

2024/2025

THE DISTRICT LEADERSHIP TEAM

AGENDA

2024-25 Proposed Board Agenda Items

STANDING AGENDA ITEMS

- 2024-2025 Data Acquisition Calendar

OCTOBER 7, 2024 DLT MEETING

OPERATIONS DIRECTORS	<ul style="list-style-type: none">● AGENDA<ul style="list-style-type: none">○ DLT RECAP
FOLLOW UP TO DO LIST	<ul style="list-style-type: none">● WEEKLY DOOR SCHEDULE<ul style="list-style-type: none">○ DODOOR@LAKELAND272.ORG○ doteam.0431● 2024/2025 ALL THINGS ENROLLMENT● DO COPY OF REGISTRATION 2024-2025
COMMUNICATION/ JACQUIE	<ul style="list-style-type: none">● K-12 ADMIN NEWSLETTER● LAKELAND HIGHLIGHTS<ul style="list-style-type: none">○ NOTES● WEEKLY LEVY STATEMENTS SENT TO PRINCIPALS FOR DOJO AND EMAIL
LEGISLATION	LEGISLATIVE SESSION 2025

<p>REPORTING REQUIREMENTS</p>	<ul style="list-style-type: none"> ● ONCE PER QUARTER ~ OCTOBER 1, 2024
<p>DISCUSSION</p>	<ul style="list-style-type: none"> ● Video Clip plan ● There is a group setup called DO.911.Alerts@lakeland272.org Current members are Lisa Arnold, Lynn Paslay, Gwen Dahlin, Justin Graupman ● Facilities Director Job Description
<p>HR</p>	<ul style="list-style-type: none"> ●
<p>BUDGET - ONLINE SUBSCRIPTIONS PFL TRACKER</p> <p>PD LEDGER</p> <p>CURRICULUM</p> <p>STAFFING</p> <p>FY26 BUDGET REQUESTS</p>	<ul style="list-style-type: none"> ● MOVE FACILITIES DIRECTOR TO COLUMN C ON SALARY MATRIX PER BOARD ~ WAS ALREADY DONE. UPDATED CLASSIFIED ADMIN MATRIX
<p>TITLE/NURSES/ALP/ FEDERAL PROGRAMS</p>	<ul style="list-style-type: none"> ●

<p>SPED</p>	<ul style="list-style-type: none"> ●
<p>FACILITIES PROJECT REQUESTS</p>	<ul style="list-style-type: none"> ●
<p>GRANTS/FUN DRAISERS</p>	<ul style="list-style-type: none"> ●
<p>BOARD PREP</p>	<ul style="list-style-type: none"> ● FIRST MONDAY OF THE MONTH- ALL ITEMS DUE FOR DLT MEETING. ● TO DO LIST FROM BOARD MEETING- 8/14/24 BOARD FOLLOW UP TO-DO LIST ● JESSICA; CLERK; LISA; LYNN; KELSIE; BROOK; MIKE; JESSICA D; REBEKAH <hr/> <ul style="list-style-type: none"> ● Bills List <ul style="list-style-type: none"> <input type="checkbox"/> <hr/> <ul style="list-style-type: none"> ● Clerk Follow Up <ul style="list-style-type: none"> <input type="checkbox"/> Bring the rest of August meeting minutes to October Board meeting <hr/> <ul style="list-style-type: none"> ● Sup Follow-Up <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Add additional teacher(LMS) to enrollment report so 6th grade class size is accurate <input checked="" type="checkbox"/> Provide master schedules at October board meeting <input checked="" type="checkbox"/> Follow up on MVHS enrollment #'s 6-8th <input checked="" type="checkbox"/> Reach out to Delta Dental and see what it takes to get into all elementaries <input type="checkbox"/> What are any legal issues regarding the veterans memorial? Bring back follow up to board <input checked="" type="checkbox"/> Co-curricular travel, bring back in October <input type="checkbox"/> Forward Genesis Prep email from LHS counselor to Board <input type="checkbox"/> Draft Project Protocol to board in October

Explain the different kinds of levies in the flier like we did last time we ran it.

● Assistant Superintendent Follow Up

● Federal Programs Follow Up

● HR Follow Up

Facilities Director Job Description draft to board in October

● Executive Assistant Follow Up

● Financial Follow Up

- BCT would like a breakdown of all nutrition service petty cash per school
- Reach out to state asking about asbestos/abatement funds
- Add the reallocation for abatement as an action item in October
- Calculate emergency levy dollars so that we can show the taxpayers the saved expense

● Transportation Follow-Up

● Facilities Follow-Up

Get quotes from a couple of companies other than Senske for the same scope of work we were quoted. Possibly local such as Three Trees

	<ul style="list-style-type: none"> <input type="checkbox"/> Look into the price of materials for the stair treads, possible do it in-house <input type="checkbox"/> Get additional quotes on from other companies on treads, \$350 per stair seems a little steep <p>To Do List from Facility Workshop 7.18.24</p> <ul style="list-style-type: none"> <input type="checkbox"/> 10 year plan template completed by the end of August- Jessica/Mike <input type="checkbox"/> Check on Rm 15 at BKE and GE's matching rm- how much would it cost for a window to be added-Mike
<p>LEVY</p>	<ul style="list-style-type: none"> ● LEVY PLANNING DOC <ul style="list-style-type: none"> ○ JULY, 2024 <ul style="list-style-type: none"> ■ LISA/LYNN PRESENT @ RATHDRUM CHAMBER ○ AUGUST 6, 2024 <ul style="list-style-type: none"> ■ LISA/LYNN PRESENT @ SPIRIT LAKE CHAMBER ○ END OF JULY/BEGINNING OF AUGUST, 2024 <ul style="list-style-type: none"> ■ MEET WITH PAC LEADERSHIP ○ AUGUST 14, 2024 <ul style="list-style-type: none"> ■ FINAL DATE BOARD APPROVAL OF BALLOT LANGUAGE ● WEEKLY VIDEO CLIPS PLAN ● NOVEMBER 2024 FOLDER ● BUSINESS CONTACT LIST
<p>ACCIDENT REPORTS</p>	<ul style="list-style-type: none"> ● THS FELL AND HIT HEAD ON THE CEMENT WALL IN LOCKER ROOM, LACERATION TO HEAD ,HEADACHE, FORGETFULNESS. MOM PICK UP AND TAKE FOR EVALUATION
<p>LEAVE REQUESTS</p>	
<p>ZONE TRANSFERS/ OPEN ENROLLMENT REQUESTS ENROLLMENT</p>	<ul style="list-style-type: none"> ● REGISTRATION COUNTS ●

DASHBOARD					
MV/LAKELAND ACADEMY APPLICATION REQUESTS	<ul style="list-style-type: none"> ● 				
FACILITY WORK ORDERS	<ul style="list-style-type: none"> ● 				
CAPITAL PROJECT UPDATES	<ul style="list-style-type: none"> ● 				
TECH HELP DESK TICKETS	<ul style="list-style-type: none"> ● 				
KEY REQUESTS/TRACKING LIST	<ul style="list-style-type: none"> ● LHS is requesting 12 master keys to check out to some of our head athletic coaches as they consistently try to get into different parts of the building - (training room, locker rooms, gyms, commons, library, storage rooms, custodial closets, weight room and so on....) ● TMS two M2 gate keys. Life Skills needed our last one 				
DISPOSAL/RECYCLING FORMS 2023-24 FOLDER	<ul style="list-style-type: none"> ● 				
NEW DEVELOPMENTS	<ul style="list-style-type: none"> ● 				
OVERVIEW OF WEEKLY MTGS	<table border="1"> <tr> <td>PARENT ADVOCACY</td> <td> <ul style="list-style-type: none"> ● PARENT ADVOCACY AGENDA ITEM R ● RUNNING AGENDA </td> </tr> <tr> <td>PROTEGE</td> <td> <ul style="list-style-type: none"> ● AGENDA </td> </tr> </table>	PARENT ADVOCACY	<ul style="list-style-type: none"> ● PARENT ADVOCACY AGENDA ITEM R ● RUNNING AGENDA 	PROTEGE	<ul style="list-style-type: none"> ● AGENDA
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PROTEGE	<ul style="list-style-type: none"> ● AGENDA 				

	LEA	<ul style="list-style-type: none"> • LEA AGENDA
	ADMIN	<ul style="list-style-type: none"> • SEPTEMBER PD AGENDA • SEPTEMBER LOGISTICS AGENDA
	POLICY	<ul style="list-style-type: none"> • AGENDA
	CABINET	<ul style="list-style-type: none"> • AGENDA
	LONG RANGE PLANNING	<ul style="list-style-type: none"> •
	CDI	<ul style="list-style-type: none"> •
<p>LISA/LYNN/KE LSIE <u>MCKINNEY</u> <u>VENTO</u></p>	<ul style="list-style-type: none"> • 2024-2025 PACING GUIDES • 	