

# WEST BONNER COUNTY SCHOOL DISTRICT #83



## Facilities & Transportation Report Ryan Carruth, Operations Director

May 21, 2025

### WBCSD FACILITIES

#### Custodial Update:

- Safety Training for Custodians and Maintenance personnel to be held on June 9, 2025 covering the following topics
  - Slips, Trips and Falls
  - Ladder Safety
  - Ergonomics & Lifting Technique
  - Workplace Safety
  - Heat Exhaustion
  - OSHA Hazard Communication & MSDS for Chemical Safety
- Team Cleaning and Summer Custodial projects scheduled and all materials have been sourced for work to start the second week of June after graduation.

#### Priest River Junior High Boiler

- Two months ago, a burner failed at the Junior High and McKinstry came out to correct it. The tech found that there were melted wires from the burner into the electrical panel and he was able to correct the issue, rewire the burner and re-fired and tested the boiler. He tested boiler operation, operation of all safeties and tested full amps on main neutral to breaker. In his service notes he recorded the following:
  - Boiler and burner need to be replaced.
  - All components are in poor condition.
  - Flue piping in poor condition potentially leaking into boiler room.  
Recommend installing Co alarms in boiler room and adjacent hallway.
  - Condensate piping rusted and leaking.
- On Monday 5/12/25 Atlas Boiler conducted annual service, inspection, flush and clean. During his inspection he observed the tubes are corroded and any kind of chemical cleaning could cause damage the tubes and lead to leaking requiring replacement of the tubes. He also observed the mud leg is corroded and chemical cleaning could lead to structural integrity issues of the mud leg.

- On Friday 5/16/25 a local boiler expert visited the Junior High to look at the JH Boiler. He would like to remain anonymous.
- He shared the following observations:
  - He determined that although the structural integrity of the steel exterior is in fair shape although the boiler internal plumbing is in very poor condition.
  - He observed the water tubes to be covered in corrosion, muck and scaling and said that “It is a lot worse than I thought it would be”
  - He warned us about the risks of cleaning the water tubes of the corrosion, which can cause leaks and ruptured pipes. Leaks and Ruptured pipes have led to runaway boiler explosions and presents a serious safety risk.
  - All components are worn and well past service life.
  - He asked us; “How much would you want to gamble with an almost 90 year old boiler?”
  - Nobody knows internally how the boiler is set up. How many tubes? How is it laid out? It would be impossible to know exactly how the internal set up is arranged without completely stripping the boiler apart.
  - He suggested an ultrasound or metallurgy test to first determine what the quality of the internal tubes is and if cleaning is even possible. If the pipes are so degraded that cleaning is not possible, it would need a full re-tubing of the interior plumbing of the boiler. However, without knowing what the internal make up is without tearing it down this could be a very costly solution for a boiler that is getting very close to being on it’s last leg.
  - Does it make sense to do this?
  - Second suggestion he made was to do a cost comparison / ROI on the energy costs, maintenance costs, cost to strip, clean and re-tube, to replace or repair the mudleg versus what it would cost to replace the boiler.

Our WBCSD Facilities team will continue to explore all options available although I wanted to alert the board that I do not have full confidence that the boiler will continue to serve the building without significant investment in maintenance or replacement that will need to be done this summer if the board wishes to be able to heat the building, keep it open to community groups and extra-curricular activities, and to consider putting students back in the building sometime in the future.

### **Facilities Committee**

The Facility Committee met on Wednesday May 14, 2025.

- Updates on Capital Improvement Projects
- Red Barn demolition is completed and the site is cleared for future use
- CTE Building Update
- Grounds Improvement Project - The facility committee made a recommendation to propose the Asphalt replacement project at PRLHS to the WBCSD Board of Trustees for approval to move forward with a bid solicitation.
- Discussion surrounding a strategic plan for the Junior High
- Candy Turner has volunteered to head up a community task force for a vision for the future of PR Junior High.

### **Capital Improvements Updates**

- Roof project - Site visits completed. Bids incoming. Bid selection will take place at the May 21s regular meeting of the board.
- PRE HVAC Survey - Three Mechanical Engineering firms have been contacted and will be visiting PRE for site visits to create a proposal for this project. We would like to create a detailed asset inventory of all HVAC equipment in the building with product information, age, condition and maintenance history and update the HVAC floor plan. This will help the district to create a data driven replacement schedule and a facility management tool to better guide preventative maintenance and equipment replacement in the future.
- PRE Heating Unit replacement - We have completed site visits with Rob's Heating and Cooling for two separate replacement projects in PRE and are awaiting price quotes:
  - 8 Heaters in the West Annex
  - 7 Electrical Heaters in the Central Hallway
- CTE Building- Pre planning with Architects West. HS Portable building demolition and removal has been completed. RC will be working closely with Architects West to get closer to breaking ground on the project this summer.
- PRLHS Valve Change order with Apollo - We will be executing a change order on the existing approved project with Apollo to replace 53 actuated valves in PRLHS
- EVCO Intercom upgrades - (Securing our Futures Grant funded) This project will commence at the end of May and should be completed by mid June.

### **Training**

- Capital Improvements in Remote Environments - Webinar - Ameresco - Thursday May 8, 2025 10:00 am
- Low Pressure Boiler Training and Maintenance - Webinar - ICRMP - Monday May 12, 2025 10:00 am

## **WBCSD TRANSPORTATION:**

### **New Bus Arrival**

Our new bus will be arriving to WBCSD in September.

### **Maintenance Updates**

Our new bus mechanic has been hard at work correcting many issues he has observed in his first 6 weeks on the job. Here is the summary of his findings and work to get our busses operational and to save the district with sourcing parts from different vendors not previously utilized in WBCSD:

111: Diagnosed previously for fuel pump, crank sensor, and lastly fuel injectors. Upon inspection, the bus would not start, even with the aid of starting fluid. After performing my diagnostics, I pulled multiple engine trouble codes for cylinder balancing, and one code for injector driver module communication. Found injector driver module code was a result of fuses being pulled from a previous work. I then performed a procedure called a "relative compression test". This test works by cranking the engine over while the ecm examines each cylinder's rotating speed. For a better understanding, when one cylinder spins faster than another, it has less resistance, thus less compression. The readings from the relative compression test showed that cylinders 3,4,5,&8 had a significantly higher rotating speed compared to 1,2,6,&7. The final results are conclusive that half the engine has significantly low compression. I attached a photo of the graph from the test performed to illustrate the final result.

114: This bus was diagnosed previously for fuel injectors. Upon inspection, the bus starts and runs, no misfiring, or signs of faulty fuel injectors. I road tested the bus, immediately noticed a severe lack in power. I performed an air management test; the test came back normal. I noticed a strange tone in the turbo at idle and suspected that the vgt (variable geometry turbo) control solenoid was malfunctioning. I swapped said solenoid from bus 111 (has brand new turbo) and road tested again. The throttle response and power deliver was immediately restored. Longer on the test drive I found smoke coming from under the bus, initially thought to be from the exhaust. I found that a transmission fluid leak had leaked fluid on the muffler resulting in smoke when driving. Upon further inspection, determined that the reason for transmission fluid leak was from transmission being overfilled by nearly 2 gallons of fluid. I drained fluid down to proper level, no more leak present. The bus has since been placed back in service. Estimated cost savings \$3500.

107: routine maintenance performed on bus; found original fuel filters still on bus at 47,000 miles. Normal maintenance interval for fuel filters is 15,000 miles.

2: Routine maintenance performed on bus; found original fuel filters also at 26,000 miles. Normal maintenance interval for fuel filters is 15,000 miles.

115: Bus placed out of service for leaking fuel tank. Previous price quotes showed tank would cost 3-4 thousand dollars. I was able to source a used tank locally from wrecking yard for \$200. Bus to be repaired and put back in service within the next week.

Multiple buses: Upon being hired, I was asked to inspect multiple buses prior to the inspection held by the Department of Education. Immediately I found 2 busses with brakes extremely out of adjustment from poorly maintained slack adjusters, multiple with severe air leaks from failed QR-1 valves, and 1 with parking brakes not holding due to failed spring brake chambers. All said buses have since been repaired and are safe for operation.

We are getting caught up with all major repairs and now have 4 spare busses. I am implementing a stricter greasing regiment to prevent failing wear items such as slack adjusters, u-joints, kingpins, s-cam bushings etc. Any bus that didn't have a maintenance tag in the window and or record of maintenance has since been serviced. I have also started relationships with outside vendors for bus parts to cut prices and down time compared to the restriction and cost of dealing with our local International dealership.

### **State Inspection / Corrective Action Plan**

WBCSD recently completed our State spot inspection for our transportation department. We had scores below 70% in 2 out of the 5 areas of inspection which require a corrective action plan. I am in the process of completing the corrective action plan to be submitted to the state next week before the due date of May 28<sup>th</sup>, 2025 for the two following findings:

**1.) Driver's files 67%.** Each district that operates student transportation services shall have filed for each school bus driver, in a secure area with limited access a personnel file (Sections 33-1506, 33-1508 and 33-1509, Idaho Code and page(s) 70-71 in SISBO).

**2.) Transportation Policies and Procedures 67%.** The District's student transportation policies were found to be missing. In compliance with 33-1501 through 33-1512, Idaho Code, the local board of trustees will establish and adopt a set of written policies governing the student transportation system, including policies for disabled students. Contracting school districts shall ensure compliance to written policies by student transportation contractors.

The complete spot inspection is here for your review:



April 28, 2025

Kim Spacek, Superintendent  
West Bonner School Dist. #83  
134 S. Main St.  
Priest River, ID 83856

Dear Superintendent Spacek,

Re: Findings of Spot Inspection  
Preliminary Financial Audit Report  
Appeals Due Date: **May 12, 2025**

The Idaho Department of Education, Student Transportation conducted a spot inspection on April 8-10, 2025. I rode school bus routes, inspected school buses, reviewed driver personnel files, financial and maintenance records. The following are commendations related to the findings:

- Many inspection discrepancies were corrected prior to the completion of the review.
- The staff of the Transportation Department was very cooperative with information and open to suggestions in correcting issues and moving forward to improve the overall processes and performance regarding the safe and efficient transportation of their students.

Listed below are exceptions to Idaho Code, State Board of Education Rules of the Board Governing Education, and rules and regulations adopted by reference, including the Standards for Idaho School Buses and Operations (SISBO). These requirements must be met if the DISTRICT is to operate a fully approved reimbursable student transportation program.

I rode 4 school bus routes, evaluated driver skills and bus stops, and assessed district routing configurations, resulting in a compliance rating of 89%.

*"The procedure for stopping to load/unload students shall be:*

- a. *Signal intention to stop with alternately flashing overhead yellow warning lights at a distance of two hundred (200) feet before stopping.*
- b. *Stop in the center of your lane and twelve (12) feet before getting to the waiting students.*
- c. *Extend stop arm and activate alternately flashing overhead red warning lights simultaneously.*
- d. *Students are to remain seated until the bus comes to a complete stop.*
- e. *Open door only after traffic has stopped.*
- f. *Students who must cross the road must wait for a prearranged signal from driver and walk twelve (12) feet in front of bus.*
- g. *Students should load "single file" in an orderly manner.*
- h. *Close the door and check that students are seated.*
- i. *The stop arm shall be retracted, and the overhead red flashing warning lights shall be turned off." (Adopted Curriculum)*

*"Students who cross the road must wait for prearranged signal from driver and walk twelve feet in front of the bus in accordance with state loading/unloading training curriculum." (Adopted Curriculum)*

*"School districts shall establish school bus stops in safe locations with at least 100 yards clear visibility in both directions, whenever possible, and at least 40 feet from intersections, whenever possible." (SISBO)*

*"No person shall stop, stand or park a vehicle within an intersection." (Idaho Code 49-660)*

*"A school bus shall be backed only as a last resort." (SISBO) "When backing, activate hazard lights, sound horn prior to backing." (Behind the Wheel Curriculum)*

While riding bus routes the buses stopped 7 times at various schools and I observed 1 instance of schools without continuous and interactive loading/unloading zone supervision, resulting in a compliance rating of 86%.

*"Providing supervision of loading and unloading areas at or near schools during unloading and loading of school buses. School districts shall provide an adequate number of supervisors for the size of the loading area and number of students present and ensure close, continuous, and interactive supervision whenever students and/or buses are present in the loading area." Standards for Idaho School Buses & Operations (SISBO) Rule by Reference. (33-1511, Idaho Code; ID APA 08.02.02.150)*

5 driver files were reviewed. Driver files did not contain current copies of 3 driver evaluations, 1 fall emergency evacuations, spring emergency evacuations, 1 driver records, and 5 in-service training documents. The missing documentation reflects a compliance rating of 67%.

*"Each district that operates or contracts pupil transportation services shall cause to have filed for each school bus driver, in a secure area with limited access, the following information:*

*Copy of original application to drive school bus.*

*Copy of current physical examination, along with any applicable waivers.*

*Historical record of all topics specific school bus driver training.*

*Copy of current commercial driver's license.*

*Copy of annual driving record check in compliance with CDL licensing requirements. The district shall request annually a driving record check report from the Idaho Transportation Department, Motor Vehicles Division, for those individuals who are going to drive a school bus during the current fiscal school year.*

*Copy of all driver and route evaluations." (Idaho Codes 33-1506, 33-1508-1509; SISBO)*

*"The district's written policies shall, at a minimum, include:*

*"Providing emergency training and periodic evacuation drills for students in accordance with National Highway Safety Program Guideline 17. Documentation of all evacuation drills shall be maintained for a period of three years by the school district in either a batch file or in the driver's individual file." (SISBO)*

I reviewed the sixty-day and annual inspection records of 6 buses. 0 annual inspections and/or 2 sixty-day inspections were missing or occurred outside the required time frame, resulting in a compliance rating of 97%.

*"The board of trustees of each school district shall provide for an annual inspection of all school buses by district personnel or upon contract at intervals of not more than twelve (12) months. At intervals of not more than sixty (60) days during each school year the board of trustees shall cause inspection to be made of all school buses operating under the authority of the board." (Idaho Code 33-1506)*

I inspected 4 school buses, resulting in a compliance rating of 71.77%. All vehicle components inspected may be viewed in the Idaho Bus Utilization System at <https://apps.sde.idaho.gov/ibus> and all deficiencies need to be certified in IBUS as repaired within 30 days of the inspection. 1 bus was removed from service due to serious safety violations as noted in IBUS.

~~Public School Finance adjusted the district's 2023-2024 Transportation Reimbursement Claim. The adjustments have been reviewed by the department's financial specialist and resulted in revisions to the district's 2023-2024 Transportation Reimbursement Claim as indicated below:~~

**Reimbursement Claim was not audited at time of spot review.**



You can review the future detailed audit report in IBUS at <https://apps.sde.idaho.gov/ibus>.

Inquiries related to any of the findings detailed in IBus should be directed to Zane Cliver, Financial Specialist, Sr, at 208-332-6832.

Based on observations, Student Transportation believes the following recommendations will strengthen your student transportation program, if implemented:

- The district should conduct a training session for all school bus drivers, covering the items noted, pertaining to driver skills and routing configuration.
- The district shall annually conduct evaluations of all drivers and routes. Copies of evaluations shall be maintained in each driver's personnel file.
- The district should evaluate the bus stops discussed during the review. Due to the location of the stops, students unsafely crossed the roadway through a road intersection.
- The district should conduct a training session for all school bus drivers, covering the school district's student transportation student management policy, including the duties and responsibilities of students, teachers and drivers. This policy shall be in concert with the district's written classroom policies. (33-512, Idaho Code) (SISBO page 67-86)
- It is recommended that the district implement a safety busing committee consisting of transportation professionals and student advocate representatives, i.e., city, county, state traffic engineers, law enforcement professionals, district or other safety professionals, district and/or region PTA representatives, etc.
- SDE recommends the local board of trustees review their written policy 8100 (Driver Training and Responsibility). The district shall track all school bus training each fiscal year. All experienced school bus drivers will complete at least ten (10) hours refresher each fiscal school year. At least three (3) hours of preservice training shall be provided before school begins in the fall. In addition, at least three (3) in service training sessions shall be provided during the school year. (Idaho Code 33-1508, and SISBO page 71-73).
- SDE recommends the local board of trustees review their written policies governing the student transportation system to meet the requirements of 33-1501 through 33-1512, Idaho Code.( for a minimum list see SISBO page 67).
- When a bus has been removed from service during a State Department of Education inspection due to an unsafe condition, the district will notify the State Department of Education on the appropriate form before the bus can be returned to service. When a bus is found to have deficiencies that are not life-threatening, it will be repaired within thirty (30) days and the State Department of Education notified on the appropriate form. If the deficiencies cannot be repaired within thirty (30) days, the bus must be removed from service until the deficiencies have been corrected or an extension granted (IDAPA 160.5).

Though the bus inspection process yielded a 71% score and does not require a Corrective Action Plan it was discussed with the supervisor and new technician that this is an area of considerable concern. Both parties were in agreeance with this finding and are reviewing and revamping the procedures and processes for proper maintenance and repair is crucial for the safe transportation of their students.

Based on the findings of this inspection, the Director of Student Transportation directs your district to comply with a corrective action plan outlined in Idaho Code 33-1511 (5-6-7). Your district must submit a Corrective Action Plan to the State Department of Education (SDE) within thirty (30) days from the date of this letter.

Any score below 70% constitutes a corrective action. This applies to the following area(s);

1. **Driver's files 67%.** Each district that operates student transportation services shall have filed for each school bus driver, in a secure area with limited access a personnel file (Sections 33-1506, 33-1508 and 33-1509, Idaho Code and page(s) 70-71 in SISBO).
2. **Transportation Policies and Procedures 67%.** The District's student transportation policies were found to be missing. In compliance with 33-1501 through 33-1512, Idaho Code, the local board of trustees will establish and adopt a set of written policies governing the student transportation system, including policies for disabled students. Contracting school districts shall ensure compliance to written policies by student transportation contractors.
  - Training and Responsibilities of Vehicle Operator
  - Evaluation of School Bus Drivers
  - Emergencies Involving Transportation Vehicles

In conclusion, although certain operational items have been identified as needing or requiring improvement, these items should not overshadow the positive aspects of the district's student transportation operational program. The commendations listed at the beginning of this report affirm the inspection team's assessment of the district's effort to manage an efficient student transportation program that ensures student safety.

I would like to thank the administrative and transportation personnel for their cooperation during my visit.

Sincerely,

Regional Specialist, Student Transportation



Director, Student Transportation

Mike Sallee

cc: , Transportation Director, Charity Hinshaw

, Business Manager, Lisa Hals  
, School Board Chair, Margaret Hall