

# Agenda of Regular School Board Meeting

## The Board of Trustees

### Lakeland Joint School District No. 272

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A Regular School Board Meeting of the Board of Trustees of Lakeland Joint School District No. 272 will be held Monday, January 11, 2016, beginning at 6:00 PM in the Administrative Offices, 15506 N. WASHINGTON ST., RATHDRUM, ID 83858.

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

- A. **Call to Order 6:00 p.m.**
- B. **Welcome Visitors/Pledge of Allegiance 6:00 p.m.**
- C. **Approve Agenda**
- D. **Consent Agenda** 3
- E. **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. Chris McDougall- Principal Timberlake Junior High
    - b. Dave McDowell 22
      - 1) Financial
      - 2) Levy
    - c. Lisa Sexton
      - 1) Facility Use
      - 2) Superintendent's Cabinet
- F. **Action Agenda**
  - 1. Approve/deny the hiring of new personnel as presented 24
  - 2. Approve/deny Resignations/Retirements as presented 26
  - 3. Approve/deny revisions for the following policies as presented
    - a. #1520-Public Participation in Board Meetings 29
    - b. #4600P-Volunteer Assistant Procedures 32
  - 4. Approve/deny Lakeland High School and Timberlake High School Music Departments' travel to Seattle May 20-21, 2016 37
  - 5. Approve/deny Facility Use Lease Agreement 39
  - 6. (AMENDMENT TO THE AGENDA)- Approve/deny RFP for Fiber Area Network and bid opening date of February 16, 2016 at 1:00 p.m. at the Lakeland School District Office 49
- G. **Discussion Agenda**

1. Day on the Hill- February 15-16, 2016	
2. 2016-17 School Calendar	
3. Correspondence	57
a. Discipline Reports	59
4. Schedule Special Meeting for March 9, 2016	
H. <b><u>Executive Session IC-74-206 (1)(b)</u></b>	
1. Personnel	



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

Date	Irrigation		Reading	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	62259900	2,643.52	3061300	27.43	\$2,670.95	9/15/2015	AUG 15 WATER
Oct 2015	62964800	1,213.48	3085900	57.18	\$1,270.66	10/15/2015	SEPT 15 WATER
Nov 2012	62964800	54.86	3122100	77.37	\$132.23	11/13/2015	OCT 15 WATER
Dec 2012	62964800	27.43	3122100	27.43	\$54.86	12/11/2015	NOV 15 WATER
Jan 2013	62964800	27.43	3122100	27.43	\$54.86	1/15/2016	DEC 15 WATER
Feb 2013							
Mar 2013							
April 2013							
May 2013							
June 2013							
	includes adjustment for double credit on 10/1 bill				<b>\$7,075.37</b>		
July 2013							
Aug 2013							
Sept 2013							
Oct 2013							
Nov 2013							
Dec 2013							
Jan 2014							
Feb 2014							
Mar 2014							
April 2014							
May 2014							
June 2014							
					<b>\$0.00</b>		
July 2014							
Aug 2014							
Sept 2014							
Oct 2014							
Nov 2014							
Dec 2014							
Jan 2015							
Feb 2015							
Mar 2015							
April 2015							
May 2015							
June 2015							
					<b>\$0.00</b>		

CITY OF ATHOL 100 661000 331 103 000 683-2101

<b>C-0010</b>			<b>C-0011</b>			<b>CHECK</b>		<b>INVOICE</b>
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	2735	52.60	22353	581.70	634.30	8/31/2015	SEPT 15	
OCT 2015	2754	35.00	22752	424.40	459.40	9/9/2015	OCT 15	
NOV 2015	2754	35.00	22752	35.00	70.00	10/30/2015	NOV 15	
DEC 2015	2754	35.00	22752	35.00	70.00	12/11/2015	DEC 15	
JAN 2016	2754	35.00	22752	35.00	70.00	12/31/2015	JAN 16	
FEB 2016								
MAR 2016								
APR 2016								
MAY 2016								
JUNE 2016								
		274.70		1,815.80	<b>2,090.50</b>			
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	24.50	56.70	24.50	56.70	24.50	48.80	24.50	51.50	24.50	51.50
TRAN (002)	7.1660.1	28.50	64.80	28.50	81.00	28.50	56.70	28.50	64.80	28.50	51.50	28.50	51.50
Food Serv	7.1610.1	65.35	315.90	51.70	145.80	60.80	259.20	57.55	218.70	46.50	51.50	46.50	51.50
JBE (101)	7.1620.1	112.80	907.20	102.40	777.60	114.75	931.50	106.95	834.30	46.50	51.50	46.50	51.50
JBE Annex(101)	7.1630.1	46.50	72.90	46.50	48.80	46.50	48.80	46.50	72.90	46.50	51.50	46.50	51.50
BKE (104)	7.1580.1	64.50	48.80	64.50	48.80	68.40	129.60	73.60	194.40	64.50	51.50	64.50	51.50
BKE Irrig (104)	4.1585.1	1,082.35		1,619.25		1,663.45		65.75					
LJHS (201)	7.1670.1	243.90	2,316.60	256.25	2,470.50	303.70	3,061.80	97.00	486.00	64.50	51.50	64.50	51.50
LJHS Field (013)	4.1650.1	303.00		728.75		804.80		367.35					
LHS (301)	7.1570.1	78.15	251.10	72.30	178.20	97.00	486.00	94.40	453.60	64.50	51.50	64.50	51.50
LHS Irrig (007)	4.0616.1	1,022.80		1,128.10		610.05		79.00					
LHS Field (008)	4.1600.1	644.25		703.40		759.30		43.00					
LHS FBF RR	7.0002.1		48.80		48.80		48.80		48.80		51.50		51.50
MVAS (491)	7.1590.1	223.95	64.80	243.45	56.70	257.10	72.90	46.50	56.70	46.50	51.50	46.50	51.50
Soccer Fld (005)	4.0000.1	119.05		122.95		114.50		84.60					
		4,062.85	4,212.40	\$5,192.55	\$3,912.90	\$4,953.35	\$5,152.00	\$1,215.20	\$2,479.00	\$432.50	\$515.00	432.50	\$515.00
			<b>8,275.25</b>		<b>\$9,105.45</b>		<b>\$10,105.35</b>		<b>\$3,694.20</b>		<b>\$947.50</b>		<b>\$947.50</b>
invoice #		JULY 15 WATER/SEWER		AUG 15 WATER/SEWER		SEPT 15 WATER/SEWER		OCT 15 WATER/SEWER		NOV 15 WATER/SEWER		DEC 15 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**

2015-16		WATER	SEWER	WATER	SEWER	WATER	SEWER	WATER	SEWER	WATER	SEWER	WATER	SEWER
SLE (102)	9.01	161.00		904.75		774.75		539.75		16.00		16.00	
SLE (102)	10.01	16.00	26.00	16.00	26.00	16.00	26.00	16.00	26.00	16.00	26.00	16.00	26.00
THS Main (401)	581.01	31.00	52.00	76.00	212.33	56.00	151.66	101.00	346.66	143.50	494.00	101.00	346.66
THS Irrigation (009)	606.01	16.00		17.25		16.00		16.00		16.00		16.00	
THS Irrigation (009)	615.01	17.25		39.75		32.25		28.50		16.00		16.00	
THS Conc (401)	616.01	16.00	26.00	16.00	26.00	16.00	26.00	16.00	26.00	16.00	26.00	16.00	26.00
TJHS (202)	685.01	22.25	73.66	33.50	112.66	19.75	65.00	19.75	65.00	28.50	95.33	58.50	199.33
TJHS Irrigation (010)	715.01	16.00		2,071.00		2,392.25		1,794.75		16.00		16.00	
		295.50	177.66	3,174.25	376.99	3,323.00	268.66	2,531.75	463.66	268.00	641.33	255.50	597.99
		<b>473.16</b>		<b>3,551.24</b>		<b>3,591.66</b>		<b>2,995.41</b>		<b>909.33</b>		<b>853.49</b>	
Invoice Number		JUNE 15 WATER/SEWER		JULY 15 WATER/SEWER		AUG 15 WATER/SEWER		SEPT 15 WATER/SEWER		OCT 15 WATER/SEWER		NOV 15 WATER/SEWER	
Ck Date		7/15/2015		8/14/2015		9/15/2015		10/15/2015		11/13/2015		12/15/2015	
		WATER	SEWER	WATER	SEWER	WATER	SEWER	WATER	SEWER	WATER	SEWER	WATER	SEWER
SLE (102)	9.01	16.00											
SLE (102)	10.01	16.00	26.00										
THS Main (401)	581.01	108.50	372.66										
THS Irrigation (009)	606.01	16.00											
THS Irrigation (009)	615.01	16.00											
THS Conc (401)	616.01	16.00	26.00										
TJHS (202)	685.01	112.25	385.66										
TJHS Irrigation (010)	715.01	16.00											
		316.75	810.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
		<b>1,127.07</b>		<b>0.00</b>		<b>0.00</b>		<b>0.00</b>		<b>0.00</b>		<b>0.00</b>	
Invoice Number		DEC 15 WATER/SEWER											
Ck Date		1/15/2016											

**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
<b>PAID</b>	<b>1,771.25</b>	<b>1,677.46</b>	<b>2,673.41</b>	<b>3,265.11</b>	<b>4,630.63</b>	<b>5,341.92</b>	<b>5,848.54</b>	<b>5,257.30</b>	<b>4,905.39</b>	<b>4,337.00</b>	<b>3,617.21</b>	<b>2,638.24</b>
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-	8/15-	9/14-	10/15-	11/15-						
	7/15/2015	8/15/2015	9/14/2015	10/15/2015	11/15/2015	12/15/2015						
103 AE	885.07	928.08	1,247.27	1,810.38	2,462.65	3,049.75						
Mtr 95801833	64.58	71.47	75.80	89.57	100.45	93.40						
Mtr 83699138	806.96	843.08	1,157.94	1,701.06	2,342.45	2,936.60						
Sec Light	13.53	13.53	13.53	19.75	19.75	19.75						
105 GE	776.00	776.00	942.98	1,322.18	1,743.38	2,315.06						
<b>PAID</b>	<b>1,661.07</b>	<b>1,704.08</b>	<b>2,190.25</b>	<b>3,132.56</b>	<b>4,206.03</b>	<b>5,364.81</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
ck date	7/31/2015	8/31/2015	9/30/2015	10/30/2015	11/30/2015	12/31/2015						8

**FY 2016-17**

103 AE												
Mtr 5968959												
Mtr 83699138												
Sec Light												
105 GE												
<b>PAID</b>	<b>0.00</b>											
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	254544	270270	1572600	3,609.17	40.00	3,649.17	8/31/2015
Sept 2015	270270	286069	1579900	3,625.96	40.00	3,665.96	9/30/2015
Oct 2015	286069	288729	266000	603.99	40.00	643.99	10/30/2015
Nov 2015	288729	288955	22600	59.09	40.00	99.09	11/30/2015
Dec 2015	288955	289109	15400	48.29	40.00	88.29	
Jan 2016							
Feb 2016							
Mar 2016							
Apr 2016							
May 2016							
June 2016							
						11040.12	

## 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	648.05	8/31/2015	TLE SEPT 15 SEWER
OCT 15	648.05	9/30/2015	TLE OCT 15 SEWER
NOV 15	648.05	10/30/2015	TLE NOV 15 SEWER
DEC 15	648.05	11/30/2015	TLE DEC 15 SEWER
JAN 16	676.00	12/31/2015	TLE JAN 16 SEWER
FEB 16			
MAR 16			
APR 16			
MAY 16			
JUNE 16			
	4,564.30		
	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		

# Lakeland Joint School District No. 272

Office of the Superintendent

P.O. Box 39

Rathdrum, ID 83858

Board of Trustees  
Regular School Board Meeting  
January 11, 2016

Gross Salaries		1,596,688.47	
Gross Benefits		458,797.97	
Cenex Cooperative Supply	#2 Dyed Diesel Winter Blend	3,353.17	89351
Cronnelly, Timothy	Expense Claim Reimbursement	222.33	89352
Harlow's Bus Sales	Tran Supplies	386.56	89353
Idaho Department of Education	December 17, 2015 Fingerprinting	278.00	89354
Lightning Bolt & Supply	Maint Supplies	372.22	89355
State Department of Education - CNP	Registration (Procurement Workshop/Doyle, McDowell)	120.00	89356
American Express	Instr/Ofc/Health/Tech/STRIVE/Library/FS/BASE Supplies/Equip, Flights	9,319.22	ACH 151600021-22
HRNNI	2016 Membership Fee (Herndon)	40.00	89412
Junior Library Guild	Library Books	356.59	89413
KTEC	NIPTEC Funding for Director/Asst Director, Second Half Operations	91,361.00	89414
Lowe's	Maint Supplies	74.94	89415
Oxarc	Instructional Materials	23.40	89416
Petty Cash	Petty Cash Replenishment	108.73	89417
AlSCO	Coverall Service	129.27	89418
Cenex Cooperative Supply	#2 Dyed Diesel Winter Blend, Unleaded Gas	7,730.98	89419
Lowe's	Instructional Materials	20.52	89420
Perma-Bound	Library Books	607.60	89421
PlumbMaster	Maint Supplies	467.63	89422
Time Warner Cable	District Internet Access 1/8 - 2/7/2016	17,740.00	89423
Titan Truck Equipment	Services (FS)	633.72	89424
Verizon Wireless	Cell Phone Usage 11/23 - 12/22/2015	1,419.72	89425
	Total	134,765.60	
A-L Compressed Gases	Instructional Materials	550.55	89357
Allen Goodall	Services (SPED/ PT Hours & Mileage)	218.12	89358
AlSCO	Coverall Service	43.09	89359
Athol, City of	AE Water 11/23 - 12/28/2015	70.00	89360
Avista	December 2015 Electricity/Natural Gas	62,375.09	
Bar Circle "S" Water	GE December 2015 Water	54.86	
Bus Parts Warehouse	Tran Supplies	244.67	
Carr, Curtis	August - December 2015 Mileage	66.00	
Caxton Printers	Textbooks	949.57	89361
Costco Membership	2016 Membership Renewal (LJSD card)	110.00	
Craig-Johnson, Becky	Field Trip Meals 11/16 - 12/15/2015	15.00	89362
Culligan	Tech Water 1/1-31/2016	19.85	89363
De Lage Landen	Copier Lease 12/15/2015 - 1/14/2016	821.70	89364
Edmentum	Instructional Materials	576.00	89365

Follett School Solutions	Instructional Materials	406.98	89366
Fox, Hilary	Field Trip Meals 11/16 - 12/15/2015	15.00	89367
Gabiou, Amy	December 2015 Mileage	53.00	
Gallegos, Levi	December 2015 Mileage	44.80	
Gerstenberger, Judy	December 2015 Mileage	105.65	
Ginter, Brian	Field Trip Meals 11/16 - 12/15/2015	10.00	89368
Haase, Christie	December 2015 Mileage	64.25	
Hampton Inn & Suites at the Idaho Center	Lodging (SDE Technicians Workshop/ Thoreson,Heitstuman)	564.00	89369
Hansen, Debbie	December 2015 Mileage	127.90	
Harlow's Bus Sales	Tran Supplies	435.00	89370
Haukenes, Iva	December 2015 Mileage	111.50	
Helbling Benefits Consulting COBRA	COBRA Specific Rights Notice Letter	20.00	
Highroad Human Services	Services (SPED)	1,501.85	89371
Holmes, Victor	Field Trip Meals 11/16 - 12/15/2015	25.00	89372
ICOPA	Registration (Active Shooter Training/Sexton,McDougall,Thomas)	150.00	
ID Div of Vocational Rehabilitation	State FY 2016 School Work Transition Project	5,880.00	89373
Idaho State Tax Commission	Rotary Sales Tax	6.62	
Intermountain Security	Annual Commercial Alarm Monitoring/Maintenance	2,448.00	
Isbell, Lee	December 2015 Mileage	113.95	
J & R Electronics	Tran/Maint Digital Radio Service January 2016	1,600.00	89374
Kelley, Megan	December 2015 Mileage	89.85	
Knickerbocker	Maint Supplies	1,195.00	89375
Kootenai County EMSS	Health Supplies	40.00	89376
Kootenai County Solid Waste	November 2015 Garbage Fee/ Refuse Disposal	1,754.66	89377
Kootenai Electric Coop	AE/GE Electricity 11/15 - 12/15/2015	5,364.81	89378
Kootenai Health Accounting	Services (SPED/ November 2015 OT Hours & Mileage)	1,869.58	89379
Larsen, Nancy	Field Trip Meals 11/16 - 12/15/2015	20.00	89380
McHatton, Daniel	Field Trip Meals 11/16 - 12/15/2015	10.00	89381
Midway Parts	Maint Equipment	4,399.04	89382
Miller's Food City	Instructional Materials	443.34	89383
Mix, Brett	Field Trip Meals 11/16 - 12/15/2015	10.00	89384
Morrison, Susan	November - December 2015 Mileage	147.50	
Murray, Brad	December 2015 Mileage	150.70	
Napa Auto Parts	Tran Supplies	905.97	89385
North Kootenai Water District	TLE Fire/Water 11/15 - 12/15/2015	88.29	89386
NOVUS Auto Glass	Services (Tran)	343.43	89387
O'Meara, William	Field Trip Meals 11/16 - 12/15/2015	5.00	89388
O'Reilly Auto Parts	Tran Supplies	266.52	89389
Oil Analysis Lab	Tran Supplies	232.83	89390
Pacific Steel & Recycling	Maint Supplies	271.12	89391
Perma-Bound	Library Books	1,929.67	89392
Piano Tuner, The	Services (TJHS, THS)	676.00	89393
Platt Electric Supply	Maint Supplies	392.65	89394
Prather, Barbara	Field Trip Meals 11/16 - 12/15/2015	5.00	89395
Rathdrum, City of	December 2015 Water/Sewer	947.50	

Rice, Dee Ann	Field Trip Meals 11/16 - 12/15/2015	20.00	89396
Richardson, Caleb	December 2015 Mileage	55.00	
Rucker, Paula	Field Trip Meals 11/16 - 12/15/2015	10.00	89397
RWC Group	Tran Supplies	259.23	89398
RWC Group	Tran Supplies	75.64	
SL Start & Associates	Services (SPED/ Behavior Intervention 2)	1,741.25	89399
Snijder, Teresa	Field Trip Meals 11/16 - 12/15/2015	5.00	89400
Spirit Lake, City of	SRO Officer 11/29 - 12/26/2015	916.13	89401
Spirit Lake, City of	December 2015 Water/Sewer	1,127.07	
Spokane House of Hose	Maint Supplies	143.59	89403
Spokane Restaurant Equipment	FS Supplies	774.92	89402
Super 1	Instructional Materials	101.22	89404
Tinsley, Honey Jean	December 2015 Mileage	70.50	89405
TLI Sewer	TLE January 2016 Sewer	676.00	89406
Unity School Bus Parts	Tran Supplies	1,031.96	89407
Vazquez-Schnepf, Ana	November - December 2015 Mileage	27.90	
Vieira, Frank	August - December 2015 Mileage	42.60	
Walmart	BASE/Instructional Materials	456.87	89408
Watson's Grocery Group	Instructional Materials	38.34	89409
Weihert, Tana & Joe	December 2015 In-Lieu of Transportation	45.00	
Wiemers Interpreting Service	Services (SPED)	960.00	89410
Woolley, Trina	Field Trip Meals 11/16 - 12/15/2015	15.00	89411
		109,949.68	
	12/31/2015	(41,144.63)	
	1/15/2016	68,805.05	

# Lakeland Joint School District No. 272

Office of the Superintendent

P.O. Box 39

Rathdrum, ID 83858

Board of Trustees  
Regular School Board Meeting  
January 11, 2016

Additional Bills

AAA Sweeping	Services (LHS)	718.00	89426
Boger, Josh	N/R Tuition Refund	80.00	89427
Coeur d'Alene Garbage Service	Dumpster Dumping 12/1-31/2015	67.00	89428
Evco Sound & Electronics	Services (LJHS)	212.00	89429
Gaertner, Jessica	N/R Tuition Refund	80.00	89430
Hancock Fabrics	Instructional Materials	95.35	89431
Idaho Department of Education	January 7, 2016 Fingerprinting	104.25	89432
Midway Parts	Maint Supplies	535.24	89433
Napa Auto Parts	Tran/Maint Supplies	309.29	89434
Progressive Printing	Instructional Materials	84.00	89435
Rathdrum Trading Post Hardware	Maint Supplies	211.18	89436
Royer, Melissa	BASE Registration Fee Refund	50.00	89437
Stranger, Kathleen	Services (SPED/ November - December 2015 PT Hours. Mileage)	776.48	89438
T & T Roofing & Sheet Metal	Services (THS)	344.60	89439
Tacony	Maint Supplies	81.02	89440
Ziegler Lumber	Maint Supplies	100.90	89441
Idaho Dept of Health & Welfare	Overpayment Reimbursement	266.00	89442
Petty Cash	Petty Cash Replenishment	118.63	89443
IMEA	Conference Registration (Sescilla, Wood)	300.00	89444
Western Mountain Bus Sales	Tran Equipment (Buses #63, 64)	173,256.00	89445
	Total	177,789.94	
4-H Youth Development (U of I)	Registration (STRIVE/ First Lego League)	210.00	
Chartwells	December 2015 Food Service	90,727.63	
Chown	Maint Supplies	117.29	
Cummings, LuAnn	December 2015 Mileage	46.45	
Dashco	Maint Supplies	8.84	
DeAustin, BJ	December 2015 Mileage	55.20	
Dodson, Charles M., Atty	Legal Expenses 12/13-31/2015	303.09	
Holiday Inn Express	Lodging (Code.org Conference/ Kimberling)	89.00	
Horizon	Maint Supplies	416.50	
Idaho State Tax Commission	Ala/Carte/Adult Meals December 2015 Sales Tax	708.52	
Intermountain Security	Maint Supplies	445.50	
Interstate Concrete & Asphalt	Maint Supplies	351.40	
Invent Idaho	Registration (District)	50.00	
Lightning Bolt & Supply	Maint Supplies	32.10	
North Coast Electric	Maint Supplies	462.40	
Oxarc	Services (Maint)	8.92	

Parson, Chad	December 2015 Mileage	8.30
Perma-Bound	Library Books	312.55
Peterson, Carrie	December 2015 In-Lieu of Transportation	52.00
Peterson, Katherine	December 2015 Mileage	45.75
Platt Electric Supply	Maint Supplies	69.47
Reigel Lorraine	Expense Claim Reimbursement, December 2015 Mileage	261.55
Ricoh USA	Group Base Charge 1/5 - 2/4/2016	4,720.00
Rodda Paint	Maint Supplies	252.04
Sexton, Lisa	December 2015 Mileage	88.70
Spalding Auto Parts	Maint Supplies	158.00
Spragg, Denise	December 2015 Mileage	8.05
Sun Rental Post Falls	Services (Maint)	528.00
Underdahl, Conrad	November - December 2015 Mileage	238.50
Viking Sew and Vacuum	Instructional Materials	39.95
Watson Grocery Group	Instructional Materials	151.37
		100,967.07
	1/15/16 from Bill List	68,805.05
	1/15/2016	169,772.12
	Totals	
	Checks paid off-cycle (134,765.60 + 177,789.94)	312,555.54
	12/31/2015	41,144.63
	1/15/2016	169,772.12
	Grand Total	523,472.29

**THE MEETING MINUTES OF THE LAKELAND JOINT SCHOOL DISTRICT 272,  
REGULAR BOARD MEETING, DECEMBER 14, 2015**

**LAKELAND JOINT SCHOOL DISTRICT NO. 272**

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



**6:00 p.m. Regular Meeting**

**BOARD MEMBERS PRESENT**

Chairman Larry Brown (Zone 5) (In at 6:27 p.m.)  
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

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

Vice Chairman Skubitz called the meeting to order at 6:02 p.m.

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

Vice Chairman Skubitz gave welcome to all those who were present and led in the pledge.

**C. Approve Agenda**

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

**D. Consent Agenda**

1. Minutes of Previous Meeting(s) - Regular Meeting of 11/09/2015 & Special Meeting of 11/17/2015
  
2. Regular and Special Bills

**THE MEETING MINUTES OF THE LAKELAND JOINT SCHOOL DISTRICT 272,  
REGULAR BOARD MEETING, DECEMBER 14, 2015**

M/S TRUSTEE OLMSTEAD/ TRUSEE SHAFFER to approve the Consent Agenda as presented. Hearing all ayes, motion carried.

**E. Report and Presentation Agenda**

1. LEA

Jason Bradbury was in attendance. Jason spoke on the supplemental levy and unfreezing steps.

2. Visitor Presentations

a. Mike Anderson and Jacqui Duran

Jacqui Duran and Jacqui Duran were both in attendance of this meeting. They informed they a put together a new Agriculture Club at Timberlake and would like to take kids to Denver to a stock show in January. The students have been fundraising for this event.

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. Conrad Underdahl

Lakeland High School Principal Conrad Underdahl spoke on the high school's recent accreditation review. Underdahl showed a slide show of the process and the high school's overall score. A copy of the review has been included in the Board's packet.

The Accreditation Committee used the Elliot Observation Tool instead of the Danielson Tool.

b. Dave McDowell

1) Financial

Dave reported there were no new challenges. Some excavation work was done on the north wing of the high school. Administration is reviewing the necessity of 3 or 4 emergency phone lines that service fire and alarm services. The budget is moving along at its expected pace. Dave has also completed the land inventory and attempting to identify opportunities to liquidate those properties. He also spoke on Food Service and its losses during the power outage however; the program is still doing well. He also reported that Transportation will be surplusing two buses.

Trustee Skubitz asked if insurance would cover the food loss during the power outage. Dave replied they were checking into it.

**THE MEETING MINUTES OF THE LAKELAND JOINT SCHOOL DISTRICT 272,  
REGULAR BOARD MEETING, DECEMBER 14, 2015**

2) Levy Presentation

Chairman Brown entered the meeting at 6:27 p.m.

Dave McDowell provided a handout. The intent would be to do a 1 year levy. Next year, would be supplemental and plant facilities levy; however the year after there would be no election.

The one year would allow more time to also understand what the legislature is going to do this year. The levy would cover all aspects of learning.

Referring to the handout, Trustee Shaffer asked what would security 1 and 11 entail. Dave said that not all prices have been set as of yet. However, it would include panic buttons and additional security cameras. Brad Murray also commented that it would include an SRO in Rathdrum partnered with the Rathdrum Police Department.

c. Lisa Sexton

1) Fall IRI Scores

Lisa commented that historically in the past Twin Lakes Elementary has had higher scores and still does however, the group this year is looking at grade levels together through-out the District instead of each separate building. Additionally, Lisa spoke on IRI criteria that is graded. She further commented the IRI will be changing to be more in line with the SBAC. Scores for the most part are where they have been historically.

2) School Closures

Lisa informed that everyone in the District Office worked to provide information to parents as it was received. Avista and Kootenai Electric were amazing in providing the District current information and updates. Georgeanne sent out each night power announcements to parents and Facebook was updated regularly.

3) Report Card Committee

Lisa updated on what the committee is identifying as critical learning in the class.

At this time Chairman Brown asked for an amendment to the agenda adding Action Item #9, *“Approve/deny The Timberlake High School Agriculture Club travel to Denver Colorado as requested”*.

**M/S TRUSTEE OLMSTEAD/TRUSTEE SKUBITZ**, hearing all ayes, motion carried.

**THE MEETING MINUTES OF THE LAKELAND JOINT SCHOOL DISTRICT 272,  
REGULAR BOARD MEETING, DECEMBER 14, 2015**

**F. Action Agenda**

1. Approve/deny Facility Use requested by Calvary Rathdrum

At this time, Administration requested that the folks from Calvary Rathdrum be heard. Chairman Brown allowed the request.

The pastors of the church commented they had outgrown their own facilities and did have a building fund but at this time it was very modest. The church is looking at all of their options for a temporary facility. Trustee Olmstead asked for their definition of temporary. The pastors at this time did not have an end date. Significant discussion was had regarding board policy and state laws regarding facility use. Following discussion Chairman Brown requested the church meet with District Administrators to discuss options.

**M/S TRUSTEE OLMSTEAD/TRUSTEE SHAFFER** to table this item until after the Church and District Administration had met and a solid plan was formed. Hearing all ayes, motion carried.

2. Approve/deny the hiring of new personnel as presented

**M/S TRUSTEE SKUBITZ/TRUSTEE SHAFFER** to approve the list of new personnel as presented. Hearing all ayes, motion carried.

3. Approve/deny retirement as presented

Conrad Underdahl commented that he submitted his retirement early intentionally because of the anticipated turnover in his office and wanted to give the District plenty of time to plan ahead. At that time Superintendent Murray gave thanks to Mr. Underdahl for his 16 years of service as building principal; which made him the longest standing principal in that buildings history.

**M/S TRUSTEE SHAFFER/TRUSTEE OLMSTEAD** to approve the retirements within the Board's packet as presented. Hearing all ayes, motion carried.

4. Approve/deny Resolution 12.14.2015-A for Supplemental Levy Election, March 8, 2016

**M/S TRUSTEE SKUBITZ/TRUSTEE SHAFFER** to adopt Resolution 12.14.2015-A with Option 3 for a levy amount of \$5,300,000 for 1 year as presented. Upon the following roll call vote:

Olmstead-YES  
Skubitz- YES  
Brown-YES

**THE MEETING MINUTES OF THE LAKELAND JOINT SCHOOL DISTRICT 272,  
REGULAR BOARD MEETING, DECEMBER 14, 2015**

Shaffer-YES  
Wallace-ABSENT

Resolution 12.14.2015-A was adopted with Option 3 presented to the Board.

5. Approve/deny Emergency Closure for all schools in the Lakeland Joint School District on November 18 and 19, 2015, additionally Twin Lakes Elementary on November 20<sup>th</sup>

**M/S TRUSTEE OLMSTEAD/TRUSTEE SKUBITZ** to approve the Emergency Closures as presented. Hearing all ayes, motion carried.

6. Approve/deny Policy #1645 Board Development Opportunities

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

7. Approve/deny Policy #3570 Student Records and Policy #3570P Maintenance of School Records

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

8. Approve/deny Policy #8600 Records Management

**M/S TRUSTEE OLMSTEAD/TRUSTEE SHAFFER** to approve the policy as presented. Hearing all ayes, motion carried.

**G. Discussion Agenda**

1. Policy Review

a. #1520- Public Participation in Board Meetings

1) #4600P-Volunteer Assistant Procedures

Brad presented the recommended policies.

2. ISBA Conference

Chairman Brown spoke briefly on the ISBA Conference.

3. Town Hall Meetings

Brad reported the Athol Town Hall Meeting was cancelled due to the Power Outage. The next meeting is at Twin Lakes Elementary.

***THE MEETING MINUTES OF THE LAKELAND JOINT SCHOOL DISTRICT 272,  
REGULAR BOARD MEETING, DECEMBER 14, 2015***

4. Correspondence

a. Discipline Reports

The reports are within the Board's packet.

b. Other

Brad Murray commented that Timberlake's Accreditation Review was enclosed.

The Board adjourned at 7:39 p.m.

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Attest:

Respectfully Submitted:

\_\_\_\_\_  
Larry Brown, Chairman

\_\_\_\_\_  
Brook Cunningham, Clerk

LAKELAND JOINT SCHOOL DISTRICT #272

FY 2015

FY16 - GENERAL FUND BUDGET SUMMARY INFORMATION

GF BUDGET SUMMARY INFORMATION

June, 2015 - December, 2015

REVENUE

REVENUE

REVENUE	BUDGET	RECEIPTS TO DATE	% Received	Remaining Budget	% Remaining	BUDGET	YTD ACTIVITY	% Received	Remaining Budget	% Remaining
M&O Levy	-	0.06		(0.06)		-	-		-	
Supplemental Levy	4,795,000.00	233,331.15	4.9%	(4,561,668.85)	-95.1%	4,795,000.00	254,294.81	5.3%	(4,540,705.19)	-94.70%
Emergency Levy	20,000.00	10,288.77		(9,711.23)		250.00	9,373.26		9,123.26	
Tort Levy	50,000.00	2,873.28	5.7%	(47,126.72)	-94.3%	118,500.00	4,219.96	3.6%	(114,280.04)	-96.44%
Other Local Tax	-	-		-		-	-		-	
Penalty/Int Delinquent Taxes	67,300.00	25,491.45	37.9%	(41,808.55)	-62.1%	67,500.00	16,792.30	24.9%	(50,707.70)	
Investments	35,000.00	283.48	0.8%	(34,716.52)	-99.2%	32,500.00	25,896.67	79.7%	(6,603.33)	-20.32%
Community Ed.	500.00	256.00		(244.00)		500.00	192.00	38.4%	(308.00)	
Other Local Revenue	180,500.00	87,701.41	48.6%	(92,798.59)	-51.4%	175,500.00	55,151.90	31.4%	(120,348.10)	-68.57%
Base State Support	16,606,552.00	13,437,562.00	80.9%	(3,168,990.00)	-19.1%	15,791,020.00	12,590,383.00	79.7%	(3,200,637.00)	-20.27%
Transportation	1,150,000.00	-	0.0%	(1,150,000.00)	-100.0%	1,175,000.00	-	0.0%	(1,175,000.00)	-100.00%
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	-	0.0%	(2,181,233.00)	-100.00%
Other State Support	679,390.00	-	0.0%	(679,390.00)	-100.0%	-	-		-	
Other State Support - PFP	-	-		-		-	-		-	
Lottery/Additional St Maint	247,000.00	247,629.00		629.00		161,500.00	179,327.00	111.0%	17,827.00	11.04%
Property Tax Replace.	85,000.00	859.25	1.0%	(84,140.75)	-99.0%	85,000.00	859.25	1.0%	(84,140.75)	-98.99%
Other State Revenue	-	29,085.00		29,085.00		330,500.00	-	0.0%	(330,500.00)	-100.00%
Other Fed Rev-E-Rate	-	(6,702.82)		(6,702.82)		-	(9,923.72)		9,923.72	
Unrestricted Grants	135,000.00	51,758.63	38.3%	(83,241.37)	-61.7%	75,000.00	29,205.05	38.9%	(45,794.95)	-61.06%
Other Indirect Restricted	-	-		-		-	-		-	
Transfers	-	-		-		-	-		-	
<b>TOTALS</b>	<b>26,678,742.00</b>	<b>14,120,416.66</b>	<b>52.9%</b>	<b>(12,558,325.46)</b>	<b>-47.1%</b>	<b>25,036,503.00</b>	<b>13,155,771.48</b>	<b>52.5%</b>	<b>(11,880,731.52)</b>	<b>-47.45%</b>
<b>Beginning Balance</b>						<b>206,670.00</b>				
<b>Budgeted Amount</b>	<b>26,678,742.00</b>					<b>25,243,173.00</b>				

LAKELAND JOINT SCHOOL DISTRICT #272						FY15 GENERAL FUND BUDGET SUMMARY INFORMATION				
FY16 GENERAL FUND BUDGET SUMMARY INFORMATION						EXPENSES				
July, 2015 - December, 2015										
EXPENDITURES			%		%					
	BUDGET	FYTD ACTIVITY	Expended	BALANCE	Remaining	BUDGET	YTD ACTIVITY	%	BALANCE	%
Elementary	6,462,535.00	2,441,867.63	37.8%	4,020,667.37	62.2%	6,265,773.00	2,373,123.74	37.9%	3,892,649.26	62.1%
Secondary	6,894,637.00	2,512,225.62	36.4%	4,382,411.38	63.6%	6,482,372.00	2,497,409.41	38.5%	3,984,962.59	61.5%
Alternative	535,233.00	189,804.46	35.5%	345,428.54	64.5%	506,536.00	178,616.11	35.3%	327,919.89	64.7%
Except. Child	1,300,698.00	534,003.96	41.1%	766,694.04	58.9%	1,186,317.00	511,843.31	43.1%	674,473.69	56.9%
Gifted/Talented	94,138.00	27,119.26	28.8%	67,018.74	71.2%	74,395.00	27,840.23	37.4%	46,554.77	62.6%
Ex Curr	698,872.00	234,123.08	33.5%	464,748.92	66.5%	525,820.00	253,725.26	48.3%	272,094.74	51.7%
Summer School	66,685.00	56,297.53	84.4%	10,387.47	15.6%	63,635.00	62,274.36	97.9%	1,360.64	2.1%
Adult Ed	538.00	3.04	0.6%	534.96	99.4%	-			-	
Guidance/Health	982,092.00	324,661.22	33.1%	657,430.78	66.9%	939,698.00	325,497.32	34.6%	614,200.68	65.4%
Ancillary	650,421.00	222,191.30	34.2%	428,229.70	65.8%	536,351.00	226,195.14	42.2%	310,155.86	57.8%
Personnel Support	362,878.00	200,402.53	55.2%	162,475.47	44.8%	100,200.00	277,167.90	276.6%	(176,967.90)	-176.6%
Ed Media	531,733.00	207,462.16	39.0%	324,270.84	61.0%	498,243.00	198,939.46	39.9%	299,303.54	60.1%
Instruct. Related Technology	449,849.00	271,691.35	60.4%	178,157.65	39.6%	267,225.00	212,806.24	79.6%	54,418.76	20.4%
Board	75,807.00	66,196.48	87.3%	9,610.52	12.7%	85,750.00	60,077.18	70.1%	25,672.82	29.9%
District Admin	535,317.00	269,976.97	50.4%	265,340.03	49.6%	470,886.00	231,356.29	49.1%	239,529.71	50.9%
School Admin	2,147,071.00	906,198.75	42.2%	1,240,872.25	57.8%	2,110,601.00	875,635.23	41.5%	1,234,965.77	58.5%
Business Operations	283,036.00	141,404.78	50.0%	141,631.22	50.0%	277,686.00	139,423.21	50.2%	138,262.79	49.8%
Admin Tech Services	60,325.00	76,561.75	126.9%	(16,236.75)	-26.9%	179,292.00	99,391.16	55.4%	79,900.84	44.6%
Bldg Custodial	1,762,368.00	906,806.06	51.5%	855,561.94	48.5%	1,664,495.00	876,959.45	52.7%	787,535.55	47.3%
General Maint Non-Student Occ	67,500.00	19,530.92	28.9%	47,969.08	71.1%	98,353.00	46,644.84	47.4%	51,708.16	52.6%
General Maint Student Occ	813,762.00	518,167.08	63.7%	295,594.92	36.3%	748,625.00	490,434.06	65.5%	258,190.94	34.5%
Pupil Trans.	1,579,600.00	664,401.68	42.1%	915,198.32	57.9%	1,742,812.00	760,622.44	43.6%	982,189.56	56.4%
Dist. Trans.	40,066.00	18,493.64	46.2%	21,572.36	53.8%	43,350.00	31,535.80	72.7%	11,814.20	27.3%
Capital Assets				-		-			-	
Transfers	283,581.00		0.0%	283,581.00	100.0%	296,722.00		0.0%	296,722.00	100.0%
Reserve				-		78,036.00		0.0%	78,036.00	100.0%
<b>TOTAL</b>	<b>26,678,742.00</b>	<b>10,809,591.25</b>	<b>40.5%</b>	<b>15,869,150.75</b>	<b>59.5%</b>	<b>25,243,173.00</b>	<b>10,757,518.14</b>	<b>42.6%</b>	<b>14,485,654.86</b>	<b>57.4%</b>
<b>Balances Equal Revenue less Expenses</b>	<b>-</b>	<b>3,310,825.41</b>				<b>-</b>	<b>2,398,253.34</b>			

**LAKELAND SCHOOLS**



Brook Cunningham <bcunningham@lakeland272.org>

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## Newly hired subs for board packet

---

**Lisa Sexton** <lsexton@lakeland272.org>

Wed, Jan 6, 2016 at 1:21 PM

To: Brook Cunningham <bcunningham@lakeland272.org>

Hi Brook,

Here you go!

Wendy Calvert  
Richard Stewart  
Nissa Herbert  
Jessica Miller  
Sandy Wright  
James Dillman  
Christina Duram

—  
Lisa Sexton  
Assistant Superintendent  
Lakeland Jt. School District

*15506 N. Washington  
Rathdrum, ID 83858  
(208) 687-0431*



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:** January 7, 2016

**RE:** Non-Certificated New Hires

\*\*\*\*\*

The following individuals are recommended for hire:

### Regular Positions

Bennett, Sara, JBE, Breakfast Duty

Jones, Joy, JBE, Paraprofessional

Leonard, Danielle, TLE, Noon Duty

Schumacher, Melanie, BKE, Paraprofessional

Wargi, Vickie, JBE, Noon Duty

Wright, Sandy, AE, Paraprofessional

### Sub Positions

Forstrom, Lacey, Sub Aide

Herbert, Nissa, Sub Aide

Kaplan, Joshua, Sub Custodian

1/4/2016

RECEIVED JAN 05 2016

Please accept this as my letter of retirement at the end of the 2015/16 school year.



Galen J. Goldman

1/4/16

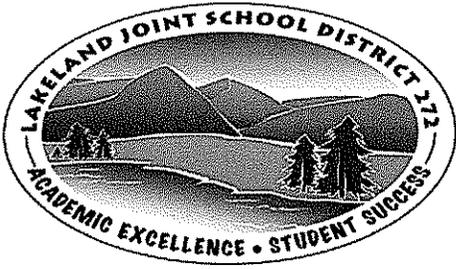
To Brad Murray & Lakeland School Board,

This is to inform you that I will be retiring at the end of this school year. It has been a great pleasure to work in this district!

Sincerely,

A handwritten signature in cursive script that reads "Joan Lassen".

Joan Lassen



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

January 11, 2016

Board of Trustees  
Lakeland Joint School District  
Rathdrum, Idaho

Dear Trustees,

With the knowledge that the time is right, I ask you to accept this notification of my retirement beginning July 1, 2016. The Board and the community have provided opportunities for my career to advance and for this I am grateful. I have been blessed and am thankful to have been hired by the Lakeland Jt. School District back in 1990.

I can proudly state that I have been an employee for the Lakeland School District for the last 26 years of my 36 year career, with the last nine years serving as a District office administrator. Throughout this time, excellence has been an accepted and ingrained value in the District. Education has always been, and will remain, challenging. Those challenges have been numerous, but the working environment, competence of administration and staff, and support of the community has helped me to address those challenges in productive and meaningful ways. I remain tremendously impressed by the Lakeland staff and their continued commitment to the students of this district. I know the achievements of Lakeland students will continue.

Thank you for providing confidence in my decisions and support for my actions during my tenure as Superintendent of Schools.

Sincerely,

Brad Murray

Public Participation in Board Meeting

All regular and special meetings of the Board shall be open to the public, but any person who disturbs good order may be required to leave. The Board of Trustees encourages all citizens of the District to express their ideas and concerns. The comments of the community will be given careful consideration. In the evaluation of such comments, the first priority will be District students and their educational program.

**NOTICE**

**DUE TO THEIR SENSITIVE NATURE, COMMENTS OR COMPLAINTS ABOUT PERSONNEL OR INDIVIDUAL STUDENTS WILL ONLY BE HEARD IN EXECUTIVE SESSION. ADDITIONALLY, OTHER TOPICS YOU WISH TO ADDRESS MAY ONLY BE APPROPRIATE FOR EXECUTIVE SESSION. IN SUCH INSTANCES, THE BOARD WILL DETERMINE IF YOUR COMMENTS ARE APPROPRIATE FOR OPEN OR EXECUTIVE SESSION AND WILL NOTIFY YOU ACCORDINGLY.**

**A PERSON WHO DISRUPTS THE EDUCATIONAL PROCESS OR WHOSE PRESENCE IS DETRIMENTAL TO THE MORALS, HEALTH, SAFETY, ACADEMIC LEARNING OR DISCIPLINE OF THE PUPILS OR WHO LOITERS IN SCHOOLS OR ON SCHOOL GROUNDS, IS GUILTY OF A MISDEMEANOR.**

Any complaint about the District; including instruction, discipline, District personnel policy, procedure, or curriculum; should be referred through proper administrative channels before it is presented to the Board for consideration and action. All complaints should be resolved through proper channels in the following order:

1. Teacher or staff;
2. Principal or supervisor;
3. Director or administrator;
4. Superintendent; then
5. Board of Trustees.

Please also see District Policy No. 4110 Public Complaints.

Members of the public will not be recognized by the Chair as the Board conducts its official business except when the Board schedules public discussion period on a particular item. The Board will listen to the public but, at the same time, expects the public to listen and speak only when properly recognized.

At each regular and special meeting of the Board the agenda may provide time for public comment before the Board. Persons wishing to address the Board will be required to submit a “Request to Address the Board” form. Forms are available from the Board Clerk and will be available at each meeting.

Total time allotted for public comment will not exceed one (1) hour. Public participation will be limited to the time allotted on the agenda. Each speaker will be limited to three (3) minutes. Public comment will be taken on matters scheduled on the agenda. Should a large number of the public wish to speak on the same issue or topic, members of the public are encouraged to select one or more representatives to summarize their position. Additionally, the Board Clerk will accept written comments for distribution to the Board. The Board may decline to hear repetitive comments. The Chair may also deny an individual the opportunity to address the Board if the individual has previously addressed the Board on the same subject within the past two months.

Written materials for Board Members must be submitted to the Board Clerk. The written material must include the name, address, and telephone number of the person submitting it. A copy of the materials that meet these requirements will be forwarded to Board Members if received by noon the Friday preceding the Board Meeting. Materials should not be sent directly to Board Members. Materials may be presented or mailed to the Board Clerk at the district office.

If a topic is being considered by a committee established for that purpose, the Chair may refer the public comment to that committee.

Because of the diversity of issues, members of the Board will not respond to public comment. Instead, issues may be recorded and referred to the proper staff person for follow-up. The Chair may interrupt or terminate an individual’s statement when it is too lengthy, personally directed, abusive, obscene, repetitive, or irrelevant. The Board of Trustees as a whole shall have the final decision in determining the appropriateness of all such rulings.

Nothing in this policy shall prohibit the removal of any person who willfully disrupts a meeting to the extent that orderly conduct is seriously compromised. Defamatory or abusive remarks are always out of order. The presiding officer may terminate the speaker’s privilege of address if, after being called to order, the speaker persists in improper conduct or remarks.

If a special meeting has been held to obtain public comment on a specific issue, the Chair of the Board may choose not to recognize speakers wishing to comment on the same topic at a regular meeting of the Board.

Cross Reference:     4110   Public Complaints  
                          4120   Uniform Grievance Procedure  
                          4320   Disruption of School Operations

Legal Reference:    I.C. § 33-512 (11)    Governance of Schools  
                          I.C. § 74-206        Executive Sessions—When Authorized

Policy History

Adopted on: March 10, 2014

Revised on: January 11, 2016

Volunteer Assistance Procedures

The District supports and encourages volunteers in our schools. Volunteers work in cooperation with schools to help in meeting the needs of children and the school staff. The final decision to accept or reject a volunteer applicant rests exclusively with the principal and/or volunteer coordinator. The following procedural guidelines are set with regard to volunteers.

Qualifications and Requirements

The qualifications and requirements of a volunteer include:

1. Being a community member of good standing and possessing an aptitude/interest for working with students and teachers;
2. Being dependable and of appropriate character to work with students and teachers;
3. Completing a Criminal History Records Check. All volunteers must complete a Criminal History Records Check supplied by the District prior to service and will be subject to a background check. Any volunteer applicant who does not disclose his or her criminal background will not be eligible for service;
4. Reading the District's policy and procedure regarding volunteers; and
- E. Completing a Volunteer Application provided by the District.

Section 3(e) of the Fair Labor Standards Act, 29 U.S.C. § 203(e)(4)(A), provides that individuals performing volunteer services for units of state and local governments will not be regarded as "employees" under the statute if several criteria are met:

1. The employee must perform the voluntary service without promise, expectation, or receipt of compensation for services rendered;
2. Individuals will be considered volunteers only where their services are offered freely and without pressure, direct or implied, from any employer; and
3. The individual may not be employed by the same school district to perform the same type of services as those for which the individual proposes to volunteer.

Additional Requirements

1. Any volunteer who falsifies information on his or her application will not be eligible for service;
2. Volunteers will work with students in areas designated by school staff;

3. Volunteers will treat all students equally regardless of gender, gender identity and expression, sexual orientation, race, religion, or culture and refrain from making any comments that can be construed as racist, sexist, homophobic, transphobic, or bigoted;
4. Volunteers must refrain from promoting religious doctrines or beliefs, political candidates or parties, or commercial products;
5. Disciplinary issues should be referred to the student's teacher;
6. Volunteers may not be in possession of or under the influence of alcohol or illegal substances; and
7. Smoking or the use of tobacco products is not permitted on school grounds or supervised trips.

If a volunteer is unwilling to agree to the requirements of the District's policy and procedure regarding volunteers, the Principal will inform the applicant that he or she may not perform volunteer services in the District.

### Background Check

The District shall conduct, at **District/Volunteer [choose one]** expense, a state criminal records check on all volunteers who have contact with students on a regularly scheduled and/or continuing basis, or who have supervisory responsibility for children at a school site or on school-sponsored trips. No volunteer shall be utilized to supervise students, or deemed to have the authority to supervise students, unless the volunteer has been designated to supervise students by the Principal or designee and the volunteer has undergone the required background check.

If the background check reveals evidence of convictions as identified in the list below or other concerns regarding past behavior, the candidate will not be recommended.

1. Convicted of any crime against persons;
2. Found to have sexually assaulted or exploited any minor or to have physically abused any minor;
3. Found by a court in a domestic relations proceeding to have sexually abused or exploited any minor or to have physically abused any minor or their spouse; or
4. Found in any disciplinary board final decision to have sexually abused or exploited any minor or to have physically abused any minor or their spouse.

If a criminal background check reveals a conviction or pending charge which substantially relates to the nature of the position and which the candidate failed to disclose as required on the District application form, his or her application for volunteer assignment may be rejected.

If the criminal background check confirms a conviction or pending charge which the candidate acknowledged on the application form, a determination shall be made, in consultation with legal counsel, whether or not to reject the application based upon a consideration of the circumstances of the conviction/pending charge and whether the circumstances substantially relate to the nature of the particular position for which the candidate has applied.

### Selection and Placement of Volunteers

Placement of volunteers shall be the responsibility of the building Principal who shall base placement decisions on data regarding staff needs. Volunteers shall not make decisions regarding students or other personnel. No volunteer shall be placed unless a need has been identified and approved by the building Principal.

### Supervision

All volunteers shall provide assistance only under the direct supervision of a member of the professional administrative and/or teaching staff. Volunteers who assist in the District on a scheduled and/or continuing basis shall be provided with a written task description detailing responsibilities and expectations, as well as specific qualifications that may be required.

Volunteers who jeopardize the security or safety of a facility or office may be denied access to the school. Additionally, volunteers who are inappropriately dressed may be denied access to the school.

If a volunteer is injured while on school premises or providing volunteer services, he or she will report this injury to the building Principal as soon as reasonably possible.

### Relationship Between Schools and Volunteers

When arriving at school during regular school hours, volunteers will sign in and be issued a badge.

School staff will be courteous to volunteers and show respect for their contributions. Likewise, volunteers will be expected to extend courtesy and respect to school staff.

Any issues that may arise will be referred to the volunteer coordinator or Principal as appropriate.

All volunteers working in schools will be under the direct supervision of a member of the school's staff. Periodic assessments should be made to ensure volunteers are working productively with students.

### Orientation and Training

The Superintendent/designee shall develop orientation materials to be provided to all volunteers who have contact with students on a regularly scheduled or continuing basis. These materials shall include, but not be limited to, pertinent policies and safety and emergency procedures. Volunteers shall be provided appropriate training at the building level consistent with their tasks and existing District standards. This training shall be developed under the leadership of the Principal. Exceptions would be District-wide programs established by the administration whereby general volunteer programs would be defined.

Each school should thoroughly orient volunteers to the duties they will perform. Volunteers also should be acquainted with the overall operation of the school, including what is expected of all employees and volunteers. They should be cautioned to discuss school matters outside of school only in a responsible manner.

1. Training at local schools should not be held simultaneously with school-sponsored functions. Volunteers should not have to choose between attending a school function or a volunteer training. However, it is appropriate to hold trainings prior to or immediately following a school-sponsored event.
2. Each volunteer coordinator will provide all volunteers with a handout of expectations, guidelines and procedures specific to the school.
3. All volunteers will be oriented on the following:
  - A. Volunteer guidelines, policies, and procedures;
  - B. Expectations for creating positive school climate;
  - C. Safety and security issues;
  - D. Confidentiality: All communications are to be kept strictly confidential. Information about students may be shared only with the teacher, principal, or guidance counselor of the school;
  - E. Transportation;
  - F. Dress code;
  - G. Sexual harassment; and
  - H. Blood borne pathogens
4. Volunteers may receive initial training from any Lakeland Joint School District school or from the District office. When a volunteer is trained away from the local schools, the District volunteer coordinator who conducts the training must provide the volunteer's name to the local school volunteer coordinator.
5. The volunteer coordinator will notify the volunteer specialist of training dates. These will be posted at the District office or on the District website.
6. At the beginning of each school year, schools are encouraged to have multiple training sessions at various times of the day. Beginning in October, the District's volunteer coordinator will hold one training session at the District office or at a local school each month.

### Duties and Responsibilities

A volunteer's assignment shall be limited to assisting staff members with duties such as routine tutorial, clerical, housekeeping, and material preparation tasks. The assignment shall be limited to situations which may be supervised by a certificated staff person. In some instances, volunteers may perform clerical and material preparation tasks away from the school site. Volunteers with special talents, hobbies or experiences may share those with students on a

scheduled basis in a suitable educational setting. Volunteers will not discuss the performance or actions of students except with the student's teacher, counselor, or principal.

Additional specific areas in which a volunteer may be used are as follows:

1. Reading stories to students;
2. Assisting in supervising the loading and unloading of buses;
3. Helping in learning centers, computer labs, libraries, cafeterias, offices, etc.;
4. Lecturing on special topics;
5. Assisting with technology;
6. Helping to set up science experiments;
7. Acting as host for school functions;
8. Providing exhibits;
9. Arranging and assisting in field trips;
10. Assisting in supervising playgrounds;
11. Tutoring;
12. Contacting groups of parents by telephone;
13. Organizing parents for special projects;
14. Mentoring; and
15. Participating in business and community partnerships.

Volunteers will supplement and enrich programs and services in the District but will not substitute for employee activities and functions.

### Termination

Although the District is not limited to the reasons below, a volunteer can be terminated for the following:

1. Breach of confidentiality concerning student or other privileged information;
2. Unlawful conduct or breach of the District rules and regulations;
3. Physical or emotional stress which incapacitates the volunteer;
4. Inability to cooperate and work effectively with site staff and students;
5. Activities that threaten the order or security of the site or the safety of the volunteer;
6. Erratic or unreliable attendance or behavior;
7. Unsatisfactory service;
8. Sexual misconduct;
9. Providing falsified information on the application;
10. Establishing inappropriate relationships with youth served; and
11. Criminal charges or conviction of a crime.

A volunteer may be asked to terminate his or her services when, in the judgment of the administrator, circumstances necessitate termination.

### Procedure History:

Promulgated on: January 11, 2016

Revised on:

## Music Department Field Trip to Seattle!

May 20 – 21, 2016



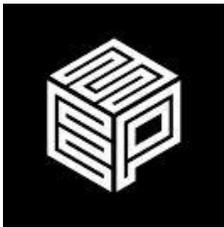
Visit the Olympic Sculpture Park...



### Hear the Symphony!

Take a trip to the stars! The Seattle Symphony performs the music from your favorite science fiction films and TV shows, including *Star Wars*, *Star Trek* and *Avatar*.

Tour the Experience Music Project Museum....



## EMP MUSEUM

*EMP is a leading-edge nonprofit museum, dedicated to the ideas and risk-taking that fuel contemporary popular culture. With its roots in rock 'n' roll, EMP serves as a gateway museum, reaching multigenerational audiences through our collections, exhibitions, and educational programs, using interactive technologies to engage and empower our visitors. At EMP, artists, audiences and ideas converge, bringing understanding, interpretation, and scholarship to the popular culture of our time.*

See the famous Pike Place Market!

Pike Place Market is a special community within the heart of Seattle's downtown. More than the city's beloved public market, Pike Place Market is a vibrant neighborhood comprised of hundreds of farmers, craftspeople, small businesses and residents. Each group is an important and vital makeup of the Pike Place Neighborhood.



**Total cost of the trip is \$150.00 per person. Cost includes hotel room, EMP admission, Symphony ticket, bus cost and meals while in Seattle. See next page for more details...**

Dear parents and Lakeland music students,

The Lakeland Music Department is planning a field trip to Seattle on May 20 and 21, 2016. Rather than a performance trip, this will be an educational, music-oriented, experiential trip. Activities will be going to the EMP (Experience Music Project) Museum, seeing the Seattle Symphony (Pops Concert), sight-seeing around the Space Needle area, visiting the Olympic Sculpture Park and spending time at Pike's Place Market.

If there is enough interest and the trip goes well, this will be a trip we do every two years. So, Juniors and Seniors get first chance since this is their last opportunity. However, after the upperclassmen deadline, seats will be open to all music students on a first-come, first-served basis. First 40 students to sign up get to go! I will need two more chaperones (costs are paid) – also first come, first served. 😊 Chaperones, email ASAP or check the line on the form and I will respond if spots are filled.

Total cost of the trip will be \$150.00 per person. This cost includes hotel room, EMP admission, symphony ticket, bus cost and meals while in Seattle. There will be an initial down payment of \$50.00 in order to secure tickets ahead of time. The rest can be paid in two installments (or all at once) and extra raffle ticket sales may be used toward the trip cost beyond the down payment. Junior/Senior payment window: Dec. 1 – Jan. 4. Freshmen/Sophomore (if needed): Jan. 5 – 8. All down payments are due by Friday, Jan. 8<sup>th</sup>! Second installment: Friday, February 12<sup>th</sup>; final installment: Friday, March 11<sup>th</sup>.

Please fill out the interest survey below and include a good email address for further information and updates. Please detach and return the bottom portion by Friday, December 4<sup>th</sup>. *Thank you!*

Sincerely,

Mr. Mark Sescilla – msescilla@lakeland272.org

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Name: \_\_\_\_\_ Class (Band, Choir or A Cappella) \_\_\_\_\_

- Yes, I am totally interested and payment should not be a problem.
- Yes, I am interested but cannot afford it unless I sell more raffle tickets.
- Yes, I am interested but I have other plans that weekend – maybe next time.
- Yes, I am interested but would like to wait two years for the next trip.
- No, thank you.
- Please keep me updated with itineraries, deadlines, news, etc. **Here is a good email address:**  
\_\_\_\_\_
- Here is a good **phone number:** \_\_\_\_\_

Parent name \_\_\_\_\_ Signature \_\_\_\_\_

\_\_\_\_\_ YES, I would like to chaperone this trip. \_\_\_\_\_ NO thank you, I am unable to chaperone.



LAKELAND JOINT SCHOOL DISTRICT #272

15506 N. Washington Street P.O. Box 39

Rathdrum, Idaho 83858

Phone: 208.687.20431 Fax: 208.687.1884 Web: lakeland272.org

Facility Use

2015 - 2016

6/26/2016 Liability Insurance expiration date. The undersigned acknowledges that the School Facilities Use Policy has been provided and agrees to observe both the letter and spirit of the School Board Policy related to this agreement.

Building requested: <u>Betty Kiefer Elementary</u>	Room/Field Requested: <u>Gym, Library, 4 classrooms</u>
First Use Date: <u>3/20/2016</u>	Last Use: <u>12/18/2015</u>
Additional dates of use:	Start Time: <u>7:00 am</u> End Time: <u>1:00 pm</u>
Day(s) of the Week: <u>M T W Th F Sat (No Sun)</u>	
Type of Event: <u>Church service</u>	Admission fee? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes amount of fee \$
Brief description of Event: <u>Church service with Sunday school</u> Estimated Attendance: <u>300</u>	
Special Needs:	

**WAIVER OF LIABILITY AND INDEMNITY AGREEMENT with Lakeland Joint School District #272**

Proof of a one million dollar liability insurance Policy is required to accompany this application or be on file in the Superintendent's Office. Any announcements or form of advertising for the activity must include the name of the sponsoring organization, leaving the clear understanding that the activity is not sponsored by the host school or the school district.

I, Mark Cartier, an agent or officer, acting for and on behalf of (Organization Making Request) Calvary Rathdrum for and in consideration of the use of the above named facilities do by this document agree to release and forever discharge, and further agree, to indemnify and hold harmless Lakeland Joint School District #272, its agents, employees, and assigns of and from any and all manner of action or actions, cause or causes of action, suits, injuries and any other claims or demands that may arise out of our use of facilities of Lakeland Joint School District #272, and we FURTHER AGREE that we will be responsible for any damages or losses to school property and equipment caused by our use of facilities.

DATED this 4<sup>th</sup> day of January, 2016

Signature of Person Responsible: Mark Cartier  
 Address: 15095 North McCartney Street  
Rathdrum, Id. 83858  
 City: (208) 687-4341 Zip: (208) 699-9085  
 Telephone: Second Phone number

Assistant Pastor  
 Your Title within Organization  
Mark Cartier / Cory Kirkham  
 Name of On-Site Coach or Supervisor  
(208) 699-9085 / (208) 600-4297  
 Telephone  
Mike Jacobs (208) 699-7310  
 Alternate Contact person / Telephone

School District Use Only

Supervision:	\$
Custodial	\$
Site Rental	\$
TOTAL FEE	\$
Damage Charges (if applicable)	\$
Date payment received	
Approved	Denied

Please make checks payable to:

Lakeland School District  
 P.O. Box 39  
 Rathdrum, ID 83858



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

Facility Use

2015 - 2016

**Please read thoroughly and/or consult an attorney**

**Proof of a one million dollar liability insurance Policy is required to accompany this application or be on file in the Superintendent's Office.**

Schools, gymnasiums, play fields, and other special purpose rooms are to be used primarily for school purposes.

**Any announcements or any form of advertising for the activity must include the name of the sponsoring organization, leaving the clear understanding that the activity is not sponsored by the host school or the school district.**

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

School facilities may not be used for private gain or by any group which, in the opinion of the Board of Trustees, advocates the overthrow or change of our government by force.

Churches and religious organizations may be granted occasional use of school facilities if other community facilities are not available. No application will be considered for a series of religious meetings.

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

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

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

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

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

As a general rule, buildings and grounds shall be restricted to community (Lakeland residents) participation and shall not be advertised as open to the public at large.

**Facilities will not be available for use when students are not in school due to vacation days, holidays, teacher work days, or emergency/snow closure days.**

<u>Mark Carter</u>	<u>4 Jan 2016</u>
Signature of Applicant	Date
<u>15095 North McCartney Street / P.O. Box 538</u>	<u>(208) 687-4341</u>
Address	Telephone Number
<u>Rathdrum Id. 83858</u>	<u>(208) 699-9085</u>
City State Zip Code	Alternate Telephone Number



**FORM 105**  
**REAL ESTATE LEASE AGREEMENT**



AGREEMENT, between **Lakeland Joint School District #272** (herein referred to as "LESSOR") and **Calvary Rathdrum** (herein referred to as "LESSEE");

WITNESSETH:

LESSOR leases and rents to LESSEE, and LESSEE leases and rents from LESSOR, the real property described on attached Exhibit "A" (part of the building is leased, the leased area is out-lined in red on the building diagram).

The term of this lease is for a period of **Nine (9)** (months) commencing on **March 20<sup>th</sup>, 2016** and terminating on **December 18<sup>th</sup>, 2016** under the following terms and conditions:

1. **RENT:** LESSEE agrees to pay LESSOR rent for the premises in monthly installments of **\$300.00** per month, due and payable by the 10th day of each month. A refundable damage deposit of **\$300.00** is due and payable before the commencement of the lease. On site contacts for this agreement are Principal, Lynn Paslay and Head Custodian, Shawn Johnson (687-5206).

2. **TRIPLE NET LEASE:** The parties agree that this will be a fully net lease to LESSOR. In addition to the rent, LESSEE agrees to pay or reimburse LESSOR for all expenses attributed to the leased property, including, but not limited to replacement value, fire insurance, liability insurance, property taxes, and all exterior and interior maintenance necessary to maintain the premises in as good condition as the same are now in.

3. **PROPERTY OF LESSEE:** LESSEE agrees to provide property insurance on its property and hereby releases and discharges LESSOR of and from any liability for damage to the property of LESSEE while on the leased premises.

4. **WARRANTIES:** There are no warranties by LESSOR, and LESSEE, in executing this lease, is relying upon its own judgment, information, and inspection of the property.

5. **ALTERATIONS AND IMPROVEMENTS:** No alteration, additions or improvements shall be made to the structure, nor any sign placed upon the leased premises by LESSEE without first obtaining the written consent of LESSOR. All alterations, additions or improvements made by LESSEE shall be the property of LESSOR and surrendered with the premises at termination of this lease.

6. ENTRY BY LESSOR: LESSOR shall have the right to enter the leased premises at any reasonable time to examine the same and determine the maintenance and state of repair.

7. FIRE OR OTHER LOSS: If any structure shall be damaged by fire, the elements or other causes, LESSOR will cause the same to be promptly repaired and restored unless caused by the acts or negligence of LESSEE or its employees, in which case LESSEE shall promptly restore and repair the premises. If any structure is so damaged as to be unfit for use or occupancy, the rent of LESSEE shall be adjusted accordingly. If any structure is destroyed to the extent of fifty percent (50%) or more of its value, LESSOR may, at its option, terminate this lease rather than restore the premises.

8. INDEMNIFICATION: LESSEE agrees to indemnify, defend, and hold harmless LESSOR, and its officers, agents and employees, from and against any and all claims, losses, actions, or judgments for damages or injury to persons or property arising out of or in connection with the acts and/or any performances or activities of LESSEE, LESSEE's agents, employees, or representatives under this Agreement.

9. HAZARDOUS WASTE: LESSEE agrees not to store, generate, or otherwise use or bring upon the property any hazardous waste as defined by federal, state or local laws or regulations.

10. TIME OF ESSENCE AND DEFAULT: Time is of the essence of this agreement. If LESSEE defaults in any of the terms of this agreement for a period of ten (10) days after written notice of default has been sent by LESSOR, then LESSOR, at its option and in addition to all other legal and equitable remedies, may declare this lease forfeited and terminated. Upon such forfeiture and termination, all rights of LESSEE under this agreement shall immediately terminate. Provided, however, that nothing herein shall be considered an election of remedies or limitation of damages.

12. ASSIGNMENT OR SUBLETTING PROHIBITED: LESSEE shall not assign this lease nor sublet the whole or any part thereof without the written consent of LESSOR.

13. USE OF PROPERTY: LESSEE will use the property for the purpose of Sunday Services and shall at all times comply with all laws, regulations and ordinances. The LESSEE'S use of the property shall not be changed without the consent of LESSOR. Other fees will be charged if necessary for Custodial Services (\$35.00/hour), Opening fee of (\$25.00 per occurrence), or Closing fee of (\$25.00 per occurrence).

14. ENTIRE AGREEMENT: This is the entire agreement of the parties and can only be modified or amended in writing by the parties, which includes the provisions in Attachment B.

15. ATTORNEY FEES: If action is brought to enforce the terms or provisions of this lease, or to enforce forfeiture for default, or to collect damages for breach, the prevailing party in such action shall be entitled to recover from the losing party reasonable attorney fees together with costs authorized by law. In addition, LESSEE agrees to pay the sum of \$50.00 for costs and attorney fees for each notice of default served upon LESSEE by LESSOR.

16. SERVICE OF NOTICES: Any notice may be served upon LESSOR by certified mail to LESSOR at P.O. Box 39, Rathdrum, Idaho 83858, and any notice may be served upon LESSEE by certified mail to LESSEE at 15095 N. McCartney Street (PO Box 538), Rathdrum, ID 83858. Service of a notice by certified mail shall be deemed complete upon the date of the postmark by certified mail. Either party may change the address for services of notice by written notice to the other party.

DATED this **14<sup>th</sup> Day of January, 2016**

LESSOR: **Lakeland Jt. School District**

LESSEE: **Calvary Christian Fellowship**

By \_\_\_\_\_

By \_\_\_\_\_

*(Superintendent)*

*(Cory Kirkham, Pastor)*

ATTEST:

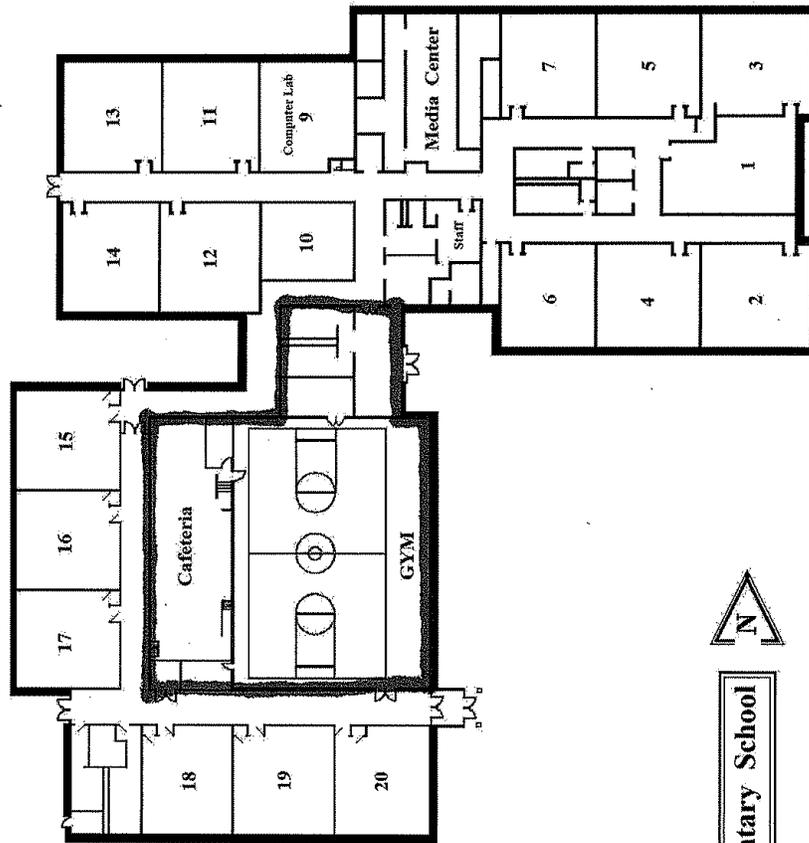
WITNESS:

\_\_\_\_\_

\_\_\_\_\_

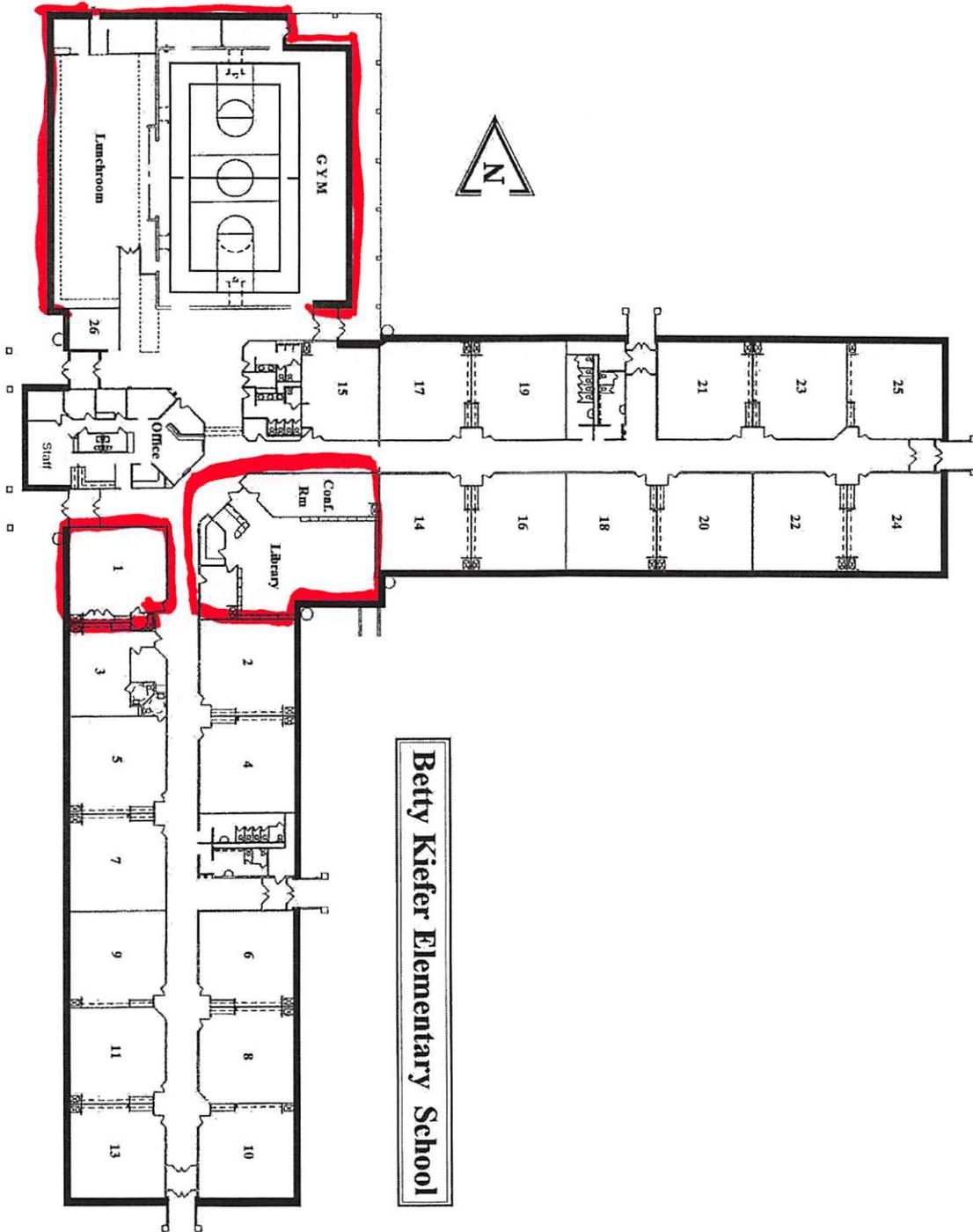
*(Lakeland Joint School District #272)*

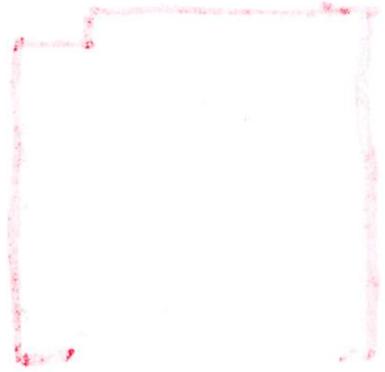
*(Signature of Witness)*



Spirit Lake Elementary School

Attachment 'A'







LAKELAND JOINT SCHOOL DISTRICT #272

15506 N. Washington Street P.O. Box 39

Rathdrum, Idaho 83858

Phone: 208.687.0431

Web: lakeland272.org

ATTACHMENT 'B'  
REQUIREMENTS FOR USE OF  
LAKELAND JOINT SCHOOL DISTRICT NO. 272 FACILITIES  
BY CALVARY RATHDRUM

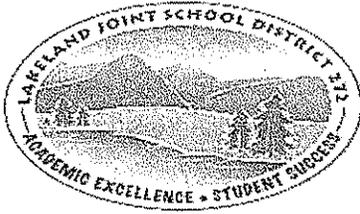
1. \_\_\_ Appropriate application form must be completed by the applicant and supplied to the Central Office.
2. \_\_\_ The applicant must agree to provide liability and casualty insurance in an amount of not less than \$1,000,000.00 naming the School District as additional insured insuring against injury to any person or the District's property during the term of use.
3. \_\_\_ The applicant must pay any applicable use fees; as such fees are assessed against any entity or person desiring similar use.
4. \_\_\_ The applicant must agree that the use will be limited to nine months from the grant of the use and will terminate thereafter.
5. \_\_\_ The applicant must agree to reimburse the District for any damages sustained to the physical facility of the District not otherwise covered by insurance.
6. \_\_\_ The time of use must be defined from its commencement time to its ending time on each Sunday.
7. \_\_\_ The applicant must agree to move its service time in the event there is a school activity scheduled for the use of the facility.
8. \_\_\_ You must come to terms of exactly what space may be used in the school facility and define it with a diagram as well as parking.
9. \_\_\_ The applicant must agree to contract for snow removal and sanding services. Parking lot and sidewalks must be plowed and sanded if the snow level exceeds two (2) inches.
  - An on-site review must be conducted no later than Friday, January 28, 2016 with Lakeland Maintenance Supervisor and Calvary Rathdrum to determine desired plowing pattern and snow storage requirements.
10. \_\_\_ The applicant will follow all safety procedures as directed by the building principal and head custodian, including opening and closing building and the issuing of a door and light key.
11. \_\_\_ In the event a third party lawsuit against the District for a violation of separation of church and state is initiated, the church will abide by any preliminary injunction that may issue from a court of competent jurisdiction.

**Amendment to the Agenda**

Adding Action Item #6

Approve/deny RFP for Fiber Area Network and bid opening date of February 16, 2016 at 1:00 p.m. at the Lakeland Joint School District Office





*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*

## **Approval to go to Bid**

### **Re: Fiber Wide Area Network (WAN)**

### **Dark or lit fiber optic network services beginning on July 1, 2016**

#### **Introduction**

The Lakeland Joint School District is requesting proposals for service to provide a high speed Wide Area Network (WAN) solution that will ensure reliable and secure transmission of data, video, voice, etc. The Lakeland District is seeking dark or lit fiber optic network services that will connect all school locations to their network core located at Lakeland Junior High School in Rathdrum Idaho. All quantities are approximate. The service provider will handoff a minimum of 1Gbps Fiber connection between the Lakeland Technology office at Lakeland Jr High School and each other school location. The contract derived from this RFP will be entirely contingent upon full funding from the federal E-Rate program-SLD (Schools and Libraries Division) and the Lakeland Jt. School District; and may or may not be undertaken at the sole discretion of the District. In addition, the district will require the awarded service provider be a participating E-Rate service provider and maintain a valid SPIN (Service Provider Identification Number). Bidders shall include a 3 year, 5 year, and 10 year cost option.

#### **The proposed service shall include:**

- Fiber optic connectivity between the Lakeland Technology Office and outlying sites (described below).
- Lakeland Technology office shall have a minimum of 1 Gbps data connection to each outlying site.
- The service provider is responsible to obtain all necessary right-of-ways essential to this project.
- During the term of this contract, any changes in the routing of fiber cable due to any entity holding access restrictions to cabling pathways or routes, infrastructure changes, and/or change (pole relocation, road widening, etc.), or other changes impacting the routing of other cabling between sites, will be the sole responsibility of the service provider at no expense to the District.

- It is understood that mission critical functions of the Lakeland School District are carried out over the fiber connectivity provided. In the event of failure of connectivity to any site, the service provider must notify the Lakeland School District technology office of the service outage. Repairs shall be completed by the service provider within a reasonable time period and manner, with exception for those agreed-upon on the final negotiated contract between the Lakeland School District and the service provider.
- The Lakeland Jt. School District intends to award a multi-year contract with service beginning on July 1, 2016 with the option to extend the contract up to an additional 5 years on a year-by-year basis, if agreeable by both parties. A termination of the contract from the service provider or the district would require notification on or before December of the year from service provided, to give the district ample opportunity to participate in the E-Rate program the following funding year.
- All permitting responsibilities are borne by the successful bidder.

**Proposals should address the connectivity to the school sites listed below**

From:

**Lakeland Technology Department in Lakeland Jr High School - 15601 North Highway 41, Rathdrum Idaho 83858**

(Location of MDF)

To outlying sites:

**Athol Elementary - 6333 East Menser Ave., Athol, Idaho 83801**

**Betty Kiefer Elementary - 13898 North Schooner St., Rathdrum, Idaho 83858**

**Garwood Elementary - 17506 North Ramsey Rd., Rathdrum, Idaho 83858**

**John Brown Elementary - 15574 North Washington St., Rathdrum, Idaho 83858**

**Spirit Lake Elementary - 32605 North 5th St., Spirit Lake, Idaho 83869**

**Twin Lakes Elementary - 5326 West Rice Rd., Rathdrum, Idaho 83858**

**Lakeland High School - 7006 West Hwy 53, Rathdrum, Idaho 83858**

**Timberlake High School - 5303 West Hwy 54, Spirit Lake, Idaho 83869**

**Mountain Alternative High School - 7802 West Main St., Rathdrum, Idaho 83858**

**Timberlake Jr High School - 5830 West Blackwell Blvd., Spirit Lake, Idaho 83869**

### **Contract Requirements**

- The Lakeland Jt. School District wishes to take advantage of E-Rate funding discounts. Lakeland School District is compliant with NCLB and CIPA requirements.
- Proposal must clearly identify costs associated in items / services that are not eligible for E-Rate discount.
- The Lakeland Jt. School District expects each service provider to make themselves thoroughly familiar with any rules or regulations regarding the E-Rate program.
- The Lakeland Jt. School District does not discriminate in educational programs, activities or employment on the basis of race, color, national origin, sex, age, religion or disability.
- Proposals on this contract must comply with all applicable requirements pertaining to fair labor, workers compensation, state, and local laws and regulations. All service providers will be responsible for procuring the discounted amount from the SLD.
- All providers must meet with the District IT Director to provide a diagram showing proposed fiber configurations and to discuss the explanation of services after bid opening.
- The central hub/MDF for the fiber optic network, located at the Lakeland Technology department, is the termination point for all circuits. Each of the circuits to our sites should terminate in a patch panel, to be provided by the service provider, mounted in a rack designated by the IT Director or their designee. If in the event of additions, relocation, or removal of sites within the district, parties agree to renegotiate termination point for all circuits, including termination in a patch panel provided by the service provider, mounted in a rack designated by the IT Director or their designee.
- The Class of Service (CoS) must be the highest real time priority available. Each circuit to a site should be point-to-point. The fiber that is handed off to the district needs to be compatible with the current GBICS (Gigabit Interface Converter) in production.
- Service provider must provide all service and support for repairs of the fiber connectivity and for maintenance of the end-point terminations.

- The Lakeland Jt. School District reserves the right to deny any or all proposals associated with this RFP, even with approved SLD funding. The district reserves the right to accept the pricing proposal solely dependent upon SLD approval.
- Contract Term Modification: The Lakeland Jt. School District will reserve the right to extend or abbreviate the contract period if such extension or abbreviation is necessary to make the Contract Term coincide with an E-Rate “program year” or an extended service end date for an E-Rate program year, pursuant to a “service delivery deadline extension,” as those terms are defined by the Federal Communications Commission (FCC) and/or the Universal Service Administrative Company (USAC).

### **Review of Proposal and Awards**

The USAC-SLS Guidelines, available at <http://www.usac.org>, make it clear that applicants must use “an open and fair competitive bidding process; in order to qualify for E-Rate funding. Sealed proposals must be received no later than 1:00pm/PST on February 15, 2016. Please indicate on the sealed bid envelope, “WAN Service Proposal”.

### **Proposals must be delivered to:**

Lakeland Jt. School District  
Attn: David McDowell Director of Business and Operations  
P.O. Box 39 / 15506 N. Washington Street  
Rathdrum, Idaho 83858

The Lakeland Jt. School District will evaluate proposals and select a provider or choose to reject all proposals. If a provider is selected, the School Board will be asked to approve the successful service provider and commence negotiating a contract that adheres to all Idaho laws at their next scheduled meeting.

### **Proposal Evaluation**

The contract will be made with the provider whose proposal is determined to be in the most cost effective and in the overall best interest of the Lakeland Jt. School District. Proposals will be evaluated, first, as responsive or non-responsive to the RFP’s specifications. Second, the proposals will be evaluated based on the information presented in the proposal and on additional information obtained during the evaluation process. Successful proposals will be evaluated with the evaluation criteria. The evaluation criteria and their respective weights are as follows:

- Price of eligible products/services (40%)
- Other price factors including ineligible products/services (15%)
- Local Access, prior experience, and personal qualifications (15%)
- Specifications satisfied/understanding of District needs and requirements (30%)

### **Schedule of Events:**

January 15, 2016: RFP released to bidders February 15, 2016: 1:00pm/PST deadline for submissions and bid opening. All proposals must be received by the deadline or they will be considered non-responsive.



RECEIVED DEC 21 2015

**DODSON & RAEON LAW OFFICES**  
ASSOCIATES IN THE PRACTICE OF LAW

Charles M. Dodson, Attorney, ISB #2134  
(208) 664-1577  
James A. Raeon, Attorney, ISB #2075  
(208) 765-5875

Eastlake Professional Suites  
1424 Sherman Avenue  
Suite 300  
Coeur d'Alene ID 83814  
Facsimile (208) 666-9211

December 18, 2015

Superintendent Brad Murray  
LAKELAND SCHOOL DISTRICT #272  
PO Box 39  
Rathdrum, ID 83858-0039

RE: Charles Dodson retirement

Dear Brad:

In recent months I have mentioned to each of my Districts that I have been facing some health issues and I may have talked to you regarding the same.

I am closing my office at the end of the year and had hoped to continue to represent only my Districts but it now occurs to me that I am not as readily available to you as I have been in the past. In all fairness to you and your staff, I must reconsider and put my Districts in good hands.

I have, today, spoke with Amy White of the Firm of Anderson, Julian & Hull, regarding their availability and desire to represent MY Districts. You may have, on occasion, already used that Firm and it may just be an easy transition and I will keep your files available to them. If you have an Attorney that you would prefer, I am happy to work with any attorney of your choice .

To that end, it has been my pleasure to serve you and your staff these past 10 to 30 + years. I was fortunate enough to begin working in the area of education law a few years into my practice and as you know, it has been my expertise and enjoyment. I will certainly miss serving you but am moving on to my next expertise, Grandpa to five wonderful children.

Thank you for this opportunity to be of service to you and your staff.

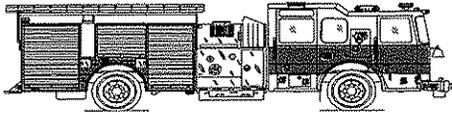
Sincerely,



Charlie

# Northern Lakes Fire Protection District

Proudly serving the areas of and surrounding Hayden and Rathdrum



Hayden Area (208) 772-5711 • Fax: (208) 772-3044  
Rathdrum Area (208) 687-1815 • (208) 687-2088  
[www.northernlakesfire.com](http://www.northernlakesfire.com)

November 30, 2015

Lakeland Joint School District #272  
Superintendent Brad Murray  
PO Box 39  
Rathdrum ID 83858

RECEIVED DEC 03 2015

Dear Mr. Murray,

The Northern Lakes Fire District is holding its 3<sup>rd</sup> Annual Awards Banquet on Saturday evening, January 16<sup>th</sup>, to recognize members for outstanding achievements, as well as celebrate our organization and its mission. The District will also present a Community Partnership Award to an organization, business, group or individual who has demonstrated exceptional support for the District over the last year.

I am pleased to announce that Lakeland Joint School District will be recognized as our community partner for its support, not just over the last year but for many years, of the following events:

- Coordinating and participating in the annual Mock Crash at Lakeland High School for graduating seniors to reduce or stop deaths related to students driving under the influence or while texting;
- Allowing the Fire District to hold mass decontamination drills each year on school grounds with the participation of your students and staff;
- Scheduling annual fire prevention presentations by the Fire District at every LJSD elementary school; and,
- Having a Maintenance Department that fully cooperates in ensuring all LJSD buildings meet current fire code with an attitude that the safety of anyone entering their buildings (students, staff, parents or public) is their first priority.

If possible, we would like to make special recognition of both your support and of Conrad Underdahl, Principal of Lakeland Senior High School. Enclosed is an invitation to the Awards Banquet with specific times, location and RSVP information. Due to limited seating, we cordially request that attendance be limited to a total of four guests.

I would like to personally express my appreciation for the Lakeland Joint School District's support of Northern Lakes Fire District over the years and my sincere hope that this partnership continues for many more to come.

Respectfully,

A handwritten signature in black ink, appearing to read "Dean S. Marcus". The signature is stylized and cursive.

Dean S. Marcus  
Fire Chief

# LAKELAND JOINT SCHOOL DISTRICT #272

## Discipline Report

School \_\_\_\_\_ Garwood  
 Month/Year \_\_ Dec 2015

Grade	TOBACCO			ALCOHOL			DRUGS			CONDUCT							ACTION TAKEN			
	D	P	U	D	P	U	D	P	U	FTG	INS	HAR	BULL	VAN	WPN	PRO	TRU	ISS	OSS	EXP
K																				
1																				
2																				
3											1							0.5		
4																				
5											1							0.5		
6																				
7																				
8																				
9																				
10																				
11																				
12																				
TOTAL	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0	1	0	0

ADMINISTRATOR'S SIGNATURE \_\_\_\_\_ BJ DeAustin

**KEY:** D=Distribution  
 P=Possession  
 U=Under the Influence/Use

FTG= Fighting  
 INS= Insubordination  
 HAR= Harrassment  
 BULL=Bullying  
 VAN= Vandalism  
 WPN=Weapon  
 PRO= Profanity  
 TRU= Truancy

ISS= In School Suspension  
 OSS=Out of School Suspension  
 EXP=Expulsion

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





LAKELAND JOINT SCHOOL DISTRICT #272

Discipline Report

School Betty Kiefer Elementary

Month/Year December 15

RECEIVED JAN 05 2016

Grade	TOBACCO			ALCOHOL			DRUGS			BEH	FTG	INS	HAR	CONDUCT			TRU	PRO	ACTION TAKEN		
	D	P	U	D	P	U	D	P	U					BULL	VAN	WPN			ISS	OSS	EXP
K																					
1																					
2																					
3												1							1		
4											2										
5																					
6											1									1.5	
7																					
8																					
9																					
10																					
11																					
12																					
TOTAL																					

ADMINISTRATOR'S SIGNATURE [Signature]

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

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

Betty Kiefer Elementary  
 Monthly Discipline Report  
 December 2015

RECEIVED JAN 05 2016

Month	Tobacco		Alcohol			Drugs		UD	Fight	Insub.	Harass.	Tardies	Vand	Dang. If Theft	Truancy			
	DT	PT	UT	DA	PA	UA	DD								PD	TR	TR	TR
JAN.																		
FEB.																		
MARCH																		
APRIL																		
MAY																		
JUNE																		
JULY																		
AUGUST	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SEPT.	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0
OCT.	0	0	0	0	0	0	0	0	3	0	0	0	0	0	0	0	0	0
NOV. <sup>8</sup>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
DEC. <sup>8</sup>	0	0	0	0	0	0	0	0	3	0	1	0	0	0	0	0	0	0

X *Mrs. Pusey*  
 Mrs. LYNN PUSEY  
 Principal



RECEIVED JAN 05 2016

LAKELAND JOINT SCHOOL DISTRICT #272  
Discipline Report

School THS  
Date: December 2015

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

ADMINISTRATOR'S SIGNATURE *[Signature]*

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

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

LAKELAND JOINT SCHOOL DISTRICT #272  
Discipline Report

RECEIVED JAN 07 2016

School JOHN BROWN ELEMENTARY  
Month/Year DECEMBER ~ 2015

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

ADMINISTRATOR'S SIGNATURE *[Signature]*

- KEY: D=Distribution  
P=Possession  
U=Under the Influence/Use
- BEH= Inappropriate Behavior  
FTG= Fighting  
INS= Insubordination  
HAR= Harrassment  
BULL=Bullying  
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Report incidents that involve a suspension of .5 day or more. The number of incidents should be based on the number of students involved (e.g. a fight between two students would be two incidents if both students are suspended .5 day or more). When completing the column under "Action Taken", report the number of days of suspension, not incidents (e.g. one fight might result in as many as ten days of suspension).

RECEIVED JAN 07 2016

JOHN BROWN ELEMENTARY  
 Monthly Discipline Report  
 DECEMBER ~ 2015

Month	Tobacco			Alcohol			Drugs		UD	Fight	Insub.	Harass.	Tardies	Vand	Dang. If Theft	Truancy			
	DT	PT	UT	DA	PA	UA	DD	PD								TR	TR	TR	
JAN.																			
FEB.																			
MARCH																			
APRIL																			
MAY																			
JUNE																			
JULY																			
AUGUST	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SEPT.	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0
OCT.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
NOV.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
DEC	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

*x John DeFisher*  
 Principal

LAKELAND JOINT SCHOOL DISTRICT #272																								
Discipline Report																								
School		LHS		SDFS		School Board																		
Month/Year		Dec		2015																				
TOBACCO				ALCOHOL			DRUGS			CONDUCT										ACTION TAKEN				
Grade	D	Poss/Use	D	P	U	D	P	U	BEH	FTG	INS	HAR	BULL	VAN	WPN	PRO	THF	TRU	ISS	OSS	EXP	Sat. School	Justice System	involved
K																								
1																								
2																								
3																								
4																								
5																								
6																								
7																								
8																								
9	0	0	0	0	0	0	0	4	0	2	0	0	0	0	0	0	0	1	0	1	0	16	0	
10	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	1	1	2	0	2	0	
11	0	0	0	0	0	0	1	4	0	0	0	0	0	0	0	0	0	0	1	0	0	2	0	
12	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	
Total	0	0	0	0	0	0	1	9	0	3	1	0	0	0	0	0	0	2	2	3	0	21	0	

ADMINISTRATOR'S SIGNATURE \_\_\_\_\_

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

Report incidents that involve a suspension of .5 day or more. The number of incidents should be based on the number of students involved (e.g. a fight between two students would be two incidents if both students are suspended .5 day or more).

When completing the column under "Action Taken", report the number of days of suspension, not incidents (e.g. one fight might result in as many as ten days of suspension).

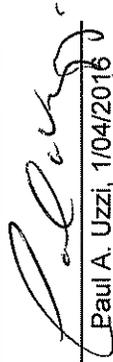
LAKELAND JOINT SCHOOL DISTRICT #272  
Discipline Report

RECEIVED JAN 04 2016

School: MOUNTAIN VIEW ALT HIGH SCHOOL  
Month/Year: DECEMBER 2015

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

ADMINISTRATOR'S SIGNATURE

  
Paul A. Uzzi, 1/04/2016

KEY: D=Distribution  
P=Possession  
U=Under the Influence/Use

BEH= Inappropriate Behavior  
FTG= Fighting  
INS= Insubordination  
HAR= Harrassment  
BULL=Bullying  
VAN= Vandalism  
WPN=Weapon  
PRO= Profanity  
TRU= Truancy

ISS= In School Suspension  
OSS=Out of School Suspension  
EXP=Expulsion

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

LAKELAND JOINT SCHOOL DISTRICT #272  
Discipline Report

RECEIVED JAN 07 2016

School \_\_\_\_\_ TJHS  
Date: December, 2015

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

ADMINISTRATOR'S SIGNATURE \_\_\_\_\_

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

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

# LAKELAND JOINT SCHOOL DISTRICT #272 Discipline Report

School Twin Lakes Elementary  
 Month/Year Dec 2016

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

ADMINISTRATOR'S SIGNATURE *J. Atty. Harrison*

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

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

# LAKELAND JOINT SCHOOL DISTRICT #272

## Discipline Report

School\_ Spirit Lake Elementary  
 Month/Year November 2015

Grade	TOBACCO			ALCOHOL			DRUGS			CONDUCT							ACTION TAKEN			
	D	P	U	D	P	U	D	P	U	FTG	INS	HAR	BULL	VAN	WPN	PRO	TRU	ISS	OSS	EXP
K																				
1																				
2																				
3																				
4																				
5										0.5	2									
6																				
7																				
8																				
9																				
10																				
11																				
12																				
TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

ADMINISTRATOR'S SIGNATURE Kristine Y Mitchell

**KEY:** D=Distribution  
 P=Possession  
 U=Under the Influence/Use

FTG= Fighting  
 INS= Insubordination  
 HAR= Harrassment  
 BULL=Bullying  
 VAN= Vandalism  
 WPN=Weapon  
 PRO= Profanity  
 TRU= Truancy

ISS= In School Suspension  
 OSS=Out of School Suspension  
 EXP=Expulsion

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