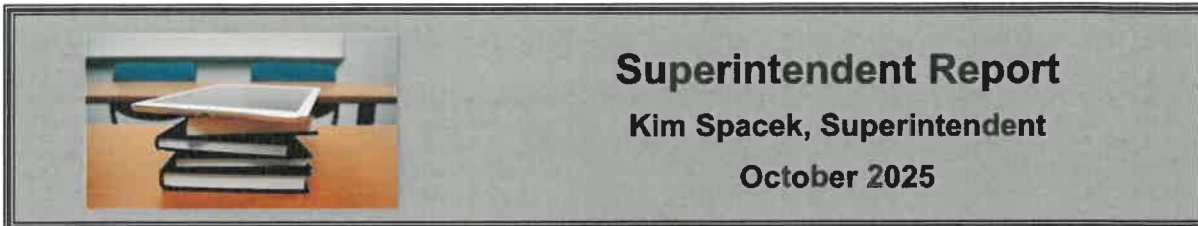


WEST BONNER COUNTY SCHOOL DISTRICT #83



Board Meeting Date: Wednesday, October 15, 2025

Who should be recognized for their contribution to student growth and achievement?

- Tracy Rusho - Tracy has reached out to adjacent school districts and agencies to research options to employ a Districtwide Nurse. She researches funding options for teacher Emergency Authorizations to fill certificated teaching staff with current district staff. Safety Trainings were set up through Vector Solutions and the district now has a safety training system that will help all meet annual training requirements. Tracy works hard to support all in the school system.

What has the superintendent been working on this past month?

- 2023 Fiscal Audit - The last email from Taylor Ulrich of CLA indicated the audit was on schedule to be completed and to the district by Thursday, October 9, 2025. This past week, Kendra Salesky, Business Manager, along with Debra Buttrey, B², have furiously worked to complete last minute requests. Kendra and I signed a Management Letter on Tuesday, October 7, 2025. The Audit Report should be to the district on Thursday, October 9, 2025, as that was CLA's commitment. The Finance Committee should be able to review the report during its meeting on Thursday afternoon.
- CESO (Center for Effective School Organization) - Kendra Salesky, Business Manager, Tracy Smith, Accounts Payable/Payroll Specialist, met through Zoom Meeting on Tuesday, October 7, 2025, to discuss the results of their analysis of the District's organization. The Finance Committee will view the report on Thursday, October 9, 2025. The review CESO gave the district along with the 2023 Fiscal Audit should provide a clear pathway to move forward.

- Filling Open Positions - Tracy Rusho, Human Resources Director, has been working hard to assist me in filling open positions. Tracy does the research and we meet with Kendra Salesky, Business Manager, to understand the impact on funding. Key positions filled with Tracy's effort are listed below:
 - Director of Special Education
 - District Nurse
 - School Psychologist
 - Special Education Teacher

Note: I use the term "assist" to mean direct involvement or indirect involvement/oversight.

- Principal/Director Presentation Schedule - The schedule came together this month and is attached to this report. The schedule spreads out reports, however, the board can request a principal or director to attend through request to the superintendent. Each month a written report from each principal/director should be in the packet coming out the Thursday prior to the meeting. A request by Friday of the week before the meeting is considered sufficient time to request a principal/director come to the meeting. The schedule is attached to this report.
- Domain 5 of the Framework for Teaching - The Administrative Team began work on Domain 5 in August before school began. The purpose was to align the teacher evaluation tool with current practice. The Team arrived at an updated version of Domain 5 to really focus on student growth within a teacher's classroom. The Administrative Team understands the state and community importance on test scores, however, recognize all teachers play a part no matter what subject they teach. The updated Domain 5 document is attached to this report.
- Building Budgets - Each Building Principal was given a copy of their budget and Average Daily Attendance. This was up-to-date as of the meeting date of Wednesday, September 17, 2025. At the fourth Wednesday of the month our AdTeam Meetings will focus on finance to assure all Team Members are aware of the district's financial status. An example from each building budget attached to this report.

What tasks need focus for the upcoming month?

- Career Connected Learning - The Rural Alliance invited West Bonner County School District #83 to apply for a grant with other rural schools in the area. If the district is chosen, we will become a part of the Rural Career-Connected Collaborative (2026) through Transcend. Vanessa Haggett, Tommy Hansen, Kim Keaton, and I are working as a team to complete this grant application. It must be submitted by Monday, October 20, 2025. The grant focuses on helping rural communities share best practices in creating a seamless pathway to

graduation from high school. More details will follow in an upcoming Superintendent Report.

Are there any other items of significance to report?

- Forestry Building - The first week of October, information was received from the school district's attorney concerning the contracts for construction. The district already has a contract with Architect's West for designing and acting as project management for the project. The project will be advertised in the Bonner County Daily Bee and Spokesman Review over the next two (2) weeks. A recommendation will come to the board for construction through the bid process. Future board action will be acceptance of a construction company to build the building. All of this work is being completed in accordance with Board Policy 7405 - Public Works Contracting and Procurement and Procedures 7405P - District Procurement.

How many corrective actions have resulted in a Temporary Suspension this past month? This information is provided based upon Board Policy 3340 - Corrective Actions and Punishment. The chart below outlines actions taken since the last board meeting:

# of Temporary Suspensions	Reason for Action	Response
1	Assault	1-day
1	Assault/Sexual Harassment	3 days
1	Defiance/Insubordination	1-day
1	Disrespect	3-days
1	Bullying/Fighting	3-days
1	Bullying/Harassment	3-days
1	Fighting	2-days
1	Fighting	3 days
1	Insubordination	3-days
3	Possession/Use of ATOD	3-days

How many Open Enrollment Applications have been processed? The chart below outlines actions taken since the last board meeting:

# of Students Entering the District through Open Enrollment	# of Students Exiting the District through Open Enrollment	# of Students Changing Schools in the District through Open Enrollment
-	-	4

How many Requests for Public Records have been processed? The chart below requests made and/or completed since the last board meeting:

Requestor	Nature of Request	Date of Request	Date Request fulfilled
-	-	-	-

Other Items of Interest

I read the following documents to keep up with current issues in the field of education: (Reading is done during each mealtime in the morning, noon, and evening as well as on two weekends per month that I am staying at the house in Oldtown.)

- *Fostering Safe and Inclusive Workplace Communities* - This is a product of Hanover Research for the Washington Association of School Administrators. The research encompasses the following two critical elements:
 1. *Defining Inclusive Workplace Cultures*
 2. *Implementing Inclusive Workplace Cultures*

Key research findings include:

- *Defining safe and inclusive workplaces and environments that enable contributions and participation from all employees on a day-to-day basis.*
- *Showing appreciation for staff can create more inclusive workplace environments by signifying that organizations value and respect their employees.*
- *Workplaces can foster inclusiveness by creating opportunities for respectful and transparent communication.*
- *Fostering social connections between colleagues can lead to a more inclusive workplace.*
- *Embedding inclusiveness in the workplace culture can help organizations attract and retain diverse talent.*

An inclusive workplace creates personal connections, brings people together to solve problems, and creates platforms for people to connect.

Acronyms:

Education has terminology formed from the initial letters of other words and pronounced as a phrase of letters or word. (This list will expand as acronyms are used in this report.)

- *ASVAB = Armed Services Vocational Aptitude Battery*
- *IHSAA = Idaho High School Activities Association*
- *ICRMP = Idaho County Risk Management Program*
- *IRI = Idaho Reading Indicator*
- *ISEE = Idaho System of Educational Excellence*
- *MTSS = Multi-Tiered System of Supports*
- *PLC = Professional Learning Community*
- *STEAM = Science, Technology, Engineering, Arts, and Mathematics*
- *STEM = Science, Technology, Engineering, and Mathematics*

West Bonner County School District #83

Principal/Director Presentations* to the Board of Trustees

September	October	November All Elementary Principals review assessment data during the Regular Meeting or a Work Session.
December Operations Director+ will provide a Facility and Grounds Update	January	February All Elementary Principals review assessment data during the Regular Meeting or a Work Session.
March Operations Director+ will provide a Facility and Grounds Update	April The Director of Technology+ provides information on technology funding and needs for budget considerations for the upcoming year.	May All Principals present Student Handbooks for the Upcoming School Year Child Nutrition+ provides information on Free & Reduced Lunch Prices for the Upcoming School Year.
June All Principals review assessment data during the Regular Meeting and Receive Feedback on Student Handbooks.	July	August

* The Board can request a Principal/Director attend a meeting through the Superintendent.

+ Directors will attend when there is an RFP/RFQ requested to go out to bid and when a recommendation to accept the RFP/RFQ for approval.

Priest River Lamanna JR SR High
Monthly Budget Report

Date 09/22/2025				Fund # Description			
				100 General			
				130 Grant/Donation			
				104 Levy			
				238 ASB			
Account Number	BUDGET	YTD	Encumbrance	Budget Balance	% USED		
EXPENSES							
100.515.310.401.000	\$	19,500.00	\$	520.00	\$	4,500.00	2.67%
Online Education - IDLA							
State PD - JH/HS	\$	13,458.00	\$	-	\$	13,458.00	0.00%
Instr. Materials - JH/HS	\$	33,709.00	\$	1,368.42	\$	31,442.85	4.06%
Adv Place, Elective, CTE	\$	37,500.00	\$	11,200.00	\$	26,300.00	29.87%
Program Supplies (Athletics HS)	\$	1,000.00	\$	-	\$	1,000.00	0.00%
104.531.410.401.000	\$	15,565.00	\$	4,747.50	\$	10,817.50	30.50%
Helmet Record & Safety Equip & Medical Supplies							
Equipment (Athletics HS)	\$	15,000.00	\$	-	\$	15,000.00	0.00%
Library - JH/HS	\$	5,379.00	\$	-	\$	5,379.00	0.00%
Grants/Donations	\$	-	\$	-	\$	-	0.00%
130.515.410.401.300	\$	1,460.00	\$	-	\$	-	0.00%
Kootenai Funds - PRLH							
130.515.410.401.800	\$	142,571.00	\$	17,835.92	\$	107,897.35	12.51%
TOTAL							
ASB							
238.531.410.201.402	\$	3,000.00	\$	-	\$	1,903.57	0.00%
JH Athletic							
Officials - PRLHS- Gates	\$	-	\$	-	\$	-	0.00%
238.531.410.401.701	\$	20,000.00	\$	13,314.82	\$	3,461.48	66.57%
Athletic Master							
238.531.410.401.704	\$	-	\$	-	\$	-	0.00%
A.S.B. Cards							
238.531.410.401.705	\$	-	\$	-	\$	-	0.00%
Cheerleader Fundraiser							
238.531.410.401.706	\$	-	\$	-	\$	-	0.00%
Girls Basketball Fundraider							
238.531.410.401.707	\$	-	\$	-	\$	-	0.00%
Girls Soccer Fundraisers							
238.531.410.401.708	\$	-	\$	-	\$	-	0.00%
Softball Fundraisers							
238.531.410.401.709	\$	-	\$	-	\$	-	0.00%
Volleyball Fundraisers							
238.531.410.401.710	\$	-	\$	-	\$	-	0.00%
Girls Wrestling Fundraiser							
238.531.410.401.711	\$	-	\$	-	\$	-	0.00%
Cross Country Fundraisers							
238.531.410.401.712	\$	-	\$	-	\$	-	0.00%
Track Fundraiser							
238.531.410.401.713	\$	-	\$	-	\$	-	0.00%
Golf Fundraiser							
238.531.410.401.714	\$	-	\$	-	\$	-	0.00%
Baseball Fundraisers							
238.531.410.401.715	\$	-	\$	-	\$	-	0.00%
Boys Basketball Fundraiser							
238.531.410.401.716	\$	-	\$	-	\$	-	0.00%
Boys Soccer Fundraisers							
238.531.410.401.717	\$	-	\$	-	\$	-	0.00%
Football Fundraisers							
238.531.410.401.718	\$	-	\$	-	\$	-	0.00%
Boys Wrestling Fundraiser							
238.532.410.401.601	\$	1,180.00	\$	1,064.16	\$	115.84	0.00%
Band							
238.532.410.401.608	\$	-	\$	-	\$	-	0.00%
Class of 2025							
238.532.410.401.609	\$	1,000.00	\$	-	\$	1,000.00	0.00%
Class of 2026							
238.532.410.401.610	\$	1,000.00	\$	-	\$	1,000.00	0.00%
Class of 2027							
238.532.410.401.611	\$	1,000.00	\$	-	\$	1,000.00	0.00%
Class of 2028							
238.532.410.401.612	\$	500.00	\$	-	\$	500.00	0.00%
Class of 2029							
238.532.410.401.613	\$	1,000.00	\$	-	\$	1,000.00	0.00%
General - PRLHS							
238.532.410.401.614	\$	-	\$	-	\$	-	0.00%
Supplies-General							
238.532.410.401.614	\$	466.65	\$	-	\$	466.65	0.00%
Art-Drawing-Pottery							
238.532.410.401.620	\$	5,000.00	\$	182.05	\$	3,197.95	3.64%
Student Council							
238.532.410.401.686	\$	31,146.65	\$	14,561.03	\$	16,585.62	46.75%
Total Operations							
TOTAL EXPENDITURES	\$	173,717.65	\$	32,396.95	\$	124,482.97	18.65%

Priest River Lamanna JR SR High
Monthly ADA Report

Report from September 1st - 22nd 2025

Total Enrollment as of : 22-Sep-25

PRJH & PRLH	Seventh	Eighth	Nineth	Tenth	Eleventh	Twelfth	Total
Total Enrollment	59	73	74	73	75	46	400
ADA	55.33	67.67	64.14	66.46	68.92	42.54	365.06
ADA Percentage	93.8%	92.7%	86.7%	91.0%	91.9%	92.5%	91.3%

Priest River Elementary
Monthly Budget Report

Fund # Description
100 General
130 Grant/Donation
104 Levy
238 ASB

Date 09/22/2025		BUDGET	YTD	Encumbrance	Budget Balance	% USED
EXPENSES						
Account Number						
100.621.310.108.802	Dyslexia PD Funding -PRE	\$ 4,992.00	\$ -	\$ -	\$ 4,992.00	0.00%
130.621.310.108.804	State PD - PRE	\$ 11,760.00	\$ -	\$ -	\$ 11,760.00	0.00%
130.512.410.108.300	Grants/Donations	\$ 101.48	\$ 101.48	\$ -	\$ -	0.00%
130.512.410.108.800	Kootenai Funds - PRE	\$ 1,180.00	\$ -	\$ -	\$ 1,180.00	0.00%
104.512.410.108.000	Instr Materials - PRE	\$ 29,456.00	\$ 1,945.30	\$ 1,207.57	\$ 26,303.13	6.60%
104.622.430.108.000	Library - PRE	\$ 4,700.00	\$ -	\$ -	\$ 4,700.00	0.00%
TOTAL		\$ 52,189.48	\$ 2,046.78	\$ -	\$ 48,935.13	3.92%
ASB						
Account Number						
238.532.410.108.613	General - PRE	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
238.532.410.108.620	Art	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
Total Operations		\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	0.00%
TOTAL EXPENDITURES		\$ 54,189.48	\$ 2,046.78	\$ -	\$ 50,935.13	3.78%

Priest River Elementary
Monthly ADA Report

Report from September 1st - 22nd 2025

Total Enrollment as of : 22-Sep-25

Priest River Elem	Kindergarten	First	Second	Third	Fourth	Fifth	Sixth	Total
Total Enrollment	24	55	32	62	59	45	47	324
ADA	22.75	51.04	30	58	55.83	42.17	41.75	301.54
ADA Percentage	94.8%	92.8%	93.8%	93.5%	94.6%	93.7%	88.8%	93.2%

Priest Lake Elementary
Monthly Budget Report

Date 09/22/2025		BUDGET	YTD	Encumbrance	Budget Balance	% USED	Fund #	Description
EXPENSES							100	General
Account Number							130	Grant/Donation
100.621.310.119.802	Dyslexia PD Funding -PLE	\$ 730.00	\$ -	\$ -	\$ 730.00	0.00%	104	Levy
130.621.310.119.804	State PD - PLE	\$ 1,720.00	\$ -	\$ -	\$ 1,720.00	0.00%	238	ASB
130.512.410.119.300	Grants/Donations	\$ -	\$ -	\$ -	\$ -	0.00%		
130.512.410.119.800	Kootenai Funds - PLE	\$ 146.00	\$ -	\$ -	\$ 146.00	0.00%		
104.512.410.119.000	Instr Materials - PLE	\$ 4,306.00	\$ 624.06	\$ -	\$ 3,681.94	14.49%		
104.622.430.119.000	Library - PLE	\$ 687.00	\$ -	\$ -	\$ 687.00	0.00%		
TOTAL	TOTAL	\$ 7,589.00	\$ 624.06	\$ -	\$ 6,964.94	8.22%		
ASB								
Account Number								
238.532.410.119.613	Priest River Elementary	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%		
	Monthly ADA Report	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%		
TOTAL EXPENDITURES		\$ 8,589.00	\$ 624.06	\$ -	\$ 7,964.94	7.27%		

Priest Lake Elementary
Monthly ADA Report

Report from September 1st - 22nd 2025

Total Enrollment as of : 22-Sep-25

Priest Lake Elem	Kindergarten	First	Second	Third	Fourth	Fifth	Sixth	Total
Total Enrollment	4	6	4	6	6	7	7	40
ADA	3.92	5.75	3.92	5.83	5.92	6.92	6.83	39.09
ADA Percentage	98.0%	95.8%	98.0%	97.2%	98.7%	98.9%	97.6%	97.7%

Idaho Hill Elementary
Monthly Budget Report

Date 09/22/2025					BUDGET	YTD	Encumbrance	Budget Balance	% USED	Fund #	Description
EXPENSES											
Account Number											
100.621.310.116.802	Dyslexia PD Funding - IDH	\$	1,882.00	\$	-	\$	-	\$	1,882.00	0.00%	100 General
130.621.310.116.804	State PD - IDH	\$	4,433.00	\$	-	\$	-	\$	4,433.00	0.00%	130 Grant/Donation
130.512.410.116.300	Grants/Donations	\$	700.00	\$	500.00	\$	-	\$	200.00	71.43%	104 Levy
130.512.410.116.800	Kootenai Funds - IDH	\$	514.00	\$	-	\$	-	\$	514.00	0.00%	238 ASB
130.512.410.116.203	Child Sponsorship	\$	10,250.00	\$	-	\$	-	\$	10,250.00	0.00%	
104.512.410.116.000	Instr Materials - IDH	\$	11,104.00	\$	1,111.70	\$	445.47	\$	9,546.83	10.01%	
104.622.430.116.000	Library - IHE	\$	1,772.00	\$	-	\$	-	\$	1,772.00	0.00%	
TOTAL	TOTAL	\$	30,655.00	\$	1,611.70	\$	-	\$	28,597.83	5.26%	
ASB											
Account Number											
238.532.410.116.203	Child Sponsorship	\$	10,000.00	\$	1,980.00	\$	919.40	\$	7,100.60	19.80%	
238.532.410.116.613	General - IHE	\$	1,000.00	\$	-	\$	-	\$	1,000.00	0.00%	
238.532.410.116.620	Art	\$	1,000.00	\$	-	\$	-	\$	1,000.00	0.00%	
	Total Operations	\$	2,000.00	\$	-	\$	-	\$	2,000.00	0.00%	
TOTAL EXPENDITURES	TOTAL EXPENDITURES	\$	32,655.00	\$	1,611.70	\$	-	\$	30,597.83	4.94%	

Idaho Hill Elementary
Monthly ADA Report

Report from September 1st - 22nd 2025

Total Enrollment as of : 22-Sep-25

Idaho Hill Elem	Kindergarten	First	Second	Third	Fourth	Fifth	Sixth	Total
Total Enrollment	17	20	24	20	22	19	19	141
ADA	15.25	19.54	23	18.67	20.25	17.63	16.92	131.26
ADA Percentage	89.7%	97.7%	95.8%	93.4%	92.0%	92.8%	89.1%	92.9%