

Lakeland Joint School District #272

Jake Massey, Interim Superintendent of Schools

15506 N Washington St., Rathdrum, Idaho 83858

208-687-0431

j.massey@lakeland272.org ~ web.sd272.org



One District. One Mission. Every Student. Every Day.

Board Agenda Item **Request**

AGENDA ITEM: Policy Audit - Actionable Discrepancies

PURPOSE: Review of Policy Audit Changes

MEETING DATE: 09.16.2026

PREPARED BY: Clerk of the Board Sara Broderius

INFORMATIONAL SUMMARY:

Since the August board meeting, I have begun an audit of our policy documents. The [Policy Audit Tracking](#) spreadsheet outlines the policies that have been reviewed, what (if any) issues were found, and an accounting of changes made.

The following policies had administrative changes that included updating the documents to uniform formatting and correcting the footer of the document.

[Policy No. 1000 - Legal Status and Operation](#)

[Policy No. 1100 - Membership](#)

The following policies were found to have concerns that require board action.

Policy No. 1010 - Organization and Classification (documents attached under H.6.a)

Policy No. 8605 - Destruction of District Records (documents attached under H.6.b)

The Board Of Trustees

Legal Status And Operation

The Board of Trustees is the governmental entity established by the State of Idaho to plan and direct all aspects of the District's operations to the end that students shall have ample opportunity to achieve their individual and collective learning needs and to provide a thorough system of education.

The District, in its corporate capacity, may sue and be sued and may acquire, hold, and convey real and personal property necessary to its establishment, extension and existence. The District shall have authority to issue negotiable coupon bonds and incur such other debt, in the amounts and manner, as prescribed by law.

The policies of the Board define the organization of the Board and the manner of conducting its official business. The Board's operating policies are those that the Board adopts to facilitate the performance of its responsibilities.

Legal Reference:

[I.C. § 33-301](#) School districts bodies corporate

[I.C. § 33-511](#) Maintenance of schools

[I.C. § 33-512](#) Governance of schools

[I.C. § 33-1612](#) Thorough system of public schools

Policy History:

Adopted on: August 13, 2007

Revised on: August 13, 2025

Board Of Trustees Membership

The District is governed by a Board of Trustees consisting of five (5) members. Each member represents a different trustee zone unless a trustee was appointed at-large to fill a Board vacancy. The Board's powers and duties include the broad authority to adopt and enforce all necessary policies for the management and governance of its schools. Except as otherwise provided by law, trustees shall hold office for a term of four (4) years.

Each trustee shall qualify for and assume office on January 1 following a November election. When a trustee is appointed, whether elected, reelected or appointed, the trustee shall assume office at the next scheduled board meeting following such appointment.

At the meeting when a trustee assumes office, an Oath of Office shall be administered to the trustee. The Oath of Office may be administered by the clerk or by another trustee of the district. The records shall reflect the new trustee's name and who administered the Oath of Office and be placed in the official records for the District.

All trustees shall have the opportunity to participate on an equal basis. Official action by Board members must occur at a duly called and legally conducted meeting convened to make a decision or to deliberate toward a decision on any matter. Individual members of the Board have official status only when acting formally as members of the Board while in session, or when specifically entrusted by the Board to carry out specific assignments. The Board shall not be bound in any way by any action or statement on the part of an individual Board member except when such actions or statements are in accordance with specific instruction from the Board. All commitments of the Board shall be made during regular or special meetings.

Legal Reference:

[I.C. § 33-313](#) Trustee Zones

[I.C. § 33-501](#) Board of Trustees

[I.C. § 33-506](#) Organization and Government of Board of Trustees

[I.C. § 74-202](#) Open Meetings Law

Policy History:

Adopted on: August 13, 2007

Revised on: September 13, 2010

Revised on: July 14, 2020

Revised on: October 15, 2025