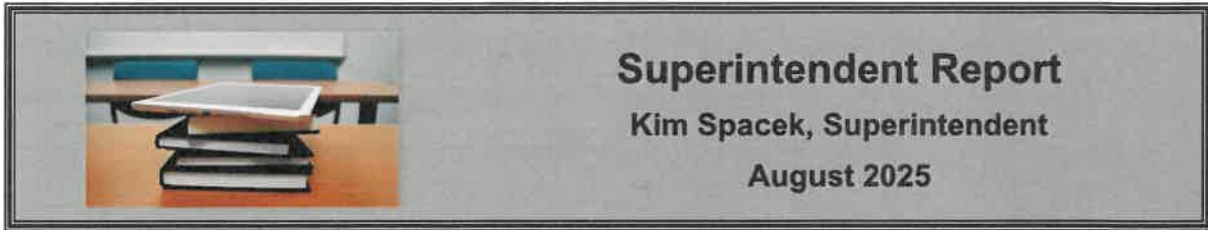


WEST BONNER COUNTY SCHOOL DISTRICT #83



Board Meeting Date: Wednesday, August 20, 2025

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

- Brandon Goins - Through Brandon's effort this spring and summer, the baseball/softball and junior high football field have been updated. This includes a sprinkler system as well as turf. The community will enjoy a safe playing surface for years to come.
- Chairty Hinshaw - Charity has continued to lead Student Transportation in preparation for the upcoming school year. She continues to develop her leadership in this critical area of the school system.
- Tracy Smith - Our Accounts Payable/Payroll Specialist, Tracy Smith, has worked all summer to get bills paid. She has proven her ability to learn quickly in this position!
- Kevin Wagner - As Maintenance Supervisor, Kevin has stepped up to cover for Ryan Carruth, Operations Director, while Ryan is out on leave for his first child. Congratulations to Ryan! Thank you, Kevin for continuing to tackle the work needed to prepare the facilities for the start of school.

What has the superintendent been working on this past month?

- Principal Onboarding - After Vanessa Haggett accepted the position, she has been in the junior-senior high building off and on since the 2nd week of July. Vanessa was a member of the Rotary in Baker City, OR. Kendra Salesky and I attended a recent Rotary meeting to assist in introducing her to area members. In my interactions with Vanessa, my estimate is she is ready to begin the school year after thoughtful preparation this summer.
- ISEE (Idaho System of Educational Excellence) Road Show - Tracy Rusho, Brenna, Saccone, Kendra Salesky, Tracy Smith, and I attended the Road Show in Coeur d'Alene on Tuesday, August 12, 2025, to learn state reporting requirements. The state collects a lot of data on students, however, this data is aggregate data. For example, when reporting the number of students qualifying for Free and Reduced Lunch Program meals, no student identification code is

collected, just a data element that indicates the student qualifies, typically a 'Y' or 'N.' This is a concern as the general public may have the misunderstanding that a student's identification is collected and pushed forward to the state from the paper applications completed and turned into the school the student is attending.

- Financial Standards Handbook - Kendra Salesky, Business Manager, and I have been working (hammering) through completing this handbook started by Dean Davis, previous Director of Finance, before he left last year. Updated language clarifies board policy. This will be used as a resource to guide purchasing and handling of monies within the district. One concern that both Kendra and I want to make clear is that funds to be used for a designated purpose will be used for that purpose. And, monies receipted will be placed into an account that is designated for that purpose and spent on that purpose. Idaho is very loose on how general funds can be moved to be used. If this is necessary, the need should be communicated to the Board of Trustees in a public meeting so that the community knows and understands the need. Transparency and trust are developed when funds are used for their collected purpose.
- Center for Effective School Organization (CESO) Visit - CESO was on site Wednesday, July 30, 2025. It was a delightful group of CESO Staff to work with. Questions were asked on the various operations of finance and human resources. From this session, a report will be generated on how operations can become more effective. Between this visit and the final report, there may be follow up Zoom Meetings to ask questions and clarify answers to the questions asked on July 30th. Kendra Salesky, Business Manager, Tracy Rusho, Human Resources Director, and I look forward to reviewing and sharing the report with the board and community.
- Idaho Governor Executive Order 2024-11 - The Administrative Team took this topic up at its meeting on May 28, 2025, to come to a resolution. On June 11th, the team finalized its thoughts on this topic. Over the next few months, board policy was updated and student handbooks were to include our approach to potential distractions from learning by electronic communication devices.

What tasks need focus for the upcoming month?

- Board Policy Review - Cell phones and the second readings of several policies from the spring are at the top of the priority list for the upcoming month. Progress has come to a halt as many personnel issues have taken priority. It is time to prioritize policy review to the top.
- AdTeam Meetings - Last year, meetings were held the 2nd and 4th Wednesdays of the month. After Christmas, the team began meeting each Wednesday, to discuss innovative programs. This year, the meeting purpose was revised to meet the ongoing needs of the work of administrators. The attached schedule provides a good snapshot of the work that will be accomplished to help students learn.

Are there any other items of significance to report?

- Summer Work - I title the topic in this manner to emphasize building principal's work at times when their contract does not require them to be in the building. There were many positions to be hired this summer. I have no comparison with last summer, however, if there is one or five positions, the point is principals do go above and beyond to assure students and staff are prepared to begin the school year with a fully staffed building.
- Special Education: Maintenance of Effort - The District had a loss of student enrollment in Special Education, resulting in the approval for a Maintenance of Effort reduction of \$154,000. Before the Director of Special Education left the district, a plan was put into place to make those reductions. As of this meeting, the reductions have been implemented. At times this has been a challenge as communication took place without awareness by staff serving students with a disability.
- Certificated Position Impact on the Budget- When the AdTeam began studying the budget in January through the timeframe Innovative Programs were developed, I stated over and over that certificate endorsements drove funding. This was emphasized because of the uncertainty of the levy outcome. This is also good practice because this is one indication of qualified teachers working with students. Over the course of the past few months, changes have been made in hiring practice, moving the district toward this outcome. The transition has been a challenge at times. The outcome has been the gradual change in practice. If the teacher does not have the proper endorsement, then alternative and emergency routes have been considered. There is a ways to go, however, the building principals have begun consulting with the Human Resources Director to understand the specifics, resulting in better communication and outcome for student in the long run.

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
not applicable	not applicable	not applicable

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.)

- The Impact of Implicit Bias Training - Implicit bias is defined as attitudes or stereotypes that affect our understanding, actions, and decisions to an unconscious manner. Training outcomes were the spotlight of this Hanover Research Report. Research indicates that biases may best be identified through

self-reflection as it is a human characteristic that is present at all times. Being aware of biases can help the individual work different groups of people. Measuring bias through various instruments can help develop professional learning for staff members. Attitude and awareness, knowledge, and skills and behavior are key characteristics for understanding oneself in dealing with a variety of students that come from different cultures. To serve all students, understanding oneself and understandings of other cultures can assist in serving all students.

- *Establishing Structure for Student Voice - Research on developing a way to include student voice within the district, school, and classroom was the subject of this report. A school culture focuses on student learning with a lot of variables that lead to a successful environment. Several real examples of how students were involved in providing input to a school culture. Key elements are professional development for staff and students as any one of the models are pursued.*
- *The Leadership Guide: Assessing and Evaluating Student Threats - The McCalmon Group put together a guide to respond to various types of threats. The following parts to an assessment were identified:*
 - *“Threat” Defined - It was defined as “an expression of intent to do harm or act out violently against someone or something, which could be spoken, written, or symbolic. This language was developed by the FBI.*
 - *Types of Threats - There were four types identified as direct, indirect, veiled, and conditional.*
 - *Threat Assessment - The FBI identified two principles to follow:*
 1. *All threats and the students who make them are different.*
 2. *Most threats do not lead to violence, by every threat must be taken seriously.*
 - *Threat Levels - Low, medium, and high were described.*
 - *Threat Response - The response for the different levels were described.*

A great publication to use as a resource.

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

AdTeam Meeting Calendar

for 2025-26 School Year

This table indicates the focus of each meeting:

Meeting Focus	1 st Wednesday Data Review	2 nd Wednesday The Work & Logistics	3 rd Wednesday Projects	4 th Wednesday Finance	5 th Wednesday 1 on 1
Items	<ul style="list-style-type: none"> Assessment Attendance Discipline Classroom Observations 	<ul style="list-style-type: none"> Instruction Learning 	<ul style="list-style-type: none"> Essential Standards Assessment Plan MTSS Innovative Programs 	<ul style="list-style-type: none"> Budget-to-date Monthly Calendar of Events (meetings, safety drills, etc.) 	<ul style="list-style-type: none"> Meet with each principal during the week
August*	X	13	X	X	X
September	3	10	17	24	X
October	1	8	15	22	29
November	5	12	18	X	X
December	3	10	17	X	X
January [#]	7	14	21	28	X
February	4	11	18	25	X
March	4	11	18	25	X
April	X	8	15	22	29
May [@]	6	13	20	27	X
June	3	10	17	X	X

* August = The Initial Conversation should be scheduled during this week with IPLP (Individual Professional Learning Plan) Goals and Self-Assessment completed with each Principal/Director.

January = Midyear Check-Ins are scheduled for completion with each Principal/Director.

@ May = Summative Evaluations are scheduled to end the year with each Principal/Director and District Level Staff.

Note: The Meeting Focus will determine whether attendance is required. The agenda will confirm attendance.