,551.24		0.00		0.00		0.00		0.00
Invoice Number		JUNE 15 WATER/SEWER		JULY 15 WATER/SEWER									
Ck Date		7/15/2015		8/14/2015									
		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												
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
			0.00		0.00		0.00		0.00		0.00		0.00
Invoice Number													
Ck Date													

KOOTENAI ELECTRIC												
FY 2014-15												
	6/15-	7/15-	8/15-	9/15-	10/15-	11/15-	12/15-	1/15-	2/15-	3/15-	4/15-	5/15-
	7/15/2014	8/15/2014	9/15/2014	10/15/2014	11/15/2014	12/15/2014	1/15/2015	2/15/2015	3/15/2015	4/15/2015	5/15/2015	6/15/2015
103 AE	984.93	932.42	1,497.39	1,785.49	2,726.69	3,185.98	3,215.24	2,948.24	2,793.37	2,392.50	2,057.91	1,444.22
Mtr 5968959	63.82	69.17	79.46	86.26	97.39	96.29	116.43	111.93	91.70	90.34	74.36	69.26
Mtr 83699138	907.58	849.72	1,404.40	1,685.70	2,615.77	3,076.16	3,085.28	2,822.78	2,688.14	2,288.63	1,970.02	1,361.43
Sec Light	13.53	13.53	13.53	13.53	13.53	13.53	13.53	13.53	13.53	13.53	13.53	13.53
105 GE	786.32	745.04	1,176.02	1,479.62	1,903.94	2,155.94	2,633.30	2,309.06	2,112.02	1,944.50	1,559.30	1,194.02
PAID	1,771.25	1,677.46	2,673.41	3,265.11	4,630.63	5,341.92	5,848.54	5,257.30	4,905.39	4,337.00	3,617.21	2,638.24
ck date	7/31/2014	8/29/2014	9/29/2014	10/31/2014	12/3/2014	12/31/2014	1/30/2015	2/27/2015	3/31/2015	4/30/2015	5/29/2015	6/30/2015
FY 2015-16												
	6/15-											
	7/15/2015											
103 AE	885.07											
Mtr 5968959	64.58											
Mtr 83699138	806.96											
Sec Light	13.53											
105 GE	776.00											
PAID	1,661.07	0.00										
ck date	7/31/2015											30
FY 2016-17												
103 AE												
Mtr 5968959												
Mtr 83699138												
Sec Light												
105 GE												
PAID	0.00											
ck date												
100 661000 332 ??? 000												

North Kootenai Water District (Twin Lakes Elementary School)							
100 661000 331 106 000							
Meter #5367855				Account #1036541-01			
	Start Read	End Read	Consumption	Charges	Charges	Check Amt	Check Date
July 2013	173968	183052	908400	2,087.32	40.00	2,127.32	7/31/2013
Aug 2013	183052	191038	798600	1,834.78	40.00	1,874.78	8/30/2013
Sept 2013	191038	199925	888700	2,042.01	40.00	2,082.01	9/30/2013
Oct 2013	199925	203431	350600	804.38	40.00	844.38	10/31/2013
Nov 2013	203431	203609	17800	50.50	40.00	90.50	11/26/2013
Dec 2013	203609	203773	16400	48.40	40.00	88.40	12/31/2013
Jan 2014	203773	203857	8400	36.40	40.00	76.40	1/31/2014
Feb 2014	203857	204045	18800	52.00	40.00	92.00	2/28/2014
Mar 2014	204045	204158	11300	40.75	40.00	80.75	3/31/2014
April 2014	204158	204292	13400	43.90	40.00	83.90	4/30/2014
May 2014	204292	204498	20600	54.70	40.00	94.70	5/30/2014
June 2014	204498	207051	255300	577.99	40.00	617.99	6/30/2014
						8,153.13	
July 2014	207051	213920	686900	1,570.67	40.00	1,610.67	7/31/2014
Aug 2014	213920	220922	700200	1,601.26	40.00	1,641.26	8/29/2014
Sept 2014	220922	230202	928000	2,125.20	40.00	2,165.20	9/29/2014
Oct 2014	230202	236520	631800	1,443.94	40.00	1,483.94	10/31/2014
Nov 2014	236520	236719	19900	55.04	40.00	95.04	11/22/2014
Dec 2014	236719	236864	14500	46.94	40.00	86.94	12/31/2014
Jan 2015	236864	237018	15400	48.29	40.00	88.29	1/30/2015
Feb 2015	237018	237174	15600	48.59	40.00	88.59	2/27/2015
Mar 2015	237174	237435	26100	64.34	40.00	104.34	3/31/2015
Apr 2015	237435	237759	32400	74.99	40.00	114.99	4/30/2015
May 2015	237759	237968	20900	56.54	40.00	96.54	5/29/2015
June 2015	237968	242103	413500	943.24	40.00	983.24	6/30/2015
						8,559.04	
July 2015	242103	254544	1244100	2,853.62	40.00	2,893.62	7/31/2015
Aug 2015							
Sept 2015							
Oct 2015							
Nov 2015							
Dec 2015							
Jan 2016							
Feb 2016							
Mar 2016							
Apr 2016							
May 2016							
June 2016							
						2893.62	

TLI SEWER, LLC

TLE SEWER CHARGES 100 661000 335 095 000

	AMOUNT	CK DATE	INV #
JULY 14	617.50	7/1/2014	TLE JULY 14 SEWER
AUG 14	617.50	7/31/2014	TLE AUG 14 SEWER
SEP 14	617.50	8/29/2014	TLE SEPT 14 SEWER
OCT 14	617.50	9/29/2014	TLE OCT 14 SEWER
NOV 14	617.50	10/31/2014	TLE NOV 14 SEWER
DEC 14	617.50	11/21/2014	TLE DEC 14 SEWER
JAN 15	648.05	12/31/2014	TLE JAN 15 SEWER
FEB 15	648.05	1/30/2015	TLE FEB 15 SEWER
MAR 15	648.05	2/27/2015	TLE MAR 15 SEWER
APR 15	648.05	3/31/2015	TLE APR 15 SEWER
MAY 15	648.05	4/30/2015	TLE MAY 15 SEWER
JUNE 15	648.05	5/29/2015	TLE JUN 15 SEWER
	7,593.30		
	AMOUNT	CK DATE	INV #
JULY 15	648.05	7/1/2015	TLE JULY 15 SEWER
AUG 15	648.05	7/31/2015	TLE AUG 15 SEWER
SEP 15			
OCT 15			
NOV 15			
DEC 15			
JAN 16			
FEB 16			
MAR 16			
APR 16			
MAY 16			
JUNE 16			
	1,296.10		
	AMOUNT	CK DATE	INV #
JULY 16			
AUG 16			
SEP 16			
OCT 16			
NOV 16			
DEC 16			
JAN 17			
FEB 17			
MAR 17			
APR 17			
MAY 17			
JUNE 17			
	0.00		

DATE: August 10, 2015

TO: Dave McDowell, Director Business & Operations and School Board Members

FROM: Kevin Doyle, Food Service Director

SUBJECT: 2014-15 Recap

CC: John Maupin, Chartwells District Manager

As you know, feeding healthy and delicious meals that adhere to nutrition and safety guidelines has always been Chartwells number one priority. Our programs are based on strong nutrition guidelines and principles; focused on culinary methods which result in healthy foods that are appealing to children; and emphasize the use of locally and seasonally grown fruits and vegetables. With the 2014-15 school year behind us, I want to take a minute and share a few things with you. In September, the new breakfast guidelines began which required a mandatory serving of fruit with all reimbursable breakfasts. Despite the additional expense we were able to keep our food cost at or below budget. Thanks to a fruit and vegetable grant, we were able to serve fresh fruit and vegetables to students as a mid-morning snack at Athol Elementary, John Brown Elementary and Spirit Lake Elementary. This provided approximately 108,000 servings of fresh fruits and vegetables over and above what students receive for breakfast and lunch. At Timberlake High School, we added a new line which offered display cooking three days a week as part of a reimbursable meal.

In April, we ran a promotion called “Just Cookies” which created a focus around Child Abuse Awareness. Some of the ingredients which go into the cookie dough are grown using sustainable farming practices.



In the 2014-15 school year, we served a total of 475,015 nutritious meals to students of the Lakeland School District. Please see participation breakdown below:

2014-15 YTD Participation	
Breakfast:	100,587
Lunch:	306,219
Supper:	11,925
Adult Meals:	3,040
A la carte	53,644
Total Meals Served:	475,015

Lakeland Food Service offers display cooking at secondary schools as well as provides catering services for a variety of events such as the Lakeland Sunrise Rotary, Rathdrum Area Chamber of Commerce, Timberlake High School Senior Breakfast, and other district and community functions.



Awards:

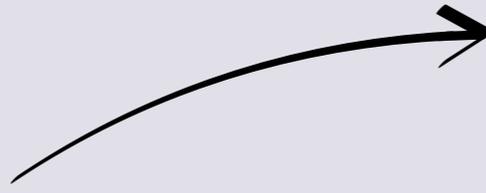
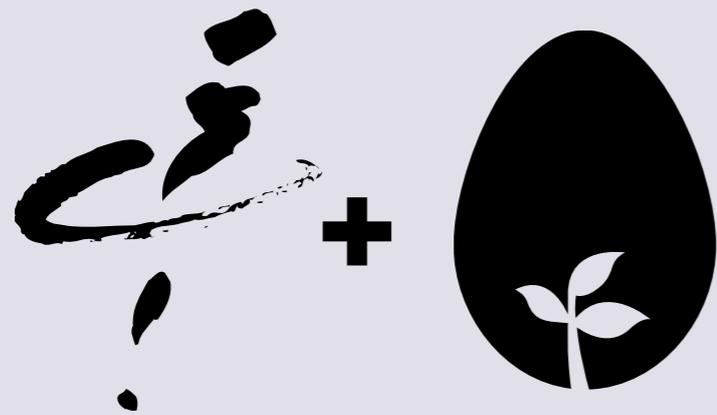
Food Safety: Gold Star Awards from Panhandle Health District (Kevin will show)

2015-16 Changes and Updates

- Ready Set- Deli Station at TLHS
- 80/20 Menus - Help Drive innovation, raise culinary standards and manage costs
- Nutrislice Presentation (Flat Screen; on-line Presentation & Uploads)

Thank you,

Kevin Doyle,
Food Service Director



*This is our impact – and it's only for
Just Mayo and Just Cookies.*

1,270,403,509

gallons of water saved.

79,640,777

square feet of land preserved.

5,772,484,883

grams of carbon emissions prevented.

2,776,026,736

milligrams of cholesterol avoided.

11,841,978,996

milligrams of sodium avoided.

106,861,386

grams of saturated fat avoided.



NEW

EASY-TO-ACCESS SCHOOL MENUS

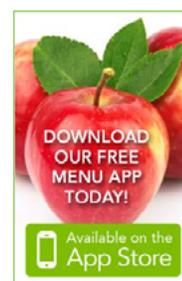
presented by chartwells
eat. learn. live.



SCHOOL MENUS THAT ARE INNOVATIVE,
VIBRANT, AND ACCESSIBLE!

NOW YOU CAN ALSO:

- **see** more information about menu items, including a photo and description
- **filter** common food allergens like nuts, wheat and dairy
- **translate** your menus into a number of different languages
- **access** nutrition information like carb counts and calories with just a few clicks!
- **print** a PDF version of the menus directly from the website, if you prefer



WWW
online



NEW

EASY-TO-ACCESS SCHOOL MENUS

presented by  



get started!

USING THE WEBSITE

1. Select the grade level of your school.
2. Select the school menu you wish to view.
3. Once within the site, you will see the menu is interactive. If you hover over a food, you will be able to see an image and a description.

USING THE APP

1. Select your state, followed by your school district.
2. Select the grade level, school and then the school menu you wish to view.
3. Once within the menu, you will be defaulted to the current day. You can select a food to find its description.

QUESTIONS?

Contact

look

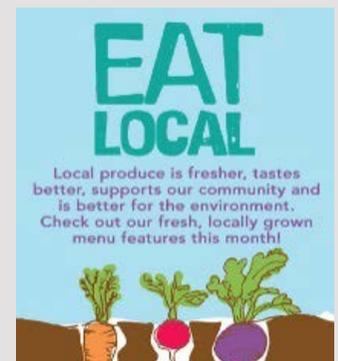
to the side of our menus for allergy filters, nutrition data and other exciting event information!

◀ Show special diets info

☰ View carb counts

Available Daily ▼

- 1% (low-fat) Milk
- Fat-free Chocolate Milk



NEW

EASY-TO-ACCESS SCHOOL MENUS

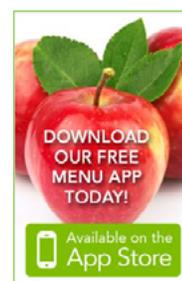
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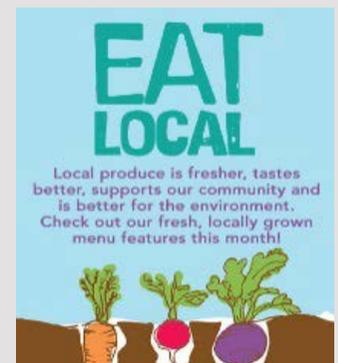
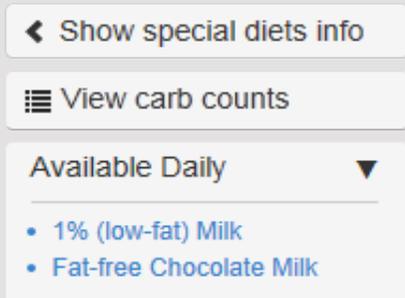
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QUESTIONS?

Contact

look to the side of our menus for allergy filters, nutrition data and other exciting event information!



LAKELAND JOINT SCHOOL DISTRICT #272
 FY16 - GENERAL FUND BUDGET SUMMARY INFORMATION
 July, 2015 - June, 2016

FY 2015
 GF BUDGET SUMMARY INFORMATION

REVENUE	REVENUE					REVENUE				
	BUDGET	RECEIPTS TO DATE	% Received	BALANCE	% Remaining	BUDGET	YTD ACTIVITY	% Received	BALANCE	% Remaining
M&O Levy	-	-	-	-	-	-	-	-	-	-
Supplemental Levy	4,795,000.00	-	0.0%	(4,795,000.00)	-100.0%	4,795,000.00	3,064,879.22	63.9%	(1,730,120.78)	-36.08%
Emergency Levy	20,000.00	-	-	(20,000.00)	-	250.00	187,537.23	-	187,287.23	-
Tort Levy	50,000.00	-	0.0%	(50,000.00)	-100.0%	118,500.00	33,832.35	28.6%	(84,667.65)	-71.45%
Other Local Tax	-	-	#DIV/0!	-	#DIV/0!	-	-	-	-	-
Penalty/Int Delinquent Taxes	67,300.00	-	0.0%	(67,300.00)	-100.0%	67,500.00	51,326.94	76.0%	(16,173.06)	-
Investments	35,000.00	-	0.0%	(35,000.00)	-100.0%	32,500.00	53,135.68	163.5%	20,635.68	63.49%
Community Ed.	500.00	-	-	(500.00)	-	500.00	384.00	76.8%	(116.00)	-
Other Local Revenue	180,500.00	-	0.0%	(180,500.00)	-100.0%	175,500.00	154,554.98	88.1%	(20,945.02)	-11.93%
Base State Support	16,606,552.00	-	0.0%	(16,606,552.00)	-100.0%	15,791,020.00	15,230,417.70	96.4%	(560,602.30)	-3.55%
Transportation	1,150,000.00	-	0.0%	(1,150,000.00)	-100.0%	1,175,000.00	1,076,208.36	91.6%	(98,791.64)	-8.41%
Tuition Equiv	52,500.00	-	0.0%	(52,500.00)	-100.0%	47,500.00	-	0.0%	(47,500.00)	-100.00%
State Paid Benefits	2,575,000.00	-	0.0%	(2,575,000.00)	-100.0%	2,181,233.00	2,045,312.12	93.8%	(135,920.88)	-6.23%
Other State Support	679,390.00	-	0.0%	(679,390.00)	-100.0%	-	659,335.00	#DIV/0!	659,335.00	#DIV/0!
Other State Support - PFP	-	-	#DIV/0!	-	#DIV/0!	-	-	-	-	-
Lottery/Additional St Maint	247,000.00	-	-	(247,000.00)	-	161,500.00	179,327.00	111.0%	17,827.00	11.04%
Property Tax Replace.	85,000.00	-	0.0%	(85,000.00)	-100.0%	85,000.00	32,847.85	38.6%	(52,152.15)	-61.36%
Other State Revenue	-	-	#DIV/0!	-	#DIV/0!	330,500.00	-	0.0%	(330,500.00)	-100.00%
Other Fed Rev-E-Rate	-	-	#DIV/0!	-	#DIV/0!	-	(9,923.72)	#DIV/0!	(9,923.72)	#DIV/0!
Unrestricted Grants	135,000.00	-	0.0%	(135,000.00)	-100.0%	75,000.00	108,873.46	145.2%	33,873.46	45.16%
Other Indirect Restricted	-	-	#DIV/0!	-	#DIV/0!	-	-	#DIV/0!	-	#DIV/0!
Transfers	-	-	#DIV/0!	-	#DIV/0!	-	31,186.28	#DIV/0!	31,186.28	#DIV/0!
TOTALS	26,678,742.00	-	0.0%	(26,678,742.00)	-100.0%	25,036,503.00	22,899,234.45	91.5%	(2,137,268.55)	-8.54%

LAKELAND JOINT SCHOOL DISTRICT #272
 FY16 GENERAL FUND BUDGET SUMMARY INFORMATION
 July, 2015 - June, 2016

FY15 GENERAL FUND BUDGET SUMMARY INFORMATION
 EXPENSES

EXPENDITURES	BUDGET	FYTD ACTIVITY	% Expended	BALANCE	% Remaining	BUDGET	YTD ACTIVITY	%	BALANCE	%
Elementary	6,462,535.00		0.0%	6,462,535.00	100.0%	6,265,773.00	5,454,373.41	87.1%	(811,399.59)	-12.9%
Secondary	6,894,637.00		0.0%	6,894,637.00	100.0%	6,482,372.00	5,670,326.59	87.5%	(812,045.41)	-12.5%
Alternative	535,233.00		0.0%	535,233.00	100.0%	506,536.00	422,677.06	83.4%	(83,858.94)	-16.6%
Except. Child	1,300,698.00		0.0%	1,300,698.00	100.0%	1,186,317.00	1,141,342.40	96.2%	(44,974.60)	-3.8%
Gifted/Talented	94,138.00		0.0%	94,138.00	100.0%	74,395.00	71,100.24	95.6%	(3,294.76)	-4.4%
Ex Curr	698,872.00		0.0%	698,872.00	100.0%	525,820.00	594,498.41	113.1%	68,678.41	13.1%
Summer School	66,685.00		0.0%	66,685.00	100.0%	63,635.00	62,274.36	97.9%	(1,360.64)	-2.1%
Adult Ed	538.00		0.0%	538.00	100.0%	-	384.32	#DIV/0!	384.32	#DIV/0!
Guidance/Health	982,092.00		0.0%	982,092.00	100.0%	939,698.00	805,147.01	85.7%	(134,550.99)	-14.3%
Ancillary	650,421.00		0.0%	650,421.00	100.0%	536,351.00	573,217.81	106.9%	36,866.81	6.9%
Personnel Support	362,878.00		0.0%	362,878.00	100.0%	100,200.00	508,895.68	507.9%	408,695.68	407.9%
Ed Media	531,733.00		0.0%	531,733.00	100.0%	498,243.00	471,744.60	94.7%	(26,498.40)	-5.3%
Instruct. Related Technology	449,849.00		0.0%	449,849.00	100.0%	267,225.00	366,877.57	137.3%	99,652.57	37.3%
Board	75,807.00		0.0%	75,807.00	100.0%	85,750.00	77,122.18	89.9%	(8,627.82)	-10.1%
District Admin	535,317.00		0.0%	535,317.00	100.0%	470,886.00	478,140.96	101.5%	7,254.96	1.5%
School Admin	2,147,071.00		0.0%	2,147,071.00	100.0%	2,110,601.00	1,918,834.93	90.9%	(191,766.07)	-9.1%
Business Operations	283,036.00		0.0%	283,036.00	100.0%	277,686.00	285,644.80	102.9%	7,958.80	2.9%
Admin Tech Services	60,325.00		0.0%	60,325.00	100.0%	179,292.00	165,629.98	92.4%	(13,662.02)	-7.6%
Bldg Custodial	1,762,368.00		0.0%	1,762,368.00	100.0%	1,664,495.00	1,903,707.30	114.4%	239,212.30	14.4%
General Maint Non-Student Occ	67,500.00		0.0%	67,500.00	100.0%	98,353.00	85,497.16	86.9%	(12,855.84)	-13.1%
General Maint Student Occ	813,762.00		0.0%	813,762.00	100.0%	748,625.00	834,826.45	111.5%	86,201.45	11.5%
Pupil Trans.	1,579,600.00		0.0%	1,579,600.00	100.0%	1,742,812.00	1,589,244.67	91.2%	(153,567.33)	-8.8%
Dist. Trans.	40,066.00		0.0%	40,066.00	100.0%	43,350.00	38,760.95	89.4%	(4,589.05)	-10.6%
Capital Assets			#DIV/0!	-	#DIV/0!	-		#DIV/0!	-	#DIV/0!
Transfers	283,581.00		0.0%	283,581.00	100.0%	296,722.00	285,411.11	96.2%	(11,310.89)	-3.8%
Reserve			#DIV/0!	-	#DIV/0!	78,036.00		0.0%	(78,036.00)	-100.0%
TOTAL	26,678,742.00	-	0.0%	26,678,742.00	100.0%	25,243,173.00	23,805,679.95	94.3%	(1,437,493.05)	-5.7%
	-	-				(206,670.00)	(906,445.50)			



Brook Cunningham <bcunningham@lakeland272.org>

Town Hall Meetings

1 message

Brad Murray <bmurray@lakeland272.org>

Tue, Aug 4, 2015 at 11:05 AM

To: Brook Cunningham <bcunningham@lakeland272.org>, Dave McDowell <dave.mcdowell@lakeland272.org>

Town Hall Meetings scheduled for 2015-16

Thursday, October 15th @ TJHS; 6:30

Thursday, November 19th @ AE; 6:30

Thursday, January 14th @ TLE; 6:30

Thursday, February 18th @ JBE; 6:30

Thursday, March 10th @ BKE; 6:30

Brad Murray

Superintendent of Schools

Lakeland Jt. School District #272

15506 N. Washington Street

Rathdrum, Idaho 83858

[208 687-0431](tel:2086870431)

[208 687-1884](tel:2086871884) (fax)

LAKELAND JOINT SCHOOL DISTRICT #272

2015-2016 SCHOOL OPENING CALENDAR

August 10		Secondary Principals & 1 Admin. Assistant report
August 17		Elementary Principals & 1 Admin. Assistant report
August 18	8:00 am – 10:00 am	Principals and Admin Assistant Meeting ~ DO
August 20	9:30 am – 12:30 pm	Collections Digital Training for building designees; Site TBD
August 24	1:00 pm	Remaining Admin. Assistants & secretaries report Mileposts for Administrators and Instructional Coaches
August 25	8:00 – 10:00 8:30 a.m. – 11:30 a.m. 12:30 p.m. – 3:30 p.m. 8:00 am – 4:00 pm	Leadership Team Meeting First Aid/CPR Training – JBE Library (sign up through Troy at D.O.) First Aid/CPR Training – JBE Library (sign up through Troy at D.O.) Mileposts for Instructional Coaches and Building Designees
August 26	Noon – 7:00 p.m. 8:00 am – 4:00 pm 9:00 a.m. – 3:00 p.m. 9:00 p.m. – 3:00 p.m.	Elementary (K-6) School Registration Examview for building designees Secondary (7-12) School Registration Heritage Health Immunization Clinic - TJHS
August 27	Noon – 7:00 p.m. Noon – 7:00 p.m. 9:30 am – 12:30 pm	Elementary (K-6) School Registration Secondary (7-12) School Registration HMH Journeys and Go Math Digital for building designees
August 28	9:00 a.m. – 3:00 p.m. 9:00 p.m. – 3:00 p.m. 8:30 a.m. – 3:30 p.m.	Secondary (7-12) School Registration Heritage Health Immunization Clinic – LJHS New Teacher Orientation and Professional Development - DO
August 31	7:00 a.m. – 8:00 a.m. 8:00 a.m. – 8:30 a.m. 8:30 a.m. – 10:00 a.m. 10:00 a.m. – 10:30 a.m. 10:30 am – 10:45 am 10:45 am – 12:15 pm 12:15 pm – 12:45 pm 12:45 pm – 1:30 pm 1:30 pm – 3:30 pm 1:30 pm – 2:30 pm 2:30 pm – 3:30 pm	ALL EMPLOYEES REPORT – LHS Commons (STCU Sponsored Breakfast) Welcome Back & General Staff Meeting PLC Keynote – Rebecca DuFour Discussion Session Break 2 nd PLC Keynote – Tim Brown Discussion Session Lunch (Sponsored by Wells Fargo) Building meetings – Current Reality/Next Steps in PLC Journey Report card committee meets with Solution Tree Facilitator Instructional Coaches and Facilitators meet with Solution Tree Facilitator
Sept. 1	8:00 am – 8:30 am 8:30 a.m. – 10:00 am 10:00 am – 10:30 am 10:30 am – 10:45 am 10:45 am – 12:15 pm 12:15 pm – 12:45 pm 12:45 pm – 1:30 pm 2:00 pm – 4:00 pm 1:00 pm – 4:00 pm	General Meeting 3 rd PLC Keynote – Robert Eaker Discussion Session Break 4 th PLC Keynote – Mike Mattos Discussion Session Lunch on your own Building Meetings Benefits Fair (LJHS)
Sept. 2	8:30 am – 11:30 am 8:30 am – 11:30 am 11:30 am – 1:00 pm 1:00 pm – 4:00 pm 1:00 pm – 4:00 pm	K-2 and 3-5 Go Math Manipulatives Training (LHS Commons) Grades 6-12 Advanced Big Ideas Workshop with Denise McDowell (LHS Commons) Lunch on your own Elementary collaboration/curriculum roll out with grade level teams (LHS) Secondary collaboration/curriculum roll out with department teams (LHS)

Sept. 3	8:00 am – 4:00 pm	Uninterrupted classroom time for teachers
Sept. 4	6:30 a.m. – 3:00 p.m.	All Maint., Custodial Staff, Admin. Assistants & Secretaries work – No Teachers
September 7		Labor Day – No School

AGENDA FOR NEW TEACHER ORIENTATION

August 28, 2015

8:00 a.m. – 9:30 a.m.

- Introductions

- Orientation with Heidi Herndon/Lisa Sexton
 - Benefits Paperwork
 - Overview of District
 - Professional Development Support
 - Mentoring Support
 - Peer Assistance Support
 - Role of the Administrator

- 9:30 a.m. – 3:30 p.m.
 - Overview of the Danielson Framework
 - Lakeland's Supervision/Evaluation Plan

Work to be completed during the 2015-16 school year

- Analysis and interpretation of state and local data
 - Review curriculum guides and instructional materials/calendars
 - Special Topics Workshop November 6th – Current Trends in Education Law
 - Special Topics Workshop January 29th – Best Practices Workshop
- Mentor/Protégé Planning/Collaboration – Graduate Credit Option
 - Possible topics for planning & collaboration
 - Utilizing Technology in the Classroom
 - Conducting Successful Parent/Teacher Conferences
 - Standards/Assessment/Accountability
 - Dealing With Individual Differences
 - Motivating Students and Handling Student Discipline
 - Review Mentor/Protégé Plan
 - Review Building/District Calendars to Anticipate Upcoming Activities
 - Plan Activities for the Remainder of the Year

July 20, 2015

RECEIVED JUL 22 2015

Mr. Brad Murray
Superintendent of Schools
Lakeland Jt. School District 272
15506 N. Washington Street
Rathdrum, ID 83858

Dear Mr. Murray,

Please accept this letter as a formal resignation from my position as teacher in the Lakeland School District. After careful consideration, I've decided to accept another teaching position closer to home and in my own neighborhood. I understand that I have to follow certain protocol, and will comply with any additional matters that need attention in regards to my resignation.

The past three years spent teaching Title 1 at Athol Elementary School has been a very rewarding experience. I have certainly enjoyed working with my students, the incredible staff and teaching under the leadership of Kathy Thomas.

My last day teaching will be at the end of my 2014-2015 school year contract and/or August 31, 2015. Again, I appreciate having had the opportunity to teach Title 1 for the Lakeland School District and I'll always have fond memories of the time spent with students and faculty.

Respectively,



Wendy George
2720 W. Larix Ct.
CDA, ID 83815

July 3, 2015

Mr. Todd Spear

Principal

Lakeland Jr High School

15601 N Hwy 41

Rathdrum, Idaho 83858

Dear Mr. Spear:

I am writing to inform you about my decision to resign from the position as the GATE/ Social Studies Teacher from Lakeland Jr High School. Please consider this a formal notice.

Although I immensely enjoy working with Lakeland Jr High School, I cannot continue because of an opportunity that has presented its self to work at Coeur D' High School as a full time Social Studies Teacher. I feel I have grown as a teacher from my time working for Lakeland Jr High School and will miss my students and staff very much.

Thank you very much for the opportunities for professional development that you have provided me throughout the last three years at Lakeland Jr High School. I will keep in touch throughout my time at Coeur D' Alene High School. I wish the entire staff every success with their future endeavors.

Truly yours,



Matt Brown

GATE/ Social Studies Teacher

Lakeland Jr High School



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

MEMORANDUM

TO: Board of Trustees

FROM: Heidi Herndon, Human Resource Specialist

DATE: August 6, 2015

RE: Non-Certificated New Hires

The following individuals are recommended for hire:

Relief Bus Drivers

Herzog, Tim

Mix, Brett

Petramala, Janet

Robinson, Thomas

Thome, Michelle

New Hires 2014-15		
Name	Bldg	Position
Kristen Penwell	THS	English
Matthew Allison	LHS	Physical Science
Jessica Fox-Lopp	LHS	Special Education
Jens Jacobsen	LHS	English
Lindsey Johnson	THS	Art
Dr. Patricia Kridler	THS	Math
David McDowell	DO	Business Manager
Trisha Claussen	JBE	Counselor
Justine Brown	TLE	Counselor
Amy Stranger	LJHS	Math
Bernice Munyar	LJHS	Spanish/Keyboarding
Charmain VanBusKirk	TLE	Special Education
Curran Johnson	THS	Social Studies
Karla Hegbloom	LJHS	English
Kate Herold	LJHS	English
Krystin Desjardins	LJHS	Social Studies
Linda Richman	SLE	Special Education
Jennifer Zimmerman	LJHS	Special Education
Roberta Yde	AE	Special Education Preschool 0.5
Nicole Fairclough	LJHS	Math
Lynn Paslay	BKE	Principal

STAFF REPORT
Lakeland Jt. School District Consent Agenda Item

DATE: August 10, 2015

TO: Board of Trustees

FROM: Brad Murray, Superintendent

SUBJECT: Adopt Resolution 2015-01 accepting all of Volume 1 and the District's portion of Volume 2 of the Kootenai County Multi-Jurisdictional All-Hazard Mitigation Plan Update.

STAFF RECOMMENDATION:

Adopt Resolution 2015-01 accepting all of Volume 1 and the District's portion of Volume 2 of the Kootenai County Multi-Jurisdictional All-Hazard Mitigation Plan Update.

BACKGROUND

Hazard Mitigation Planning in Kootenai County:

In August of 2014, a coalition of Kootenai County cities and special purpose districts embarked on a planning process to prepare for and lessen the impacts of specified by updating the Kootenai County Multi-Jurisdictional All-Hazard Mitigation Plan. Responding to federal mandates in the Disaster Mitigation Act of 2000 (Public Law 106-390), the coalition was formed to pool resources and to create a uniform hazard mitigation strategy that can be consistently applied to the defined planning area and used to ensure eligibility for specified grant funding success.

This effort represents a comprehensive update to the initial hazard mitigation plan, approved by the Federal Emergency Management Agency (FEMA) on May 27, 2010. The 33 member coalition of partners involved in this program includes Kootenai County, 12 city and town governments and 20 special purpose districts. The planning area for the hazard mitigation plan was defined as all incorporated and unincorporated areas of Kootenai County. The result of the organizational effort will be a FEMA and Idaho Bureau of Homeland Security (IBHS) approved multi-jurisdictional, multi-hazard mitigation plan.

Mitigation is defined in this context as any sustained action taken to reduce or eliminate long-term risk to life and property from a hazard event. Mitigation planning is the systematic process of learning about the hazards that can affect the community, setting clear goals, identifying appropriate actions and following through with an effective mitigation strategy. Mitigation encourages long-term reduction of hazard vulnerability and can reduce the enormous cost of disasters to property owners and all levels of government. Mitigation can also protect critical community facilities, reduce exposure to liability, and minimize post-disaster community disruption.

The hazard identification and profiling in the hazard mitigation plan addresses the following hazards of concern within the planning area:

1. Avalanche
2. Dam Failure
3. Drought
4. Earthquake
5. Flood
6. Landslide and other mass movement
7. Severe weather (including severe winter weather)
8. Volcano (ash fall)
9. Wildfire

With the exception of dam failure, this plan does not provide a full risk assessment of technological and human-caused hazards. However, a profile including qualitative discussions of the following hazards of interest are included: cyber-disruption, hazardous materials incidents, pandemic, radiological material exposure, civil unrest and terrorism.

The Kootenai County Office of Emergency Management has taken the lead agency role in developing the hazard mitigation plan. All participating local jurisdictions have been responsible for assisting in the development of the hazard and vulnerability assessments and the mitigation action strategies for their respective jurisdictions and organizations. The Plan presents the accumulated information in a unified framework to ensure a comprehensive and coordinated plan covering the entire Kootenai County planning area. Each jurisdiction has been responsible for the review and approval of their individual sections of the Plan.

The plan was prepared in accordance with the Idaho Bureau of Homeland Security Local Hazard Mitigation Plan preparation guidelines. Additionally, the plan has been aligned with the goals, objectives and priorities of the State's multi-hazard mitigation plan, the Kootenai County Flood Mitigation Plan and the Kootenai County Community Wildfire Protection Plan.

A 17 member Steering Committee (SC) composed of representative stakeholders was formed early in the planning process to guide the development of the Plan. In addition, residents were asked to contribute by sharing local knowledge of their individual area's vulnerability to natural hazards based on past occurrences. Public involvement has been solicited via a multi-media campaign that included two rounds of public meetings, web-based information, a questionnaire and progress updates via the news media.

Why adopt this Plan?

Once the hazard mitigation plan is adopted by all of the jurisdictional partners and approved by FEMA, the partnership will collectively and individually become eligible to apply for hazard mitigation project funding from both the Pre-Disaster Mitigation Grant Program (PDM) and the Hazard Mitigation Grant Program (HMGP).

What is the Pre-Disaster Mitigation competitive grant program?

The PDM competitive grant program provides funds to State, Tribal, and local governments for pre-disaster mitigation planning and projects primarily addressing natural hazards. Cost-Effective pre-disaster mitigation activities reduce risk to life and property from natural hazard events before a natural disaster strikes, thus reducing overall risks to the population and structures, while also reducing reliance on funding from actual disaster declarations. Funds will be awarded on a competitive basis for mitigation planning and project applications intended to make local governments more resistant to the impacts of future natural disasters (*For more details on this program see Attachment 1*).

What is the Hazard Mitigation Grant Program?

Authorized under Section 404 of the Stafford Act, the HMGP administered by FEMA provides grants to States and local governments to implement long-term hazard mitigation measures after a major disaster declaration. The purpose of the program is to reduce the loss of life and property due to natural disasters and to enable mitigation measures to be implemented during the immediate recovery from a disaster (*For more details on this program see Attachment 1*).

Where do we go from here?

Upon adoption of Volume I and Lakeland Jt. School District No. 272 Update Annex of Volume II of the Kootenai County Multi-Jurisdictional All-Hazard Mitigation Plan Update (HMP) and subsequent approval of said plan IBHS and FEMA, the District will be eligible to apply for specified grants. The grant funds are made available to states and local governments and can be used to implement the long-term hazard mitigation measures specified within the District's annex of the AHMP before and after a major disaster declaration. The HMP is considered a living document such that, as awareness of additional hazards develops and new strategies and projects are conceived to offset or prevent losses due to natural disasters, the HMP will be evaluated and revised on a continual 5-year time frame.

RECOMMENDED COUNCIL ACTION:

Motion to adopt Resolution No. 2015-01 and to read it by title only. Consent Calendar voice vote.

ATTACHMENTS:

1. Hazard Mitigation Grant Program (HMGP) and Pre-Disaster Mitigation Grant Program (PDM) Fact Sheet
2. Executive Summary from Volume 1 of the Kootenai County Multi-Jurisdictional All-Hazard Mitigation Plan Update

3. Lakeland Jt. School District No. 272 Update Annex of the Kootenai County Multi-Jurisdictional All-Hazard Mitigation Plan Update
4. Draft Resolution 2015-01

Attachment 1
Hazard Mitigation Grant Program (HMGP)
Pre-Disaster Mitigation Grant Program (PDM)

FACT SHEET

I. HAZARD MITIGATION GRANT PROGRAM (HMGP)

What is the Hazard Mitigation Grant Program?

Authorized under Section 404 of the Stafford Act, the Hazard Mitigation Grant Program (HMGP) administered by the Federal Emergency Management Agency (FEMA) provides grants to States and local governments to implement long-term hazard mitigation measures after a major disaster declaration. The purpose of the program is to reduce the loss of life and property due to natural disasters and to enable mitigation measures to be implemented during the immediate recovery from a disaster.

Who is eligible to apply?

Hazard Mitigation Grant Program funding is only available to applicants that reside within a Presidentially declared disaster area. Eligible applicants are

- State and local governments
- Indian tribes or other tribal organizations
- Certain non-profit organizations

What types of projects can be funded by the HMGP?

HMGP funds may be used to fund projects that will reduce or eliminate the losses from future disasters. Projects must provide a long-term solution to a problem, for example, elevation of a home to reduce the risk of flood damages as opposed to buying sandbags and pumps to fight the flood. In addition, a project's potential savings must be more than the cost of implementing the project. Funds may be used to protect either public or private property or to purchase property that has been subjected to, or is in danger of, repetitive damage. Examples of projects include, but are not limited to:

- Acquisition of real property for willing sellers and demolition or relocation of buildings to convert the property to open space use
- Retrofitting structures and facilities to minimize damages from high winds, earthquake, flood, wildfire, or other natural hazards
- Elevation of flood prone structures
- Development and initial implementation of vegetative management programs
- Minor flood control projects that do not duplicate the flood prevention activities of other Federal agencies
- Localized flood control projects, such as certain ring levees and floodwall systems, that are designed specifically to protect critical facilities
- Post-disaster building code related activities that support building code officials during the reconstruction process

What are the minimum project criteria?

There are five issues you must consider when determining the eligibility of a proposed project.

- Does your project conform to your State's Hazard Mitigation Plan?

- Does your project provide a beneficial impact on the disaster area i.e. the State?
- Does your application meet the environmental requirements?
- Does your project solve a problem independently?
- Is your project cost-effective?

II. **PRE-DISASTER MITIGATION GRANT PROGRAM (PDM)**

What is the Pre-Disaster Mitigation competitive grant program?

The Pre-Disaster Mitigation (PDM) competitive grant program provides funds to State, Tribal, and local governments for pre-disaster mitigation planning and projects primarily addressing natural hazards. Cost-Effective pre-disaster mitigation activities reduce risk to life and property from natural hazard events before a natural disaster strikes, thus reducing overall risks to the population and structures, while also reducing reliance on funding from actual disaster declarations. Funds will be awarded on a competitive basis to successful Applicants for mitigation planning and project applications intended to make local governments more resistant to the pacts of future natural disasters.

Who can apply for a PDM competitive grant?

Eligible PDM competitive grant Applicants include State and Territorial emergency management agencies, or a similar office of the State, District of Columbia, U.S. Virgin Islands, Commonwealth of Puerto Rico, Guam, American Samoa, Commonwealth of the Northern Mariana Islands, and Federally-recognized Indian Tribal governments.

- ✓ Eligible Sub-applicants include State agencies; Federally-recognized Indian Tribal governments; and local governments (including State recognized Indian Tribal governments and Alaska native villages).
- ✓ Applicants can apply for PDM competitive grant funds directly to FEMA, while Sub-applicants must apply for funds through an eligible Applicant.
- ✓ Private non-profit organizations are not eligible to apply for PDM but may ask the appropriate local government to submit an application for the proposed activity on their behalf.

What are eligible PDM projects?

Multi-hazard mitigation projects must primarily focus on natural hazards but also may address hazards caused by non-natural forces. **Funding is restricted to a maximum of \$3M Federal share per project.** The following are eligible mitigation projects:

- ✓ Acquisition or relocation of hazard-prone property for conversion to open space in perpetuity;
- ✓ Structural and non-structural retrofitting of existing buildings and facilities (including designs and feasibility studies when included as part of the construction project) for wildfire, seismic, wind or flood hazards (e.g., elevation, flood proofing, storm shutters, hurricane clips);
- ✓ Minor structural hazard control or protection projects that may include vegetation management, Stormwater management (e.g., culverts, floodgates, retention basins), or shoreline/landslide stabilization; and,
- ✓ Localized flood control projects, such as certain ring levees and floodwall systems, that are designed specifically to protect critical facilities and that do not constitute a section of a larger flood control system.

Mitigation Project Requirements

Projects should be technically feasible (see Section XII. Engineering Feasibility) and ready to implement. Engineering designs for projects must be included in the application to allow FEMA to assess the effectiveness and feasibility of the proposed project. The project cost estimate should complement the engineering design,

including all anticipated costs. FEMA has several formats that it uses in cost estimating for projects. Additionally, other Federal agencies' approaches to project cost estimating can be used as long as the method provides for a complete and accurate estimate. FEMA can provide technical assistance on engineering documentation and cost estimation (see Section XIII.D. Engineering Feasibility).

Mitigation projects also must meet the following criteria:

1. Be cost-effective and substantially reduce the risk of future damage, hardship, loss, or suffering resulting from a major disaster, consistent with 44 CFR 206.434(c)(5) and related guidance, and have a Benefit-Cost Analysis that results in a benefit-cost ratio of 1.0 or greater (see Section X. Benefit-Cost Analysis). **Mitigation projects with a benefit-cost ratio less than 1.0 will not be considered for the PDM competitive grant program;**
2. Be in conformance with the current FEMA-approved State hazard mitigation plan;
3. Solve a problem independently or constitute a functional portion of a solution where there is assurance that the project as a whole will be completed, consistent with 44 CFR 206.434(b)(4);
4. Be in conformance with 44 CFR Part 9, Floodplain Management and Protection of Wetlands, and 44 CFR Part 10, consistent with 44 CFR 206.434(c)(3);
5. Not duplicate benefits available from another source for the same purpose, including assistance that another Federal agency or program has the primary authority to provide (see Section VII.C. Duplication of Benefits and Programs);
6. Be located in a community that is participating in the NFIP if they have been identified through the NFIP as having a Special Flood Hazard Area (a FHBM or FIRM has been issued). In addition, the community must not be on probation, suspended or withdrawn from the NFIP; and,
7. Meet the requirements of Federal, State, and local laws.

What are examples of Ineligible PDM Projects?

The following mitigation projects are *not* eligible for the PDM program:

- ✓ Major flood control projects such as dikes, levees, floodwalls, seawalls, groins, jetties, dams, waterway channelization, beach nourishment or re-nourishment;
- ✓ Warning systems;
- ✓ Engineering designs that are not integral to a proposed project;
- ✓ Feasibility studies that are not integral to a proposed project;
- ✓ Drainage studies that are not integral to a proposed project;
- ✓ Generators that are not integral to a proposed project;
- ✓ Phased or partial projects;
- ✓ Flood studies or flood mapping; and,
- ✓ Response and communication equipment.

Attachment 2
Executive Summary from Volume 1
Kootenai County Multi-Jurisdictional All-Hazard Mitigation Plan Update

The Disaster Mitigation Act (DMA) is federal legislation that requires proactive, pre-disaster planning as a prerequisite for some funding available under the Robert T. Stafford Act. The DMA encourages state and local authorities to work together on pre-disaster planning. The enhanced planning network called for by the DMA helps local governments' articulate accurate needs for mitigation, resulting in faster allocation of funding and more cost-effective risk reduction projects.

Hazard mitigation is the use of long- and short-term strategies to reduce or alleviate the loss of life, personal injury, and property damage that can result from a disaster. It involves strategies such as planning, policy changes, programs, projects, and other activities that can mitigate the impacts of hazards. It is impossible to predict exactly when and where disasters will occur or the extent to which they will impact an area, but with careful planning and collaboration among public agencies, stakeholders and citizens, it is possible to minimize losses that disasters can cause. The responsibility for hazard mitigation lies with many, including private property owners; business and industry; and local, state and federal government.

Kootenai County and a partnership of local governments within the County have developed and maintained a hazard mitigation plan to reduce risks from natural disasters and to comply with the DMA and Title 44 of the Code of Federal Regulations Section 201.6 (44 CFR 201.6). This plan will, and has, acted as the keyway to federal funding afforded under FEMA hazard mitigation grant programs.

PREVIOUS HAZARD MITIGATION PLANNING IN KOOTENAI COUNTY

Federal regulations require monitoring, evaluation and updating of hazard mitigation plans. An update provides an opportunity to reevaluate recommendations, monitor the impacts of actions that have been accomplished, and determine if there is a need to change the focus of mitigation strategies. A jurisdiction covered by a plan that has expired is no longer in compliance with the DMA.

The *2009 Kootenai County Multi-Jurisdictional All Hazard Mitigation Plan* was a FEMA-required revision and update of the County's 2004 plan. It was prepared by the Kootenai County Office of Emergency Management, the Local Emergency Planning Committee's standing All Hazard Mitigation Committee and Risk Analysis Committee, and a planning consultant. Participating jurisdictions included Kootenai County and 10 local municipalities within the Kootenai County Operational Area.

The purpose of the plan was to reduce the physical and economic impacts of natural and man-made disasters or emergency situations on the residents and businesses of Kootenai County and its participating jurisdictions. The plan identified hazards affecting Kootenai County and the county's vulnerabilities. It provided a countywide strategy of mitigation projects to reduce future disaster losses. The mitigation plan was approved by the FEMA Region 10 on May 27, 2010 and meets the requirements of DMA and Title 44 of the Code of Federal Regulations Section 201.6 (44 CFR 201.6)

THE KOOTENAI COUNTY PLAN UPDATE EFFORT

Kootenai County Office of Emergency Management (KCOEM) utilized the plan update process to enhance, expand and reformat the Kootenai County Multi-Jurisdictional All Hazard Mitigation Plan in scope and content. The updated plan differs from the initial plan for a variety of reasons:

- Better guidance now exists on what is required to meet the intent of the DMA.
- The scope of the plan has been expanded by including planning partners not covered under the prior plan.
- The initial plan did not use tools such as FEMA’s Hazards U.S. Multi-Hazard (Hazes-MH) computer model or new data such as FEMA’s countywide Digital Flood Insurance Rate Maps (DFIRMs). The updated plan will use these tools and data to provide for a more detailed and accurate risk assessment.
- The risk assessment has been prepared to better support future grant applications by providing risk and vulnerability information that will directly support the measurement of “cost-effectiveness” required under FEMA mitigation grant programs.
- Science and technology have improved since the development of the initial plan.
- The plan meets program requirements of the federal Community Rating System, thus reducing flood insurance premiums in participating jurisdictions.
- There was a strong desire on the part of KCOEM for this plan to be a user-friendly document that is understandable to the general public and not overly technical.
- The plan identifies actions rather than strategies. Strategies provide direction, but actions are fundable under grant programs. This plan replaces strategies with a guiding principal, goals and objectives. The identified actions meet multiple objectives that are measurable, so that each planning partner can measure the effectiveness of their mitigation actions.

Updating the plan consisted of the following phases:

- **Phase 1, Organize and Review**—a planning team was assembled to provide technical support for the plan update, consisting of key staff from KCOEM and a technical consultant. The first step in developing the plan update was to re-organize the planning partnership. The initial planning effort covered 11 local governments. This partnership was increased to 33 for the update as shown in table ES-1.

A 17-member steering committee was assembled to oversee plan update, consisting of planning partner staff and other stakeholders in the planning area. Coordination with other county, state and federal agencies involved in hazard mitigation occurred throughout the plan update process. This phase included a comprehensive review of the existing plan, the Idaho State Hazard Mitigation Plan, and existing programs that may support or enhance hazard mitigation actions within Kootenai County.

- **Phase 2, Update the Risk Assessment**— Risk assessment is the process of measuring the potential loss of life, personal injury, economic injury, and property damage resulting from hazards. This process assesses the vulnerability of people, buildings and infrastructure to natural hazards. It focuses on the following parameters:
 - Hazard identification and profiling
 - The impact of hazards on physical, social and economic assets
 - Vulnerability identification
 - Estimates of the cost of potential damage or costs that can be avoided through mitigation.

**TABLE ES-1.
PLANNING PARTNERS**

Kootenai County	Fire Protection Districts / EMS:
Municipalities:	East Side Fire
Athol	Hauser Lake Fire
Coeur d’Alene	Kootenai Emergency Medical Services System
Dalton Gardens	Kootenai Fire & Rescue
Fernan Lake Village	Mica Kidd Island Fire
Harrison	Northern Lakes Fire
Hauser	Shoshone County Fire No. 2
Hayden	Spirit Lake Fire
Hayden Lake	St. Maries Fire
Post Falls	Timberlake Fire
Rathdrum	Worley Fire
Spirit Lake	Highway Districts:
Worley	East Side
School Districts:	Lakes
Coeur d’Alene SD #271	Post Falls
Kootenai SD #274	Worley
Lakeland SD #272	Other Districts:
Post Falls SD #273	Panhandle Health District Region 1

The risk assessment for this hazard mitigation plan meets requirements outlined in Title 44 of the Code of Federal Regulations Section 201.6 (44 CFR 201.6) in that it assessed identified natural hazards of concern within the planning area. In addition, a profile of other hazards of interest was provided under this phase. Phase 2 occurred simultaneously with Phase 1, with the two efforts using information generated by one another to create the best possible risk assessment. This was the most comprehensive phase of the plan update process. All facets of the risk assessment of the plan were visited by the planning team and updated with the best available data and technology.

- **Phase 3, Engage the Public**—A public involvement strategy developed by the Steering Committee was implemented by the planning team. It included public meetings to present the risk assessment as well as the draft plan, distribution of a hazard mitigation survey, a County-sponsored website for the plan update, and multiple media releases.
- **Phase 4, Assemble the Updated Plan**—The planning team and Steering Committee assembled key information into a document to meet the DMA requirements for all planning partners. The updated plan differs from the prior plan in that it contains two volumes. Volume 1 contains components that apply to all partners and the broader planning area. Volume 2 contains all components that are jurisdiction-specific. Each planning partner has a dedicated chapter in Volume 2.

- **Phase 5, Plan Adoption/Implementation**—Once pre-adoption approval has been granted by Idaho Bureau of Homeland Security and FEMA Region X, the final adoption phase will begin. Each planning partner will individually adopt the updated plan. The plan maintenance process includes a schedule for monitoring and evaluating the plan’s progress periodically and producing a plan revision every 5 years. This plan maintenance strategy also includes a process for continuing public involvement and integration with other programs that can support or enhance hazard mitigation.

RISK ASSESSMENT

The cornerstone for this plan is a comprehensive risk assessment that assesses 8 natural hazards of concern based on a review of the Idaho State Hazard Mitigation Plan, and provides a detailed profile of an additional six other hazard of interest. Risk assessment is the process of measuring the potential loss of life, personal injury, economic injury, and property damage resulting from natural hazards. It allows emergency management personnel to establish early response priorities by identifying potential hazards and vulnerable assets. The process focuses on the following elements:

- Hazard identification—Use all available information to determine what types of disasters may affect a jurisdiction, how often they can occur, and their potential severity.
- Vulnerability identification—Determine the impact of natural hazard events on the people, property, environment, economy and lands of the region.
- Cost evaluation—Estimate the cost of potential damage or cost that can be avoided by mitigation.

The risk assessment for this hazard mitigation plan update evaluates the risk of natural hazards prevalent in the planning area and meets requirements of the DMA and Title 44 of the Code of Federal Regulations Section 201.6 (44 CFR 201.6 (c)(2)).

RISK ASSESSMENT RESULTS

A risk ranking was performed for the hazards of concern described in this plan. The risk ranking is a key step in developing an action plan. It allows jurisdictions to compare the impacts of one hazard to another. That comparison provides critical information to use in selecting hazard mitigation actions. The results are used in establishing mitigation priorities. This process is not intended to focus all actions on the hazard with the highest rank, but to ensure that jurisdictions do not forget about hazards that have less but still significant impact. The ranking process also identifies hazards that have little or no impact and can be eliminated from consideration for actions. Based on the risk assessment, the natural hazards of concern were ranked as follows for the risk they pose to the overall planning area:

- Severe Weather (High)
- Wildfire (High)
- Earthquake/Volcano-Ash fall (High)
- Flood (High)
- Landslide (Medium)
- Dam Failure (Low)
- Drought(Low)

Avalanche (Low)

The plan also profiled the following non-natural hazards of concern: Cyber-disruption, hazardous materials incidents, pandemic, radiologic material exposure, civil unrest and terrorism. While these hazard of concern were profiled, they were not ranked with the natural hazards for the following reasons:

- It is not a requirement of Title 44 of the Code of Federal Regulations Section 201.6 (44 CFR 201.6) to assess non-natural/human caused hazards.
- You cannot compare natural hazards to non-natural hazards on the same plan because of one key parameter used in risk ranking; probability of occurrence. Probabilities are well established for natural hazards because there is historical record of past occurrences that are the basis for probabilities. There is not consistent historical record available either regionally or nationally on non-natural hazards to establish recurrence probabilities.
- Non-natural hazard risk assessments tend to focus on threats and consequences, while natural hazard risk assessments focus on probabilities and vulnerabilities.

Each planning partner also ranked hazards for its own area following the same methodology applied to the area wide risk ranking. Table ES-3 summarizes the categories of high, medium and low (relative to other rankings) based on the numerical ratings that each jurisdiction assigned each hazard.

TABLE ES-3. SUMMARY OF HAZARD RANKING RESULTS				
	Number of Jurisdictions Assigning Ranking to Hazard			
	High	Medium	Low	Not Ranked
Avalanche	0	0	33	0
Dam Failure	0	0	33	0
Drought	0	4	29	0
Earthquake/Volcano-Ash fall	21	12	0	0
Flood	12	20	1	0
Landslide	4	13	16	0
Severe Weather	33	0	0	0
Wildfire	29	3	1	0

MITIGATION GUIDING PRINCIPLE, GOALS AND OBJECTIVES

The following principle guided the Steering Committee and the planning partnership in selecting the initiatives contained in this plan update:

To reduce or eliminate the risk of loss of life and property, encourage long-term reduction of vulnerability and save lives and reduce costly property damage due to natural and/or human caused hazards.

The Steering Committee and the planning partnership established the following goals for the plan update:

1. Reduce the risks associated with natural, technological, and human-caused hazards through planning and emergency response efforts.
2. Establish a collaborative and cooperative relationship within the community (Kootenai County) for all hazard risk reduction.
3. Implement actions that protect lives and reduce the impact of hazards on our property, environment, and economy.
4. Maintain a current and actionable mitigation plan.

The following objectives were identified that meet multiple goals, acting as a bridge between the mitigation goals and actions and helping to establish priorities:

1. Create an effective information exchange between the Office of Emergency Management, public information officers, public responders, general public, and media outlets.
2. Develop and promote cooperative agreements between Kootenai County and local jurisdictions, government agencies, and the Tribe that define and implement an ongoing coordinated joint hazard mitigation effort.
3. Develop programs and actions that increase safety, reduce the disruption of services, and decrease property damage from potential hazards.
4. Increase awareness of disaster mitigation actions and resources, and develop education activities emphasizing preparedness and recovery from hazard incidents.
5. Include hazard mitigation planning in Kootenai County's policy, planning, and budgeting processes, as appropriate.
6. Develop an understanding of natural resource management and its relationship to hazard mitigation planning.
7. Facilitate the building of relationships between public and private sectors to foster hazard mitigation through environmental design.
8. Identify and implement responsible best management practices, such as building in flood prone areas, steep sloped areas, sensitive wildlife or wetland areas, for land development, recreational activities, and commercial/industrial operations to reduce loss from potential disasters on public and private land in Kootenai County.
9. Build upon Kootenai County's geographic information system (GIS) mapping capability to create maps and overlays of all natural and human-caused hazard areas in Kootenai County, its municipalities, and local jurisdictions.
10. Develop action plans and programs that decrease disruptions to government services and emergency response activities.
11. Support public and private efforts that mitigate and reduce the economic impact of disaster events and post-disaster recovery costs.
12. Develop and prioritize projects in Kootenai County that increase the protection of life, property, environment and historical resources from the impacts of disasters.
13. Build and sustain secure, interoperable, dedicated, and redundant emergency communications infrastructure.

14. Minimize the destruction of public utilities and services during and after a hazard event.
15. Seek public and private financial resources for investment in hazard mitigation planning, implementation of actions, and post-disaster recovery.
16. Review, maintain, and update a comprehensive analysis of natural and human-caused hazards impacting Kootenai County municipalities and local jurisdictions, as needed.
17. Minimize development in extreme hazard-prone areas.
18. Implement local codes, ordinances and standards to promote the use of appropriate hazard-resistant structural methods and materials for buildings in areas with potential for significant hazard damage.
19. Identify and implement resilient protective measures that mitigate damage to, and disruption of, critical infrastructure and key resources.

PLAN MAINTENANCE

The plan has identified a comprehensive plan maintenance strategy that will help to keep the plan dynamic through its 5-year performance period. This strategy has established protocol for the following maintenance components:

- Implementation measures
- Hazard Mitigation Task Force oversight
- Annual progress reporting
- Procedures for continuing public involvement
- Plan updates
- Plan incorporation into other plans and programs

MITIGATION INITIATIVES

Mitigation initiatives presented in this update are activities designed to reduce or eliminate losses resulting from natural hazards. The update process resulted in the identification and prioritization of 280 mitigation initiatives for implementation by individual planning partners, as presented in Volume 2 of this plan. Each initiative has been prioritized as either high, medium or low based upon a standardized prioritization protocol that looks at feasibility, multi-objectivity, cost-effectiveness, available funding and timeline for completion. Of these 280 initiatives, 103 (37%) were given a high priority; 129 (46%) were given a medium priority and 48 (17%) were given a low priority. To illustrate the comprehensive range of alternatives considered by the planning partnership, each initiative was categorized into the 6 hazard mitigation categories:

- Prevention
- Property Protection
- Public Education and Awareness
- Natural Resource Protection
- Emergency Services
- Structural projects

IMPLEMENTATION

Full implementation of the recommendations of this plan will require time and resources. Funding resources are always evolving, as are state and federal mandates. Kootenai County and its planning partners will assume responsibility for adopting the recommendations of this plan. The planning partnership developed this plan with extensive public input, and public support of the actions identified in this plan will help ensure the plan's success.

RESOLUTION NO. 2015-01
A RESOLUTION OF THE Lakeland Jt. School District No. 272 Board of Trustees
AUTHORIZING THE ADOPTION OF THE
KOOTENAI COUNTY MULTI-JURISDICTIONAL ALL-HAZARD MITIGATION PLAN
UPDATE

WHEREAS, all of Kootenai County has exposure to natural hazards that increase the risk to life, property, environment and the County's economy; and

WHEREAS; pro-active mitigation of known hazards before a disaster event can reduce or eliminate long-term risk to life and property; and

WHEREAS, The Disaster Mitigation Act of 2000 (Public Law 106-390) established new requirements for pre- and post-disaster hazard mitigation programs; and

WHEREAS; a coalition of Kootenai County, Cities, Towns and Special Purpose Districts with like planning objectives has been formed to pool resources and create consistent mitigation strategies within the Kootenai County planning area; and

WHEREAS, the coalition has completed a planning process that engages the public, assesses the risk and vulnerability to the impacts of natural hazards, develops a mitigation strategy consistent with a set of uniform goals and objectives, and creates a plan for implementing, evaluating and revising this strategy;

NOW, THEREFORE, BE IT RESOLVED that the **Lakeland School District No. 272 Board of Trustees**:

- 1.) Adopts in its entirety, Volume I and the introduction, chapter 28, Lakeland Jt. School District #272 jurisdictional annex, and the appendices of Volume II of the Kootenai County Multi-Jurisdictional All-Hazard Mitigation Plan Update (HMP).
- 2.) Will use the adopted and approved portions of the HMP to guide pre- and post-disaster mitigation of the hazards identified.
- 3.) Will coordinate the strategies identified in the HMP with other planning programs and mechanisms under its jurisdictional authority.
- 4.) Will continue its support of the Steering Committee and continue to participate in the Planning Partnership as described by the HMP.
- 5.) Will help to promote and support the mitigation successes of all HMP Planning Partners.

PASSED AND ADOPTED on this 10th day of August, 2015, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Clerk of the Board, _____

Chairman of the Board, _____

Fund Balance

This policy establishes goals and provides guidance concerning the desired level of year-end fund balance to be maintained by the District.

These guidelines shall apply to the “Unrestricted” portion of the general fund balance.

DEFINITION

Fund balance is the difference between total assets and total liabilities in each fund. Governmental Accounting Standards Board (GASB) Statement 54 requires that fund balance amounts shall be reported in the following classifications:

- Nonspendable – amounts that are not in a spendable form (inventories and prepaid expenses) or legally or contractually required to be maintained intact.
- Restricted – amounts limited by external parties (grantors, contributors) or legislation.
- Committed – amounts to be used only for specific purposes pursuant to constraints imposed by formal action of the Board of Trustees.
- Assigned – amounts constrained by organizational intent (by the Board or delegated authority) to be used for specific purposes, but not restricted or committed. Balances in special funds not reported as restricted or committed are reported as assigned.
- Unassigned – amounts available for expenditures or not restricted in any manner. Unassigned fund balance shall only be reported in the General Fund.

PURPOSE

The Board of Trustees desires to follow the Best Practice established by the Government Finance Officers Association (GFOA) as outlined below:

1. It is essential that the District maintain adequate levels of fund balance to mitigate current and future risks (e.g. revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates while providing sufficient cash flow for regular operations.
2. Fund balance levels are a crucial consideration, too, in long-term financial planning.
3. Credit rating agencies monitor levels of fund balance and unrestricted fund balance in the District’s general fund to evaluate continuing creditworthiness. Our goal will be to secure and maintain an investment grade bond rating.
4. To provide funds to offset significant economic downturns or revenue shortfalls, and provide funds for unforeseen expenditures related to emergencies.

GUIDELINES

Each year during the budgeting process for the next fiscal year a one year look back will be utilized to determine allowable fund balance appropriations if any. The fiscal year has not concluded at the point budgets are set and do not become final until after the financial audit is conducted after year end. Accordingly, the fund balance verified in the last completed audit will be the balance that will be available to the current budget process.

The District will strive to maintain an unassigned fund balance of not less than five percent (5%) and not more than seven and one half percent (7.5%) of the general fund expense budget for the fiscal year.

- If the unassigned fund balance (once attained) falls below the 5% threshold the Board of Trustees will pursue variations of increasing revenues and decreasing expenditures to maintain the minimum level of fund balance.
- If the unassigned fund balance exceeds the upper threshold of 7.5% the Board of Trustees may appropriate excess funds for nonrecurring expenditures.
- As a part of the policy implementation the annual budget process will include a minimum amount to increase the unassigned fund balance. If the current fund balance is 3% or less the amount will be at least \$250,000 per year. Once the 3% level has been reached the minimum amount can be reduced to \$100,000 annually until the minimum target is met.

Legal Reference: I.C. 33-801A

Policy History: New

Adopted on: August 10, 2015

ORDER AGREEMENT

Sale Type :CASH

Sale Type :	CASH
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ORDER AGREEMENT CONSISTS OF THIS PAGE AND THE TERMS AND CONDITIONS

BILL TO INFORMATION

Customer Legal Name: LAKELAND SCHOOL DISTRICT #272			
Address Line 1: PO BOX 39		Contact: McDowell,David	
Address Line 2:		Phone: (208)687-0431	
City: RATHDRUM		E-mail: dave.mcdowell@lakeland272.org	
ST / Zip: ID/83858-0039	County: KOOTENAI	Fax: (208)687-1884	

ADDITIONAL ORDER INFORMATION

Check All That Apply:

- Sales Tax Exempt (Attach Valid Exemption Certificate)
 Fixed Service Charge
 Add to Existing Service Contract # _____
 PO Included PO# _____
 PS Service (Subject to and governed by separate Statement of Work)
 Syndication
 IT Service (Subject to and governed by separate Statement of Work)

SERVICE INFORMATION

Service Term (Months)	Base Billing Frequency		Overage Billing Frequency		
60 Months	MONTHLY		ANNUALLY		
Service Type	Guaranteed Group Total Allowance <i>(Per Base Billing Frequency)</i>		Group Overages		Service Base <i>(Per Base Billing Frequency)</i>
Gold	B/W	800,000	B/W	\$0.0059	\$4,720.00
	Color	0	Color	N/A	

SHIP TO INFORMATION

Customer Name: LAKELAND SCHOOL DISTRICT 272			
Address Line 1: 13898 SCHOONER ST		Contact: McDowell,David	
Address Line 2: BETTY KIEFER ELEMENTARY		Phone: (208)687-0431	
City: RATHDRUM		E-mail: dave.mcdowell@lakeland272.org	
ST / Zip: ID/83858	County: KOOTENAI	Fax: (208)687-1884	

PRODUCT INFORMATION

Product Description	Qty	Sell Price	Extended Sell Price
RICOH AFICIO MP8001SP	1	\$7,614.00	\$7,614.00

BASIC CONNECTIVITY / PS / IT SERVICES INFORMATION

BASIC CONNECTIVITY / PS / IT Services Description	Qty	Sell Price	Extended Sell Price
TS NETWORK & SCAN CONNECT - SEG 5	1	\$500.00	\$500.00



SHIP TO INFORMATION

Customer Name: LAKELAND SCHOOL DISTRICT 272			
Address Line 1: 5973 W HWY 54		Contact: McDowell,David	
Address Line 2: TIMBERLAKE SENIOR HIGH SCHOOL		Phone: (208)687-0431	
City: SPIRIT LAKE		E-mail: dave.mcdowell@lakeland272.org	
ST / Zip: ID/83869	County: KOOTENAI	Fax: (208)687-1884	

PRODUCT INFORMATION

Product Description	Qty	Sell Price	Extended Sell Price
RICOH AFICIO MP8001SP	1	\$7,614.00	\$7,614.00

BASIC CONNECTIVITY / PS / IT SERVICES INFORMATION

BASIC CONNECTIVITY / PS / IT Services Description	Qty	Sell Price	Extended Sell Price
TS NETWORK & SCAN CONNECT - SEG 5	1	\$500.00	\$500.00

SHIP TO INFORMATION

Customer Name: LAKELAND SCHOOL DISTRICT 272			
Address Line 1: 5326 W RICE RD		Contact: McDowell,David	
Address Line 2: TWIN LAKES ELEMENTARY		Phone: (208)687-0431	
City: RATHDRUM		E-mail: dave.mcdowell@lakeland272.org	
ST / Zip: ID/83858-4914	County: KOOTENAI	Fax: (208)687-1884	

PRODUCT INFORMATION

Product Description	Qty	Sell Price	Extended Sell Price
RICOH AFICIO MP8001SP	1	\$7,614.00	\$7,614.00

BASIC CONNECTIVITY / PS / IT SERVICES INFORMATION

BASIC CONNECTIVITY / PS / IT Services Description	Qty	Sell Price	Extended Sell Price
TS NETWORK & SCAN CONNECT - SEG 5	1	\$500.00	\$500.00

ORDER TOTALS

Service Type Offerings:	Product Total:	\$22,842.00
Gold: Includes all supplies and staples. Excludes paper.	BASIC CONNECTIVITY / PS / IT Services:	\$1,500.00
Silver: Includes all supplies. Excludes paper and staples.	Buyout:	\$0.00
Bronze: Parts and labor only. Excludes paper, staples and supplies.	Grand Total: (Excludes Tax)	\$24,342.00
Additional Provisions:		



TERMS AND CONDITIONS PRODUCT PURCHASE AND MAINTENANCE SERVICE

Customer may acquire equipment, software, and/or hardware products ("Products") and maintenance services ("Services") from Ricoh USA, Inc. ("Ricoh") by executing and delivering to Ricoh this Order for acceptance.

Order; Delivery and Acceptance. Each Order for Products must identify the Products, the Product delivery location and the applicable Product charges. Ricoh will not be obligated to sell or deliver Products where such information is not provided in the applicable Order. Customer shall be responsible for all installation, transportation and rigging expenses. Customer agrees to confirm delivery of all Products covered by each Order when the same is delivered by signing a delivery and acceptance certificate or written delivery acknowledgement. Payment for accepted purchased Products will be due and payable in accordance with this Agreement and shall not be contingent on installation of software or performance of Professional Services. Orders shall not be cancelable by Customer following acceptance by Ricoh. Ricoh reserves the right to make Product deliveries in installments. All such installments shall be separately invoiced and paid for when due, without regard to subsequent deliveries. Delay in delivery of any installment shall not relieve Customer of its obligation to accept remaining installments and remit payments as invoiced by Ricoh. Ricoh reserves the right at any time to revoke any credit extended to Customer because of Customer's failure to pay for any Products when due or for any other credit reason.

Services. (a) Each Order for Services must identify the specific Services to be performed, including, if applicable, the equipment to be serviced (the "Serviced Products"), the Term (defined in Section 3) of the Service engagement, the location at which Services shall be performed and the applicable Service Charges (defined in Section 4) for such Order. Ricoh will not be responsible to provide Services for Serviced Products in the event the Term and location(s) are not identified on the Order accepted by Ricoh.

(b) For maintenance and repair Services, Ricoh will repair or replace in accordance with the terms and conditions of this Agreement and the manufacturer's specifications, any part of the Serviced Products that becomes unserviceable due to normal usage (other than consumable supplies). Replacement parts will be furnished on an exchange basis and will be new, reconditioned or used. All parts removed due to replacement will become the property of Ricoh.

(c) The maintenance and repair Services provided by Ricoh under an Order will not include the following: (i) repairs resulting from misuse (including without limitation improper voltage or the use of supplies that do not conform to the manufacturer's specifications) or the failure to provide, or the failure of, adequate electrical power, air conditioning or humidity control; (ii) repairs made necessary by service performed by persons other than Ricoh representatives; (iii) unless covered under an extended hour service contract, service calls or work which Customer requests to be performed outside of Normal Business Hours (defined below) and Service calls or work which Customer requests to be performed on Ricoh Holidays (defined below); (iv) removable cassette, copy cabinet, exit trays, or any item not related to the mechanical or electrical operation of the Serviced Products; (v) consumable supplies such as paper or staples, unless expressly provided for in the applicable Order; (vi) repairs, service calls and/or connectivity of attachments not purchased from Ricoh; (vii) any software, system support or related connectivity unless specified in writing by Ricoh; (viii) parts no longer available from the applicable manufacturer; (ix) electrical work external to the Serviced Products, including problems resulting from overloaded or improper circuits; (x) installation or de-installation and/or movement of the Serviced Products from one location to another unless specified in writing by Ricoh; (xi) repairs of damage or increase in service time caused by force majeure events; (xii) reconditioning and similar major overhauls of Serviced Products; (xiii) any obligation to remove, delete, preserve, maintain or otherwise safeguard any information, images or content retained by or resident in any Serviced Products, whether through a digital storage device, hard drive or other electronic medium ("Data Management Services"), unless Customer engages Ricoh to perform such Data Management Services at then-prevailing rates pursuant to an Order for such purpose; and (xiv) engineering changes which provide additional capabilities to the Ricoh Equipment (defined in Section 13) covered herein unless made at Customer's request and paid at Ricoh's applicable time and material rates then in effect. Damage to Serviced Products or parts arising from causes beyond the control of Ricoh are not covered by this Agreement. Ricoh may terminate its Service obligations under any Order for Serviced Products that have been modified, damaged, altered or serviced by personnel other than those employed by Ricoh.

Service Calls. Unless otherwise specified in an Order, service calls will be made during 9:00am - 5:00pm local service time, Monday through Friday ("Normal Business Hours") at the installation address shown on the applicable Order. Service does not include coverage on Ricoh holidays, which include New Year's Day, Memorial Day, 4th of July, Labor Day, Thanksgiving, the day after Thanksgiving and Christmas Day (collectively, "Ricoh Holidays"). Travel and labor-time for the service calls after Normal Business Hours, on weekends and on Ricoh Holidays, if and when available and only in the event and to the extent that Ricoh agrees to provide such non-standard coverage, will be charged at overtime rates in effect at the time the service call is made. While on-site at any Customer location, Ricoh personnel shall comply with Customer's reasonable policies pertaining to access, security and use of Customer sites and systems, provided that such policies are provided to Ricoh in advance and in writing and do not conflict with the terms and conditions of this Agreement.

Service Charges. (a) Service charges ("Service Charges") will be set forth on an Order. Service Charges will not include any charges for repairs or Service that are otherwise covered by the applicable manufacturer's limited warranty during the period covered by any such warranty, to the extent Ricoh has agreed with such manufacturer not to charge a customer for any such charges. Customer acknowledges and agrees that: (i) alterations, attachments, specification changes, or use by Customer of sub-standard supplies that cause excessive service calls may require an increase in Service Charges; (ii) the transfer of the Serviced Products from the location indicated on the applicable Order may result in an increase of Service Charges or the termination of the Order; and (iii) to the extent that Customer requests that Ricoh registers with a third-party vendor prequalification service and Ricoh agrees to register, Customer will be charged for Ricoh's registration and any other related fees for registering with such service and this Agreement shall be the only terms and conditions to govern such registration and service. Customer shall be responsible for any costs related to freight (including fuel surcharges, which may be imposed from time to time), postage/ mailing expense (meter rentals) and/or administrative and processing fees and, to the extent Ricoh pays such costs, Customer shall immediately reimburse Ricoh.

(b) Unless otherwise specified in an Order, Service Charges are based on standard 8.5x11 images. Ricoh reserves the right to assess additional images charges for non-standard images, including 11x17 images. Customer acknowledges that pricing is based on the prevailing rates at the time of the Order. Unless otherwise expressly agreed to in writing, if the Term of the Order exceeds twelve (12) months, the Service Charges and any rate expressly set forth in the Order may be increased by Ricoh up to ten percent (10%) of the then-current Service Charges and rates annually for each year beyond the initial twelve (12) month period, and Customer expressly consents to such adjustment without additional notice.



Term; Early Termination. Each Order shall become effective on the date that Ricoh accepts the Order, and shall continue for the term identified in the Order. At the expiration of the term identified in the Order, it will automatically renew for successive twelve (12) month periods unless notice of termination as specified below is given. The duration of the initial term and any extension or renewal thereto are collectively referred to as the "Term." Customer may terminate any Order under this Agreement for convenience prior to expiration of its Term so long as Customer is not then in default and provides Ricoh at least thirty (30) days prior written notice. Ricoh may terminate any Order under this Agreement for convenience prior to expiration of its Term so long as Ricoh is not then in default and provides Customer at least sixty (60) days prior written notice. Should Customer elect to terminate an Order for convenience that has a Term of at least thirty-six (36) months, Customer shall pay to Ricoh, as liquidated damages and not as a penalty, an early termination fee in accordance with the following ("Termination Fee"): (i) if the termination occurs in months one (1) through twelve (12) of the Term, an amount equal to twelve (12) times the Monthly Service Charge (as defined below); (ii) if the termination occurs in months thirteen (13) through twenty-four (24) of the Term, an amount equal to nine (9) times the Monthly Service Charge; and (iii) if the termination occurs anytime after the twenty-fourth (24th) month of the Term, an amount equal to the lesser of six (6) times the Monthly Service Charge or the number of months remaining under the then current Term of such Order. For an Order having a Term of less than thirty-six (36) months, the Termination Fee shall be equal to the lesser of six (6) times the Monthly Service Charge or the number of months remaining under the Term of such Order. For the purposes herein, the "Monthly Service Charge" shall equal (i) the base monthly Service Charge set forth in the Order; or (ii) in the event the Order does not contain a base monthly Service Charge, the average monthly Order charges for the six (6) month period prior to the date of Customer's termination. If such termination date occurs less than six (6) months after the effective date of the Order, the Monthly Service Charge will be equal to the average monthly Order charges for the number of months the Order was in effect.

Payment; Taxes. Payment terms are net ten (10) days. If invoices are unpaid and overdue, Customer agrees to pay Ricoh a late charge of one and one-half percent (1.5%) per month on any unpaid amounts or the maximum allowed by law, whichever is less, and in addition shall pay Ricoh all costs and expenses of collection, or in the enforcement of Ricoh's rights hereunder, including, but not limited to, reasonable internal and external legal costs, whether or not suit is brought. Ricoh has no obligation to use Customer's invoicing or billing portals, processes, methods or invoicing formats specific to Customer billing requirements. All remedies hereunder or at law are cumulative. Except to the extent of any applicable and validated exemption, Customer agrees to pay any applicable taxes that are levied on or payable as a result of the use, sale, possession or ownership of the Products and/or Services covered hereunder, other than income taxes of Ricoh.

Title; Risk of Loss. Unless otherwise agreed upon by both parties in writing, Products are deemed delivered and title passes to Customer: (i) upon delivery by Ricoh to common carrier; or (ii) in the case of an arranged delivery by a local Ricoh installation vehicle, upon delivery by such vehicle to Customer shipping point. Upon delivery in either case, Customer assumes all risk of theft, loss or damage to the Products, no matter how occasioned.

Default. In addition to any other rights or remedies which either party may have under this Agreement or at law or equity, either party shall have the right to cancel the applicable Services specified in an Order made pursuant to this Agreement immediately: (i) if the other party fails to pay any fees or charges or any other payments required under the Order when due and payable, and such failure continues for a period of ten (10) days after being notified in writing of such failure; or (ii) if the other party fails to perform or observe any other material covenant or condition of this Agreement as incorporated into the Order, and such failure or breach shall continue un-remedied for a period of thirty (30) days after such party is notified in writing of such failure or breach; or (iii) if the other party becomes insolvent, dissolves, or assigns its assets for the benefit of its creditors, or files or has filed against it any bankruptcy or reorganization proceeding. Failure to permit Ricoh to repair or replace the Serviced Products shall constitute a material breach of this Agreement and excuse Ricoh from any and all future performance hereunder. Except as expressly permitted by this Agreement, no refund or credit will be given for any early termination of this Agreement or any Order. If Customer defaults in its obligations hereunder, Ricoh may, in addition to any other remedies available at law or equity, require Customer to immediately pay to Ricoh all past due payments under all Orders, and the Termination Fee.

Use of Recommended Supplies; Meter Readings. (a) It is not a condition of this Agreement that Customer use only Ricoh-provided supplies. If Customer uses other than manufacturer-recommended supplies, including paper, developer, toner, and fuser oil, and if such supplies are defective or not acceptable for use on the Serviced Products or cause abnormally frequent service calls or service problems, then Ricoh may, at its option, assess a surcharge or terminate the applicable Order with respect to such Serviced Products. If so terminated, Customer will be offered Service on a "per call" basis at Ricoh's then-prevailing time and material rates. If Ricoh determines that Customer has used more Ricoh-provided supplies than the manufacturer's recommended specifications, then Customer will pay reasonable charges for those excess supplies and/or Ricoh may refuse Customer additional supply shipments.

(b) Customer is required to provide Ricoh true and accurate meter readings in accordance with the billing schedule set forth on an Order. Ricoh may, at its discretion and dependent upon Serviced Product capabilities, collect remote meter readings and utilize equipment monitoring services using automatic meter reading solutions ("AMR"). This may allow for automated meter reading and submission, automatic placement of low toner alerts, automatic placement of service calls in the event of a critical Serviced Product failure and may enable firmware upgrades. The meter count and other information collected by AMR ("Data") is sent via the internet to remote servers some of which may be located outside the U.S. AMR cannot and does not collect Customer document content. Ricoh uses reasonably available technology to maintain the security of the Data; however, Customer acknowledges that no one can guaranty security of information maintained on computers and on the internet. Ricoh retains full rights to the Data (but not Customer documents or information), which it or its authorized third parties may use to service the Serviced Products. Ricoh may also use the Data for its normal business purposes including product development and marketing research, however, the Data will not be provided to any non-Ricoh third party in a form that personally identifies the Customer. Ricoh may dispose of the Data at any time and without notice. AMR technology is the confidential and proprietary information of Ricoh and/or its licensors protected by copyright, trade secret and other laws and treaties. Ricoh retains full title, ownership and all intellectual property rights in and to AMR.

(c) If the Serviced Product does not have AMR capabilities or Ricoh is unable or elects not to utilize AMR, then Ricoh may (i) require Customer to provide meter readings via designated website, (ii) require submission via telephone, email, or otherwise, or (iii) if neither of the foregoing are utilized, calculate an estimated meter reading from previous meter readings and Customer agrees to pay Service Charges based on such calculated estimate. Appropriate adjustments will be made by Ricoh in a subsequent billing cycle following Customer providing actual and accurate meter readings. If, after repeated billing cycles of estimations, a meter reading is still not provided to Ricoh, then Ricoh may assess an administrative fee in an amount equal to fifteen dollars (\$15.00) per meter reading collected per billing period for the time and expense associated with meter collection activity in addition to the Service Charges.



Customer Obligations. Customer agrees to provide a proper place for the use of the Serviced Products, including but not limited to, electric service, as specified by the manufacturer. Customer will provide adequate facilities (at no charge) for use by Ricoh representatives in connection with the Service of the Serviced Products hereunder within a reasonable distance of the Serviced Products. Customer agrees to provide such access to its facilities, networks and systems as may be reasonably necessary for Ricoh to perform its Services, including but not limited to "360 degree" service access to the Serviced Products. Customer will provide a key operator for the Serviced Products and will make operators available for instruction in use and care of the Serviced Products. Unless otherwise agreed upon by Ricoh in writing or designated in the applicable Order, all supplies for use with the Serviced Products will be provided by Customer and will be available "on site" for servicing. Customer agrees that (i) any equipment not serviced by Ricoh which utilizes identical supplies to the Serviced Products must be covered under a separate inclusive non-Ricoh service program; and (ii) any Serviced Products under one Ricoh Service Level may not utilize any supplies provided to other Serviced Products with a different Ricoh Service Level (i.e., no sharing of supplies across different Ricoh Service Levels).

Insurance. Each party certifies that it maintains, through self-insurance or otherwise, reasonable amounts of general liability, auto and personal property insurance, and workers' compensation insurance in the amount required by law, and that such insurance will remain in effect during the Term of an Order. Such insurance shall be primary and non-contributory. Limits provided may not be construed to limit liability. General liability insurance shall include the other party as an additional insured and contain no exclusions for cross liability between insureds. Upon request, each party agrees to deliver the other party evidence of such insurance coverage. Failure to maintain adequate insurance does not relieve liability under this Agreement.

Indemnification. Each party ("Indemnifying Party") shall indemnify, defend and hold harmless the other ("Indemnified Party") from all third-party claims incurred by the Indemnified Party arising out of the death or bodily injury of any agent, employee, or business invitee of the Indemnified Party, or the damage, loss, or destruction of any tangible property of the Indemnified Party to the extent proximately caused by the negligent acts or omissions or willful misconduct of the Indemnifying Party, its employees, or agents. Without intending to create any limitation relating to the survival of any other provisions of this Agreement, Ricoh and Customer agree that the terms of this paragraph shall survive the expiration or earlier termination of this Agreement. Each party shall promptly notify the other in the event of the threat or initiation of any claim, demand, action or proceeding to which the indemnification obligations set forth in this Section may apply.

Limitations. IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER PARTY FOR CONSEQUENTIAL, INCIDENTAL, PUNITIVE OR INDIRECT DAMAGES, EVEN IF SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. EXCEPT FOR CUSTOMER'S PAYMENT OBLIGATIONS HEREIN AND ANY LIABILITY RESULTING FROM THE INDEMNIFICATION OBLIGATIONS SET FORTH IN SECTION 9 HEREIN, THE AMOUNT OF ANY DIRECT LIABILITY OF A PARTY TO THE OTHER OR ANY THIRD-PARTY, FOR ONE OR MORE CLAIMS ARISING FROM OR RELATING TO THIS AGREEMENT, SHALL NOT EXCEED, IN THE AGGREGATE, THE AMOUNT PAID TO RICOH FOR THE PERFORMANCE OF SERVICES UNDER THIS AGREEMENT DURING THE SIX-MONTH PERIOD PRECEDING THE DATE ON WHICH THE CLAIM AROSE. IN NO EVENT SHALL RICOH BE LIABLE TO CUSTOMER FOR ANY DAMAGES RESULTING FROM OR RELATED TO ANY FAILURE OF ANY SOFTWARE PROVIDED HEREUNDER, INCLUDING, BUT NOT LIMITED TO, LOSS OF DATA, OR DELAY OF DELIVERY OF SERVICES UNDER THIS AGREEMENT. RICOH ASSUMES NO OBLIGATION TO PROVIDE OR INSTALL ANY ANTI-VIRUS OR SIMILAR SOFTWARE AND THE SCOPE OF SERVICES CONTEMPLATED HEREBY DOES NOT INCLUDE ANY SUCH SERVICES.

Returns; Damaged Products. No Products may be returned without Ricoh's prior written consent. Only consumable goods invoiced within sixty (60) days will be considered for return. On authorized returns, Customer agrees to pay a restocking charge equivalent to thirty percent (30%) of the purchase price. Products returned without written authorization from Ricoh may not be accepted by Ricoh and is the sole responsibility of Customer. All nonsaleable merchandise (that has been opened or partially used) will be deducted from any credit due to Customer. All claims for damaged Products or delay in delivery shall be deemed waived unless made in writing and delivered to Ricoh within five (5) days after receipt of Products.

Warranty. Ricoh agrees to perform its Services in a professional manner, consistent with applicable industry standards. Ricoh will re-perform any Services not in compliance with this warranty and brought to Ricoh's attention in writing within a reasonable time, but in no event more than thirty (30) days after such Services are performed, which shall be an exclusive remedy for such non-compliance. For any Products manufactured by Ricoh ("Ricoh Equipment"), Ricoh further warrants that, at the time of delivery and for a period of ninety (90) days thereafter the Ricoh Equipment will be in good working order and will be free from any defects in material and workmanship. Ricoh's obligations under this warranty are limited solely to the repair or replacement (at Ricoh's option) of parts proven to be defective upon inspection. The foregoing warranty shall not apply if (a) the Ricoh Equipment is installed, wired, modified, altered, moved or serviced by anyone other than Ricoh, (b) the Ricoh Equipment is installed, stored and utilized and/or maintained in a manner not consistent with Ricoh specifications, (c) a defective or improper non-Ricoh accessory or supply or part is attached to or used in the Ricoh Equipment, or (d) the Ricoh Equipment is relocated to any place where Ricoh services are not available. CUSTOMER ACKNOWLEDGES THAT THE LIMITED WARRANTY CONTAINED HEREIN DOES NOT ASSURE UNINTERRUPTED OPERATION AND USE OF THE RICOH EQUIPMENT. In connection with any other Product sale, Ricoh shall transfer to Customer any Product warranties made by the applicable Product manufacturer, to the extent transferable and without recourse, and Ricoh makes no additional warranty or guaranty with respect to any such third-party Products. Physical or electronic copies of any applicable Product warranty will be delivered by Ricoh to Customer only upon Customer's specific written request. Customer agrees to comply with any applicable license agreement or license terms relating to intangible property or associated services included in any Serviced Products or Products, such as software licenses and/or prepaid data base subscription rights ("Software License"), whether pursuant to written, click-through, shrink-wrap or other agreements for such purpose, with the licensor of the software ("Software Supplier"). Ricoh has no right, title or interest in any third-party software. Customer is solely responsible for entering into Software Licenses with the applicable Software Supplier and acknowledges that its rights and obligations with respect to such software as well as those of the Software Supplier are solely as set forth in such Software Licenses. EXCEPT AS EXPRESSLY SET FORTH IN THIS AGREEMENT, RICOH DISCLAIMS ALL WARRANTIES AND REPRESENTATIONS, EXPRESS OR IMPLIED, OF ANY NATURE WHATSOEVER, INCLUDING BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR USE, OR FITNESS FOR A PARTICULAR PURPOSE.

Assignment; Force Majeure. Customer shall neither assign any right or interest arising under this Agreement nor delegate any obligations hereunder, whether voluntarily or by process of law, without the prior written consent of Ricoh. Any such attempted assignment or delegation shall be void. Ricoh



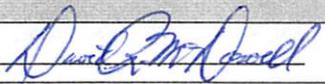
RICOH

shall not be liable for failure to deliver or delays in delivery of Products or Services occasioned by causes beyond Ricoh's control, including without limitation, strikes, lockout, fires, embargoes, war or other outbreak of hostilities, inability to obtain materials or shipping space, receipt of orders in excess of Ricoh's or its supplier's then-scheduled production capacity, machinery breakdowns, delays of carrier or suppliers, governmental acts and regulations, unavailability of Services, personnel or materials or other causes beyond Ricoh's control.

Non-Solicitation; Independent Contractors. Customer agrees that during the Term of any Order and for a period of one (1) year after termination or expiration of the last Order to be executed hereunder, it shall not directly or indirectly solicit, hire, or otherwise retain as an employee or independent contractor any employee of Ricoh that is or was involved with or part of the Services. The relationship of the parties is that of independent contractors.

Electronic Signatures. Each party agrees that electronic signatures of the parties on this Agreement and any Order will have the same force and effect as manual signatures.

Governing Law; Entire Agreement. This Agreement shall be governed by and construed and interpreted in accordance with the laws of the State of Idaho without regard to its conflict of laws principles. The parties hereto also agree to submit to the non-exclusive jurisdiction of the courts of the State of Idaho to resolve any action under this Agreement. The Uniform Computer Information Transactions Act shall not apply to this Agreement. This Agreement constitutes the entire agreement between the parties with respect to the subject matter contained in this Agreement, supersedes all proposals, oral and written, and all other communications between the parties relating to the Products and Services and may not be amended except in writing and signed by an officer or authorized representative of both parties. Customer agrees and acknowledges that it has not relied on any representation, warranty or provision not explicitly contained in this Agreement, whether in writing, electronically communicated or in oral form. Any and all representations, promises, warranties, or statements by any Ricoh agent, employee or representative, including but not limited to, statements or representations made in sales presentations or sales proposals that differ in any way from the terms of this Agreement shall be given no force or effect. In the event of any conflict or inconsistency between the terms and conditions set forth in this Agreement and those contained in any Order, the terms and conditions of the Order shall control; provided, however, purchase orders issued to Ricoh for Products and/or Services, even if they do not expressly reference or incorporate this Agreement, shall: (i) be subject to this Agreement; (ii) serve only to identify the Products and/or Services (along with pricing and quantities) ordered; and (iii) not be deemed to alter or otherwise modify the terms and conditions of this Agreement. The delay or failure of either party to enforce at any time any of the provisions of this Agreement shall in no way be construed to be a waiver of such provision or affect the right of such party thereafter to enforce each and every provision of this Agreement. If any provision of this Agreement is held to be invalid or unenforceable, this Agreement shall be construed as though it did not contain the particular provision held to be invalid or unenforceable. Ricoh may accept any Order under this Agreement by either its signature or by commencing performance (e.g. Product delivery, initiating Services, etc.). Ricoh may accept or reject any order in the exercise of its discretion and may rely upon each order submitted by Customer as a binding commitment. No local, general or trade custom or usage or course of prior dealings between the parties shall be relevant to supplement or explain any term used herein. Ricoh shall comply with all applicable laws in its performance under this Agreement in delivering Products and Services. This Agreement may be executed in one or more counterparts which, taken together, shall constitute one and the same original document. Any notices required under this Agreement should be sent to: Ricoh USA, Inc., 3920 Arkwright Road Macon, GA 31210 Attn: Quality Assurance.

Accepted by Customer	Accepted: Ricoh USA, Inc.
Authorized Signature: 	Authorized Signature: _____
Printed Name: <u>David R. McDowell</u>	Printed Name: _____
Title: <u>Director of Business & Operations</u>	Title: _____
Date: <u>7/16/15</u>	Date: _____





EQUIPMENT REMOVAL/BUYOUT AUTHORIZATION

Customer Name:	LAKELAND SCHOOL DISTRICT #272		
Contact Name:	McDowell,David	Phone:	(208)687-0431
Address:	13898 SCHOONER ST	City:	RATHDRUM
State:	ID	Zip:	83858
		Fax/Email:	(208)687-1884/dave.mcdowell@lakeland2

Make	Model	Serial Number
	savin	M9485400379

Customer Name:	LAKELAND SCHOOL DISTRICT #272		
Contact Name:	McDowell,David	Phone:	(208)687-0431
Address:	5973 W HWY 54	City:	SPIRIT LAKE
State:	ID	Zip:	83869
		Fax/Email:	(208)687-1884/dave.mcdowell@lakeland2

Make	Model	Serial Number
	savin	L8065600582

Customer Name:	LAKELAND SCHOOL DISTRICT #272		
Contact Name:	McDowell,David	Phone:	(208)687-0431
Address:	5326 W RICE RD	City:	RATHDRUM
State:	ID	Zip:	83858-4914
		Fax/Email:	(208)687-1884/dave.mcdowell@lakeland2

Make	Model	Serial Number
	savin	L8275900252

This Authorization applies to the equipment identified above and to the following Removal/Buy Out Option

This Authorization will confirm that Customer desires to engage Ricoh USA, Inc. ("RicoH") to pick-up and remove certain items of equipment that are currently (i) owned by Customer or (ii) leased from Ricoh or other third party (as specified below), and that you intend to issue written or electronic removal requests (whether such equipment is identified in this Authorization, in a purchase order, in a letter or other written form) to Ricoh from time to time for such purpose. Such removal request will set forth the location, make, model and serial number of the equipment to be removed by Ricoh. By signing below, you confirm that, with respect to every removal request issued by Customer (1) Ricoh may rely on the request, and (2) the request shall be governed by this Authorization. Notwithstanding the foregoing, the parties acknowledge and agree that Ricoh shall have no obligation to remove, delete, preserve, maintain or otherwise safeguard any information, images or content retained by, in or on any item of equipment serviced by Ricoh, whether through a digital storage device, hard drive or similar electronic medium ("Data Management Services"). If desired, Customer may engage Ricoh to perform such Data Management Services at its then-current rates. Notwithstanding anything in this Authorization to the contrary, (i) Customer is responsible for ensuring its own compliance with legal requirements pertaining to data retention and protection, (ii) it is the Customer's sole responsibility to obtain advice of competent legal counsel as to the identification and interpretation of any relevant laws and regulatory requirements that may affect the customer's business or data retention, and any actions required to comply with such laws, (iii) Ricoh does not provide legal advice or represent or warrant that its services or products will guarantee or ensure compliance with any law, regulation or requirement, and (iv) the selection, use and design of any Data Management Services, and any and all decisions arising with respect to the deletion or storage of any data, as well as any loss of data resulting therefrom, shall be the sole responsibility of Customer, and Customer shall indemnify and hold harmless Ricoh and its subsidiaries, directors, officers, employees and agents from and against any and all costs, expenses, liabilities, claims, damages, losses, judgments or fees (including reasonable attorneys' fees) (collectively, "Losses") arising therefrom or related thereto.



Equipment Removal (Owned by Customer). In addition to the terms and conditions set forth above, the following terms and conditions shall apply for Customer - owned equipment removals: Customer confirms that (1) Customer has good, valid and marketable title to such equipment and has satisfied all payment and other obligations relating to such equipment which may be owing to any third party under applicable lease, financing, sale or other agreements, (2) Customer has obtained any and all necessary consents and approvals required to authorize Ricoh to remove such items of equipment and to take title thereto, and (3) by this Authorization, Customer hereby transfers good and valuable title and ownership to Ricoh to the equipment, free and clear of any and all liens and encumbrances of any nature whatsoever and Customer will cause to be done, executed and delivered all such further instruments of conveyance as may be reasonably requested for the vesting of good title in Ricoh.

CUSTOMER

RICOH USA, INC.

By: *David R. McDowell*
Name *David R. McDowell*
Title *Director of Business & Operations*
Date *7/16/15*

By: _____
Name _____
Title _____
Date _____

