

# LPOSD #84, Board of Trustees

Tuesday, September 13, 2022 5:00 PM

Ponderay Events Center, 401 Bonner Mall Way, Ponderay, ID 83852

## I. CALL MEETING TO ORDER

## II. OPEN SESSION

Pledge of Allegiance

## III. APPROVAL OF AGENDA (Action Item)

## IV. PUBLIC COMMENT

Anyone wishing to speak may sign up on the roster prior to the beginning of the meeting.

## V. ADMINISTRATION

V.A. Superintendent Report from Superintendent Dr. Becky Meyer

V.B. Home School Academy Introduction and Overview-  
Director of Teaching and Learning Andra Murray  
and HSA Program Coordinator Alissa McGonigal

## VI. BOARD

VI.A. 1st Reading of Policy

VI.A.1. 2340 Controversial Issues and Academic Freedom

VI.A.2. 3010 Open Enrollment

VI.A.3. 3345 Use of Restraint, Seclusion, and Aversive Techniques for Students

## VII. CONSENT AGENDA-ACTION ITEMS:

VII.A. Human Resources Report

VII.B. Payment of Bills

## VIII. BOARD-ACTION ITEMS:

VIII.A. CIP (Continuous Improvement Plans) -  
Superintendent Dr. Becky Meyer

VIII.B. City of Ponderay Easement Proposal-  
Planning Director and Project Manager Kayleigh Miller

VIII.C. Calendar Changes for 2022-23-  
Superintendent Dr. Becky Meyer

VIII.D. 2nd Reading of Board Policy

VIII.D.1. 1200 Annual Organization Meeting

VIII.D.2. 4210P Community Use of School Facilities

VIII.D.3. 4330 Spectator Conduct and Sportsmanship  
for Athletic and Co-Curricular Events

VIII.D.4. 4330P- Procedure Spectator Conduct and  
Sportsmanship for Athletic and Co-Curricular  
Events

IX. ANNOUNCEMENTS

X. EXECUTIVE SESSION (Action Item):

**Executive Session as provided for in Idaho Code, Title 74, Section 206, Subsection 1 (b) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement.**

X.A. Legal Matter

X.B. Personnel Matter

XI. ADJOURN (Action Item)



# **SUPERINTENDENT REPORT**

**SEPTEMBER 2022**

*Dr. Becky Meyer*

# 2022-23 SUPERINTENDENT TRANSITION P OF A

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- ❖ Build a strong working relationship with the Board, administrators, staff, parents, and community members.
- ❖ Gather input from all stakeholders through formal and informal methods to:
  - ❖ become more familiar with the people, programs, and community culture and
  - ❖ utilize input to formulate the first iteration of a new LPOSD Strategic Plan.
- ❖ Create and engage stakeholders in a District Safety Task Force.
- ❖ Conduct a thorough review of multiple measures of student performance data to assess unfinished learning and provide instructional support, as identified.
- ❖ Develop and follow a comprehensive and collaborative communication strategy.

# LPOSD STRATEGIC PLAN DEVELOPMENT PROCESS

- ❖ **Gather stakeholder input September & October 2022 via Community Input Forums, Staff meetings, parent and community surveys**
  - ❖ **Monday, September 19 = Sandpoint Middle School**
  - ❖ **Tuesday, September 20 = Clark Fork Junior-Senior High School**
  - ❖ **Wednesday, September 21 = Sagle Elementary School**
- ❖ Conduct funneling exercise to synthesize and prioritize input
- ❖ First draft submitted to Board for review at December 2022 Board meeting
- ❖ Share out with stakeholders for further refinement
- ❖ Final draft submitted to Board for review at March 2023 Board meeting
- ❖ Board adopts LPOSD 5-year Strategic Plan at April 2023 Board meeting



LPOSD  
COMMUNITY  
INPUT  
FORUMS



SEPT 19 @  
SANDPOINT  
MIDDLE SCHOOL

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SEPT 20 @  
CLARKFORK  
JR/SR HIGH

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SEPT 21 @ SAGLE  
ELEMENTARY

*From 5:30-7pm*

# **District Safety Task Force Board Update**

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# Immediate

# Priorities

# Recommended Before School Starts

- Lock Boxes for Law Enforcement
- Mandatory front entry doors SECURED
- Interior doors LOCKED/propped
- Raptor system = required visitor check-in
- Required Staff Badges/Important #s
- Peepholes in classroom doors
- State funded/supervised See-Tell-Now  
Anonymous Reporting Hotline
- Standardized Exterior Window Room #'s
- Crisis Response System Protocol - staff  
training (incl. Move-Secure-Defend) and  
parent notification (incl. Evac sites)
- Standardized Monthly Emergency Drills
- Behavioral Threat Assessment protocol &  
Mental Health awareness - staff training
- Apply for Grant funding

# COMPREHENSIVE & COLLABORATIVE COMMUNICATION

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*Staff*

- > **Input Forums**
- > **Surveys**
- > **Think Tank**
- > **CDI team**

*Community*

# FIRST WEEK ENROLLMENT

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	Tues 9/6	Wed 9/7	Thur 9/8	Fri 9/9
<i>Elementary</i>	1877	1895	1893	1890
<i>Secondary</i>	1766	1804	1818	1820
<i>Homeschool Academy</i>	90	81	81	81
<b>TOTAL</b>	<b>3733</b>	<b>3780</b>	<b>3792</b>	<b>3791</b>

# JUNE 2022 ENROLLMENT

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	6/3/22	9/9/22	Difference
TOTAL	3811	3791	<20>



# OPEN ENROLLMENT BOARD POLICY 3010

**Updated: Procedures &  
Open Enrollment Application**

# ANNUAL REPORT

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- ❖ Open Enrollments Accepted/Denied by School
- ❖ Reasons for Denial
- ❖ Unanticipated Results of this Policy

# OPEN ENROLLMENT TOTALS

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	Approved	Denied	Denied Applications In District	Denied Out of District Applications
TOTAL	242	50	40	10

# OPEN ENROLLMENT REPORT

	Approved	Denied
CF	11	1
Hope	0	0
NSE	11	11
KT	38	19
LPO	1	0
FS	61	3
SMS	7	0
SHS	13	0
WA	59	13
Sagle	28	1
SSE	8	2
HSA	5	0
<b>TOTAL</b>	<b>242</b>	<b>50</b>

# ANNUAL REPORT

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## ❖ Reasons for Denial

- ❖ Overall District Student Enrollment
- ❖ Balancing Class Sizes
- ❖ Taxpayer Locality
- ❖ Grandfathered returning unless additional resources or class sizes

# ANNUAL REPORT

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- ❖ Unanticipated Results of this Policy
  - ❖ Lack of notice to families
  - ❖ Moving staff
  - ❖ Class size disparity

# DISTRICTS W/ CLOSED BORDERS

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- ❖ CdA
- ❖ Post Falls
- ❖ Lakeland
- ❖ St. Maries



# OPEN ENROLLMENT BOARD POLICY 3010

Policy Revisions Recommended



# OPEN ENROLLMENT BOARD POLICY 3010

**Updated: Procedures &  
Open Enrollment Application**

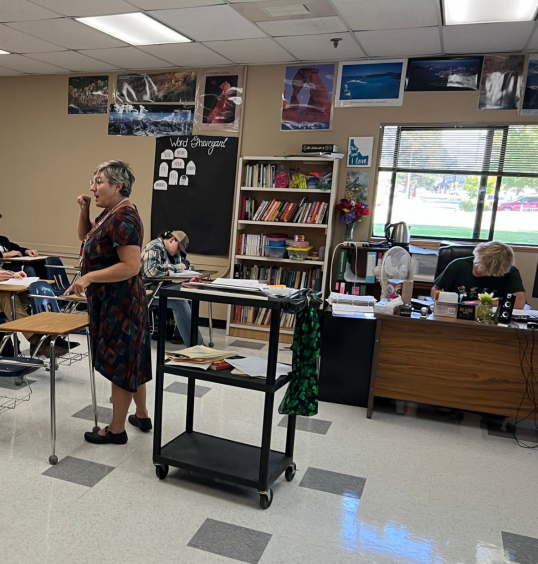
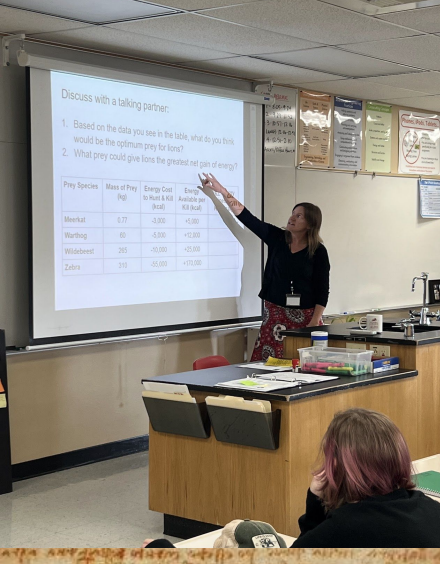
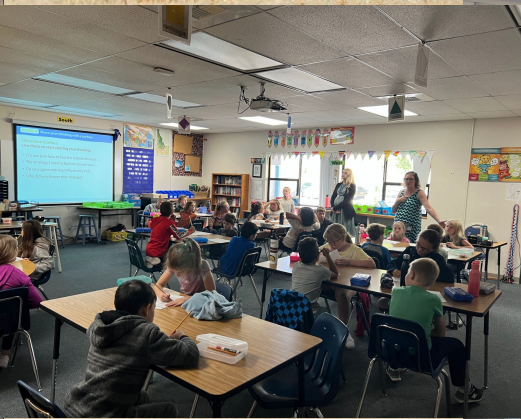
# FIRST WEEK MAGIC

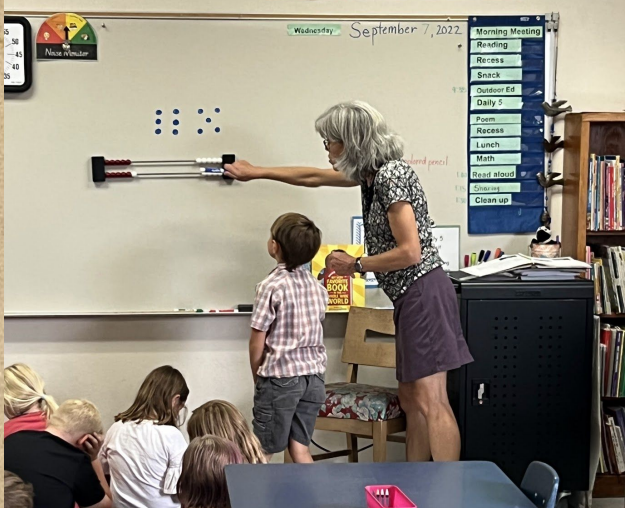


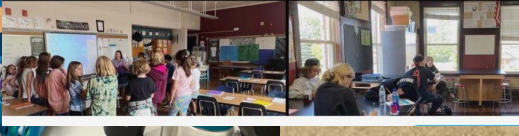
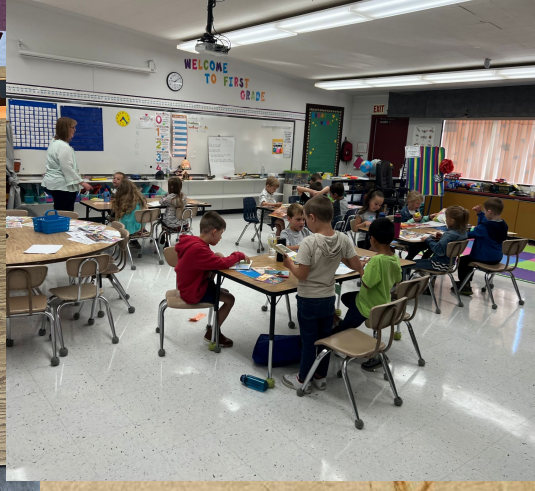
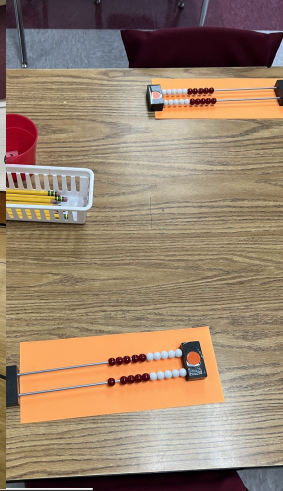


Every **CHILD** is a story yet to be told









# THANK YOU

## *Questions?*

*Dr. Meyer, Superintendent*

[becky.meyer@lposd.org](mailto:becky.meyer@lposd.org)

# THE MCGONIGAL FAMILY



# THE HOMESCHOOL ACADEMY



- A part-time, enrichment based program serving homeschool children ages 6-14.
- 7th year of operation
- 84 students currently enrolled
- **Fall course offerings:** Horticulture, Botany, Knitting, Mad Scientist, Forest Fridays, Percussion & Voice, Musical Theater, Costumes Set & Design, Voice, Martial Arts, 3-D Art, Adventure Seekers Book Club, Critical Thinkers
- We also partner with multiple community organizations

# STUDENTS IN ACTION



### **Controversial Issues and Academic Freedom**

The District shall offer courses of study which will afford learning experiences appropriate to the level of student understanding. The instructional program shall respect the right of student to face issues, to have free access to information, to study under teachers in situations free from prejudice, and to form, hold, and express their own opinions without personal prejudice or discrimination.

The District affirms that the District, including its employees and students, are to respect the dignity of others and acknowledges the rights of others to express differing opinions and foster and defend intellectual honesty, freedom of inquiry, and instruction as well as speech and association rights appropriate for the educational setting.

The Board recognizes the need for teachers to have the freedom to discuss and teach subjects and issues which may be controversial. Such subjects and issues may include but not necessarily be limited to (1) politics, (2) science, (3) health and sex education and (4) values and ethics.

Teachers shall guide discussions and procedures with thoroughness and objectivity to acquaint students with the need to recognize opposing viewpoints, importance of fact, value of good judgment, and the virtue of respect for conflicting opinions.

The Board encourages and supports the concept of academic freedom, recognizing it as a necessary condition to aid in maintaining an environment conducive to learning and the free exchange of ideas and information.

The Board also believes that academic freedom carries with it a responsibility that is shaped by the basic ideals, goals and institutions of the local community. These standards are expressed via the goals and objectives of the adopted curriculum, by the adopted textbooks, by school board policy, and by the District's mission statement.

In the study or discussion of controversial issues or materials, however, the Board directs the teaching staff to take into account the following criteria:

1. Relative maturity of students;
2. District philosophy of education;
3. Community standards, morals and values;
4. The necessity for a balanced presentation; and
5. The necessity to seek prior administrative counsel and guidance in such matters.

As a consequence of its responsibility to guarantee academic freedom to both students and teachers, the Board expects that:

1. All classroom studies will be curriculum-related, objective, and impartial;
2. Teachers will create and maintain an atmosphere of open-mindedness and tolerance, and recognize that no one idea or viewpoint should necessarily prevail;



Policy History:

Adopted on: October 27, 2009

Revised on: ~~February 8, 2022~~

### **Open Enrollment by Students Who Reside Within and Outside the District**

The Board of Trustees recognizes that some of its patrons may want to enroll their children in a different school than the school that serves the attendance area in which they reside. ~~The Board also recognizes that some out-of-District parents/guardians may want to send their child to a District school.~~ Therefore, this policy is adopted to allow ~~all in-District and out-of-District patrons~~ families to submit an Out of Zone Open Enrollment application to attend one of the other ~~choose among this District's schools under specified conditions.~~ In making a decision on a student's open enrollment application, the Board of Trustees or designee shall consider the needs of the student requesting the transfer as well as the other students affected by the transfer. ~~A student currently under suspension or expulsion in this District may be eligible for open enrollment under this policy. A student currently under suspension or expulsion in another district is not eligible for open enrollment under this policy.~~ Out of District Open Enrollment applications may be submitted to the District Office for review and will be considered on a case-by-case basis, contingent upon the District's student enrollment.

Due process for all students remains the same regardless of what school they attend within the District and regardless of where the student resides once accepted under the open enrollment policy.

#### Transportation

Parents/guardians of a student accepted under this open enrollment policy will be responsible for transporting the accepted student. If bus space is available, then students accepted under the open enrollment policy may be transported from an appropriate, established bus stop within District boundaries.

#### Sports

Eligibility rules for participating in extracurricular activities shall apply to students who request to attend a different school as described in this policy and any related procedures.

It is recommended that a student who is considering submitting an open enrollment application to this District, and who anticipates participating in a sport governed by the Idaho High School Activities Association (IHSAA) review IHSAA rules prior to submitting their open enrollment application. Certain school transfers could lead to a student being ineligible to play at the varsity level for one year.

#### Application/Approval Process

An open enrollment application must be submitted annually for admission to a specific school.

The Superintendent shall establish a procedure for:

1. The method of determining which students are chosen when classroom space is limited;
2. Notifying parents of the action taken on the open enrollment application;
3. The factors which may cause an open enrollment application to be denied; and
4. The process for removing a student from a transfer school, including the grounds for removal, parent notification, and the appeal process.

Students who reside in the District and move out of their school attendance zone during the school year must initiate an Open Enrollment request to stay in their school.

The Superintendent may deny an open enrollment request when such enrollment would negatively impact the efficient use of the District resources.

#### Revocation of a Transfer

Transfer students are required to comply with all District policies. Unacceptable behaviors by a transfer student, ~~or~~ false or misleading information on their open enrollment application, **lack of academic progress, or poor attendance** are grounds for the District to remove a transfer student at any time. If a student's open enrollment transfer is revoked, the parent/guardian may request an administrative review by the Superintendent. The Board may review the Superintendent's decision.

#### Student Rights and Responsibilities

All student's rights and responsibilities remain the same regardless of what school they attend within the District and regardless of where the student resides once accepted under the open enrollment policy.

#### Preventing or Recruiting Potential Open Enrollment Students

Neither the District nor its employees will take action to prohibit or prevent application by a student to attend school in another school district or to attend another school within the District. In no event is the District, or an employee of the District to recruit students outside of their attendance area. Violation of this policy may involve disciplinary action up to and including dismissal.

#### Evaluation of Policy

Annually, the Superintendent shall report to the Board the effect of this policy. His or her report should include the number of open enrollment requests accepted or denied by each school, the reasons for denial, and any unanticipated results of this policy.

STUDENTS

Legal Reference:	I.C. §33-512	Governance of Schools
	I.C. §33-1401	Transfer of Pupils - Definitions
	I.C. §33-1402	Enrollment Options
	I.C. §33-1404	Districts to Receive Pupils
	I.C. §33-2001	Education of Exceptional Children - Definitions

Policy History:

Adopted on: July 28, 2020



# Lake Pend Oreille School District #84

901 Triangle Drive, Ponderay, Idaho 83852  
Main: (208) 263-2184 /Fax: (208) 263-5053  
Website: [www.lposd.org](http://www.lposd.org)

## OPEN ENROLLMENT APPLICATION

### Procedures:

- Open Enrollment applicants will be considered when classroom space is available in the proposed receiving school and classrooms, schools, or the overall district will not be negatively impacted by approval of the application.
- Priority will be given to:
  - a) District employees' students
  - b) returning students to the receiving school who have met attendance and behavioral requirements and made academic progress
  - c) students with siblings at proposed receiving school or at a school within the District
  - d) students whose enrollment would not negatively impact the efficient use of the District resources.
- Parents/guardians will receive notification of approval or denial of the Open Enrollment application by Friday of the first week of school in the fall. Notification will be attempted by phone/voicemail and through written notification by email.
- Open Enrollment applications will be denied if false or misleading information is provided in the application, the applicant has violated his/her Open Enrollment Contract, or classrooms, schools, or the overall district or the efficient use of its resources would be negatively impacted by approval of the application.
- Transfer students may be removed from the receiving school at any time because of unacceptable behavior, false or misleading information on the Open Enrollment Application, lack of academic progress, or poor attendance. The Principal or designee shall inform and meet with the parent/guardian and student regarding behavior that jeopardizes the student's status at the receiving school. If improvements are not noted, the student's Open Enrollment will be revoked with written notification to parents/guardians.
- If a student's Open Enrollment transfer is revoked, the parent/guardian may request an administrative review by the Superintendent. The Board may review the Superintendent's decision.

**DATE \_\_\_\_\_ TIME \_\_\_\_\_ RECEIVED:**

For School Year 20\_\_\_\_ - 20\_\_\_\_  
Grade\_\_\_\_\_

Name of Resident District\_\_\_\_\_

**NOTE:** Out-of-zone and out-of-district applications need to be submitted each year.

Out of District Application In District Transfer Application **1. Name of Proposed Receiving**

**School**\_\_\_\_\_ (Some specialized programs are only offered in a limited number of schools. Contact the LPOSD district office at 263-2184 for further information.)

**Applicant Student's Name**\_\_\_\_\_

**Date of Birth**\_\_\_\_\_

**2. Assigned School**

Name of School \_\_\_\_\_

Address of School \_\_\_\_\_

Present Grade Level of Student \_\_\_\_\_

**3. Reason(s) for requesting attendance in this school:**

Proximity to Parent Work  Proximity to Home  Educational Program  Friends Attend  Extra-Curricular Program  Know Teacher or Staff  Unhappy at Previous School  Boundary Changes  Other - Explain \_\_\_\_\_

**4. Special and/or unique instructional programs in which the applicant student is currently enrolled**  
(For example: vocational, foreign language, remedial, special education, gifted/talented, etc.):

**5. Special and/or unique instructional programs in which the applicant student expects to enroll in at the new school:**

**6. Extra-curricular activities in which the applicant wishes to participate:** \_\_\_\_\_

**7. Has the student ever been suspended or expelled from school?** Yes \_\_\_\_\_ No \_\_\_\_\_

**8. Has the student had a history of disciplinary infractions within the past 3 years?** Yes \_\_\_\_\_ No \_\_\_\_\_

If YES, describe the circumstances (including dates and duration) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**9. Transportation arrangements that will be made by the parent/guardian**

**10. Parent/Guardian Information:**

Name \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ Zip Code \_\_\_\_\_

Physical Address \_\_\_\_\_ City \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone Contacts: Home \_\_\_\_\_ Cell \_\_\_\_\_ Work \_\_\_\_\_

I have read the school district procedure on Open Enrollment, and hereby request that my son/daughter be permitted to attend \_\_\_\_\_ (name of proposed receiving school). I also understand that my child and I will be required to sign a contract upon enrolling, if this application is approved.

*The district reserves the right to remove a transfer student at any time because of unacceptable behavior, false or misleading information on the open enrollment application, lack of academic progress, or poor attendance.*

Parent/Guardian's Signature \_\_\_\_\_ Date \_\_\_\_\_

**Principal Signatures**

Approve  Deny Transfer \_\_\_\_\_ (Receiving School) Date \_\_\_\_\_

**Superintendent or Designee's Signature**

Approve  Deny \_\_\_\_\_ Date \_\_\_\_\_

**Within 60 days following action on the application, notification must be sent to Parents, Building Principals and Superintendent of the out-of-district applicant's school district.**

Reason for denial: \_\_\_\_\_

\_\_\_\_\_

This application form, was prepared pursuant to Section 33-1402, Idaho Code and is for use by the Lake Pend Oreille School District.

# OPEN ENROLLMENT CONTRACT

This Open Enrollment Contract documents an agreement between \_\_\_\_\_,  
Student

\_\_\_\_\_ and \_\_\_\_\_ in accordance with  
Parent/Guardian Receiving School

Lake Pend Oreille School District Open Enrollment Policies and Procedures, which states the following:

*Revocation of a Transfer: The District reserves the right to remove a transfer student at any time because of unacceptable behavior, false or misleading information on the Open Enrollment Application, lack of academic progress, or poor attendance.*

*The Superintendent, Principal or designee shall inform the parent/guardian of behavior that jeopardizes the student's status at the transfer school.*

\_\_\_\_\_ will be allowed to attend \_\_\_\_\_  
Student Name School Name

based on the following expectations:

- Follow attendance and discipline policies as outlined in the Lake Pend Oreille School District Policy Manual and/or the school student handbook.
- Receive no major disciplinary violations as outlined in the Lake Pend Oreille School District Policy Manual
- Make progress toward positive academic achievement

Any violations of these expectations will require specific documentation from the principal or designee at time of administrative review.

As an open enrolled student, I understand if I do not fulfill this contract, I may be required to return to my home school. **This Open Enrollment Contract is in effect for the duration of my enrollment at this school.**

\_\_\_\_\_  
Student Signature

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

\_\_\_\_\_  
Date

**Original Contract and Open Enrollment Application will be kept on file at the District Administration Office**

## Use of Restraint, Seclusion, and Aversive Techniques for Students

### Conduct of Employees Directed Toward Students

The use by appropriately trained District personnel towards or directed at any form of restraint or seclusion as defined in this policy, is prohibited except in circumstances where proportional restraint or seclusion of a student is necessary when a student's conduct creates a reasonable belief in the perspective of a District employee, that the conduct of the student has placed the student, the employee, or any other individual in imminent danger of serious bodily harm.

The employee or any employee who is a witness to this event shall immediately seek out the assistance of the school's administration or, if such administrator is not available, a certified or classified employee with special training in seclusion and restraint, if available. Upon the arrival of such individual, the administrator or if no administrator is available, the most senior trained individual on seclusion or restraint shall take control over the situation.

Seclusion or restraint of a student shall immediately be terminated when it is decided that the student is no longer an immediate danger to him or herself or to any other third person or if it is determined that the student is exhibiting extreme distress or at such time that appropriate administrative personnel have taken custody of the child or upon such time that the parent/legal guardian of the child has retaken custody of the child.

Regardless of employee training status, no District personnel shall use any form of aversive technique against any school student.

If a situation occurs where a properly trained District employee must use acts of restraint or seclusion against a school student, the following shall occur:

1. The employee shall immediately report to their building principal, in writing, the following information:
  - A. The date the event occurred;
  - B. The circumstances leading to the event;
  - C. The student involved; and
  - D. Other witnesses or participants to the event.
2. The building principal shall notify the Superintendent's office or designee of the event, providing the Superintendent's office with a copy of the report of events.
3. The building principal shall ascertain if any of the school's video equipment captured the event on a recording. If such event was captured on recording, the principal shall take all best efforts to maintain a copy of the recording and provide such to the Superintendent's Office for the Superintendent's official records of the event.

4. The Superintendent or Designee shall ascertain the needs of the student involved in the seclusion or restraint and shall ascertain and maintain documentation as to whether or not such events were consistent with or contraindicated due to the student's psychiatric, medical, or physical condition(s).
5. The Superintendent or Designee of the Superintendent shall notify the parent or legal guardian of the subject student of the situation and the event of restraint or seclusion via telephone and provide the parent/legal guardian with the name and telephone contact information of the building principal where the parent may obtain additional information regarding the event.
6. The Superintendent or Designee of the Superintendent shall provide the parent/legal guardian of the student with notification of the event of restraint or seclusion of their student.
7. The Superintendent's office shall maintain documents as to events of restraint and seclusion and shall prepare any and all necessary reports to legal entities upon whom such reports are or may become due pursuant to State and federal regulations.

#### Training of School Personnel

As part of the training and preparation of each certificated administrator, certificated teacher, and in-building classified employee of the District, the following shall occur:

1. Training to personnel as to proper situations and events leading to student seclusion and intervention, including possible preventative alternatives to seclusion and restraint, safe physical escort, de-escalation of student crisis situations, and positive behavioral intervention techniques and supports;
2. Training of personnel in crisis/conflict management and emergency situations which may occur in the school setting, including examples and demonstrations of proper activities and techniques and trainers observing employee use of proper activities and techniques in the training setting;
3. Techniques to utilize to limit the possibility of injury to the student, the employees and any other third party in the area;
4. Information as to the school's student seclusion areas in each respective school building to which the employee is assigned;
5. Provision of the employee with a copy of this policy.

It is a goal that all new employees are trained in the area of student restraint and seclusion during their first quarter of employment. However, this may not be possible due to realities of the operation of a school district. If an employee has not yet undergone training and a situation necessitating student restraint or seclusion occurs, and another properly trained employee of the

District is present at the event, the properly trained employee shall take the lead in addressing the student crisis.

#### Designated Locations

Each school building for which students are present must have a building designated location for student seclusion.

It is the responsibility of the building's principal, or designee of the principal, to assure that the building's designated seclusion location is a safe and clean location and that such location has appropriate supervision when any student has been placed into seclusion pursuant to this policy.

Appropriate supervision shall include an adult in the seclusion location which has continuous visual observation of the secluded student.

#### Definitions

For the purpose of this policy, the following definitions shall apply:

**Restraint:** The immobilization or reduction of a student's freedom of movement for the purpose of preventing harm to students or others through chemical, manual method, physical, or mechanical device, material, or equipment.

**Seclusion:** Involuntary confinement in a room or other space during which a student is prevented from leaving or reasonably believes that he or she can leave or be prevented from leaving through manually, mechanically, or electronically locked doors that, when closed, cannot be opened from the inside; blocking or other physical interferences by staff; or coercive measures, such as the threat of restraint, sanctions, or the loss of privileges that the student would otherwise have, used for the purpose of keeping the student from leaving the area of seclusion.

#### Annual Review

On an annual basis, the Superintendent or designee shall review this policy and make a determination as to whether or not any modifications or amendments to this policy are necessary and should be proposed to the District's Board.

In conducting this annual review, such individual shall also review the reports of all events of seclusion or restraint that occurred with the District's students in the past school year. This review will include an analysis as to whether or not the District's personnel are following the terms of this policy, whether additional training activities are necessary, or if there is any weakness in the implementation of this policy that can be strengthened.

#### Policy History:

Adopted on:  
Revised on:



# Lake Pend Oreille School District #84

## Guidelines for Physical Restraint and Seclusion

### **Purpose**

The purpose of this document is to provide guidance for the use of physical restraint and seclusion in order to ensure uniformity across the Lake Pend Oreille School District and to preserve the rights and dignities of the students and staff. This document will present and describe the 15 essential principles for the district, school staff, parents, and other stakeholders to reference. At any time, staff, parents and/or stakeholders can request a meeting or documentation related to LPOSD guidelines to physical restraint and seclusion.

### **Background**

A study completed in 2009 found no Federal regulations governing the use of physical restraint and seclusion in public and private schools, and there was a wide variety of divergent State regulations. It was also determined that there were no reliable national data on when and how often restraint and seclusion were being used in schools, or on the extent of abuse resulting from the use of these practices in educational settings. As a result, in 2012 the Department of Education identified 15 principles that local school districts should consider as a framework in developing and implementing policies and procedures regarding the use of restraint and seclusion. From these 15 principles, LPOSD created district guidelines related to the use of physical restraint and seclusion.

**Physical restraint and seclusion should not occur in schools except when there is a threat of imminent danger of serious physical harm to the student or others, and occurs in a manner that protects the safety of all children and adults at school.**

### **Federal Definitions**

#### ***Physical Restraint:***

A personal restriction that immobilizes or reduces the ability of a student to move his or her own torso, arms, legs, or head freely. The term physical restraint does not include a physical escort. **Physical escort** is defined as a temporary touching or holding of the hand, wrist, arm, shoulder, or back for the purpose of inducing a student who is acting out to walk on their own with assistance to a safe location.

#### ***Mechanical Restraint:***

A mechanical restraint is the use of any device or equipment to restrict a student's freedom of movement. This term does not include devices implemented by trained school personnel, or



## Lake Pend Oreille School District #84 Guidelines for Physical Restraint and Seclusion

utilized by a student that have been prescribed by an appropriate medical or related services professional, and are used for the specific and approved purposes for which such devices were designed, such as:

- Adaptive devices or mechanical supports for positioning, balance, or alignment to allow greater freedom of mobility than would be possible without the use of such devices or mechanical supports;
- Vehicle safety restraints when used as intended during the transport of a student in a moving vehicle;
- Restraints for medical immobilization; or
- Orthopedically prescribed devices that permit a student to participate in activities without risk of harm.

### **Seclusion:**

Seclusion is the involuntary confinement of a student alone in a room or area from which the student is physically prevented from leaving. It does not include a *timeout*, which is a behavior management technique that involves the monitored separation of the student in a non-locked setting, and is implemented for the purpose of calming and reducing disruptive behaviors.

## **LPOSD Guiding Principles**

- 1. Every effort will be made to prevent the need for the use of physical restraint or seclusion.**
  - Teach replacement behaviors.
  - In cases where a student has a history of dangerous behavior for which restraint or seclusion was considered or used, a school should have a plan for:
    - Teaching and supporting more appropriate behavior; and
    - Determining positive methods to prevent behavioral escalations that have previously resulted in the use of restraint or seclusion.
  - General Education Student: MTSS building teams should:
    - Develop a Behavior Contract template for general education use;
    - Identify interventions
    - Take data (focused/defined/measurable) for an appropriate period of time (at least 4-6 weeks) before saying 'it doesn't work'.
    - A referral for SPED evaluation may be considered once adequate interventions and data have been collected.
  - Student receiving Special Education: The IEP Team will:
    - Complete a Functional Behavior Assessment (FBA).
    - Create a Behavior Intervention Plan based on the findings of the FBA.
    - Maintain progress monitoring regarding interventions and student progress.



## Lake Pend Oreille School District #84 Guidelines for Physical Restraint and Seclusion

2. **Mechanical or chemical restraints will *never* be used to restrict a student's freedom of movement or to control behavior.**
  
3. **Physical restraint or seclusion will only be used in the following situations:**
  - a. **The student's behavior poses imminent danger of serious physical harm to self or others, and**
  - b. **Other interventions are ineffective**
    - **Imminent danger** is defined by statute as "any conditions which are such that a danger exists which could reasonably be expected to cause death or serious physical harm.
    - **Serious physical harm** is defined by statute as "physical injury that creates a substantial risk of death; extreme physical pain; or that causes protracted and obvious disfigurement, or protracted loss or impairment of the function of a bodily member, mental faculty or organ."
    - Physical restraint or seclusions should not be used as a response to inappropriate behaviors such as:
      - Disrespect;
      - Noncompliance;
      - Swearing;
      - Insubordination;
      - Out of seat; or
      - Defiance.
  
4. **Policies restricting the use of restraint and seclusion will apply to all students, not just those with disabilities.**
  
5. **Any behavioral intervention must be consistent with the student's rights to be treated with dignity and to be free from abuse.**
  
6. **Physical restraint or seclusion will never be used:**
  - as a form of punishment or discipline (e.g., for out-of-seat behavior);
  - as a means of coercion or retaliation, or as a convenience for staff;
  - as a planned behavioral intervention in response to behavior that does not pose an imminent danger of serious physical harm to self or others; or
  - in a manner that endangers the child



## Lake Pend Oreille School District #84 Guidelines for Physical Restraint and Seclusion

- 7. Physical restraint or seclusion will never restrict a student's breathing or harm the student.**
- 8. Behavioral strategies will be reviewed and revised to reduce/eliminate the need for the use of restraint and seclusion. If positive behavioral strategies are not in place, staff should develop them.**
  - Teach and support more appropriate behavior, and
  - Determine positive methods to prevent behavioral escalations.
- 9. Behavioral strategies to address patterns of dangerous behavior that results in the use of physical restraint or seclusion should address the underlying cause or purpose of the dangerous behavior through a Functional Behavioral Assessment and a Behavior Intervention Plan.**
  - Contact Director of Special Education to consider the process for an FBA/BIP for a student
- 10. Teachers and other personnel should be regularly trained:**
  - Staff who have direct interaction with students should be regularly trained on the use of positive behavioral interventions and supports.
  - Designated district staff will be trained on the safe use of physical restraint and seclusion in cases involving imminent danger of serious physical harm. Designated staff are trained in Crisis Prevention Intervention (CPI). District holds quarterly trainings for those who need to be initially trained or require recertification.
- 11. Students requiring the use of physical restraint or seclusion will be carefully and continuously visually monitored to ensure the appropriateness of its use and safety of the student and others.**
  - Only school personnel who have received the required training on the use of district- approved method of physical restraint and seclusion will be engaged in this process.
- 12. Staff will document that parent/guardian are notified on the same day following each instance in which physical restraint or seclusion is used with their student.**
- 13. Each physical restraint or seclusion incident will be documented through the completion of the "LPOSD Incident Report of Physical Restraint or Seclusion" Google form.**



## Lake Pend Oreille School District #84 Guidelines for Physical Restraint and Seclusion

- 14. If an incident of physical restraint or seclusion occur, a debriefing with the school team should take place as soon as possible to consider the event, particularly if there was a possibility to avoid the physical restraint or seclusion.**
  
- 15. Policies regarding the use of physical restraint and seclusion will be reviewed and revised as necessary by the district administrators using appropriate data.**

**CERTIFICATED EMPLOYEES****v New Employee**

<b>NAME</b>	<b>SCHOOL</b>	<b>POSITION</b>	<b>FTE</b>	<b>FUND</b>	<b>STATUS</b>	<b>EFFECTIVE</b>
AYRES, JOHN	SHS	SECONDARY TEACHER	1	FEDERAL	REPLACEMENT	FY23
BELL, BRIAN	CFHS	SEC TEACHER CTE	1	GENERAL	REPLACEMENT	FY23
EVELAND, JACOB	SHS	SECONDARY TEACHER	1	LEVY	REPLACEMENT	FY23
JONES, DANIEL	CFHS	SECONDARY TEACHER	1	GENERAL	REPLACEMENT	FY23
MACDONALD, TAWNY	H S A	ENRICHMENT SPECIALIST	0.64	GENERAL	TRANSFER	FY23
MURRAY, JASON	SMS	SECONDARY TEACHER	1	GENERAL	REPLACEMENT	FY23
SCHOENING, MADISON	KT	ELEMENTARY TEACHER	1	LEVY	REPLACEMENT	FY23
SHAY, STEPHEN	NS/FS	ELEMENTARY TEACHER	1	GENERAL	REPLACEMENT	FY23
STORMS, JOHANNA	NS	ELEMENTARY TEACHER	1	FEDERAL	NEW	FY23
TYLER, TERIN	FA/ST	ELEMENTARY TEACHER	1	LEVY	REPLACEMENT	FY23
WARWICK, JEANNE	SMS	SECONDARY TEACHER	1	LEVY	REPLACEMENT	FY23

**v Returning Employee/Additional Assignment**

<b>NAME</b>	<b>SCHOOL</b>	<b>POSITION</b>	<b>FTE</b>	<b>FUND</b>	<b>STATUS</b>	<b>EFFECTIVE</b>
HEISER, ZACHARY	SMS	COACH FOOTBALL JH	0.067	LEVY	REPLACEMENT	FY23
RICHINS, RUSSELL	NS	ADDITIONAL FTE	0.22	LEVY	NEW	FY23
RICKS, LILLIAN	NS	ADDITIONAL FTE	0.13	GENERAL	NEW	FY23

**v Resignation/Retirement/Change of Status**

<b>NAME</b>	<b>SCHOOL</b>	<b>POSITION</b>	<b>FTE</b>	<b>FUND</b>	<b>STATUS</b>	<b>EFFECTIVE</b>
ARTHUN, BRIAN	CFHS	SECONDARY TEACHER	0.802	LEVY	RELEASED	9/1822
EDDY, CHRISTINA	FA/ST	ELEMENTARY TEACHER	1	LEVY	RESIGN	FY22
MURRAY, JASON	FA/ST	ELEMENTARY TEACHER	1	GENERAL	TRANSFER	FY23
ROSS, COLLEEN	SOUTHSIDE	ELEMENTARY TEACHER	0.4	GENERAL	RESIGN	FY22
SCHOENING, MADISON	SMS	SECONDARY TEACHER	1	LEVY	TRANSFER	FY23

**CLASSIFIED EMPLOYEES****v New/Returning**

<b>NAME</b>	<b>SCHOOL</b>	<b>POSITION</b>	<b>Hour/day</b>	<b>FUND</b>	<b>STATUS</b>	<b>EFFECTIVE</b>
BALCH, KELLY	SpSrv/FS	SpSrv PARAPROFESSIONAL	3.95	FEDERAL	REPLACEMENT	9/6/22
BOST, KAREN C	SpSrv/FS	SpSrv PARAPROFESSIONAL	3.95	GENERAL	REPLACEMENT	9/6/22
BROWN, ALEXANDRIA	SpSrv/FS	SpSrv PARAPROFESSIONAL	3.95	GENERAL	REPLACEMENT	9/6/22
COLLINS, SHAWNA	CNP/KT	CHILD NUTRITION ASST II	8	FEDERAL	REPLACEMENT	9/1/22
CROSSINGHAM, CHRISTIAN	SHS	PARAPRO LRNG SUCCESS	7.5	FEDERAL	NEW	9/2/22
CROSSINGHAM, KATEY	KT	PARAPRO & DUTY AIDE	3.95	GENERAL	REPLACEMENT	9/6/22
DAY, MAKALYNN	FA/ST	DUTY FREE AIDE	3.95	GENERAL	NEW	9/6/22
FOX, JULIA	KT	CCLC 21st SUPPORT STAFF	3.4	FEDERAL	REPLACEMENT	9/7/22
GOODING, EFFIE	SpSrv/KT	SpSrv PARAPRO	6	GENERAL	REPLACEMENT	9/2/22
GRANT, PATRICIA	SpSrv/FS	SpSrv PARAPRO	3.95	GENERAL	REPLACEMENT	9/6/22
GROFF, JARA	SpSrv/KT	SpSrv PARAPRO	6	GENERAL	REPLACEMENT	9/2/22
HARMAN, HALEY	SpSrv/FS	SpSrv PARAPRO	3.95	GENERAL	NEW	9/6/22
HOLMGREN, MAKENZIE	CNP/FS	CHILD NUTRITION ASST II	3.75	FEDERAL	REPLACEMENT	9/1/22
JOHANSEN, ANDRE	SpSrv/SM	SpSrv PARAPRO BIC	7	GENERAL	REPLACEMENT	9/2/22
KOENIG, MELONIE	SpSrv/FS	SpSrv PARAPROFESSIONAL	6	FEDERAL	REPLACEMENT	9/1/22

LEONARD, RYNE	TI/FS	TI & ELEM SUPP PARAPRO	6	FED/GEN	REPLACEMENT	9/2/22
McElroy, JACK	SMS	COACH FOOTBALL JH	0.0675	LEVY	REPLACEMENT	8/30/22
MOE, DAVID	TRANSP	SCHOOL BUS DRIVER	5.25	GENERAL	REPLACEMENT	9/6/22
MOE, JEAN	TRANSP	SCHOOL BUS DRIVER	4.75	GENERAL	REPLACEMENT	9/6/22
MOSELEY, RICK	KT	PARAPRO	3.95	FEDERAL	REPLACEMENT	9/6/22
NYBERG, MEADOE	SpSrv/FS	SpSrv PARAPROFESSIONAL B	6	GENERAL	REPLACEMENT	9/2/22
PEAK, ASHLEE	NS	DUTY FREE AIDE	1.25	GENERAL	REPLACEMENT	9/6/22
POWER, LAURA	NS	DUTY FREE AIDE	2.75	GENERAL	DECREASE	9/6/22
SHADEL, JANEL	NS	DUTY FREE AIDE	1.25	GENERAL	REPLACEMENT	9/6/22
STEWART, KATHI	CNP/FS	CHILD NUTRITION ASST I	3.95	FEDERAL	REPLACEMENT	9/6/22

v Additional/Change Assignment

NAME	SCHOOL	POSITION	hours/d ay	FUND	TYPE	EFFECTIVE
BILLINGS, ERIN	MT	SAGE ROUTES TO SCHOOLS	0.75	FEDERAL	REDUCED	FY23
FISHER, KENNETH	TRANSP	SCHOOL BUS FLEX DRIVER	7	GENERAL	TRANSFER	FY23
JOHANSEN, VALERIE	SMS	COACH WRESTLING COED	0.0675	LEVY	NEW	FY23
KIEBERT, LESLIE	HP	PARAPRO ELEM SUPPORT	2.7	GENERAL	REPLACEMENT	FY23
UNRUH, MAEGAN	SS/WA	SpSrv PARAPROFESSIONAL	6	FEDERAL	REPLACEMENT	FY23

v Resignations

NAME	SCHOOL	POSITION	Hours	FUND	TYPE	EFFECTIVE
ANDERSON, TONI	SpSrv/FS	SpSrv PARAPROFESSIONAL	6	FEDERAL	RESIGN	8/19/22
FELTS, ALEXIS	KT	ELMNTRY SUPP PARAPRO	3.95	FEDERAL	RESIGN	8/31/22
KOENIG, MELONIE	SpSrv/FS	SpSrv PARAPRO LIFE SKILLS	6	GENERAL	TRANSFER	8/31/22
MACDONALD, TAWNY	HOME SCL	INSTRUCTIONAL ASST	4.8	GENERAL	TRANSFER	8/29/22
MARROW, SUMMER	CCLC/FS	21st CCLC SUPPORT STAFF	3.2	FEDERAL	RESIGN	8/12/22
MEYER, DANAE	KT	PARAPRO ELEM SUPPORT	5.5	GENERAL	RESIGN	8/31/22
MURDOCK, SARA	SpSrv/KT	SpSrv PARAPROFESSIONAL	6	GENERAL	RESIGN	8/31/22
NIXON, JENNIFER	WASH	PARAPROFESSIONAL	2	GENERAL	RESIGN	8/31/22
OLSON, BRIELLE	KOOTENAI	ELMNTRY SUPP PARAPRO	3.95	FEDERAL	RESIGN	8/18/22
PAGE, ROBERT	SpSrv/CF	SpSrv PARAPROFESSIONAL	7	GENERAL	RESIGN	8/31/22
POTTHOFF, STEFANIE	TRANSP	SCHOOL BUS DRIVER	4.5	GENERAL	RESIGN	8/31/22
RICKS, LILLIAN	NS	DUTY FREE AIDE	0.5	GENERAL	RESIGN	8/31/22
SORENSEN, BRITTANY	SS	PARAPRO ELEM SUPPORT	4.7	FEDERAL	RESIGN	9/6/22
SORENSEN, BRITTANY	SS	DUTY FREE AIDE	0.9	GENERAL	RESIGN	9/6/22
STOVER, BOBBY JOE	SMS	COACH FOOTBALL JH	0.0675	LEVY	RESIGN	8/9/22
WOODBIDGE, KIM	SpSrv/SHS	SpSrv PARAPROFESSIONAL	7	GENERAL	RESIGN	8/22/22

Sent to Clerk:

9/6/2022

**Lake Pend Oreille Sch Dist No 84**

**Check Listing**

Fiscal Year: 2022-2023

**Criteria:**

Bank Account: Main Checking 01331851

From Date: 8/4/2022  
 From Check: 256149  
 From Voucher: 8042

To Date: 8/4/2022  
 To Check: 256195  
 To Voucher: 8042

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
256149	08/04/2022	ACCURATE TESTING LABS LLC	\$50.00	8042	Printed	Expense	<input type="checkbox"/>		
256150	08/04/2022	AMAZON CAPITAL SERVICES	\$7,262.21	8042	Printed	Expense	<input type="checkbox"/>		
256151	08/04/2022	BIG LEAP CREATIVE, LLC	\$3,000.00	8042	Printed	Expense	<input type="checkbox"/>		
256152	08/04/2022	BONNER COUNTY DAILY BEE	\$250.98	8042	Printed	Expense	<input type="checkbox"/>		
256153	08/04/2022	BONNER COUNTY SOLID WASTE DEP	\$108.00	8042	Printed	Expense	<input type="checkbox"/>		
256154	08/04/2022	CAPITAL ONE	\$296.96	8042	Printed	Expense	<input type="checkbox"/>		
256155	08/04/2022	CINTAS CORPORATION #606	\$123.03	8042	Printed	Expense	<input type="checkbox"/>		
256156	08/04/2022	CO-OP GAS AND SUPPLY 84402	\$27.92	8042	Printed	Expense	<input type="checkbox"/>		
256157	08/04/2022	COLUMBIA PAINT COMPANY	\$227.87	8042	Printed	Expense	<input type="checkbox"/>		
256158	08/04/2022	CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	\$78.00	8042	Printed	Expense	<input type="checkbox"/>		
256159	08/04/2022	CONSOLIDATED SUPPLY CO	\$219.39	8042	Printed	Expense	<input type="checkbox"/>		
256160	08/04/2022	DARDAN ENTERPRISES, INC	\$201,473.49	8042	Printed	Expense	<input type="checkbox"/>		
256161	08/04/2022	DEMCO INC	\$580.92	8042	Printed	Expense	<input type="checkbox"/>		
256162	08/04/2022	DRY BOX INC	\$5,900.00	8042	Printed	Expense	<input type="checkbox"/>		
256163	08/04/2022	FATBEAM LLC	\$12,303.92	8042	Printed	Expense	<input type="checkbox"/>		
256164	08/04/2022	GRAINGER INC., W.W.	\$454.70	8042	Printed	Expense	<input type="checkbox"/>		
256165	08/04/2022	GRIPTION TIRE PROS	\$25.00	8042	Printed	Expense	<input type="checkbox"/>		
256166	08/04/2022	HAPPY NUMBERS INC	\$623.50	8042	Printed	Expense	<input type="checkbox"/>		
256167	08/04/2022	HOME DEPOT # *****40623042	\$203.41	8042	Printed	Expense	<input type="checkbox"/>		
256168	08/04/2022	HORIZON	\$553.50	8042	Printed	Expense	<input type="checkbox"/>		
256169	08/04/2022	INSIGHT DISTRIBUTING INC	\$204.38	8042	Printed	Expense	<input type="checkbox"/>		
256170	08/04/2022	INTERSTATE CONCRETE & ASPHALT	\$683.62	8042	Printed	Expense	<input type="checkbox"/>		

**Lake Pend Oreille Sch Dist No 84**

**Check Listing**

Fiscal Year: 2022-2023

**Criteria:**

Bank Account: Main Checking 01331851

From Date: 8/4/2022  
 From Check: 256149  
 From Voucher: 8042

To Date: 8/4/2022  
 To Check: 256195  
 To Voucher: 8042

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
256171	08/04/2022	JOHNSON CONTROLS FIRE PROTECTION LP	\$8,874.00	8042	Printed	Expense	<input type="checkbox"/>		
256172	08/04/2022	KELLER SUPPLY CO	\$299.14	8042	Printed	Expense	<input type="checkbox"/>		
256173	08/04/2022	KOEHLER, JAMES MICHAEL	\$10.00	8042	Printed	Expense	<input type="checkbox"/>		
256174	08/04/2022	MILLERS COUNTRY STORE	\$40.00	8042	Printed	Expense	<input type="checkbox"/>		
256175	08/04/2022	NATIONAL COUNCIL TEACHERS OF MATH	\$311.31	8042	Printed	Expense	<input type="checkbox"/>		
256176	08/04/2022	NORTH 40 OUTFITTERS	\$214.90	8042	Printed	Expense	<input type="checkbox"/>		
256177	08/04/2022	NORTH IDAHO COLLEGE - FINANCIAL AID	\$2,500.00	8042	Printed	Expense	<input type="checkbox"/>		
256178	08/04/2022	NORTHERN LAKES CHIROPRACTIC CLINIC P.C.	\$300.00	8042	Printed	Expense	<input type="checkbox"/>		
256179	08/04/2022	OFFICE DEPOT INC.	\$65.19	8042	Printed	Expense	<input type="checkbox"/>		
256180	08/04/2022	OREGON EDUCATIONAL TECH CONSOR	\$43,737.30	8042	Printed	Expense	<input type="checkbox"/>		
256181	08/04/2022	OXARC INC	\$169.80	8042	Printed	Expense	<input type="checkbox"/>		
256182	08/04/2022	PIONEER DRAMA SERVICE INC	\$518.50	8042	Printed	Expense	<input type="checkbox"/>		
256183	08/04/2022	ROSSMAN, MELINDA ANN	\$823.02	8042	Printed	Expense	<input type="checkbox"/>		
256184	08/04/2022	RWC GROUP	\$648.41	8042	Printed	Expense	<input type="checkbox"/>		
256185	08/04/2022	SEARS FIRE EXTINGUISHER SERVICE	\$1,556.50	8042	Printed	Expense	<input type="checkbox"/>		
256186	08/04/2022	SOUTH FORK HARDWARE - SANDPOINT INC	\$11.49	8042	Printed	Expense	<input type="checkbox"/>		
256187	08/04/2022	SUN RENTAL CENTER	\$70.89	8042	Printed	Expense	<input type="checkbox"/>		
256188	08/04/2022	UNIVERSITY OF ID - FINANACIAL AID	\$2,500.00	8042	Printed	Expense	<input type="checkbox"/>		
256189	08/04/2022	UNIVERSITY OF ID - FINANACIAL AID	\$2,500.00	8042	Printed	Expense	<input type="checkbox"/>		

**Lake Pend Oreille Sch Dist No 84**

**Check Listing**

**Fiscal Year: 2022-2023**

**Criteria:**

**Bank Account:** Main Checking 01331851

**From Date:** 8/4/2022

**To Date:** 8/4/2022

**From Check:** 256149

**To Check:** 256195

**From Voucher:** 8042

**To Voucher:** 8042

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
256190	08/04/2022	UNIVERSITY OF ID - FINANACIAL AID	\$2,500.00	8042	Printed	Expense	<input type="checkbox"/>		
256191	08/04/2022	UNIVERSITY OF MONTANA	\$2,500.00	8042	Printed	Expense	<input type="checkbox"/>		
256192	08/04/2022	UNIVERSITY OF MONTANA	\$2,500.00	8042	Printed	Expense	<input type="checkbox"/>		
256193	08/04/2022	WILLISTON STATE COLLEGE	\$2,500.00	8042	Printed	Expense	<input type="checkbox"/>		
256194	08/04/2022	YOKES PAC N SAVE	\$23.99	8042	Printed	Expense	<input type="checkbox"/>		
256195	08/04/2022	ZIPLY FIBER	\$2,453.83	8042	Printed	Expense	<input type="checkbox"/>		
<b>Total Amount:</b>			<u>\$312,279.07</u>						

**End of Report**

**Lake Pend Oreille Sch Dist No 84**

**Check Listing**

Fiscal Year: 2022-2023

**Criteria:**

**Bank Account:** Main Checking 01331851

**From Date:** 8/9/2022

**To Date:** 8/9/2022

**From Check:** 256196

**To Check:** 256202

**From Voucher:** 8092

**To Voucher:** 8092

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
256196	08/09/2022	STATE DEPARTMENT OF EDUCATION	\$100.00	8092	Printed	Expense	<input type="checkbox"/>		
256197	08/09/2022	STATE DEPARTMENT OF EDUCATION	\$100.00	8092	Printed	Expense	<input type="checkbox"/>		
256198	08/09/2022	STATE DEPARTMENT OF EDUCATION	\$100.00	8092	Printed	Expense	<input type="checkbox"/>		
256199	08/09/2022	STATE DEPARTMENT OF EDUCATION	\$100.00	8092	Printed	Expense	<input type="checkbox"/>		
256200	08/09/2022	STATE DEPARTMENT OF EDUCATION	\$100.00	8092	Printed	Expense	<input type="checkbox"/>		
256201	08/09/2022	STATE DEPARTMENT OF EDUCATION	\$100.00	8092	Printed	Expense	<input type="checkbox"/>		
256202	08/09/2022	STATE DEPARTMENT OF EDUCATION	\$100.00	8092	Printed	Expense	<input type="checkbox"/>		

Total Amount: \$700.00

**End of Report**

**Lake Pend Oreille Sch Dist No 84**

**Check Listing**

Fiscal Year: 2022-2023

**Criteria:**

**Bank Account:** Main Checking 01331851

**From Date:** 8/16/2022

**To Date:** 8/16/2022

**From Check:** 256203

**To Check:** 256212

**From Voucher:** 8169

**To Voucher:** 8169

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
256203	08/16/2022	BOISE STATE UNIVERSITY	\$4,000.00	8169	Printed	Expense	<input type="checkbox"/>		
256204	08/16/2022	COLLEGE OF THE OZARKS	\$3,000.00	8169	Printed	Expense	<input type="checkbox"/>		
256205	08/16/2022	DISTRICT #1 IHSSA	\$975.00	8169	Printed	Expense	<input type="checkbox"/>		
256206	08/16/2022	DRAGONFLY ATHLETICS, LLC	\$13,842.00	8169	Printed	Expense	<input type="checkbox"/>		
256207	08/16/2022	ECKERD COLLEGE	\$1,500.00	8169	Printed	Expense	<input type="checkbox"/>		
256208	08/16/2022	IHSAA	\$2,116.00	8169	Printed	Expense	<input type="checkbox"/>		
256209	08/16/2022	LEWIS AND CLARK STATE COLLEGE	\$3,000.00	8169	Printed	Expense	<input type="checkbox"/>		
256210	08/16/2022	NIC WORKFORCE TRAINING CENTER	\$1,640.00	8169	Printed	Expense	<input type="checkbox"/>		
256211	08/16/2022	NORTH IDAHO COLLEGE - FINANCIAL AID	\$1,500.00	8169	Printed	Expense	<input type="checkbox"/>		
256212	08/16/2022	UNIVERSITY OF IDAHO - STUDENT FINANCIAL	\$2,000.00	8169	Printed	Expense	<input type="checkbox"/>		

Total Amount: \$33,573.00

End of Report

**Lake Pend Oreille Sch Dist No 84**

**Check Listing**

Fiscal Year: 2022-2023

**Criteria:**

**Bank Account:** Main Checking 01331851

**From Date:** 8/19/2022

**To Date:** 8/19/2022

**From Check:** 256244

**To Check:** 256317

**From Voucher:** 8192

**To Voucher:** 8192

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
256244	08/19/2022	ACE SEPTIC TANK SERVICE	\$55.00	8192	Printed	Expense	<input type="checkbox"/>		
256245	08/19/2022	AFPLANSERV	\$105.00	8192	Printed	Expense	<input type="checkbox"/>		
256246	08/19/2022	ALLPLAY SYSTEMS LLC	\$3,248.00	8192	Printed	Expense	<input type="checkbox"/>		
256247	08/19/2022	AMAZON CAPITAL SERVICES	\$5,922.99	8192	Printed	Expense	<input type="checkbox"/>		
256248	08/19/2022	AMAZON.COM	\$639.60	8192	Printed	Expense	<input type="checkbox"/>		
256249	08/19/2022	AMERICAN TIME & SIGNAL CORP.	\$1,319.86	8192	Printed	Expense	<input type="checkbox"/>		
256250	08/19/2022	APPLE COMPUTER INC	\$1,579.00	8192	Printed	Expense	<input type="checkbox"/>		
256251	08/19/2022	AUTO HAUS - LPOSD #4250	\$119.02	8192	Printed	Expense	<input type="checkbox"/>		
256252	08/19/2022	BONNER COUNTY SOLID WASTE DEP	\$342.00	8192	Printed	Expense	<input type="checkbox"/>		
256253	08/19/2022	BRASS, MATTHEW THOMAS	\$30.83	8192	Printed	Expense	<input type="checkbox"/>		
256254	08/19/2022	BSN SPORTS	\$936.03	8192	Printed	Expense	<input type="checkbox"/>		
256255	08/19/2022	CAROLINA BIOLOGICAL SUPPLY	\$65,263.47	8192	Printed	Expense	<input type="checkbox"/>		
256256	08/19/2022	CASE - COUNCIL OF AMISTRATORS OF SPECIAL	\$545.00	8192	Printed	Expense	<input type="checkbox"/>		
256257	08/19/2022	CINTAS CORPORATION #606	\$126.41	8192	Printed	Expense	<input type="checkbox"/>		
256258	08/19/2022	CINTAS CORPORATION #606	\$65.10	8192	Printed	Expense	<input type="checkbox"/>		
256259	08/19/2022	CITY OF SANDPOINT - UTILITY DEPT	\$6,438.08	8192	Printed	Expense	<input type="checkbox"/>		
256260	08/19/2022	CLARK FORK, CITY OF	\$1,077.81	8192	Printed	Expense	<input type="checkbox"/>		
256261	08/19/2022	CO-OP GAS AND SUPPLY 84402	\$35.61	8192	Printed	Expense	<input type="checkbox"/>		
256262	08/19/2022	COGNIA INC	\$1,200.00	8192	Printed	Expense	<input type="checkbox"/>		
256263	08/19/2022	COLEMAN OIL COMPANY	\$3,741.71	8192	Printed	Expense	<input type="checkbox"/>		
256264	08/19/2022	COLEMAN OIL COMPANY	\$1,168.74	8192	Printed	Expense	<input type="checkbox"/>		
256265	08/19/2022	COLUMBIA PAINT COMPANY	\$1,124.62	8192	Printed	Expense	<input type="checkbox"/>		

**Lake Pend Oreille Sch Dist No 84**

**Check Listing**

Fiscal Year: 2022-2023

**Criteria:**

**Bank Account:** Main Checking 01331851

**From Date:** 8/19/2022  
**From Check:** 256244  
**From Voucher:** 8192

**To Date:** 8/19/2022  
**To Check:** 256317  
**To Voucher:** 8192

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
256266	08/19/2022	CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	\$41.54	8192	Printed	Expense	<input type="checkbox"/>		
256267	08/19/2022	CONSOLIDATED SUPPLY CO	\$1,134.67	8192	Printed	Expense	<input type="checkbox"/>		
256268	08/19/2022	CULLIGAN LLC	\$61.30	8192	Printed	Expense	<input type="checkbox"/>		
256269	08/19/2022	CUMMINS NORTHWEST	\$500.00	8192	Printed	Expense	<input type="checkbox"/>		
256270	08/19/2022	DAVIS DEMOGRAPHICS & PLANNING INC	\$1,295.00	8192	Printed	Expense	<input type="checkbox"/>		
256271	08/19/2022	DIEL, MATTHEW ROBERT	\$31.74	8192	Printed	Expense	<input type="checkbox"/>		
256272	08/19/2022	DISTRICT #1 IHSSA	\$510.00	8192	Printed	Expense	<input type="checkbox"/>		
256273	08/19/2022	EDNETICS VOICE	\$10,293.19	8192	Printed	Expense	<input type="checkbox"/>		
256274	08/19/2022	FOLLETT SCHOOL SOLUTIONS INC	\$52.76	8192	Printed	Expense	<input type="checkbox"/>		
256275	08/19/2022	GRAINGER INC., W.W.	\$1,036.17	8192	Printed	Expense	<input type="checkbox"/>		
256276	08/19/2022	GTS INTERIOR SUPPLY	\$302.45	8192	Printed	Expense	<input type="checkbox"/>		
256277	08/19/2022	HOWES, JAMES MADISON	\$42.75	8192	Printed	Expense	<input type="checkbox"/>		
256278	08/19/2022	IDAHO SCHOOL DIST.COUNCIL	\$50.00	8192	Printed	Expense	<input type="checkbox"/>		
256279	08/19/2022	IHSSA	\$1,247.00	8192	Printed	Expense	<input type="checkbox"/>		
256280	08/19/2022	INSIGHT DISTRIBUTING INC	\$545.11	8192	Printed	Expense	<input type="checkbox"/>		
256281	08/19/2022	INTRADO INTERACTIVE SERVICE CORPORATION	\$4,029.90	8192	Printed	Expense	<input type="checkbox"/>		
256282	08/19/2022	IXL LEARNING	\$1,240.00	8192	Printed	Expense	<input type="checkbox"/>		
256283	08/19/2022	JUMPING JACKALOPE USA LLC	\$1,000.00	8192	Printed	Expense	<input type="checkbox"/>		
256284	08/19/2022	KELLER SUPPLY CO	\$6.62	8192	Printed	Expense	<input type="checkbox"/>		
256285	08/19/2022	KELLEY CONNECT CO	\$371.60	8192	Printed	Expense	<input type="checkbox"/>		
256286	08/19/2022	LONGWELL + TRAPP ARCHITECTS	\$9,788.40	8192	Printed	Expense	<input type="checkbox"/>		
256287	08/19/2022	MAURER, ARYANI CECE	\$16.50	8192	Printed	Expense	<input type="checkbox"/>		

**Lake Pend Oreille Sch Dist No 84**

**Check Listing**

Fiscal Year: 2022-2023

**Criteria:**

**Bank Account:** Main Checking 01331851

**From Date:** 8/19/2022  
**From Check:** 256244  
**From Voucher:** 8192

**To Date:** 8/19/2022  
**To Check:** 256317  
**To Voucher:** 8192

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
256288	08/19/2022	MCLAUGHLIN, PATRICK CASEY	\$510.20	8192	Printed	Expense	<input type="checkbox"/>		
256289	08/19/2022	MEYER, BECKY W	\$270.25	8192	Printed	Expense	<input type="checkbox"/>		
256290	08/19/2022	MOON, PATRICK LAWRENCE	\$19.25	8192	Printed	Expense	<input type="checkbox"/>		
256291	08/19/2022	MURRAY, ANDRA	\$197.75	8192	Printed	Expense	<input type="checkbox"/>		
256292	08/19/2022	NAPA AUTO PARTS	\$916.72	8192	Printed	Expense	<input type="checkbox"/>		
256293	08/19/2022	NORTHERN LAKES CHIROPRACTIC CLINIC P.C.	\$300.00	8192	Printed	Expense	<input type="checkbox"/>		
256294	08/19/2022	NORTHERN LIGHTS INC	\$648.34	8192	Printed	Expense	<input type="checkbox"/>		
256295	08/19/2022	ODEN WATER ASSOCIATION	\$70.00	8192	Printed	Expense	<input type="checkbox"/>		
256296	08/19/2022	OFFICE DEPOT INC.	\$2,829.61	8192	Printed	Expense	<input type="checkbox"/>		
256297	08/19/2022	PACK RIVER STORE	\$482.00	8192	Printed	Expense	<input type="checkbox"/>		
256298	08/19/2022	PAPE` MACHINERY INC	\$9.06	8192	Printed	Expense	<input type="checkbox"/>		
256299	08/19/2022	PIONEER DRAMA SERVICE INC	\$123.75	8192	Printed	Expense	<input type="checkbox"/>		
256300	08/19/2022	RENAISSANCE LEARNING INC	\$20,781.20	8192	Printed	Expense	<input type="checkbox"/>		
256301	08/19/2022	RIVERSIDE HOTEL	\$735.00	8192	Printed	Expense	<input type="checkbox"/>		
256302	08/19/2022	ROSSMAN, MELINDA ANN	\$149.64	8192	Printed	Expense	<input type="checkbox"/>		
256303	08/19/2022	RWC GROUP	\$367.55	8192	Printed	Expense	<input type="checkbox"/>		
256304	08/19/2022	SAGLE VALLEY WATER & SEWER DIST	\$960.00	8192	Printed	Expense	<input type="checkbox"/>		
256305	08/19/2022	SAND CREEK CUSTOM WEAR	\$367.00	8192	Printed	Expense	<input type="checkbox"/>		
256306	08/19/2022	SCENARIO LEARNING LLC	\$1,450.84	8192	Printed	Expense	<input type="checkbox"/>		
256307	08/19/2022	SCHOLASTIC INC ( CLASSROOM MAGAZINES)	\$549.45	8192	Printed	Expense	<input type="checkbox"/>		
256308	08/19/2022	SEARS FIRE EXTINGUISHER SERVICE	\$435.50	8192	Printed	Expense	<input type="checkbox"/>		
256309	08/19/2022	SIX STAR AUTOMOTIVE, LLC	\$72.68	8192	Printed	Expense	<input type="checkbox"/>		

**Lake Pend Oreille Sch Dist No 84**

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**Check Listing**

Fiscal Year: 2022-2023

**Criteria:**

Bank Account: Main Checking 01331851

From Date: 8/19/2022

To Date: 8/19/2022

From Check: 256244

To Check: 256317

From Voucher: 8192

To Voucher: 8192

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
256310	08/19/2022	STONEWAY ELECTRIC SUPPLY CO	\$119.08	8192	Printed	Expense	<input type="checkbox"/>		
256311	08/19/2022	SWANK MOVIE LICENSING USA	\$549.00	8192	Printed	Expense	<input type="checkbox"/>		
256312	08/19/2022	UNITY SCHOOL BUS PARTS	\$5,075.08	8192	Printed	Expense	<input type="checkbox"/>		
256313	08/19/2022	VERIZON WIRELESS	\$2,095.31	8192	Printed	Expense	<input type="checkbox"/>		
256314	08/19/2022	WEISSMAN COSTUMES	\$629.74	8192	Printed	Expense	<input type="checkbox"/>		
256315	08/19/2022	WEST COAST PAPER	\$501.48	8192	Printed	Expense	<input type="checkbox"/>		
256316	08/19/2022	WILLIAMS, ELISA	\$38.48	8192	Printed	Expense	<input type="checkbox"/>		
256317	08/19/2022	YOKES PAC N SAVE	\$398.74	8192	Printed	Expense	<input type="checkbox"/>		

Total Amount: \$170,333.28

End of Report

Lake Pend Oreille Sch Dist No 84

Check Listing

Fiscal Year: 2022-2023

Criteria:

Bank Account: Main Checking 01331851

From Date: 8/26/2022  
From Check: 256318  
From Voucher: 82807

To Date: 8/26/2022  
To Check: 256318  
To Voucher: 82807

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
256318	08/26/2022	BLUE CROSS OF IDAHO	\$493,356.29	82807	Printed	Manual	<input type="checkbox"/>		
Total Amount:			\$493,356.29						

End of Report

August Payroll - September Premium

Lake Pend Oreille Sch Dist No 84

Check Listing

Fiscal Year: 2022-2023

Criteria:

Bank Account: Main Checking 01331851

From Date: 8/26/2022  
From Check: 256319  
From Voucher: 82808

To Date: 8/26/2022  
To Check: 256319  
To Voucher: 82808

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
256319	08/26/2022	96480	\$189.20	82808	Printed	Manual	<input type="checkbox"/>		
Total Amount:			\$189.20						
End of Report									

*Benefit Reimbursement Aug PR- Sep Premium*

Lake Pend Oreille Sch Dist No 84

Check Listing

Fiscal Year: 2022-2023

Criteria:

Bank Account: Main Checking 01331851

From Date: 8/26/2022  
From Check: 256320  
From Voucher: 82809

To Date: 8/26/2022  
To Check: 256320  
To Voucher: 82809

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
256320	08/26/2022	41162	\$754.40	82809	Printed	Manual	<input type="checkbox"/>		
Total Amount:			\$754.40						
End of Report									

*Benefit Reimbursement Aug PR-Sep Premium*

Lake Pend Oreille Sch Dist No 84

Check Listing

Fiscal Year: 2022-2023

Criteria:

Bank Account: Main Checking 01331851

From Date: 8/26/2022  
From Check: 256322  
From Voucher: 82810

To Date: 8/26/2022  
To Check: 256322  
To Voucher: 82810

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
256322	08/26/2022	17433	\$105.34	82810	Printed	Manual	<input type="checkbox"/>		
Total Amount:			\$105.34						
End of Report									

*Benefit Reimbursement Aug PR - Sep Premium*

**Lake Pend Oreille Sch Dist No 84**

**Check Listing**

Fiscal Year: 2022-2023

**Criteria:**

**Bank Account:** Main Checking 01331851

**From Date:** 8/29/2022  
**From Check:** 256329  
**From Voucher:** 8292

**To Date:** 8/29/2022  
**To Check:** 256385  
**To Voucher:** 8292

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
256329	08/29/2022	AMAZON CAPITAL SERVICES	\$2,707.09	8292	Printed	Expense	<input type="checkbox"/>		
256330	08/29/2022	APPLE COMPUTER INC	\$4,637.00	8292	Printed	Expense	<input type="checkbox"/>		
256331	08/29/2022	AVISTA UTILITIES COMMERCIAL CORP.	\$10,041.88	8292	Printed	Expense	<input type="checkbox"/>		
256332	08/29/2022	BONNER COUNTY SOLID WASTE DEP	\$234.00	8292	Printed	Expense	<input type="checkbox"/>		
256333	08/29/2022	BOOK TRUST	\$2,720.00	8292	Printed	Expense	<input type="checkbox"/>		
256334	08/29/2022	CAPITAL ONE	\$610.09	8292	Printed	Expense	<input type="checkbox"/>		
256335	08/29/2022	CAROLINA BIOLOGICAL SUPPLY	\$11,789.41	8292	Printed	Expense	<input type="checkbox"/>		
256336	08/29/2022	CDA STUMP GRINDING LLC	\$1,850.00	8292	Printed	Expense	<input type="checkbox"/>		
256337	08/29/2022	CINTAS CORPORATION #606	\$121.34	8292	Printed	Expense	<input type="checkbox"/>		
256338	08/29/2022	CO-OP GAS AND SUPPLY 84402	\$48.34	8292	Printed	Expense	<input type="checkbox"/>		
256339	08/29/2022	COLEMAN, BOBBIE ANN	\$45.00	8292	Printed	Expense	<input type="checkbox"/>		
256340	08/29/2022	COLUMBIA PAINT COMPANY	\$924.29	8292	Printed	Expense	<input type="checkbox"/>		
256341	08/29/2022	CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	\$105.00	8292	Printed	Expense	<input type="checkbox"/>		
256342	08/29/2022	CONSOLIDATED SUPPLY CO	\$762.14	8292	Printed	Expense	<input type="checkbox"/>		
256343	08/29/2022	CRISIS PREVENTION INSTITUTE	\$400.00	8292	Printed	Expense	<input type="checkbox"/>		
256344	08/29/2022	DICKINSON, ANN MARIE	\$121.50	8292	Printed	Expense	<input type="checkbox"/>		
256345	08/29/2022	DICKINSON, DEREK	\$324.57	8292	Printed	Expense	<input type="checkbox"/>		
256346	08/29/2022	EDNETICS INC	\$13,919.97	8292	Printed	Expense	<input type="checkbox"/>		
256347	08/29/2022	ENHANCED VISION	\$551.80	8292	Printed	Expense	<input type="checkbox"/>		
256348	08/29/2022	EVERGREEN HOMESTEAD SUPPLY	\$16.08	8292	Printed	Expense	<input type="checkbox"/>		
256349	08/29/2022	EXCESS DISPOSAL SERVICE	\$228.00	8292	Printed	Expense	<input type="checkbox"/>		
256350	08/29/2022	GENERATION GENIUS INC	\$1,245.00	8292	Printed	Expense	<input type="checkbox"/>		

**Lake Pend Oreille Sch Dist No 84**

**Check Listing**

Fiscal Year: 2022-2023

**Criteria:**

**Bank Account:** Main Checking 01331851

**From Date:** 8/29/2022  
**From Check:** 256329  
**From Voucher:** 8292

**To Date:** 8/29/2022  
**To Check:** 256385  
**To Voucher:** 8292

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
256351	08/29/2022	GRAINGER INC., W.W.	\$720.89	8292	Printed	Expense	<input type="checkbox"/>		
256352	08/29/2022	GRIPTION TIRE PROS	\$53.50	8292	Printed	Expense	<input type="checkbox"/>		
256353	08/29/2022	HARBOR FREIGHT TOOLS	\$592.85	8292	Printed	Expense	<input type="checkbox"/>		
256354	08/29/2022	HATLEY, SHERRI	\$286.75	8292	Printed	Expense	<input type="checkbox"/>		
256355	08/29/2022	HOME DEPOT CRC/GECF# ****13485119	\$2,266.71	8292	Printed	Expense	<input type="checkbox"/>		
256356	08/29/2022	INSIGHT DISTRIBUTING INC	\$561.74	8292	Printed	Expense	<input type="checkbox"/>		
256357	08/29/2022	J W PEPPER	\$578.44	8292	Printed	Expense	<input type="checkbox"/>		
256358	08/29/2022	KELLER SUPPLY CO	\$50.30	8292	Printed	Expense	<input type="checkbox"/>		
256359	08/29/2022	LYONS O'DOWD PLLC	\$120.00	8292	Printed	Expense	<input type="checkbox"/>		
256360	08/29/2022	MASTERLIBRARY.COM, LLC	\$3,260.00	8292	Printed	Expense	<input type="checkbox"/>		
256361	08/29/2022	NAPA AUTO PARTS	\$280.73	8292	Printed	Expense	<input type="checkbox"/>		
256362	08/29/2022	NORTH 40 OUTFITTERS	\$119.45	8292	Printed	Expense	<input type="checkbox"/>		
256363	08/29/2022	NORTHERN STATES PEST CONTROL	\$99.00	8292	Printed	Expense	<input type="checkbox"/>		
256364	08/29/2022	NORTHWEST PLAYGROUND EQUIP.INC	\$1,196.74	8292	Printed	Expense	<input type="checkbox"/>		
256365	08/29/2022	OFFICE DEPOT INC.	\$287.41	8292	Printed	Expense	<input type="checkbox"/>		
256366	08/29/2022	OLMSTEAD, KYLE PATRICK	\$523.70	8292	Printed	Expense	<input type="checkbox"/>		
256367	08/29/2022	PAR INC	\$2,189.66	8292	Printed	Expense	<input type="checkbox"/>		
256368	08/29/2022	PATRIOT FIRE PROTECTION	\$885.00	8292	Printed	Expense	<input type="checkbox"/>		
256369	08/29/2022	PIONEER VALLEY BOOKS	\$33.00	8292	Printed	Expense	<input type="checkbox"/>		
256370	08/29/2022	RWC GROUP	\$4,906.18	8292	Printed	Expense	<input type="checkbox"/>		
256371	08/29/2022	SANDPOINT FURNITURE INC.	\$296.97	8292	Printed	Expense	<input type="checkbox"/>		
256372	08/29/2022	SANDPOINT GARAGE DOORS	\$95.00	8292	Printed	Expense	<input type="checkbox"/>		

**Lake Pend Oreille Sch Dist No 84**

**Check Listing**

Fiscal Year: 2022-2023

**Criteria:**

**Bank Account:** Main Checking 01331851

**From Date:** 8/29/2022

**To Date:** 8/29/2022

**From Check:** 256329

**To Check:** 256385

**From Voucher:** 8292

**To Voucher:** 8292

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
256373	08/29/2022	SCHOOL SPECIALTY CORP.	\$1,180.69	8292	Printed	Expense	<input type="checkbox"/>		
256374	08/29/2022	SMITH, JENNIFER KRISTINA	\$147.00	8292	Printed	Expense	<input type="checkbox"/>		
256375	08/29/2022	SOUTH FORK HARDWARE - SANDPOINT INC	\$26.89	8292	Printed	Expense	<input type="checkbox"/>		
256376	08/29/2022	STENHOUSE PUBLISHERS	\$2,002.00	8292	Printed	Expense	<input type="checkbox"/>		
256377	08/29/2022	STONEWAY ELECTRIC SUPPLY CO	\$326.00	8292	Printed	Expense	<input type="checkbox"/>		
256378	08/29/2022	SUMMIT ENVIRONMENTAL	\$43,507.00	8292	Printed	Expense	<input type="checkbox"/>		
256379	08/29/2022	SUPER 1 FOODS - SANDPOINT	\$197.71	8292	Printed	Expense	<input type="checkbox"/>		
256380	08/29/2022	TAJAN, CROSBY	\$252.25	8292	Printed	Expense	<input type="checkbox"/>		
256381	08/29/2022	TIFCO INDUSTRIES	\$1,615.07	8292	Printed	Expense	<input type="checkbox"/>		
256382	08/29/2022	TRANSPORT EQUIPMENT	\$1,124.80	8292	Printed	Expense	<input type="checkbox"/>		
256383	08/29/2022	WATER SYSTEMS MGT INC	\$2,363.48	8292	Printed	Expense	<input type="checkbox"/>		
256384	08/29/2022	WILLIAMS, ELISA	\$22.50	8292	Printed	Expense	<input type="checkbox"/>		
256385	08/29/2022	YOKES PAC N SAVE	\$210.76	8292	Printed	Expense	<input type="checkbox"/>		

Total Amount: \$125,782.67

**End of Report**

Lake Pend Oreille Sch Dist No 84

Check Listing

Fiscal Year: 2022-2023

Criteria:

Bank Account: Main Checking 01331851

From Date: 8/29/2022

To Date: 8/29/2022

From Check: 256328

To Check: 256328

From Voucher: 82816

To Voucher: 82816

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
256328	08/29/2022	FTC (FIDUCIARY TRUST COMPANY OF NH)	\$410.00	82816	Printed	Manual	<input type="checkbox"/>		

Total Amount: \$410.00

End of Report

*August Premium - name change from IVY*

Lake Pend Oreille Sch Dist No 84

Check Listing

Fiscal Year: 2022-2023

Criteria:

Bank Account: Main Checking 01331851

From Date: 8/29/2022

To Date: 8/29/2022

From Check: 256327

To Check: 256327

From Voucher: 82815

To Voucher: 82815

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
256327	08/29/2022	17433	\$10.45	82815	Printed	Manual	<input type="checkbox"/>		
Total Amount:			\$10.45						
End of Report									

*August PR - September Premium Adjustment*

Lake Pend Oreille Sch Dist No 84

Check Listing

Fiscal Year: 2022-2023

Criteria:

Bank Account: Main Checking 01331851

From Date: 8/29/2022

To Date: 8/29/2022

From Check: 256326

To Check: 256326

From Voucher: 82814

To Voucher: 82814

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
256326	08/29/2022	96480	\$2.20	82814	Printed	Manual	<input type="checkbox"/>		

Total Amount:

\$2.20

End of Report

*August Payroll - September Premium Adjustment*

Lake Pend Oreille Sch Dist No 84

Check Listing

Fiscal Year: 2022-2023

Criteria:

Bank Account: Main Checking 01331851

From Date: 8/29/2022  
From Check: 256325  
From Voucher: 82813

To Date: 8/29/2022  
To Check: 256325  
To Voucher: 82813

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
256325	08/29/2022	UNITED HERITAGE VISION	\$4,710.09	82813	Printed	Manual	<input type="checkbox"/>		
Total Amount:			\$4,710.09						

End of Report

*August Payroll - September Premium*

Lake Pend Oreille Sch Dist No 84

Check Listing

Fiscal Year: 2022-2023

Criteria:

Bank Account: Main Checking 01331851

From Date: 8/26/2022  
From Check: 256324  
From Voucher: 82812

To Date: 8/26/2022  
To Check: 256324  
To Voucher: 82812

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
256324	08/26/2022	96480	\$0.68	82812	Printed	Manual	<input type="checkbox"/>		

Total Amount:

\$0.68

End of Report

*August Payroll September Premium Adjustment*

Lake Pend Oreille Sch Dist No 84

Check Listing

Fiscal Year: 2022-2023

Criteria:

Bank Account: Main Checking 01331851

From Date: 8/26/2022

To Date: 8/26/2022

From Check: 256323

To Check: 256323

From Voucher: 82811

To Voucher: 82811

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
256323	08/26/2022	DELTA DENTAL	\$2,470.58	82811	Printed	Manual	<input type="checkbox"/>		

Total Amount: \$2,470.58

End of Report

*August Payroll - September Premium*

**Lake Pend Oreille Sch Dist No 84**

**Check Listing**

Fiscal Year: 2022-2023

**Criteria:**

Bank Account: Main Checking 01331851

From Date: 8/25/2022  
 From Check: 256223  
 From Voucher: 1001

To Date: 8/25/2022  
 To Check: 256243  
 To Voucher: 1001

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
256223	08/25/2022	1 ARIZONA DEPT OF REVENUE	\$113.57	1001	Printed	Payroll Ded	<input type="checkbox"/>		
256224	08/25/2022	1 EFTPS	\$79,143.93	1001	Printed	Payroll Ded	<input type="checkbox"/>		
256225	08/25/2022	1 IDAHO STATE WITHHOLDING	\$9,834.00	1001	Printed	Payroll Ded	<input type="checkbox"/>		
256226	08/25/2022	AMERICAN FAMILY	\$59.95	1001	Printed	Payroll Ded	<input type="checkbox"/>		
256227	08/25/2022	AMERICAN FIDELITY	\$169.34	1001	Printed	Payroll Ded	<input type="checkbox"/>		
256228	08/25/2022	ARIZONA DEPT OF ECONOMIC SECURITY	\$67.96	1001	Printed	Payroll Ded	<input type="checkbox"/>		
256229	08/25/2022	BLUE CROSS OF IDAHO	\$62,316.92	1001	Printed	Payroll Ded	<input type="checkbox"/>		
256230	08/25/2022	COLUMBIA BANK - DD ACCOUNT	\$244,229.91	1001	Printed	Payroll Ded	<input type="checkbox"/>		
256231	08/25/2022	DELTA DENTAL	\$2,542.14	1001	Printed	Payroll Ded	<input type="checkbox"/>		
256232	08/25/2022	IDAHO CHILD SUPPORT RECEIPTING	\$813.00	1001	Printed	Payroll Ded	<input type="checkbox"/>		
256233	08/25/2022	LAKE PEND OREILLE EDUCATION ASSOC.	\$214.04	1001	Printed	Payroll Ded	<input type="checkbox"/>		
256234	08/25/2022	NATIONAL LIFE GROUP	\$70.00	1001	Printed	Payroll Ded	<input type="checkbox"/>		
256235	08/25/2022	NCPERS GROUP LIFE INSURANCE	\$96.00	1001	Printed	Payroll Ded	<input type="checkbox"/>		
256236	08/25/2022	PUBLIC EMP RETIREMENT SYS	\$76.42	1001	Printed	Payroll Ded	<input type="checkbox"/>		
256237	08/25/2022	PUBLIC EMPLOYEE RETIREMENT SYS	\$80,935.81	1001	Printed	Payroll Ded	<input type="checkbox"/>		
256238	08/25/2022	RELIASTAR LIFE INSURANCE CO	\$100.00	1001	Printed	Payroll Ded	<input type="checkbox"/>		
256239	08/25/2022	STATE INSURANCE FUND	\$8,097.34	1001	Printed	Payroll Ded	<input type="checkbox"/>		
256240	08/25/2022	UNITED HERITAGE LIFE	\$510.30	1001	Printed	Payroll Ded	<input type="checkbox"/>		
256241	08/25/2022	UNITED HERITAGE LTD	\$192.91	1001	Printed	Payroll Ded	<input type="checkbox"/>		
256242	08/25/2022	UNITED HERITAGE SUPP LIFE	\$429.14	1001	Printed	Payroll Ded	<input type="checkbox"/>		
256243	08/25/2022	UNITED HERITAGE VISION	\$662.31	1001	Printed	Payroll Ded	<input type="checkbox"/>		

Total Amount: \$490,674.99

Lake Pend Oreille Sch Dist No 84

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**Check Listing**

Fiscal Year: 2022-2023

**Criteria:**

Bank Account: Main Checking 01331851

From Date: 8/25/2022

To Date: 8/25/2022

From Check: 256223

To Check: 256243

From Voucher: 1001

To Voucher: 1001

End of Report

August #2 Payroll checks # 256213 - 256222

LEA # 84	LEA Name: Lake Pend Oreille School District
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## METRICS

LINK to LEA / District Report Card with Demographics and Previous Data (required):	<a href="https://idahoschools.org/districts/084">https://idahoschools.org/districts/084</a>
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### Section I: Student Achievement & Growth Metrics - Current & Previous Year Performance Targets (blue shaded metrics are required)

Goal	Performance Metric	2021-22 Targets (From LEA's 2021-22 CIP)	2022-23 Targets (LEA's Chosen Goals)
		2021 cohort	2022 cohort
All students will be college and career ready	4-year cohort graduation rate	90.0%	<b>90.0%</b>
	5-year cohort graduation rate (optional metric)	not required	not required
	% of students who meet the college ready benchmark on the college entrance exam (optional metric)	not required	not required
All students will be prepared to transition from middle school / junior high to high school	% students who score proficient on the grade 8 Math ISAT	55.0%	<b>47.0%</b>
	% students who make adequate growth on the grade 8 Math ISAT	50.0%	<b>50.0%</b>
	% students who score proficient on the grade 8 ELA ISAT	61.0%	<b>56.0%</b>
	% students who make adequate growth on the grade 8 ELA ISAT	50.0%	<b>50.0%</b>
All students will be prepared to transition from grade 6 to grade 7	% students who score proficient on the grade 6 Math ISAT	44.0%	<b>59.0%</b>
	% students who make adequate growth on the grade 6 Math ISAT	50.0%	<b>50.0%</b>
	% students who score proficient on the grade 6 ELA ISAT	64.0%	<b>68.0%</b>
	% students who make adequate growth on the grade 6 ELA ISAT	50.0%	<b>50.0%</b>

**Section II: Literacy Proficiency & Growth Metrics - Current & Previous Year Targets (Section II data is required)**

Goal	Performance Metric	2021-22 Targets (From LEA's 2021-22 CIP)	2022-23 Targets (LEA's Chosen Goals)
All students will demonstrate the reading readiness needed to transition to the next grade	% students who score proficient on the Kindergarten Spring IRI	75.0%	<b>78.0%</b>
	% students who score proficient on the Grade 1 Spring IRI	75.0%	<b>78.0%</b>
	% students who score proficient on the Grade 2 Spring IRI	75.0%	<b>71.0%</b>
	% students who score proficient on the Grade 3 Spring IRI	75.0%	<b>80.0%</b>
	% students who score proficient on the Grade 4 ELA ISAT	58.0%	<b>59.0%</b>
	% students who make adequate growth on the Grade 4 ELA ISAT	50.0%	<b>50.0%</b>

**Section III: How LEA Measures Progress Towards Literacy Goals and Targets (required)**

Instructions: To indicate how your LEA intends to measure your progress towards your literacy goals and targets, you may choose to complete either Section III.A or Section III.B. Section III.A allows you to identify at least one LEA Chosen Performance Metric (note that it must be distinctly different than the metrics listed in Sections I and II), which may be consistent with previously chosen LEA chosen metrics. Section III.B allows you to address your plan to measure progress through a short narrative.

<b>Section III.A: Measuring Literacy Progress - LEA Chosen Performance Metrics (at least 1)</b>			
<b>Performance Metric</b>	<b>2021-22 Targets (From LEA's 2021-22 CIP)</b>	<b>2022-23 Targets (if available)</b>	<b>2022-23 Targets (LEA's Chosen Goals)</b>
% of students who score proficient or advanced on the Grade 3 ELA ISAT	59.0%	57.00%	<b>59.0%</b>

**Section III.B: Narrative on Measuring Literacy Progress**

Instructions: If you are choosing to use section III.B to address the Section III requirement, please use the box below to provide a brief narrative describing how your LEA is measuring your progress towards your LEA's literacy goals and targets. Please note that your description *must* include at least one clear performance metric that is measurable, has a performance target / goal for 2022-23, and is distinctly *different* from the required metrics in Sections I and II, above.

**Measuring literacy progress:** Monitoring data includes increased use of ISAT interim block assessments prior to spring state testing. While not required, LPOSD also administers a winter IRI. In addition, LPOSD utilizes NWEA's MAP assessment to track both ELA/ reading and math growth from fall to winter. We rely on the PLC process to plan and provide interventions for students based on formative assessment and monitoring data. LPOSD's Literacy Intervention Plan focuses on the five strands of reading, a double dose of foundational skills instruction through a program called Enhanced Core Reading Instruction (ECRI), and a guaranteed and viable ELA core curriculum.

### Section IV: How LEA Measures Progress Towards College & Career Advising & Mentoring Goals (required)

Instructions: To indicate how your LEA intends to measure your progress towards your college and career advising and mentoring goals and targets, you may choose to complete either Section IV.A or Section IV.B. Section IV.A allows you to identify at least one LEA Chosen Performance Metric (note that it must be distinctly different than the metrics listed in Sections I and IV), which may be consistent with previously chosen LEA chosen metrics. Section IV.B allows you to address your plan to measure progress through a short narrative.

<b>Section IV.A: College and Career Advising - LEA Chosen Performance Metrics (at least 1)</b>			
<b>Performance Metric</b>	<b>-22 Targets (From LEA's 2021-22 CIP)</b>	<b>-22 (if available)</b>	<b>2-23 Targets (LEA's Chosen Goals)</b>
FAFSA Completion	SHS 50%, CF 45%, LPO 15%	SHS 42%, CF 48%, LPO 0%	<b>SHS 45%, CF 50%, LPO 5%</b>
% of seniors submitted one or more post secondary applications	70.0%	72.0%	<b>73.0%</b>
<b>Section IV.B: Narrative on Measuring College and Career Advising and Mentoring Progress</b>			
Instructions: If you are choosing to use section IV.B to address the Section IV requirement, please use the box below to provide a brief narrative describing how your LEA is measuring your progress towards your LEA's college and career advising and mentoring goals and targets. Please note that your description must include at least one clear performance metric that is measurable, has a performance target / goal for 2022-23, and is distinctly <i>different</i> than those required in Section I, above.			
See metrics above			

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## Section V: Report of Progress Narrative (required)

Instructions: In the provided box, please address the progress your LEA made towards your 2021-2022 Performance Targets (as chosen for your 2021-2022 CIP and included in the sections above). We recommend your reflection include a) your successes in meeting performance targets; b) your areas of challenge (including those where previously set performance targets were not met); and c) any plans you have to build on your success and/or address challenges. You may expand the size of the box, if needed.

**a) Success in meeting performance targets:** Based on the 21-22 targets above and preliminary ISAT data, LPOSD met or exceeded goals for 8th grade ELA (target 61%, met 68%), 6th grade ELA (target 64%, met at 64%) and 6th grade math (target 44%, met 57%). LPOSD exceeded the state average in both 6th and 8th grade math and ELA. LPOSD also successfully met or exceeded IRI goals in three of four grade levels. Targets were met for grades K, 2 and 3.

**b) Challenges / targets not met:** LPOSD came close but did not meet our 8th grade math target (target 55%, actual 51%). However, we did exceed the state average of 36% proficient. Additionally, LPOSD did not meet the IRI target for grade 1. This cohort of students seemed to be significantly impacted by absences or unfinished learning the year prior.

**c) To address these challenges,** we have already added two days of professional development in September 2022. Trainers will review our ECRI program (Enhanced Core Routine Instruction), in order to help staff solidify foundational skills routines with our youngest readers. We implemented Professional Learning Communities (PLCs) to help teacher teams work collaboratively on essential literacy skills and to solidify our pyramid of interventions. LPOSD purchased iStation licenses for additional practice and have increased intervention time to provide a "double dose" of literacy instruction for students most in need. We are also addressing 8th grade math by adding strategic math classes and increasing our use of interim block assessments as well as PLC common formative assessments, in order to pinpoint unfinished learning.

## Section VI: Notes (Optional space for contextual information about data and/or target-setting process)

**NOTES:** Target-setting process involved examining previous cohort data. LPOSD used preliminary state testing data from Spring 2022 to project each cohort forward. For example, current 8th grade 2022-23 targets were set using results from this same cohort of students when they were 7th graders, with the goal being to gain 2% in proficiency. Note for staff performance section: Due to the language in Idaho Code 33-1001(18 & 31), there are areas where LPOSD does not meet the "N" size of five or more staff using a common assessment measure. Thus, those subject areas are not reported on the next tab.



# Lake Pend Oreille School District #84

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901 Triangle Drive • Ponderay, Idaho 83852  
Main: (208) 263-2184 • Fax: (208) 263-5053  
Website: [www.lposd.org](http://www.lposd.org)

DATE: September 13, 2022

FROM: City of Ponderay

SUBJECT: Greenbelt Easement

**SUMMARY:** The City of Ponderay is requesting that Lake Pend Oreille School District grant a greenbelt easement across the east 20-feet of the parcels located along Triangle Drive, consistent with the City's adopted Greenbelts and Pathways plan. Grant of this easement will allow for improved drainage in the area and access to stormwater facilities for maintenance and improvements.

**PREVIOUS BOARD ACTION:** None

**BACKGROUND:** On December 19, 2016 the Ponderay City Council unanimously approved file CA16-011, which accepted the Ponderay Greenbelts and Pathways plan and added it as an appendix to the City's Comprehensive Plan. The adopted plan outlined priority projects and connections that would shape the City's future growth and is used as a guiding document for land use development. The area associated with this easement request was identified as a proposed path/enhanced drainage way. For the last several years the city has been working towards this goal, through a combination of newly developed sites, community development projects, and land exchanges. I am pleased to say that we have acquired or are in the process of acquiring nearly all of the needed connections through this corridor. A community development project is currently underway, which will result in the acquisition of not only right-of-way which will provide for and a second way in and out of the Larkspur neighborhood and park land, but also a key stormwater facility in this drainage corridor. This stormwater facility abuts the Lake Pend Oreille School District administrative facility, directly to the east. It is the last stop before the water from the Triangle area passes under the railroad and Highway 200 before heading out to the lake. Unfortunately, it is currently very overgrown and contains obstructions that affect its functionality. While acquiring this stormwater facility is the first step in improving its condition, access to the facility is not feasible from the Mountain View Apartment site due to the location and orientation of the existing apartment structures. By LPOSD granting the requested easement the City will be able to cross the City owned parcel to the north and along the easement to access the stormwater facility for maintenance and improvement. Additionally, this space will be used for stormwater improvements and conveyance as this area is improved. This helps the City to direct the water down a chosen greenbelt, shifting the maintenance and responsibility for these drainages from the landowner to the City.

**FINANCIAL CONSIDERATIONS:** The City of Ponderay has prepared the draft easement document which describes the proposed easement.

TEAM RECOMMENDATIONS:

RECOMMENDATION:

PROPOSED MOTION: I make a motion to adopt the easement as presented.

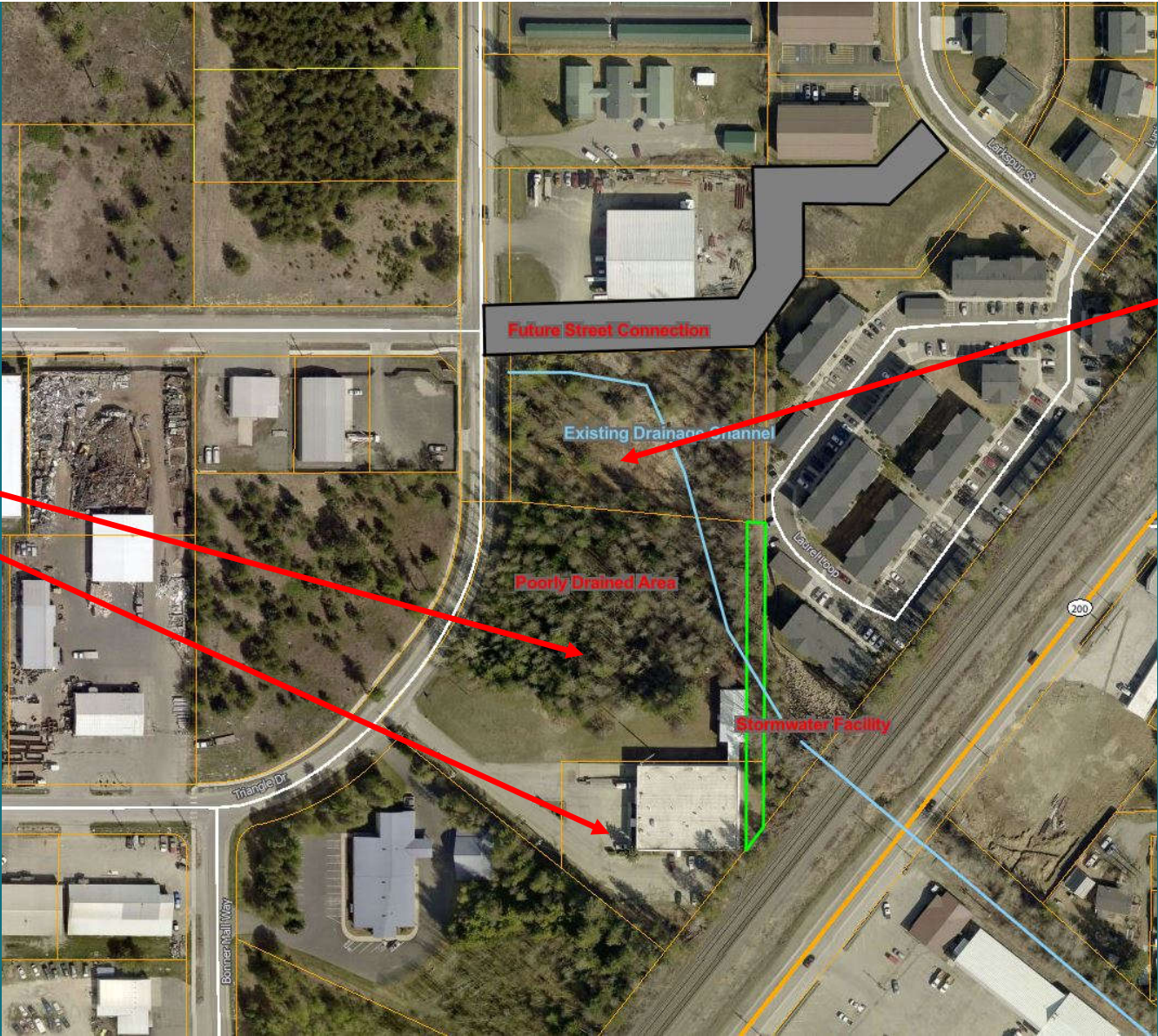
ATTACHMENTS: Ponderay Green Belts and Pathways Plan, Aerial identifying key locations and the draft easement.

**Lake Pend Oreille School  
District Easement  
Request**

# Lake Pend Oreille School District Easement Request

- The City of Ponderay is seeking an easement over the east 20-feet of the two Lake Pend Oreille School District (LPOSD) lots located along Triangle Drive.
- The City of Ponderay owns the Property directly to the north of LPOSD site

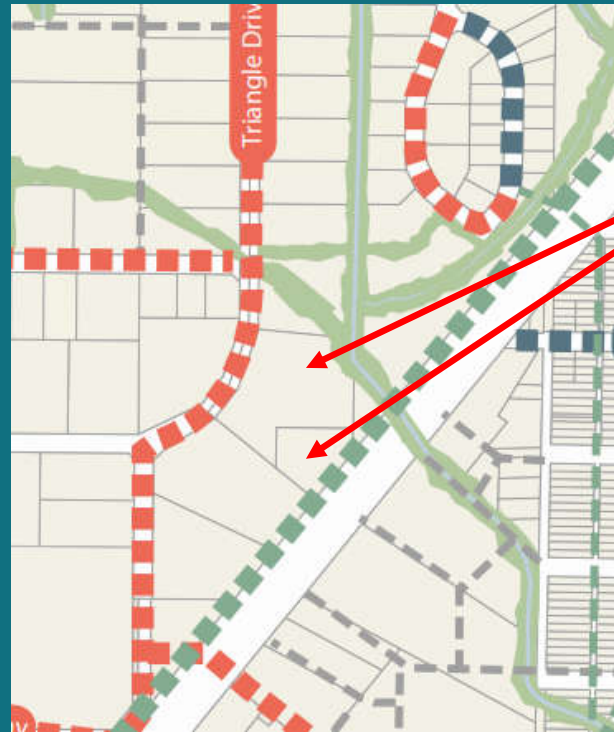
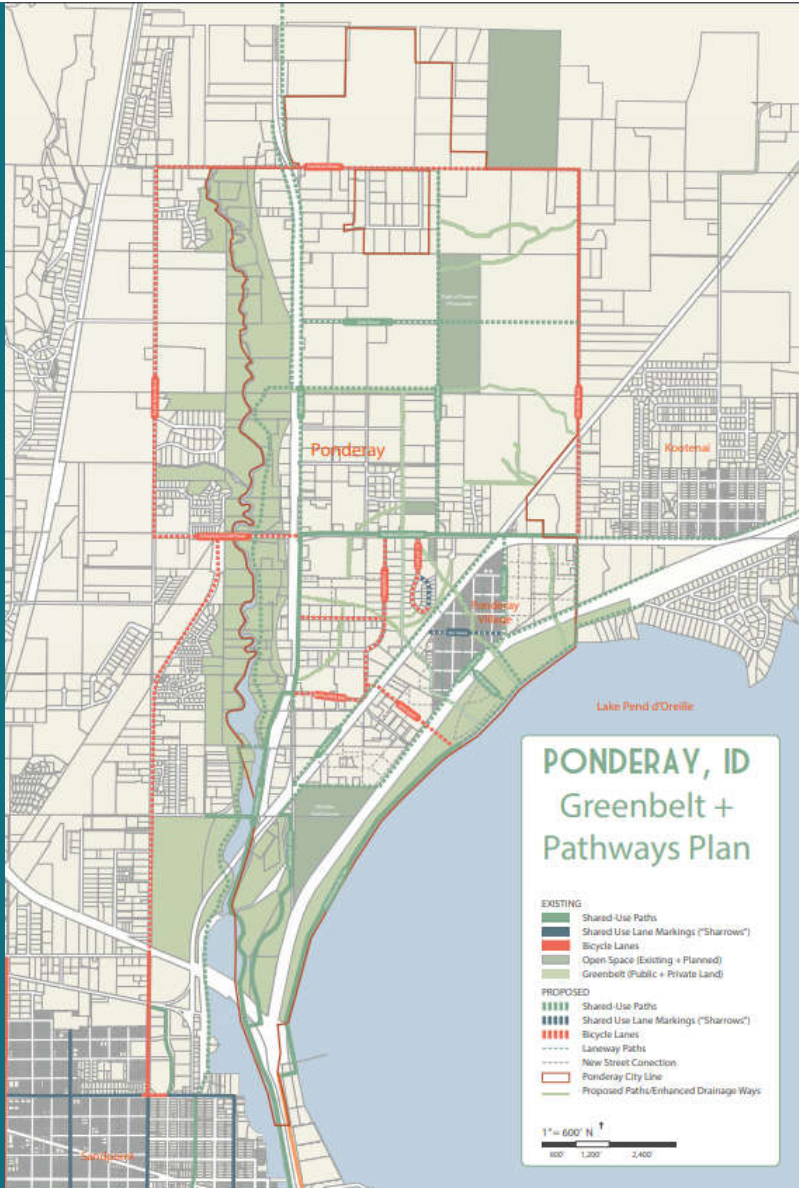
LPOSD  
Sites



City Site

# Lake Pend Oreille School District Easement Request

- The City of Ponderay adopted the greenbelts and pathways plan on December 19, 2016.
- Since that time the City has been working diligently as new construction occurs throughout the community to secure greenbelt dedications or easements in order to make the needed connections.



LPOSD Sites



LPOSD  
Sites

Ponderay  
Village

LPOSD  
Sites

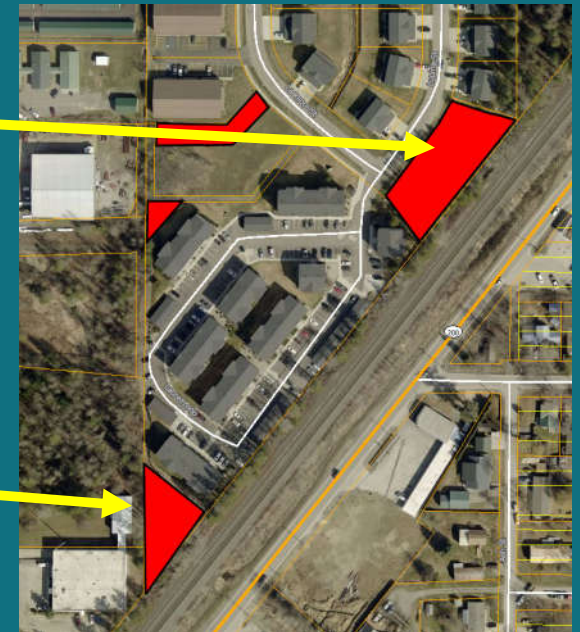


# Lake Pend Oreille School District Easement Request

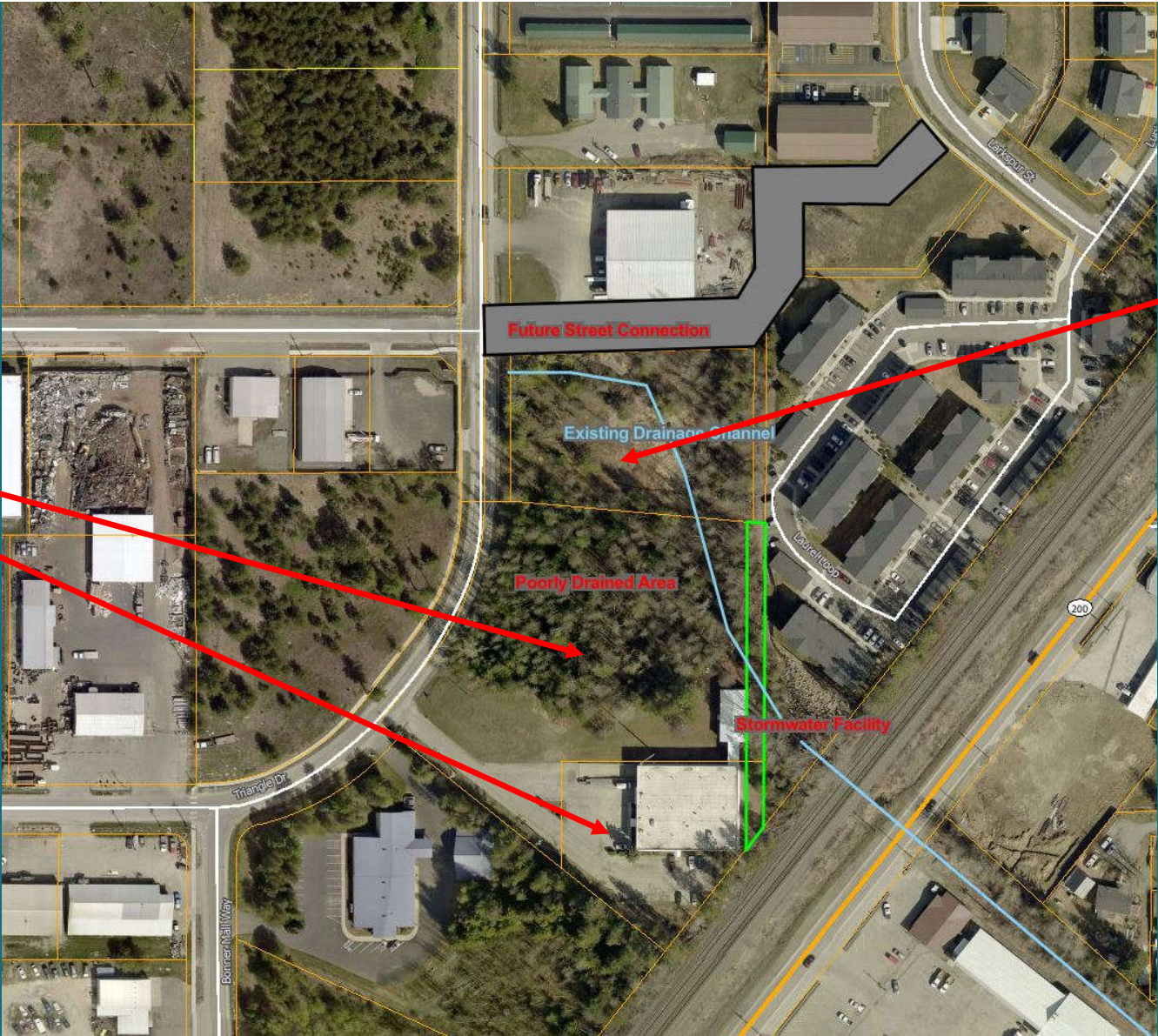
- To date, the City has collected, or has agreements in place to collect all of the needed collections from undeveloped or recently developed sites from the LPOSD property north to Kootenai Cutoff Road and we are now working to make the connections for sites the were developed prior to the adoption of this plan.
- The City recently entered into a community development agreement with the owners of the Mountain View Apartments to the west of the School District site as well as the parcel to the north which will result in dedication of the stormwater facility to the west of the school district parcels.
- It also results in our ability to construct a second way in and out of that neighborhood.
- The LPOSD easement has become our priority due to the pending acquisition and construction in the area.

Park land

Stormwater  
Facility



LPOSD  
Sites

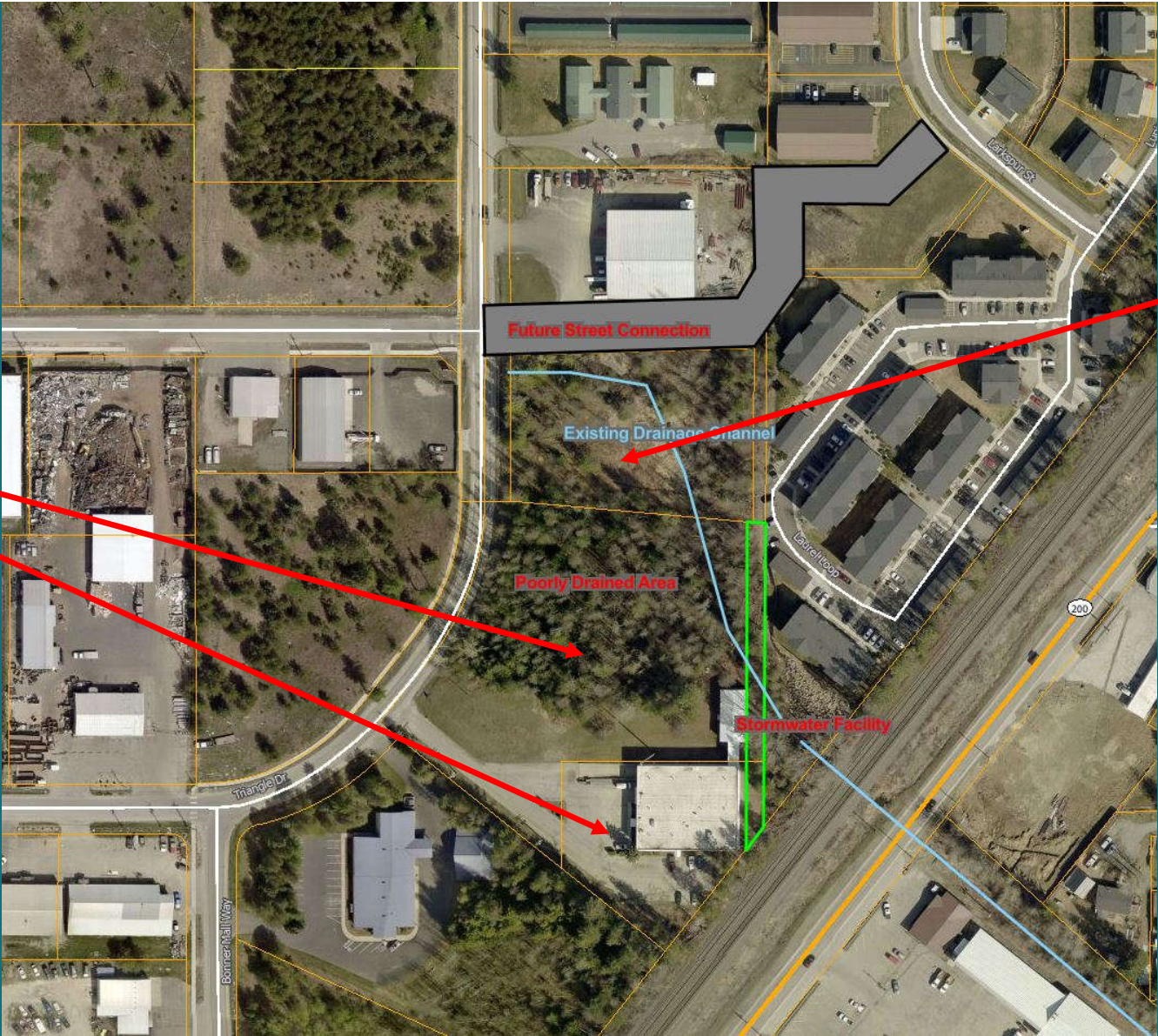


City Site

## Lake Pend Oreille School District Easement Request

- The proposed easement will allow the City to maintain and improve the stormwater facility, as well as improving the drainage on the City property to the north and the LPOSD property which currently have drainage channels meandering across them. This is something that currently impacts future development on both sites and would need to be addressed at that time of development.

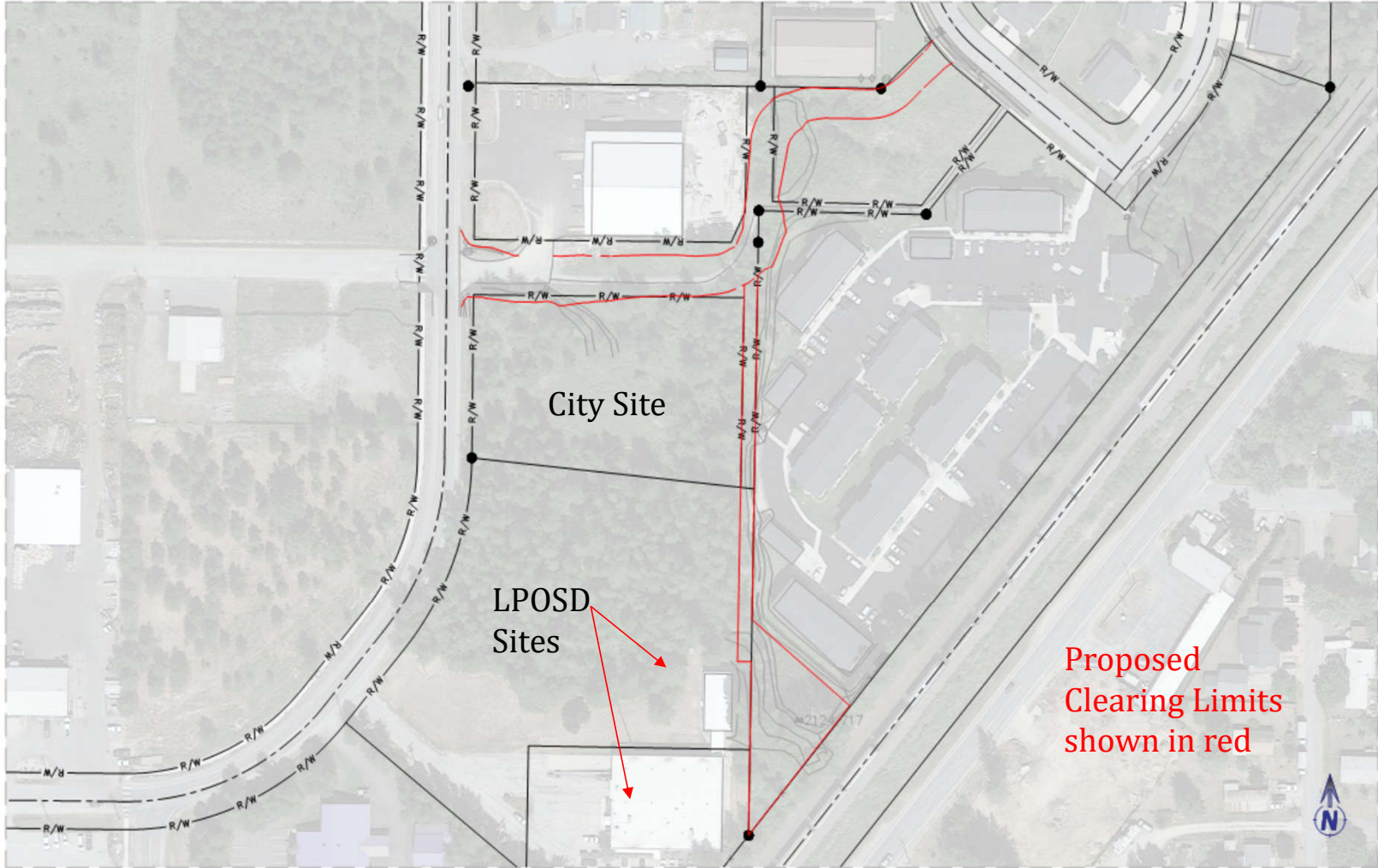
LPOSD Sites



City Site

# Lake Pend Oreille School District Easement Request

- If the easement were approved the City would start by clearing enough trees and brush to get to the stormwater facility at the same time as we are clearing for the future street.
- As a part of the stormwater design for the street we would address redirecting the water to a designed drainage channel and into the stormwater facility.



City Site

LPOSD Sites

Proposed Clearing Limits shown in red

# Lake Pend Oreille School District Easement Request

- The City has supplied a draft easement document for school board review
- Includes the proposed easement legal description
- Also includes language indicating that this easement would be considered a contribution at the time of future development
  - Green space, open space, setbacks, etc.

## Municipal Greenbelt Easement

**FOR VALUE RECEIVED, Lake Pend Oreille School District #84**, for good and valuable consideration, the receipt of which is hereby acknowledged, does hereby grant, bargain, sell and convey unto the **City of Ponderay, a municipal corporation**, whose current address is: P.O. Box 500, Ponderay, Idaho 83852, a public easement for ingress, egress, drainage, utilities, maintenance, and appurtenances over, under and across the east 20-feet of the following described real properties:

### Parcel 1

A tract of land in the Southeast quarter of the Northwest quarter of Section 11, Township 57 North, Range 2 West, Boise Meridian, Bonner County, Idaho, more specifically described as follows:

From the North quarter corner of said Section 11;

Thence South 89 degrees 37'22" West a distance of 974.12 feet along the North line of said Section 11;

Thence South 00 degrees 28'02" East along the centerline of the existing access road a distance of 1773.84 feet to the true point of beginning;

Thence continuing along said centerline a distance of 202.75 feet along a curve to the right, whose radius is 300.00 feet and whose chord bears South 18 degrees 53'42" West a distance of 198.92 feet;

Thence South 38 degrees 15'22" West a distance of 101.29 feet;

Thence leaving said centerline South 51 degrees 44'38" East a distance of 450.90 feet to the Northerly right of way line to the Union Pacific Railroad;

Thence North 37 degrees 59'21" East along said right of way line a distance of 187.93 feet;

Thence leaving said right of way line North 00 degrees 06'35" West a distance of 371.79 feet;

Thence North 85 degrees 00'15" West a distance of 313.09 feet to the Easterly right of way line of said access road;

Thence South 89 degrees 31'58" West a distance of 30.0 feet to the true point of beginning;

EXCEPTING THEREFROM the following described property;

A tract of land in the Southeast quarter of the Northwest quarter of Section 11, Township 57 North, Range 2 West, Boise Meridian, Bonner County Idaho, more specifically described as follows:

Commencing at the North quarter corner of said Section 11;

Thence South 89 degrees 37'22" West a distance of 974.12 feet along the North line of said Section 11;

Thence leaving said North line South 00 degrees 28'02" East along the centerline of the existing access road a distance of 1773.84 feet;

Thence continuing along said centerline 202.75 feet along a curve to the right whose radius is 300.00 feet, and whose chord bears South 18 degrees 53'42" West a distance of 198.92 feet;

Thence continuing along said centerline South 38 degrees 15'22" West a distance of 101.29 feet;

Thence leaving said centerline South 51 degrees 44'38" East a distance of 287.21 feet to a point, said point being the true point of beginning;

Thence South 51 degrees 44'38" East a distance of 163.69 feet to the Northerly right of way line of the Union Pacific Railroad;

Thence along said right of way line, North 37 degrees 59'21" East a distance of 187.93 feet;

Thence leaving said right of way line, North 00 degrees 06'35" West a distance of 92.00 feet;

Thence South 89 degrees 53'25" West a distance of 244.30 feet;

Thence South 00 degrees 06'35" East a distance of 138.29 feet to the true point of beginning;

TOGETHER WITH a 60.0-foot road right of way, 30.0 feet on each side of center of the following described centerline:

Beginning at a point on the Southerly right of way line of the existing county road, known as the Kootenai Cut-Off Road, which point is South 89 degrees 37'22" West a distance of 974.12 feet and South 00 degrees 28'02" East a distance of 30.0 feet from the North quarter corner of said Section 11;

Thence South 00 degrees 28'02" East along said centerline a distance of 1743.84 feet;

Thence a distance of 202.75 feet along a curve to the right whose radius is 300.00 feet and whose chord bears South 18 degrees 53'42" West a distance of 198.91 feet;

Thence South 38 degrees 15'22" West a distance of 101.29 feet;

Thence a distance of 235.17 feet along a curve to the right whose radius is 282.63 feet and whose chord bears South 63 degrees 55'07" West a distance of 244.79 feet;

Thence South 89 degrees 34'51" West a distance of 1247.04 feet, more or less, to the Easterly right of way line of U.S. Highway No. 95 and 2.

## **Parcel 2**

A tract of land in the Southeast quarter of Section 11, Township 57 North, Range 2 West, Boise Meridian, Bonner County Idaho, more specifically described as follows:

Commencing at the North quarter corner of said Section 11;

Thence South 89 degrees 37'22" West a distance of 974.12 feet along the North line of said Section 11;

Thence leaving said North line South 00 degrees 28'02" East along the centerline of the existing access road a distance of 1773.84 feet;



STATE OF IDAHO                    )  
  : ss.  
County of Bonner                    )

On this \_\_\_\_\_ day of \_\_\_\_\_, in the year 20\_\_\_\_, before me \_\_\_\_\_, a Notary Public, personally appeared **Dr. Becky Meyer**, known or identified to me to be the **Superintendent of Schools, Lake Pend Oreille School District #84**, that executed the instrument or the person who executed the instrument on behalf of said corporation, and acknowledged to me that such corporation executed the same.

\_\_\_\_\_  
Notary Public for Idaho  
Commission expires: \_\_\_\_\_

(SEAL)

AFTER RECORDING MAIL TO:

THE GRANTEE



INSTRUMENT NO. 25188A


568248  
WARRANTY DEED

For Value Received AL CZAP and KELLY CZAP, Husband and Wife, the grantor(s), do(es) hereby grant, bargain, sell and convey unto LAKE PEND OREILLE SCHOOL DISTRICT #84, the grantee(s) whose current address is 1123 Lake Street Suite 2, Sandpoint, Idaho, the following described premises, in Bonner County Idaho, to wit:

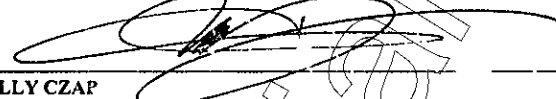
See Exhibit "A" attached hereto for a complete legal description.

TO HAVE AND TO HOLD the said premises, with their appurtenances unto the said Grantee(s), their heirs and assigns forever. And the said Grantor(s) do(es) hereby covenant to and with the said Grantee(s), that he/she/they is/are the owner(s) in fee simple of said premises; that they are free from all encumbrances except those matters shown on the Exceptions Exhibit attached hereto and made a part hereof, and that he/she/they will warrant and defend the same from all lawful claims whatsoever.

Dated: August 11, 2000

  
\_\_\_\_\_

AL CZAP

  
\_\_\_\_\_

KELLY CZAP

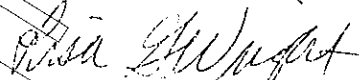
STATE OF IDAHO

COUNTY OF BONNER

} SS

On this 11th day of AUGUST, 2000, before me, the undersigned, a Notary Public in and for the said State, personally appeared AL CZAP and KELLY CZAP known or identified to me to be the persons whose names are subscribed to the within instrument and acknowledged to me that they executed the same.

In witness whereof, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.

  
\_\_\_\_\_  
Notary Public in and for said County and State

Residing at: Boise  
Commission Exp.: 12/2005



RECORDING DATA:

SANDPOINT TITLE INSURANCE  
FILED BY  
2000 AUG 11 P 1:09  
MARIE SCOTT  
BONNER COUNTY RE REC  
PS  
CITY

EXCEPTIONS EXHIBIT

SUBJECT TO:

GENERAL TAXES FOR THE YEAR 2000.

ASSESSMENTS FOR THE CITY OF PONDERAY, IF ANY.

ASSESSMENTS FOR KOOTENAI-PONDERAY WATER AND SEWER DISTRICT, IF ANY.

EASEMENT DISCLOSED BY INSTRUMENT AND CONDITIONS CONTAINED THEREIN:

IN FAVOR OF: CHARLES A. FINNEY AND JUDITH SHARON FINNEY, HUSBAND AND WIFE; MICHAEL R. ULRICK AND DIANNA L. ULRICK, AND LEROY W. SMITH AND DORIS F. SMITH

FOR: ROAD RIGHT OF WAY

AFFECTS: PARCEL 1

DISCLOSED BY: WARRANTY DEED

RECORDED: FEBRUARY 22, 1979

INSTRUMENT NO.: 211137

EASEMENT AND CONDITIONS CONTAINED THEREIN:

RECORDED: APRIL 9, 1990

INSTRUMENT NO: 373742

IN FAVOR OF: HUGH S. FERGUSON AND JANE A. FERGUSON, HUSBAND AND WIFE

FOR: 60 FOOT EASEMENT FOR INGRESS, EGRESS AND UTILITIES

AFFECTS: PARCEL 1

EASEMENT AND CONDITIONS CONTAINED THEREIN:

RECORDED: JUNE 29, 1990

INSTRUMENT NO: 377192

IN FAVOR OF: HUGH S. FERGUSON AND JANE A. FERGUSON, HUSBAND AND WIFE

FOR: 101.29 FOOT WIDE EASEMENT FOR INGRESS, EGRESS AND UTILITIES

AFFECTS: PARCEL 1

*[Handwritten signatures and scribbles]*

EXHIBIT "A"

PARCEL 1:

A tract of land in the Southeast quarter of the Northwest quarter of Section 11, Township 57 North, Range 2 West, Boise Meridian, Bonner County, Idaho, more specifically described as follows:

From the North quarter corner of said Section 11:

thence South 89 degrees 37'22" West a distance of 974.12 feet along the North line of said Section 11;

thence South 00 degrees 28'02" East along the centerline of the existing access road a distance of 1773.84 feet to the true point of beginning;

thence continuing along said centerline a distance of 202.75 feet along a curve to the right, whose radius is 300.00 feet and whose chord bears South 18 degrees 53'42" West a distance of 198.92 feet;

thence South 38 degrees 15'22" West a distance of 101.29 feet;

thence leaving said centerline South 51 degrees 44'38" East a distance of 450.90 feet to the Northerly right of way line of the Union Pacific Railroad;

thence North 37 degrees 59'21" East along said right of way line a distance of 187.93 feet;

thence leaving said right of way line North 00 degrees 06'35" West a distance of 371.79 feet;

thence North 85 degrees 00'15" West a distance of 313.09 feet to the Easterly right of way line of said access road;

thence South 89 degrees 31'58" West a distance of 30.0 feet to the true point of beginning;

EXCEPTING THEREFROM the following described property:

A tract of land in the Southeast quarter of the Northwest quarter of Section 11, Township 57 North, Range 2 West, Boise Meridian, Bonner County, Idaho, more specifically described as follows:

Commencing at the North quarter corner of said Section 11:

thence South 89 degrees 37'22" West a distance of 974.12 feet along the North line of said Section 11;

thence leaving said North line South 00 degrees 28'02" East along the centerline of the existing access road a distance of 1773.84 feet;

thence continuing along said centerline 202.75 feet along a curve to the right, whose radius is 300.00 feet, and whose chord bears South 18 degrees 53'42" West a distance of 198.92 feet;

thence continuing along said centerline, South 38 degrees 15'22" West a distance of 101.29 feet;

thence leaving said centerline South 51 degrees 44'38" East a distance of 287.21 feet to a point, said point being the true point of beginning;

thence South 51 degrees 44'38" East a distance of 163.69 feet to the Northerly right of way line of the Union Pacific Railroad;

thence along said right of way line, North 37 degrees 59'21" East a distance of 187.93 feet;

thence leaving said right of way line, North 00 degrees 06'35" West a distance of 92.00 feet;

thence South 89 degrees 53'25" West, a distance of 244.30 feet;

thence South 00 degrees 06'35" East a distance of 138.29 feet to the true point of beginning.

TOGETHER WITH a 60.0 foot road right of way, 30.0 feet on each side of the following described centerline:

Beginning at a point on the Southerly right of way line of the existing county road, known as the Kootenai Cut-Off Road, which point is South 89 degrees 37'22" West a distance of 974.12 feet and South 00 degrees 28'02" East a distance of 30.0 feet from the North quarter corner of said Section 11;

thence South 00 degrees 28'02" East along said centerline a distance of 1743.84 feet;

thence a distance of 202.75 feet along a curve to the right whose radius is 300.00 feet and whose chord bears South 18 degrees 53'42" West a distance of 198.91 feet;

thence South 38 degrees 15'22" West a distance of 101.29 feet;

thence a distance of 235.17 feet along a curve to the right whose radius is 282.63 feet and whose chord bears South 63 degrees 55'07" West a distance of 244.79 feet;

thence South 89 degrees 34'51" West a distance of 1247.04 feet, more or less, to the Easterly right of way line of U.S. Highway No. 95 and 2.

**PARCEL 2:**

A tract of land in the Southeast quarter of the Northwest quarter of Section 11, Township 57 North, Range 2 West, Boise Meridian, Bonner County, Idaho, more specifically described as follows:

Commencing at the North quarter corner of said Section 11:

thence South 89 degrees 37'22" West a distance of 974.12 feet along the North line of said Section 11;

thence leaving said North line South 00 degrees 28'02" East along the centerline of the existing access road a distance of 1773.84 feet;

thence continuing along said centerline 202.75 feet along a curve to the right, whose radius is 300.00 feet, and whose chord bears South 18 degrees 53'42" West a distance of 198.92 feet;

thence continuing along said centerline, South 38 degrees 15'22" West a distance of 101.29 feet;

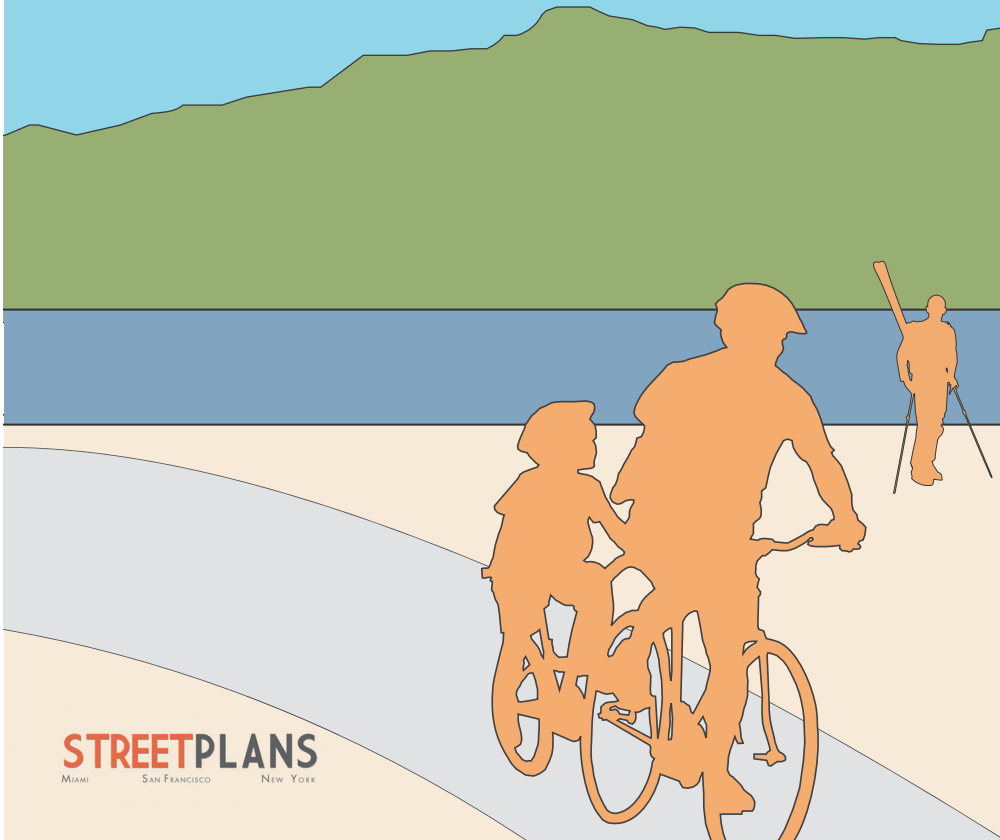
thence leaving said centerline South 51 degrees 44'38" East a distance of 287.21 feet to a point, said point being the true point of beginning;

thence South 51 degrees 44'38" East a distance of 163.69 feet to the Northerly right of way line of the Union Pacific Railroad;

thence along said right of way line, North 37 degrees 59'21" East a distance of 187.93 feet;

thence leaving said right of way line, North 00 degrees 06'35" West a distance of 92.00 feet;

# PONDERAY, IDAHO GREENBELT + PATHWAYS ACTION PLAN



**STREETPLANS**  
MIAMI SAN FRANCISCO NEW YORK

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## WHAT'S IN THIS PLAN

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# 1. INTRODUCTION



Pend d'Oreille Bay Trail, October 2014.



Pend d'Oreille Bay Trail Master Plan (2015)

## PONDERAY, IDAHO

**POPULATION:** 1,200  
**SQUARE MILES:** 3.5  
**GREENWAYS:** 2  
**BREWERIES:** 1

## WHY A GREENBELT AND PATHWAYS ACTION PLAN?

The City of Ponderay is a rural but growing community. Its location - adjacent to Sandpoint and countless recreational amenities/ destinations - makes it an attractive place for land development. Indeed, the city's population has doubled in the past decade, bringing with it new community benefits as well as new challenges.

This Greenbelt and Pathways Action Plan outlines 18 priority projects to shape Ponderay's future growth and preserve a high quality of life. The primary goal of these efforts is to increase connectivity, protect rural lands and watersheds, and increase access to Ponderay's most prized but underutilized asset: Lake Pend d'Oreille. Implementing this Action Plan will bring needed recreational opportunities for people locally and regionally, provide low-cost, non-motorized transportation options, and direct growth to areas with existing infrastructure, thereby capitalizing on previous public and private investments.

## PLAN + PROJECT REVIEW

This Action Plan is not the first effort to expand trails, pathways, and greenbelts within Ponderay's city limits. The Creekside Trail, the Kootenai Cutoff Road shared use path, and phase 1 of the Pend d'Oreille Bay Trail are a few examples of recent and successful projects. These efforts and others like them have built strong support for expanding the greenbelt and pathways network not only within Ponderay, but also across the region. Indeed, a 2009 survey data revealed that nearly 83% of Bonner County residents support the ongoing development of trail projects. In Ponderay/Sandpoint, this level of support has led to the formation of the Friends of the Pend d'Oreille Bay Trail, and a crop of new plans and projects that include:

- Bonner County Draft Trails Plan (2012)
- Trust for Public Land Greenprint (2015)
- Ponderay Bicycle & Pedestrian Master Plan (2015)
- Pend d'Oreille Bay Trail Master Plan (2015)
- Ponderay Village Sub-Area Plan (2015)

A review, and in some cases contribution to, the advancement of the above projects, confirm that many opportunities exist to expand recreational opportunities in the City. This Plan outlines short- and long-term opportunities to further improve existing paths, trails, an on-street infrastructure supporting recreation and active transportation in Ponderay.



**WHAT IS YOUR VISION FOR PONDERAY'S FUTURE?**

*Join us to provide your input!*

The City of Ponderay is engaged in an open planning and design project to develop a Regulating Code and Plan that will guide future growth in the City. The City is also pursuing a Greenways and Connectivity Plan to improve walking and bicycling. A major goal of these planning processes is to explore possibilities for enhancing connectivity between Ponderay and the lakefront.

Join us at the public forums to learn about the projects, ask questions, and share your ideas.

<p><b>PRESENTATION &amp; PUBLIC WORKSHOP</b></p> <p><b>DECEMBER 8<sup>TH</sup></b> 5:30PM - 7:00PM</p> <p>The Elks Lodge 30196 Highway 200 Ponderay, ID</p>	<p><b>PRESENTATION OF DRAFT PLAN</b></p> <p><b>DECEMBER 11<sup>TH</sup></b> 5:30PM - 7:00PM</p> <p>The Elks Lodge 30196 Highway 200 Ponderay, ID</p>
---	--

Top: Charrette promotion posters were distributed around Ponderay and via email to invite various groups and stakeholders to take part in the planning processes that resulted in the creation of this Action Plan. Right: The Ponderay Sub-Area Master Plan.



Julie Flynn of the Street Plans Collaborative leads an "issue identification" process, December 2014.



## FOUR PLANS, ONE PROCESS

This Greenbelts and Pathways Action Plan is one of four Ponderay planning projects developed simultaneously. The other three include the Phase 2 Pend d'Oreille Bay Trail Master Plan extension project, and the Ponderay Village Sub-Area Master Plan and resulting Ponderay Village Form-Based Code. The formal planning process for the latter three of these projects kicked off in October 2014 with an initial visit to Ponderay. This effort was coordinated in conjunction with a round of neighborhood outreach led by Strong Towns, a national non-profit organization. The site visit included conversations with community stakeholders, a "handlebar and walkabout survey," a tour of regional precedents, and even a one day demonstration project on Kootenai Cutoff Road highlighting opportunities for small-scale changes that have a positive impact on the lives of Ponderay residents (turn to page 12 for more information about this project).

In December of 2014, the Street Plans teams returned to Ponderay to lead a 4-day planning and design charrette. This effort focused largely on developing the Sub-Area Plan, but also allowed progress to be made on further developing the Greenbelts and Pathways Action Plan and Pend d'Oreille Bay Trail extension plan, which considerably overlap.

The Street Plans team returned in March 2015 to work with the City of Ponderay on refining initial drafts of the Sub-Area Master Plan and Greenbelt and Pathways Plan. This trip also provided an opportunity to coordinate further with Harmony Design + Engineering, planners of the Pend d'Oreille Trail Master Plan. Finally, in October 2015, Street Plan returned to present drafts of the Ponderay Village Sub-Area Form Based Code and this Greenbelt and Pathways Action Plan. Feedback received at that time has informed this final document.



## 2. EXISTING CONDITIONS

### EXISTING NETWORK

- OFF-STREET PAVED TRAILS:** 3.77 miles
- OFF-STREET UNPAVED TRAILS:** 1.89 miles
- ON-STREET BIKEWAYS:** 0 miles
- EXISTING SIDEWALKS:** .47 miles

Working with neighboring municipalities like Sandpoint and Kootenai, the City of Ponderay has developed a growing network of on and off-street shared use paths. These include the Pend d'Oreille Bay Trail, the Creekside Trail, and the Kootenai Cutoff Road shared use path. Each of these segments contributes to a developing trunkline network of recreational and transportation facilities for Ponderay's citizens and visitors.

#### 1. PEND D'OREILLE BAY TRAIL

A 1.5-mile unpaved trail runs along the Lake Pend d'Oreille shoreline. It currently features one trailhead located at the entrance to the Sandpoint sewage treatment plant on Sandpoint Avenue. The trail is used year-round for walking, running, cycling, snowshoeing, cross-country skiing, and other recreational activities.

#### 2. THE CREEKSIDE TRAIL

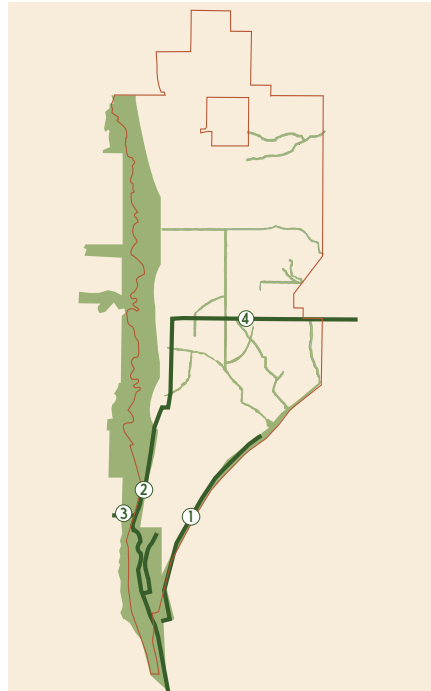
A 1.5 mile trail connecting downtown Sandpoint with Ponderay's Highway 95 commercial district / Kootenai Cutoff Road shared use path. In addition, a short Creekside Trail spur extends close to Highway 200 in Ponderay.

#### 3. POPSICLE BRIDGE TRAIL

A short .15-mile trail spur connecting the Creekside Trail in Ponderay with East Mountain View Road in Sandpoint.

#### 4. KOOTENAI CUTOFF RD. PATH

A 1.5-mile path runs along the length of Kootenai Cutoff Road, from Highway 95 to Highway 200, and extends along Highway 200 terminating at Railroad Avenue in Kootenai.



*Ponderay's existing network of shared use paths, trails, bikeways, and greenway/drainage ways.*

In addition to these formal trails, there are more than a dozen existing greenbelt/drainage ways, and underutilized alleyways found across the City. Some of these already include "desire line" pathways used informally by residents. Such paths indicate an opportunity to make a range of small improvements so that these links may be added to the city's formal network of usable greenbelts and pathways. While others should be considered for additional improvements so that they become useful links in the city's open space, recreational, and/or transportation network.





## EXISTING CONDITIONS ANALYSIS

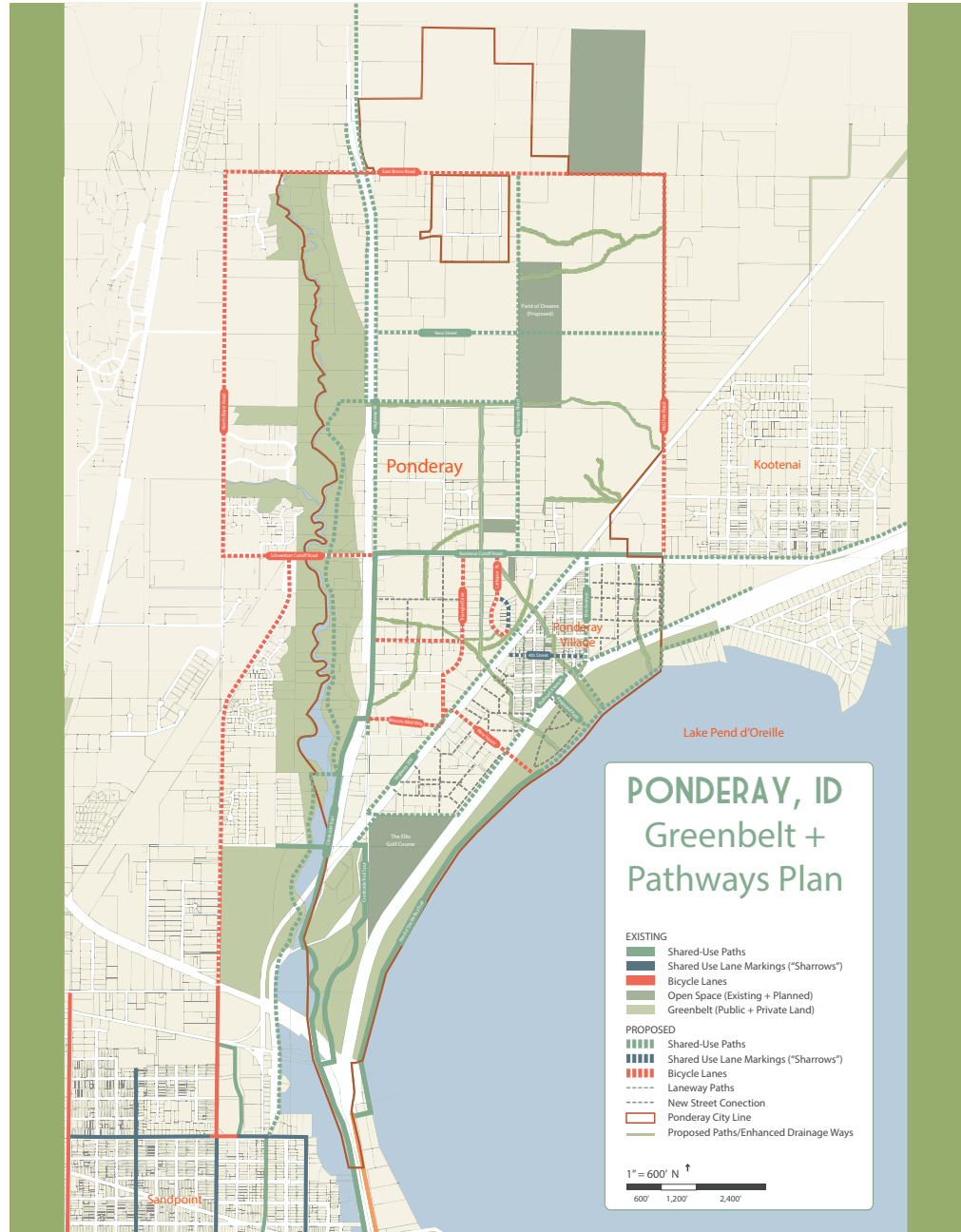
The “Handlebar Survey” is an existing conditions analysis tool deployed by the Street Plans team and client/project partners. It involves bicycling, running, and walking along a community’s trail/open space and street network. The process uses photography and written notation to formally document the qualitative experience of using the City’s “active living” assets. The process includes recording general roadway user behaviors, the identification of safe routes/dangerous routes, documenting land use conditions and key access points to destinations/trip generators, and the overall usability of the “green infrastructure” network.

In Ponderay, the survey was first deployed in October 2014, with subsequent and smaller survey efforts undertaken during subsequent project trips in December 2014, and March and October 2015.

This user-level approach helped the planning team identify existing opportunities to further conserve open space and develop pathways, street retrofits to encourage recreation and transportation choices. It also allowed the team to understand the existing challenges (physical / natural barriers etc.) inherent to advancing active transportation and recreation in Ponderay. The findings of these survey efforts have been used in the creation of this Greenbelt and Pathways Action Plan.

## FINDINGS SUMMARY

Proximity to the region’s world-class recreational opportunities (hiking, fishing, boating, skiing, hunting, bicycling etc.) is one of Ponderay’s great assets. Recent and successful “green infrastructure” investments have provided a needed framework for future growth, but also underscore how isolated residents remain from recreational opportunities. Moreover, Ponderay’s recent residential and commercial growth pattern raises concerns about the long-term viability of developing a citywide open space network that is continuous and accessible to all. Together with the Ponderay Village Sub-Area Plan and Form-Based Code, this Action Plan is intended to guide Ponderay as it advances a connected greenbelt and pathway system.



### 3. ACTION PLAN

This Action Plan is comprised of a 18 total projects, broken into 9 short- and 9 long-term priority projects. Each one is intended to contribute to a network of increased connectivity between existing trails and pathways, as well as develop new connections between existing and future destinations. An annotated map highlighting the location of each project is found on page 10. Full descriptions of each project are follows on pages 11 - 30.

#### PRIORITY PROJECTS SUMMARY SHORT-TERM

1. Add bicycle, pedestrian, intersection/curb-cut pavement markings along the Kootenai Cutoff Road shared use path.
2. Build a pedestrian refuge island along Kootenai Cutoff Road at the Moody Lane crossing; include a rapid flashing beacon (RRFB). Star Lane, Triangle Drive, and Larkspur Street may also receive this treatment once a sidewalk is completed on the south side of Kootenai Cutoff Road.
3. Stripe bicycle lanes along Triangle Drive/Bonner Mall Way, between Kootenai Cutoff Road and Highway 95.
4. Finish paving the Creekside Trail spur so that it connects with Highway 200.
5. Transform select vacated/underused laneways in Ponderay Village into linear parks/public access ways.
6. Develop and implement Walk [Your City] signs along trails and streets with sidewalks/bikeways.
7. Work with ITD to install / maintain high-visibility crosswalks at all existing and future pedestrian / bicyclist crossings along and across state highways.
8. Increase high-quality, high-visibility bicycle parking racks at commercial and open space nodes, including the Bonner Mall; Add bike racks to select Spot Bus stops.
9. Beautify existing infrastructure, such as the jersey barriers placed along the Kootenai Cutoff Road shared use path and the Creekside Trail along Highway 95.

#### LONG-TERM

1. Extend the Pend d'Oreille Bay Trail to its planned terminus at the Ponder Point / Kootenai Trailhead, adjacent to Highway 200.
2. Build an underpass below BNSF / MRL Rail corridor to connect proposed Ponderay Village Sub-Area Plan neighborhood development and Highway 200.
3. Build sidewalks along the southside of Kootenai Cutoff Road, from Highway 200 to Highway 95 and make bus stop/intersection improvements.
4. Enhance the Highway 200 corridor by developing a shared use path along the northside of Highway 200 (part of the U.S. Bicycle Route #10 through Idaho); and enhance a segment of the southside of Highway 200 with sidewalks, streets trees, and parallel parking (see Ponderay Village Sub-Area Plan for more detail). In case the Eastgate vehicle connection is removed, aim to maintain a pedestrian and bicycle connection.
5. Extend the Creekside Trail along Highway 95 north to the Ponderay City boundary.
6. Preserve as much land as possible /obtain necessary easements along Sand Creek; Starting at the Popsicle Bridge Trail, extend the Creekside Trail north along Sand Creek.
7. Integrate a shared use path or trail along Railroad Avenue as the area to east of the street is developed.
8. Work with property owners/require developers to preserve and/or develop access improvements to greenbelts, drainageways, and other clear "desire lines" connecting neighborhoods, commercial, and open space destinations throughout Ponderay.
9. Work with a developer to extend the Kootenai Cutoff Road path westward along Schweitzer Cutoff Road.



## PRIORITY SHORT-TERM PROJECTS

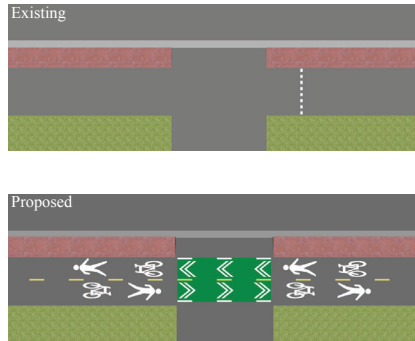
### 1 KOOTENAI CUTOFF ROAD SHARED USE PATH IMPROVEMENTS



#### EXISTING CHALLENGES

The Kootenai Cutoff Road shared use path is an important transportation and recreational facility for Ponderay's residents. It provides particular value for people living/working along Kootenai Cutoff Road, as it gives them the opportunity to access Highway 95 businesses by foot and/or bike, and other regional destinations via the Spot Bus.

However, numerous path elements could be improved to better serve its users. At present, numerous curb cuts and street intersections make the path feel discontinuous and compromise the perceived safety of the path. Moreover, the current pavement markings are inconsistent and not standardized along the full length of the trail. Access on and off the path are also poorly marked at the Highway 95 and Highway 200 intersections.



#### PROPOSED RESPONSE

Increase the visibility and improve the experience of people biking and walking along Kootenai Cutoff Road by adding pathway pavement markings, intersection/curb-cut markings, and wayfinding signs.

The markings should be applied consistently and indicate that the path is to be shared by those bicycling and walking. Markings and or paint (green, for instance) should also be used to highlight conflict points for motorists turning across the path at curb cut and intersection locations. See short-term recommendation #7 on page 17 for more information about wayfinding signs.

## PRIORITY SHORT-TERM PROJECTS

### 2 KOOTENAI CUTOFF ROAD INTERSECTION IMPROVEMENTS



#### EXISTING CHALLENGES

Relatively high traffic counts and the three-lane width of Kootenai Cutoff Road make crossing the street on foot or bike challenging. This is especially true at three discrete intersections: Highway 200, Larkspur Street / Lupine Street and Triangle Drive.

A missing crosswalk link on the east side of the intersection and fast-turning cars are a clear threat to safety at the Highway 200 intersection, the only biking and walking connection between Ponderay's historic village and the shopping, civic, and residential uses that have been built between Highway 200, Kootenai Cutoff Road, and Highway 95.

Additionally, residents who live along Moody Lane and Larkspur/Lupine Streets do not have access to a sidewalk on the south side of Kootenai Cutoff Road. Walkers must navigate either a narrow, uneven and informal dirt footpath next to fast-moving cars or cross a busy roadway to access the Kootenai Cutoff Road shared use path.

Finally, the Triangle Drive intersection features large curb radii that allow cars and trucks to turn at higher speeds. The radii also results in a long crossing distance for pedestrians. The need for better walking facilities on the southside the corridor is only heightened by well-used Spot Bus stops.



#### PROPOSED RESPONSES

Working with IDT, Ponderay should implement a crosswalk and pedestrian refuge island on the east side of the Highway 200 intersection so that people walking and cycling are able to cross the street more efficiently and safely.

In addition, a simple pedestrian refuge island at the Moody Lane / Kootenai Cutoff Road crosswalk (see above demonstration project image), and at the future Larkspur Street, Star Lane, and Triangle Drive crossings, should be constructed and be accompanied by a rapid flashing beacon so that pedestrians have the ability to obtain the right-of-way and proceed safely across the street.

These two small projects will make people walking more visible, shorten the crossing distance, and provide people walking a place to rest halfway across the street if need be. It will also help slow motor vehicles turning onto Kootenai Cutoff road and in and out of Moody Lane.

## PRIORITY SHORT-TERM PROJECTS

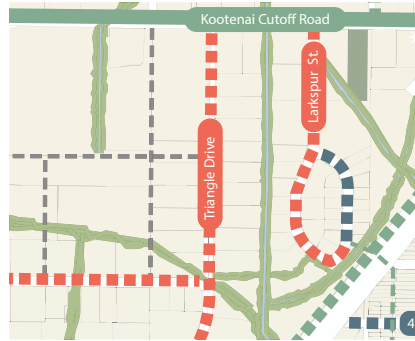
### 3 TRIANGLE DRIVE BICYCLE LANES



#### EXISTING CHALLENGES

Triangle Drive provides an important connection between local residents, Kootenai Cutoff Road commercial businesses and shared use path users with the Bonner Mall commercial area. It also serves as an alternative to Highway 95 for those making local trips. At present the street is relatively wide street and features no accommodation for people walking or bicycling.

Of additional importance is the presence of numerous drainage ways and informal foot paths that link residential areas with the proposed on-street infrastructure improvements recommended in this plan, as well as in the Ponderay Bicycle and Pedestrian Master Plan.



#### PLANNED RESPONSE

Thanks to a Community Choices grant received by the City of Ponderay, bicycle lanes and a sidewalk will be constructed between Kootenai Cut-off Road and Highway 95.

In addition to the planned improvements, careful consideration should be given to improving wayfinding along the route (see short-term recommendation #7) Improving select off-street pathways and drainage ways with off-street biking and walking connections will further connect residential and commercial center of Ponderay and maximize the value of the infrastructure planned for Triangle Drive.

## PRIORITY SHORT-TERM PROJECTS

### 4 SCENIC CREEKSIDE TRAIL SPUR / HIGHWAY 200 CONNECTION



#### EXISTING CHALLENGE

The Creekside Trail runs from downtown Sandpoint along Sand Creek and along Highway 95 to Kootenai Cutoff Road intersection. The multi-use trail provides an important non-motorized recreational and transportation connection between the two communities. In addition to this segment, a paved trail spur extends northeast at the Highway 200/95 interchange. However, the spur does not yet connect all the way to Highway 200, thereby limiting the utility of the connection.



#### PROPOSED RESPONSE

Replace the informal path that exists today with a paved trail segment that links to the existing rail corridor frontage road. This small but important project will enable a connection to Highway 200 and the shared use path proposed for the northside of the corridor may be made (see long-term project #3).

## PRIORITY SHORT-TERM PROJECTS

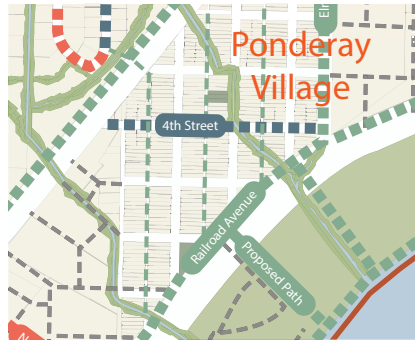
### 5 PONDERAY VILLAGE LANEWAY IMPROVEMENTS



#### EXISTING CHALLENGES

Within recent decades the streets of Ponderay Village were finally paved with asphalt. The pavement has improved access for residents and visitors alike. However, walking facilities and community open space remain sparse for residents who choose to move throughout the neighborhood on foot, bike, or wheelchair.

The Village also contains three narrow north-south laneways, platted during the early 20th century, which did not receive the same pavement treatment. Today, the condition of the laneways vary greatly, as they are used by residents in a number of ways, including as informal walking pathways, play spaces, or as extensions of private backyards. Some of these laneway segments appear to have been vacated and fully incorporated into individual residential parcels.



#### PROPOSED RESPONSE

It is recommended that the City of Ponderay evaluate each existing laneway for illegal occupation, misuse, safety. In addition, the City should study the potential for select segments to be retrofitted into either functioning laneways for private property, or as needed open space/walking paths.

The former use may be important as certain properties redevelop while the latter would improve the aesthetics of the Village area while providing recreational and transportation choices for residents.

## PRIORITY SHORT-TERM PROJECTS

### 6 TRAIL / PATHWAY WAYFINDING



#### EXISTING CHALLENGE

Navigating the emerging trail network in Ponderay is not without challenges. Two state highways, three rail lines, and a disconnected street grid poses a number of navigational challenges for trail and pathway users. Except for an existing Schweitzer Mountain Resort sign (pictured above), wayfinding signs do not really exist, making navigation to visitors and new trail users more difficult than it has to be.



#### PROPOSED RESPONSE

Taking cues from temporary informational signs currently found along the Pend d' Oreille Bay Trail and DIY Walk [Your City] signs (see above), develop a temporary wayfinding system that aids trail, path, and sidewalk users.

Low-cost, relatively durable signs may be ordered online and affixed with zip ties at key decision points in Ponderay's growing network of trails, paths, and on-street sidewalk and bicycling, and Spot Bus Stop facilities. While not a long-term solution, this short-term response can meet the needs of today.

## PRIORITY SHORT-TERM PROJECTS

### 7 CREATE HIGH-VISIBILITY, WIDE CROSSWALKS



#### EXISTING CHALLENGE

Recent highway expansion in Ponderay has brought with it a number of active transportation amenities, such as the Creekside Trail. However, the widening of roadways, like Highway 95, also result in numerous challenges for people moving on foot and bike across large, multi-lane intersections. Due to the speed and volume of traffic, and relatively narrow pedestrian/bike curb ramps, recent crosswalk installations, pedestrians often feel exposed and unsafe at major intersections. This challenge will only become more pronounced as the city's off-street and on-street trail, greenway, and pedestrian/bike network expands.



#### PROPOSED RESPONSE

As streets are resurfaced or reconstructed, conventional crosswalks (see above, left) should be replaced by high visibility crosswalks, such as those found on Kootenai Cutoff Road and Highway 200 (see above, right). These markings are a low-cost way to improve the visibility of those crossing relatively high-speed and high-volume roadways on foot.

Given limited resources, high-visibility crossings should be prioritized at locations where existing and proposed off-street trails and greenbelt connections intersect with Ponderay's street network. For example, The Kootenai Cutoff Road shared use path (which connects to several proposed greenbelt, pedestrian, and bikeway connections), is a prime candidate for such a treatment.

## PRIORITY SHORT-TERM PROJECTS

### 8 ADD BICYCLE PARKING AT SELECT SPOT BUS STOPS



#### EXISTING CHALLENGE

The Spot Bus provides a much needed transportation option for many Ponderay residents. It also allows bicycles to be carried on a rack located at the front of the bus. Unfortunately, the design of the bus and limited capacity of the bus racks sometime means the users are unable to place their bicycle on the bus rack and must wait until the next bus shows up. This inconvenience reduces the utility of Ponderay's inter-modal transportation system.



#### PROPOSED RESPONSE

A low-cost way to maximize investment in the Spot Bus system, as well as Ponderay's existing and future bicycling infrastructure, is to add high-quality bicycle parking (see above) at key bus stop locations. Such an amenity would encourage multi-modal travel and allow Spot Bus riders to leave their bicycles at the bus stop should rack capacity be limited.

Investing in bicycle parking can't and shouldn't occur everywhere. Thus, key pick-up and drop-off points where racks would provide the most value should be identified by surveying Spot Bus rider, especially those who use the existing bike racks. The system could start with a pilot, for those locations that emerge as priorities, adding a few bike racks at two to three locations. Evaluating the effectiveness/use over the period of one year would indicate whether future investment is warranted and/or what should change about the design/location of the existing pilot racks.

## PRIORITY SHORT-TERM PROJECTS

### 9 BEAUTIFY EXISTING TRAIL INFRASTRUCTURE



#### EXISTING CHALLENGE

The recent expansion of Highway 95 included the Creekside Trail, a wonderful active transportation and recreational amenity connecting Sandpoint and Ponderay. The section along the Sand Creek/Highway 95 in Ponderay (see above) appropriately protected by high-speed traffic, yet the appearance of the concrete barrier is unattractive and could be made into a “placemaking” amenity delighting trail users.

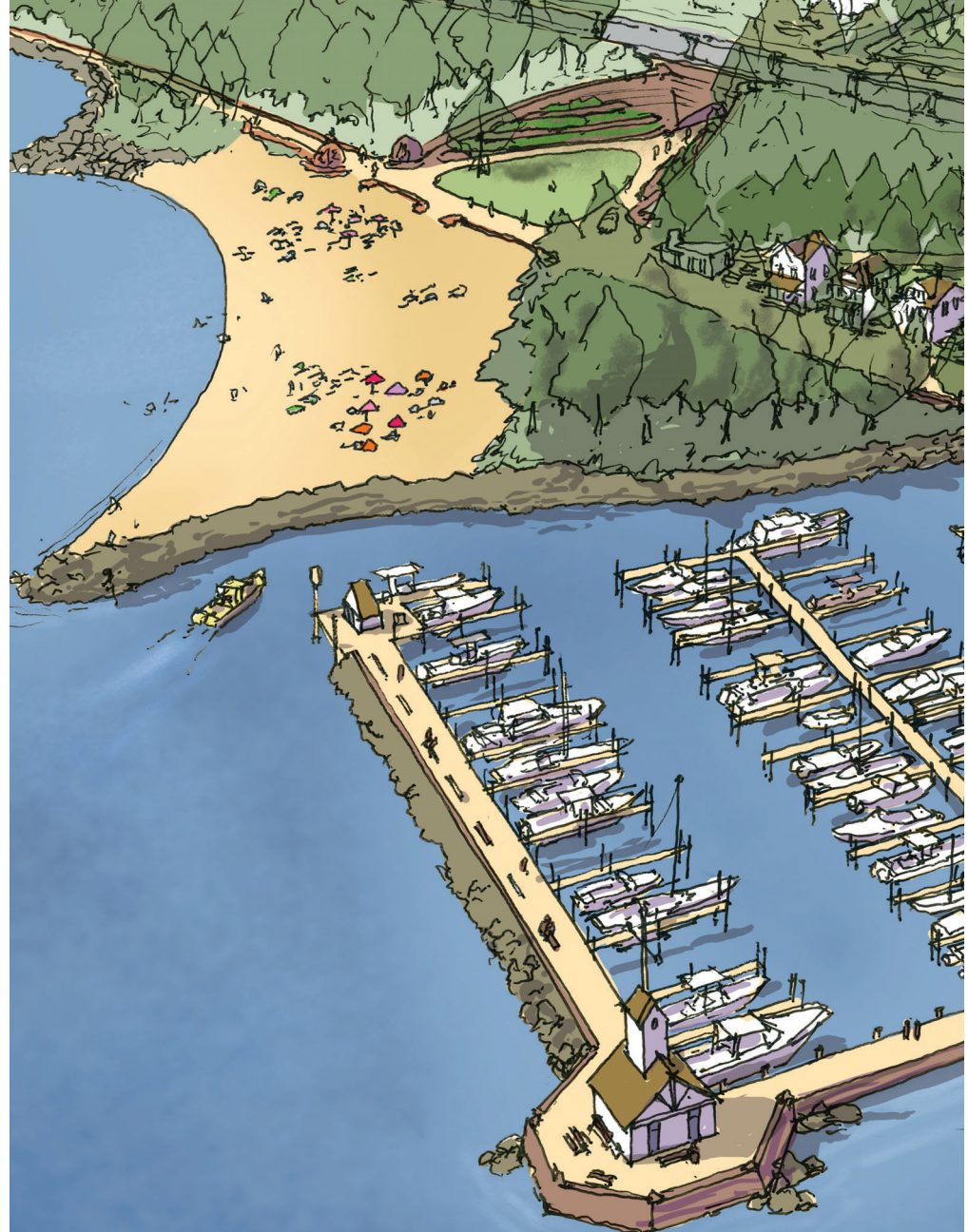
A similar situation exists along the barrier protected section of the Kootenai Cutoff Road shared use path, linking Ponderay and Kootenai along Highway 200.



#### PROPOSED RESPONSE

A low-cost, community-driven way to brighten Ponderay’s existing trail/path infrastructure is to paint the inside of the barriers with various murals/public art work (see above). At present, this approach is recommended for the barriers found along Highway 95 and Highway 200. Weekend painting days could be organized with/by local school-age children, nonprofits, arts organizations, and/or community groups who can make the most of the blank space. Themes might be applied to specific sections of the barriers, which could be re-painted every few years thereby extending the opportunity for future project stewards to take part in beautifying the trail infrastructure.

Future trail or pathway connections with similar treatments could also take the approach described above.



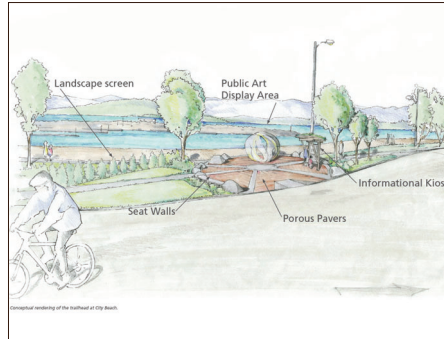
## PRIORITY LONG-TERM PROJECTS

### 1 EXTEND THE PEND D'OREILLE BAY TRAIL TO KOOTENAI



#### EXISTING CHALLENGES

The existing Pend d'Oreille Bay Trail is a wonderful recreational asset not only for those living in Ponderay, but also Bonner County residents, and the two million people who visit northern Idaho each year. However, various property owner, environmental, and financial barriers have prohibited the completion of the trail between the Creekside trailhead and the proposed terminus at the Ponder Point subdivision / Highway 200 trailhead in Kootenai. Moreover, public access from Ponderay Village to the trail and lakefront is technically illegal due to liability issues related to the existing BNSF / MRL Rail corridors. That residents and trail users frequently cross the tracks to access the village and lakefront underscores the need to develop a legal, grade separated crossing.



#### PROPOSED RESPONSE

Developed by Friends of the Pend d' Oreille Bay Trail and Harmony Design and Engineering concurrently with this Greenways and Pathways planning process, the Pend d' Oreille Trail Extension Master Plan provides a clear road map for the design and implementation of the trail and its extension to the Ponder Point and Highway 200.

The Master Plan should be prioritized for implementation, including the underpass connecting Ponderay Village / Highway 200 with the lakefront (See page 22 for more details).

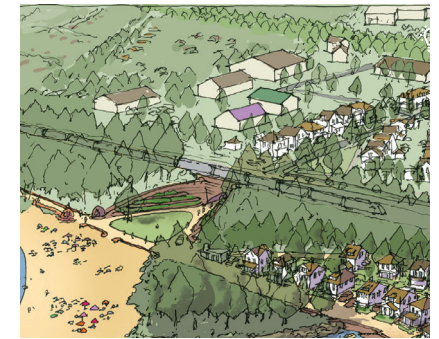
## PRIORITY LONG-TERM PROJECTS

### 2 BUILD PUBLIC RIGHT-OF-WAY UNDERPASS



#### EXISTING CHALLENGES

Access to the Pend d'Oreille Bay Trail and Lakefront is currently limited to one legal access point, which is the Trailhead located at the Sandpoint drinking water plant. While this is legitimate for safety reasons, numerous desire lines in the form of worn paths show the existing demand for more connectivity between Ponderay Village and the lakefront. Without a grade-separated connection it is unlikely the BNSF and MRL railroads will continue to disallow public access.



#### PROPOSED RESPONSE

Assuming legal and cost hurdles may be overcome, The City of Ponderay, with its many partners, should look to catalyze the latent value of lakefront development by developing a public right-of-way below the existing railroad tracks. The underpass should include dedicated bicycle and pedestrian facilities and be tied to a slow-speed street that enhances access to the eventual development of various properties between the rail corridors and Highway 200.

Consistent with the Ponderay Village Sub-Area Plan, and the Pend d'Oreille Bay Trail Master Plan, the underpass should mark a transition in character between more natural and rural and a mixed-use, walkable village setting.

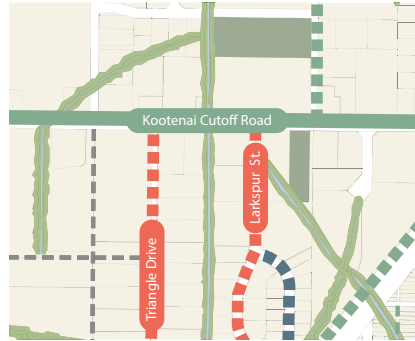
## PRIORITY LONG-TERM PROJECTS

### 3 KOOTENAI CUTOFF SIDEWALKS / BUS STOP ENHANCEMENTS



#### EXISTING CHALLENGES

The Kootenai Cutoff Road shared use path is a wonderful amenity for Ponderay's residents. However, many residents would prefer to walk along the southside of the thoroughfare. For example, residents who live along Moody Lane and Larkspur/Lupine Streets do not have access to a sidewalk on the south side of Kootenai Cutoff Road. Walkers must therefore navigate either a narrow, uneven and informal dirt footpath (see above) next to fast-moving cars, or cross a busy roadway to access the Kootenai Cutoff Road shared use path. This is not an acceptable challenge to ask children, the elderly, and the disabled to overcome.



#### PROPOSED RESPONSE

A sidewalk should be built along the south side of Kootenai Cutoff Road, between Highway 200 and Highway 95. In addition, the curb line should be extended and tightened at the intersection of Kootenai Cutoff Road and Triangle Drive. This will shorten the pedestrian crossing distance and slow people driving as they make the turn.

If the budget is constrained or timelines extended, beyond five years, interim design treatments, such as developing a gravel path in place of the sidewalk and the use paint and bollards to delineate curb extensions could bring immediate benefits.

## PRIORITY LONG-TERM PROJECTS

### 4 HIGHWAY 200 ENHANCEMENTS



#### EXISTING

Highway 200 and the UPRR railroad corridor collectively serve as a barrier between Ponderay Village and the existing commercial businesses lining the roadway, and the Bonner Mall. Walking and cycling is unpleasant and perceived to be unsafe, despite the close proximity of commercial, residential, and civic destinations.

#### PROPOSED

With new zoning and street design, Highway 200 would allow for two to three story mixed-use buildings, a walkable street frontage with on-street parking, and a shared use path on the northside of Highway 200.



**PRIORITY LONG-TERM PROJECTS**

**④ HIGHWAY 200 ENHANCEMENTS - ANNOTATED**



**EXISTING**

- 1. Commercial building
- 2. Parking
- 3. Shoulder of inconsistent width
- 4. Highway 200
- 5. Shoulder
- 6. Bonner Mall

**PROPOSED**

- 1. Mixed-Use Redevelopment
- 2. Local access street, on-street parking
- 3. Sidewalk
- 4. On-street parking
- 5. Curb extension/ high-visibility crossing
- 6. Shared Use Path



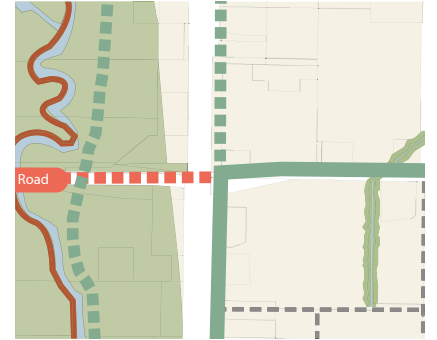
**PRIORITY LONG-TERM PROJECTS**

**⑤ CREEKSIDE TRAIL EXTENSION**



**EXISTING CHALLENGES**

The Creekside Trail provides an important non-motorized connection between downtown Sandpoint and the Kootenai Cutoff Road shared use path in Ponderay. Along the way, the trail passes by numerous commercial destinations. Currently, several segments of the trail are not well marked, including where it crosses from the west side of Highway 95 to the east side, and again as it crosses Kootenai Cutoff Road. The trail is also not well signed or marked at known conflict points where it passes commercial driveways. Wayfinding signs along the route are almost non-existent and could be added at key decision points so that trail users know the distances to key destinations.



**PROPOSED RESPONSE**

As property is developed or redeveloped along the Highway 95 corridor, the extension of the Creekside Trail to the Ponderay city limit should be a condition for development approval. This will ensure the eventual continuation of a non-motorized connection. If extended, the trail will further link to existing and proposed east-west trail, greenbelt, and open space areas amenities, including the future "Field of Dreams" park development. If further residential or commercial development does not occur, the City of Ponderay should work with the Idaho Department of Transportation to extend the trail at least as far north so as to connect with an east-west trail linking to the heart of the property slated for the Field of Dreams.

## PRIORITY LONG-TERM PROJECTS

### 6 EXTEND CREEKSIDE TRAIL NORTH ALONG SAND CREEK



#### EXISTING CHALLENGES

The Creekside Trail is world class trail that follows the trajectory of Sand Creek out of downtown Sandpoint. It is then diverted to the east, away from the creekside, to follow the Highway 95 right-of-way. Expanding the trail further could be challenging because it would require easements to run over private land, and accommodate sensitive slopes and wetland. As such, the trail extension will be an expensive project requiring strong political will and careful planning.



#### PROPOSED RESPONSE

Despite known challenges, the extension of the trail should be a long-term priority for Ponderay and Sandpoint. At a minimum, the trail extension should link to on-street facilities proposed for Schweitzer Cutoff Road. However, it would best serve the future public if it continued further north to link to the proposed east-west trail link connecting to the proposed Field of Dreams (see the Greenbelt + Pathways Plan on page 8).

## PRIORITY LONG-TERM PROJECTS

### 7 RAILROAD AVENUE ENHANCEMENTS



#### EXISTING CHALLENGES

Railroad Avenue runs parallel to the BNSF rail corridor and forms the southern edge of the Village area. While most of the village streets were paved more than a decade ago, Railroad Avenue remains a dirt road and is technically located within the rail right-of-way. For this reason it is used sparingly by the railroad and those accessing the Harbison property located on the northside of the right-of-way. Furthering improving the street will require an easement from BNSF.



#### PROPOSED RESPONSE

The Ponderay Village Sub-Area Plan proposes acquiring a public easement within the rail right-of-way so that Railroad Avenue may become a publicly accessible paved street.

For the sake of including bicycle and pedestrian access to the proposed rail underpass and the Pend d'Oreille Bay Trail (see project 2), the improvement of the street should also include a shared use path on the southern side of the street. This proposed path connection will provide an alternative to the waterfront trail and link with the proposed alternative trail segment connecting Ponderay and Kootenai.

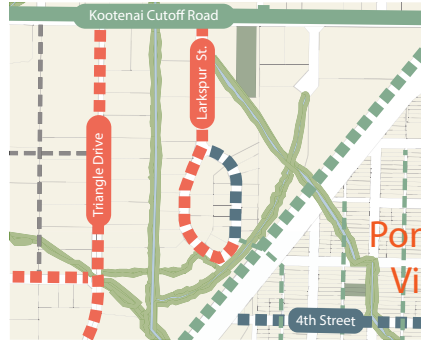
## PRIORITY LONG-TERM PROJECTS

### 8 PURCHASE/DEDICATE/PRESERVE GREENBELT RIGHT-OF-WAY



#### EXISTING CHALLENGES

Despite its rural character, Ponderay has very few publicly accessible open spaces. Moreover, outside of the village street grid, street connections between residential and commercial land uses remain sparse. As a result, informal “desire line” pathways have been worn over the years (see above), which function as shortcuts along natural and manmade drainageways, property lines, and street right-of-ways. Despite their use, such pathways lack basic infrastructure: signs, foot bridges, connections to on-street infrastructure like sidewalks and paved trails. Additionally, these routes are not formally maintained, remain unknown to many, and are technically illegal if running across private land, which most do. The use of these pathways therefore presents a risk to users and to property owners alike.



#### PROPOSED RESPONSE

Ponderay has more than a dozen opportunities to improve pathways between neighborhoods, commercial, and recreational destinations. Thus, it is recommended that Ponderay develop a formal greenbelt and pathways policy so that existing and future connections and open space may be incrementally added to the city’s open space network. In the case of land that is already developed, easement agreements will have to be obtained on a property-by-property basis, while undeveloped land may be preserved entirely as accessible open space, or receive additional development incentives if portions of the land is dedicated to the greenbelt, pathway, and open space network.

Ongoing partnerships with organizations like the Trust for Public Land may help increase the supply of publically accessible open space in Ponderay. Additional partnerships may be formed with existing and/or future trail/open space advocacy organizations to help improve and maintain pathways throughout the city.

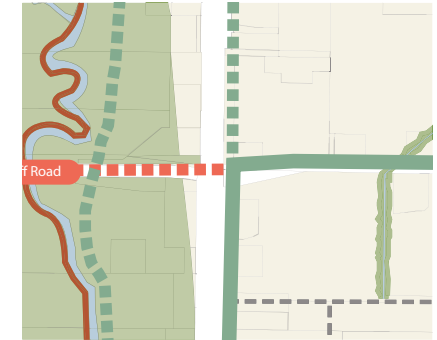
## PRIORITY LONG-TERM PROJECTS

### 9 KOOTENAI CUTOFF PATHWAY EXTENSION



#### EXISTING CHALLENGES

The Kootenai Cutoff shared use path currently provides bicyclists with access to its commercial destinations and services, but does not continue along Schweitzer Cutoff Road, west of Highway 95. This prohibits a continuous non-motorized network, leaving bicyclists and pedestrians exposed at the intersection of Kootenai Cutoff Road and Highway 95.



#### PROPOSED RESPONSE

With the proposed development along the Highway 95 corridor, and the proposed Creekside Trail extensions, extending the Kootenai Cutoff shared use path becomes more necessary. Combined with the trail extensions, the Kootenai Cutoff path will contribute to a connected trail network, and increase the feasibility and safety of accessing new destinations along the Highway 95 corridor.

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## 4. IMPLEMENTATION

### WE HAVE A PLAN! NOW WHAT?

The first step to effective implementation is develop a Greenbelt and Pathways Committee whose purpose is to oversee the implementation of this plan. Members of the Committee should include representatives from key stakeholder groups. It is recommended that Committee members serve as liaisons to the City staff and Ponderay City Council.

### FUNDING SOURCES

Funding greenbelt, pathway, and other “active transportation” infrastructure and programs is both the least fun and most important element for implementing this Plan. Fortunately, a wide variety of federal, state, local, private, and non-profit sources may be pursued. The following section is by no means comprehensive, however it does provide several potential funding sources for implementation outside of using local capital dollars. In general, funding for this planning effort should:

- Align funding with capital budget;
- Balance on and off-street implementation efforts;
- Prioritize ‘quick wins’ whenever possible; and
- Create a local and regionally coordinated approach through policy development and infrastructure investment.
- Leverage grants and implementation resources to keep costs low and impact high

The Idaho Department of Transportation has a comprehensive list of available federal and state funding resources here: [http://itd.idaho.gov/bike\\_ped/Info/Related%20Programs%20and%20Project%20Funding.pdf](http://itd.idaho.gov/bike_ped/Info/Related%20Programs%20and%20Project%20Funding.pdf)

In addition, the following national non-profits organizations offer grants that may be used for the implementation of this Plan, including:

#### *Ramp Up Idaho*

This organization promotes access to businesses by people with disabilities by promoting tax deductions and tax credits for removing barriers to accessibility. <http://rampupidaho.blogspot.com/>

#### *Idaho Community Foundation*

Grants for making life better for people. Grants can be used for transportation education and awareness programs. <http://idcomfdn.org/>

#### *International Mountain Biking Association (IMBA)*

IMBA offers a number of grants and fund raising support for cycling. Their website also has an extensive compilation of grant opportunities from other potential sources of funding. <https://www.imba.com/resources/grants>

#### *Mountain Bike Specialty License Plate Fund*

The Idaho Department of Parks and Recreation administers this grant program to preserve, maintain or expand recreational trails on which mountain biking is permitted. See the Grant Manual at <http://parksandrecreation.idaho.gov/about-parks-recreation>

#### *Doppelt Family Trail Development Fund*

The Rails-To-Trails Conservancy has a grant program to support organizations and local governments that are implementing projects to build and improve rail-trails. <http://www.railstotrails.org/ourwork/doppelt-family-trail-development-fund/>

#### *People for Bikes*

PeopleForBikes (formerly Bikes Belong) is a national advocacy organization uniting individual riders, businesses, community leaders, and elected officials to boost bicycling on a national level. The PeopleForBikes Community Grant Program provides funding for projects that leverage federal funding and build momentum for bicycling in communities across the U.S. These projects include bike paths and rail trails, as well as mountain bike trails, bike parks, BMX facilities, and large-scale bicycle advocacy initiatives. To date, the Community Grant Program has awarded 272 grants to non-profits and local governments across the country. For more information about this program visit: <http://www.peopleforbikes.org/pages/community-grants>

#### *League of American Bicyclists*

The League of American Bicyclists is an advocacy organization that represents cyclists in the movement to create safer roads, stronger communities, and a bicycle-friendly America. The League does have some grant funding available for specific initiatives. Several years ago, the League launched the Women Bike program to seed, support and spread the best campaigns and ideas that are getting more women on bikes. The Women Bike program has a grant component that aims to provide best practices on women’s bicycling outreach and engagement to advocates nationwide. For information about current and future grant opportunities through this program, visit: <https://www.bikeleague.org/content/women-bike-funding>

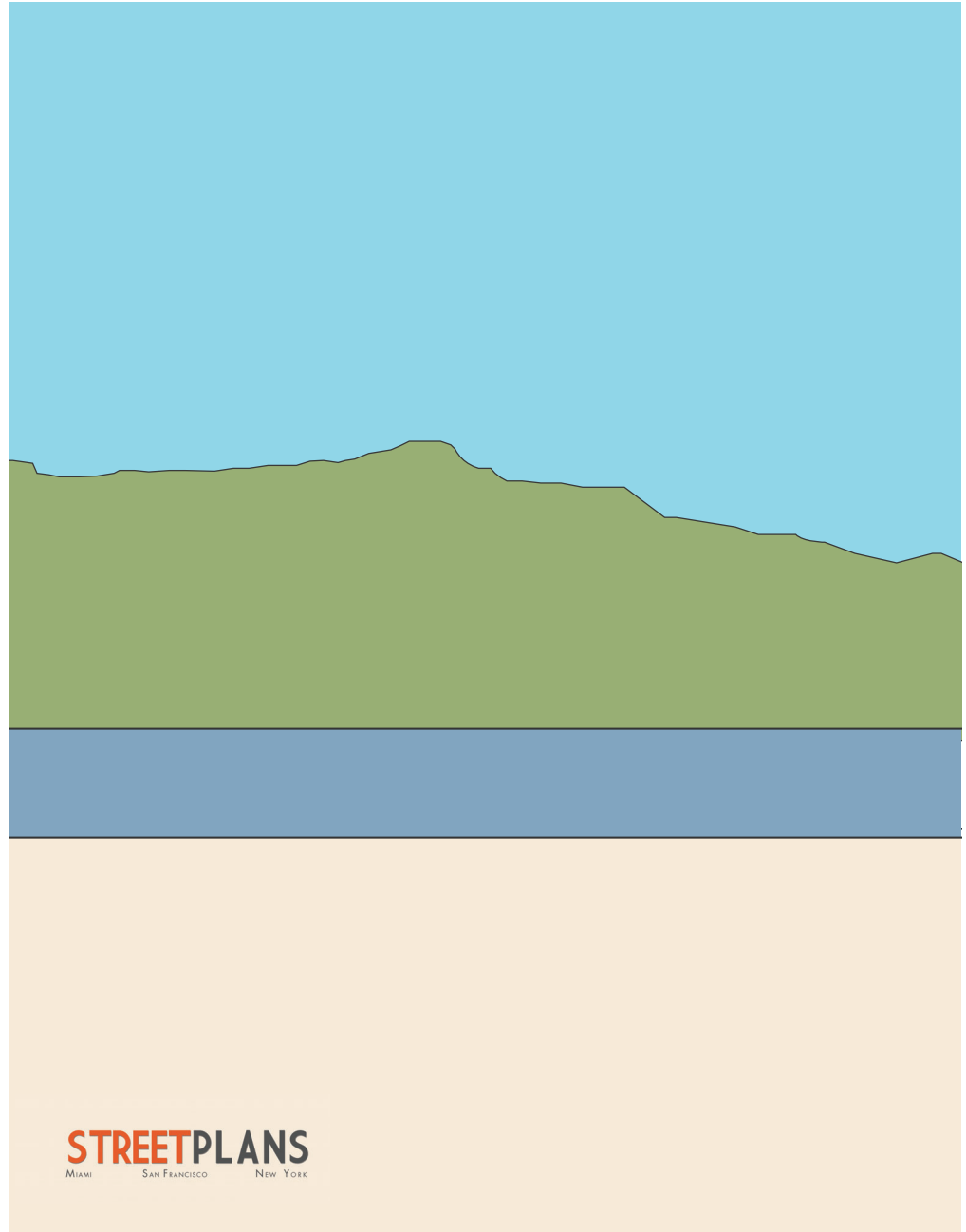
#### *Alliance for Biking and Walking Grants*

The Alliance for Biking and Walking is a coalition of local and state bicycle and pedestrian advocacy organizations across North America. The Alliance has over 200 members, representing bike/walk advocacy groups across the country. In Maine, both the Bicycle Coalition of Maine and the Hallowell bicycle/Pedestrian Advisory Committee are members. Members receive many beneficial resources, including access to grants to support advocacy, capacity building, and strategic projects to improve bicycle mobility. For more information about membership and available grants visit: <http://www.peoplepoweredmovement.org/site/>

### MAINTENANCE

Maintaining existing greenbelt and pathway infrastructure is of critical importance to the long-term success of this and other related plans in Ponderay. A close assessment of cost, for both maintenance and operation, must be considered before moving projects to implementation. Procedurally, maintenance and operations may be done in a variety of ways, and often include partnerships with state, regional, local, and non-profit/volunteer entities. As such, there is no single formula. The recently completed Ponderay Bicycle and Pedestrian Master Plan provides an overview of maintenance/operations recommendations, which are relevant many projects recommended in this plan. Greenbelts and off-street trails and pathways may require a creative approach to help keep costs down, and may include volunteer activities offered by local property owners, advocacy groups, and non-profit organizations with a vested interest in maintaining recreational and transportation amenities in a good state of repair. Seasonal volunteer trail building or clean-up/maintenance days are popular in many communities and may be an appropriate way to keep Ponderay’s less formal pathways usable by as wide a population as possible.

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# Lake Pend Oreille School District #84

## Student Calendar 2022-2023



July 22

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

- September**
- 6** First Day for Students
- October**
- 7** Non Student Day  
Professional Development

- April**
- 3** Spring Break  
4/3/23-4/7/23
  - 19** LPOHS ONLY  
Parent/Teacher Conference

January 23

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

August 22

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

- November**
- 4** Non Student Day  
End of Quarter 1
  - 16** Normal Early Release  
Wednesday  
Parent/Teacher Conference,  
Elementary/LPOHS Only  
Evening
  - 17** Minimum Day - District Wide  
Parent/Teacher Conference, (Exclude  
LPOHS), Wednesday Early Release  
Schedule - All Students.

- May**
- Memorial Day
  - 29** Non Student Day
- June**

February 23

S	M	T	W	T	F	S
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

September 22

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

- 18** Minimum Day - District Wide  
Parent/Teacher Conference  
Secondary Level (Exclude  
LPOHS), Wednesday Early  
Release Schedule - All  
Students.
- 21** Thanksgiving Break  
11/21/22-11/25/22

- 7** CFHS Graduation
- 8** LPOHS Graduation
- 9** SHS Graduation - Last Day for  
ALL Students  
Minimum Day - 1 Hr Prior to  
Early Release Schedule

March 23

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

- December**
- 16** Minimum Day - District Wide  
1 Hr Prior to Early Release  
Schedule

October 22

S	M	T	W	T	F	S
					1	
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

- 19** Christmas Break Begins  
12/19/22-1/2/23

April 23

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

- January**
- 3** School Resumes
  - 16** Non Student Day  
Martin Luther King Day
  - 27** Non Student Day  
End of Quarter 2/Semester 1

November 22

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

- February**
- 20** Non Student Day  
President's Day

May 23

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

- March**
- 10** Non Student Day - Elementary ONLY, Secondary in Session  
Student Led Conference Elementary ONLY

December 22

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

- 31** Non Student Day  
End of Quarter 3

June 23

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

**Annual Organization Meeting**

After the issuance of the election certificates to the newly elected Trustees in November, and on the date of its annual January meeting, the Board shall elect from among its members a Chair and a vice chair to serve one year terms. The Board shall also elect a clerk and a treasurer, who may be Members of the Board of Trustees or, at the discretion of the Board, either or both positions may be selected from among competent and responsible persons outside the membership of the Board. The Board, in its discretion, may allow compensation for the clerk and for the treasurer if other than the county treasurer. If a Board Member is unable to continue to serve as an officer, a replacement shall be elected immediately. In the absence of both the Chair and the vice chair, the Board shall elect a chair pro tempore, who shall perform the functions of the Chair during the latter's absence. The clerk shall act as Board **administrative assistant** ~~secretary~~.

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

1. Welcome and introduction of newly-elected Board Members by the current Chair;
2. Swearing in of newly-elected Trustees;
3. Call for nominations for Chair to serve during the ensuing year;
4. Election of a Chair;
5. Assumption of office by the new Chair;
6. Call for nominations for vice chair to serve during the ensuing year;
7. Election of a vice chair;
8. Election of a clerk; and
9. Election of a treasurer.
10. Review the code of ethics.

Policies and bylaws shall continue from year to year until and unless the Board changes them.

Legal Reference: I.C. § 33-506  
I.C. § 33-510

Organization and Government of Board of Trustees  
Annual Meetings – Regular Meetings – Board of  
Trustees

Policy History

Adopted On: February 13, 2018

Revised On: ~~September 11, 2018~~

## Community Use of School Facilities

### Standard Operating Procedures

Pursuant to Policy #4210, Community Use of School Facilities, the school facilities are available to the community for education, civic, cultural, and other uses consistent with the public interest, when such use does not interfere with the school program or school-sponsored activities. Such facilities may also be used for the operation of a senior citizen center. Use of school facilities for school purposes has precedence over all other uses. Persons on school premises must abide by the District's conduct rules at all times. School-sponsored organizations shall be granted the use of school facilities at no cost. Other organizations granted the use of the facility shall pay uniform fees and costs according to a facility use fee schedule. The Superintendent Shall develop procedures to manage community use of school facilities, which shall be reviewed and approved by the Board. Authorization for use of school facilities shall not be considered an endorsement of or approval of the activity, person, group, or organization nor the purposes they represent. The administration shall approve and schedule the various uses of the school facilities. A master calendar will be kept for scheduling dates to avoid conflicts during the school year. Request for use of the school facilities must be submitted in advance of the event.

### ML Schedules

ML Schedules is the LPOSD facility use request, scheduling and billing software platform for all use, including but not limited to internal, external and district employee user groups. Within the ML Schedules program users will create an account, create a group, submit a facility use request, submit reoccurring facility use requests, edit requests, and/or cancel requests.

User instructions are available on the district website at: <https://www.lposd.org/who-we-are/departments/facilities> <https://www.lposd.org/departments/facilities> by clicking on the links found under "ML Schedules Instructions" and/or on the ML Schedules support website at <http://support.mlschedules.com/support/home>.

The Facilities Administrative Assistant/Office Coordinator is the district administrator for the ML Schedules program. In addition to assisting the public users, he/she is the district contact for any internal user guidance, questions, concerns, employee changes, etc.

### User Groups

Internal: Internal user group requests are coordinated within the ML Schedules program, within each school, by the administrative team on site, including but not limited to the school **administrative assistant** ~~secretary~~, principal, and/or athletic director. Request communication is emailed to all users connected to the request by the ML Schedules program. All facility use must be entered into the program, and/or edited and/or cancelled, as necessary.

Internal groups should be created to include a school specific group name, physical school mailing address, email and phone number and will have the classification of "Internal Groups".

Internal groups **do not require notice to request or cancel.** ~~are set to have a 7-day notice to request and a 7-day notice to cancel.~~

Caution should be used when using any third-party integration software to ensure conflicts with scheduling are not created. When/if conflicts with scheduling are created by using integration software, it is the sole responsibility of the party who used the integration software to work through all the conflicts created.

External & District Employee: External user groups must have Proof of Liability Insurance (a certificate proving coverage of \$1 million, expiration date and LPOSD listed as an additional insured) to be granted use and must maintain coverage through use. External user group requests are coordinated within the ML Schedules program by the Facilities Administrative Assistant/Office Coordinator, in conjunction with the administrative team on site for the use request, including but not limited to the school **administrative assistant secretary**, principal, and athletic director. Final requests are approved by the Facilities Director. Request communication is emailed to all users connected to the request by the ML Schedules program.

External groups are classified as “For-Profit Groups (18 and under)”, “For-Profit Groups (19 and over)”, “Non-Profit Groups (19 and under)” or “Non-Profit Groups (19 and over)”.

External groups are set to have a 14 day notice to request and a 7 day notice to cancel.

#### Facility Use Fee Schedule, Scheduling, Billing, Payment, Accounting and Revenue

Facility Use Fee Schedule: A current pdf version of the fee schedule is posted on the district website at: <https://www.lposd.org/who-we-are/departments/facilities>  
<https://www.lposd.org/departments/facilities> by clicking on “Facility Use Fee Schedule”. Deposits are not required by the district. The Facilities Director can waive fees at his/her discretion.

Scheduling: Some scheduling is ongoing throughout the year and entered and handled case by case. The District will conduct scheduling meetings, for fall and spring use, for external user groups, handled by the Facilities Department. The fall meeting is held in early September for use from September through December. The spring meeting is held in early December for use from January through April. Facilities schedules the dates and emails out notification to the district ML Schedules users. All individual school use is to be entered or reserved in the ML Schedules program a minimum of the day before the scheduling meeting(s).

Scheduling priority is tiered as follows:

1. School district sanctioned/sponsored programs
2. City of Sandpoint Parks & Rec
3. Non-profit organizations/clubs
4. For-Profit organizations/clubs

Gym use for groups 2, 3 & 4: semi-annual meetings are held with non-profit and for-profit groups for equitable allotment of use as outlined above.

- a. Games/tournaments take precedence over practices
- b. Gym sports will take priority over other uses

Individual and unique requests are handled on a case-by-case basis. Every effort should be made by the individual schools to not cancel events/requests after they have been approved. If/when a cancelation of a previously approved event/request is necessary, every effort should be made to give the user group as much notice as possible, including using the “save and send email” note as to the reason why.

**Billing and Payment:** The Facilities Administrative Assistant/Office Coordinator is responsible for billing and collecting payment from the external user groups. The billings are generated through the ML Schedules program and emailed to the user group contact. The Facilities Administrative Assistant/Office Coordinator is responsible for emailing a copy of all billings to the district Bookkeeper, indicating the account code(s) for the billing. Billings can be for single use, monthly use and/or seasonal use. Payments are directed to the Facilities Department located at 1520 Baldy Mt. Road, Sandpoint, Idaho for processing. Custodians and/or school administrators coordinate on site sign in sheet use for all facility use sites and monthly interoffice mail them to the Facilities Administrative Assistant/Office Coordinator for a checks and balances system to ensure accurate billing for actual use versus reserved/estimated use.

**Accounting:** Payments are received by the Facilities Administrative Assistant/Office Coordinator, “received” in the ML Schedules program, and then mailed to the district Accounts Payable Specialist together with a copy of the paid invoice for final accounting.

**Revenue:** The revenue generated from use is allocated to facilities, grounds and/or wages. The facilities portion is generated from all indoor facility use throughout the district and then proportionally distributed to all the schools in the district and facilities department by the accounting department at the beginning of each fiscal year. The grounds portion is generated from all the outdoor field facility use throughout the district and is managed by the facilities department. The wages portion is generated from all the custodial and/or kitchen labor associated with use and is co-managed by the payroll and accounting departments.

#### Other Important Notes

If schools are closed due to weather or other emergency, the buildings and grounds are generally closed and will not be available for approved requests. Please follow LPOSD #84 School Closure Policy #2210. Every effort should be made by administrators to “cancel” approved requests in the ML Schedules program and include notes with the “save and send email” as to why the use is cancelled.

The system only works if we operate as a universal team! Please approve or deny requests as soon as possible as not to delay the “approval process.” Please communicate and coordinate effectively to maximize district facility use!

**Spectator Conduct and Sportsmanship for Athletic and Co-Curricular Events**

**It is the intent of the Lake Pend Oreille School District to promote mutual respect, civility and orderly conduct among district employees, parents/guardians and the public at athletic and co-curricular events. It is not the intent of the District to deprive any person of his/her right to freedom of expression. The District will not tolerate offensive actions or behaviors by parents or spectators during events.** Any person, ~~including an~~ **minor or adult**, who behaves in an unsportsmanlike manner during an athletic or co-curricular event may be ejected from the event ~~the person is attending~~. The person may **be** denied admission to school events for up to a year after a Board hearing. Examples of unsportsmanlike conduct, **offensive actions and behaviors** include, but most certainly are not limited to:

1. Using vulgar or obscene language or gestures (**verbally or physically abusing, mocking, intimidating or harassing any player, coach, official, parent, spectator, LPOSD employee or visiting opponent**);
2. **Refusing to abide by an official's decision**;
3. Possessing or being under the influence of any alcoholic beverage or illegal substance **at any LPOSD event**;
4. Possessing a weapon;
5. Fighting or otherwise striking or threatening another person;
6. Failing to obey the instructions of a security officer or school district employee; and
7. Engaging in any activity which is illegal or disruptive of the educational process.

The Superintendent may seek to deny future admission to any person by delivering or mailing a notice, sent by certified mail with return receipt requested, containing:

1. The date, time, and place of a Board hearing;
2. A description of the unsportsmanlike conduct; and
3. The proposed time period that admission to school events will be denied.

Legal Reference: I.C. § 18-916 Abuse of School Teachers  
I.C. § 18-6409 Disturbing the Peace  
I.C. § 33-205 Denial of School Attendance  
I.C. § 33-512 Governance of Schools  
I.C. § 33-1222 Freedom of Abuse

Policy History

Adopted on: 10-25-05

Revised on: ~~2-9-2021~~

**Procedure Spectator Conduct and Sportsmanship for Athletic and Co-Curricular Events**

Disciplinary Procedure:

1. Immediate removal from LPOSD event. Notification of law enforcement if warranted.
2. A 2 game/event suspension from LPOSD events will immediately be in effect upon removal.
3. Parent/Patron will be presented with a card outlining the requirement to return to LPOSD events following suspension.

Requirement to Return:

1. Meeting with building principal/Athletic Director and signature on a re-entry contract.
2. A second violation of this policy will result in a suspension from LPOSD events for one calendar year and meeting with LPOSD district officials, ex. Assistant Superintendent/Superintendent.
3. A third violation of this policy will result in a ban from all LPOSD events.