**MEETING NOTICE**
WEST BONNER COUNTY SCHOOL DISTRICT #83
Board of Trustees Meeting #457 - Wednesday, March 18, 2026 at 6:00 PM
District Office
134 Main St
Priest River, ID 83856
https://meetings.boardbook.org/Public/Organization/2136

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Vision Statement
***Strive for Greatness!***
Mission Statement

**Success for all with the**
**Understanding that**
**Community, parents, students, and educators will**
**Collaborate and**
**Empower the**
**Student to make positive lifelong choices.**
**Strive for greatness!**

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**AGENDA**

I. **Call Meeting to Order**
II. **Pledge of Allegiance**
III. **Approval of the Agenda - Action Item**
IV. **Comments from the Audience on the Agenda:** ***(Limit of 2 minutes)***
V. **Celebrations**
VI. **Reports**
- VI.A. Board Member Reports
- VI.B. Director & Administrator Reports
  - VI.B.1. Operations Report
  - VI.B.2. Transportation Report
- VI.C. Financial/Treasurer Report
- VI.D. Superintendent Report

VII. **Consent Agenda - Action Items**
- VII.A. Approval of Board Meeting Minutes
- VII.B. Approval of Executive Session Minutes 3/10/2026 Meeting
- VII.C. Human Resources Report

VIII. **Accounts Payable - Action Item**
IX. **Old Business - Action Items**
- IX.A. Junior High Task Force Update - **Action Item**

IX.B. Child Nutrition Program Task Force Update - **Action Item**
IX.C. Innovia Foundation — **Action Item**
IX.D. P3400_ExtracurricularActivitiesDrug-Testing Program — Second Reading - **Action Item**
IX.E. P5900_CoachesRules - Second Reading - **Action Item**

X. **New Business - Action Items**
X.A. Weather-Related School Closure — 3.12.2026 Wind Event - **Action Item**
X.B. WBCSD 83 2026-2027 Calendar - **Action Item**
X.C. FY2027 Budget — **Discussion - Action Item**
X.D. FY24 Audit — **Completion - Action Item**
X.E. FY25 Audit - **Action Item**
X.F. Athletics — Weight Room — **Discussion - Action Item**
X.G. Athletics - Football Camp - **Action Item**
X.H. Athletics — Coaches Handbook - **Action Item**
X.I. Restructuring School Appointments for Board Members — **Action Item**
X.J. P4210_Community Use of School Facilities — First Reading — **Action Item**
X.K. P4210F_Fee Schedule for Community Use of School Facilities Form — First Reading — **Action Item**
X.L. P6200_District Organization — **Action Item**

XI. **Comments from the Audience:** ***(Limit of 2 minutes)***

XII. **Board Reflection / Future Agenda Items - Action Items**
XII.A. Potential Future Meetings, Work Sessions, etc.
- Upcoming Committee Meetings (Facilities, Negotiations, Finance, Curriculum)
- Upcoming Regular / Special Meetings / Work Sessions
XII.A.1. 2026 ISBA Clerk's Retreat — **Action Item**

XIII. **Executive Session**
XIII.A. Executive Session pursuant to Idaho Code 74-206(1)
(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or individual agent, or public school student; Employee A, Employee B, and Employee C.
(d) To consider records that are exempt from public disclosure.

XIV. **Motion to Adjourn**

Note: If any auxiliary aids or services are needed for individuals with disabilities, please contact the administration office at 448-4439.

**Meeting Conduct and Order of Business**

*General rules of parliamentary procedure are used for every Board meeting. The most current edition of Robert's Rules of Order may be used as a guide at any meeting. The order of business shall be reflected on the agenda. The use of proxy votes shall not be permitted. Voting rights are reserved to those trustees in attendance. Voting shall be by acclamation or show of hands. (WBCSD Policy 1510)*

Posted: Administration Office
West Bonner Schools
Priest River City Hall
Oldtown City Hall

By: Julie Hinshaw, Board Clerk

# Priest Lake Elementary Board Report

**March 18, 2026**

**Principal Tommy Hansen**

## General Updates

March at Priest Lake Elementary tends to be a bit of a slower month as we settle into the second semester and move steadily toward the end of the third quarter on March 26th. I will spare the board a full rehash of the data from last month's meeting. Right now, we are preparing for ISAT testing after we return from Spring Break. This takes a lot of effort from our teachers and paraprofessionals, who are working hard to help students be ready to show what they have learned so far this year. For students who have been struggling in certain areas, targeted interventions have been put in place, and those students are receiving extra support to address those needs and make sure they are as prepared as possible for the upcoming ISAT assessments.

We will start our ISAT testing on April 14th and go through April 20th. The parapros and myself will help with testing the students because the teachers cannot proctor it themselves. We should finish up testing the following week for any students that may have been absent. Results should hopefully be available for the May Board meeting.

On February 26th we celebrated Read Across America. Students and staff dressed up as their favorite book character. Special thank you to all of the volunteers who came and read books to our students!

On March 24th, the 5 CTE teachers from the JH/HS will come up to PLE and will present about their CTE pathways to the students. This is done to help students start to think about what career pathway they might be interested in, especially as they have to have the plan finalized by 8th grade. This will be a great way to better connect PLE to the JH/HS. The CTE teachers have planned fun activities for students, so stay tuned for pictures

Missoula Children's Theater was a huge success! 31 Priest Lake students worked extremely hard for just one week to perform an over 1 hour long play on Alice in Wonderland. There was standing room only for both performances of the play! Special thank you to both Sara Butler and Michelle Barnes for organizing the whole thing! Also thank you to all of the amazing parents and community members who helped clean, pack up, and even pull the MCT truck out of the mud after the play was

over!

PLE is planning a Bingo Night for April 23rd at 6:00pm. Please join us for a fun night of games and prizes!

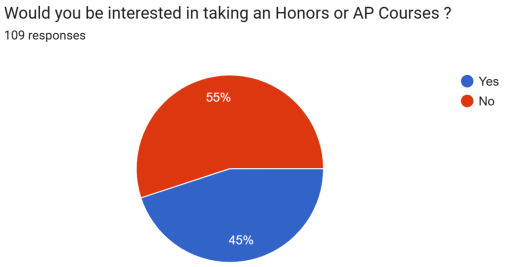
PLE is looking at exploring the option to possibly become a K-12 school using Edmentum and providing students with access to attend the JH/HS for CTE and humanities classes. The next board meeting will have more information on it. If you have any questions please email tommyhansen@sd83.org

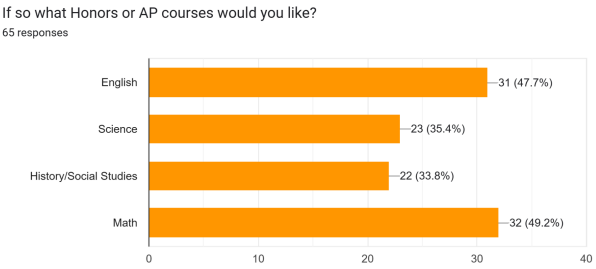
**Thank you all for supporting Priest Lake Elementary!**

# Priest River Jr./Sr. High School
## Board Meeting Report
## March 2026

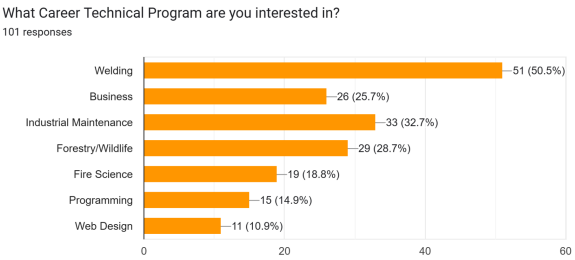
# Academics

- 354 students are currently enrolled. The total number of new students enrolled this year is 91, the total number of students withdrawn this year is 132.
- 75 students are enrolled in IDLA.
- A draft schedule for next year is being developed. 117 7th-11th grade students answered a survey to assist in scheduling for the next school year. 45% were interested in Honors or AP courses. We would not be able to offer AP courses next year, but are looking at ways in which to offer Honors courses.




- Electives with the highest priority for students included Speech and Debate, Sculpture, Outdoor Fitness, The History of Rock and Roll, Drama.
- The CTE pathways are also in high demand for students. Welding and Industrial Maintenance are the most requested of our current pathways.




- The Master Schedule for next year is limited in options for students. We would like to offer a wider variety of courses, but would need more staffing.
- The staffing wish list for PRLHS includes the following:
    - CTE Woodshop teacher- Completion of the new forestry building will relinquish the woodshop classroom, and the hiring of a new CTE Woodshop teacher will increase our CTE pathways, and give more flexibility to our master schedule. This position was part of the Levy proposal.
    - English/PE teacher - Hiring of a part time English teacher would allow PRLHS to offer honors English Courses. A part time PE teacher would allow PRLHS to transition to a AD/Dean of Students position.

# Priest River Jr./Sr. High School
## Board Meeting Report
## March 2026

    - Athletic Director/Dean of Students - This position would assist in discipline, and free the vice principal and principal to focus more on instructional leadership, and school culture.
    - EdOptions Academy/IDLA monitor - this would be an expansion of the current 4 period a day position, that would monitor students enrolled in EdOptions Academy, our fully online educational program. Our exit survey indicates that desire to go online is the number one reason students are leaving PRLHS.
    - College and Career Coach - This position would monitor student graduation progress, assist in creation of the state required 4 year plan, scholarship applications, and college and career readiness. This could be a non counselor position.
- PRLS has posted four category 1 positions: 2 English teachers, 1 SPED teacher, and 1 Science Teacher. These positions were filled with short term contracts, and had to be reposted due to Policy 5105.
- Credit petitions due to excessive absences and tardies have all been completed.
- Seniors are working on their college and trade school applications, as well as scholarship opportunities.
- Senior Project Presentations will be in Mid-May. We will be recruiting volunteers to judge presentations, and would love it if the Trustees could be part of these.
- ISAT testing will begin next week, and continue into April.

## Events

- 3/4 - NAEP Testing for 8th Graders
- 3/10- Higher Ed Exploration Field Trip to Sandpoint High School
- 3/12 - Career Day -Postponed due to weather
- 3/13- Junior High Move Night 4:30 in the cafeteria
- 3/16 - Start of ISAT testing sessions
- 3/17 - Beginning Band Concert 6:30 in the Gym
- 3/20 - Spartan Booster Club Bingo, 6pm in the Cafeteria
- 3/25 - SAT Testing for all Juniors
- 3/26 - End of Quarter 3, Spring Break Send Off Assembly
- 3/27 - Teacher Work Day - Stop the Bleed Training
- 3/30 to 4/2 - Spring Break
- 4/8- Junior High Track Meet
- 4/9 - Parent Teacher Conferences
- 4/15 - Yearbook Purchase Deadline
- 4/16- Staff Coffee Klatch

# Priest River Jr./Sr. High School
## Board Meeting Report
## March 2026

## Sports

Softball, Baseball, Golf and Track are starting practice.

## Celebrations from the Month

- Our Senior Student for this month is Petra Fernandez.  The Office Staff and I are nominating her because " She is an ambitious and dedicated student who is currently working toward earning her CNA certification while also taking college courses to further her education. In addition to her academic pursuits, she has participated in the Distinguished Young Women program, demonstrating her commitment to leadership and personal growth. Soft-spoken and mature beyond her years, she approaches her goals with quiet determination and responsibility, making her a respected and positive member of our school community."

# Priest River Elementary Board Report
# Prepared March 12, 2026

| | | | |
|---|---|---|---|
| Enrollment: | Jan. 329 | Feb. 330 | Feb. 340 |

## Activities & Celebrations

**Literacy and Numeracy Milestones**
Our students recently celebrated two major academic milestones. For our Dr. Seuss Day Reading Celebration, we were joined by wonderful community volunteers and High School Leadership students who shared their passion for reading. Additionally, we marked our 100th Day of School with a full day of engaging math activities, celebrating 100 days of growth and learning.

**Dental Health Month**
In honor of Dental Health Month, we welcomed Dr. Duke and his dental assistant for an interactive presentation. Students learned the importance of brushing and flossing through demonstrations and educational videos, while also discovering how calcium-rich foods support strong teeth. We extend our sincere gratitude to Dr. Duke for his generous donation of dental health kits for every student.

## Curriculum & Instruction

**Professional Learning Community (PLC) Updates**
Each week, our grade-level teams collaborate with the District Grade Level Team to develop district-aligned Proficiency Scales and Common Formative Assessments. During these weekly meetings, teachers analyze student data to tailor instruction, ensuring every child receives the specific intervention or enrichment they need to succeed.

**ISAT Assessments & Spring Benchmarking**
Initial ISAT assessments are underway and will begin in full after Spring Break. We would like to thank our District Assessment Coordinator, Peggy Loutzenhiser, for her diligent work in training our administration, teachers, and paraprofessionals. Her commitment to meeting state guidelines and participation requirements ensures a smooth, positive testing experience for all students.

## Community Outreach

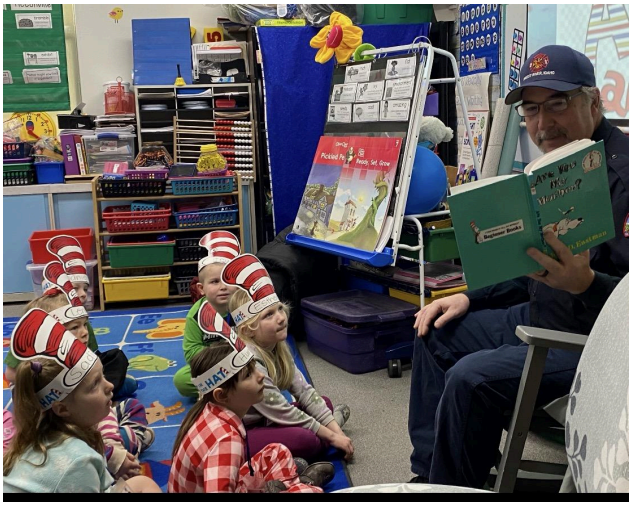
**PTO Annual Change Drive Fundraiser**
This year, the PTO is hosting a "Change Drive" to support our students. Funds raised will be used to purchase snack bags for students to take home over Spring Break. Each grade level has a milk jug to fill; if every grade meets its goal, we will celebrate with our 2nd Annual Student vs. Staff Basketball game! We appreciate your support in ensuring all our students have the resources they need during the break.

### Upcoming Events:

***Mar. 16-20th Coin Drive***
***Mar. 26th - End of 3rd Qtr.***
***Mar. 27th - Teacher Work Day***
***May 7th - PTO Spring Carnival, 5:00-7:30***
***Mar. 24th - Class Picture Day***
***Mar. 26 - Student vs. Staff Basketball Game***
***Apr. 9th - Parent Teacher Conferences***

## Dr. Duke's Dental Visit -

## Read Across America -



# PRINCIPAL'S REPORT

| From: Loretta Glazier, Principal | Date: 3/11/26 | District and School: WBCSD/IDH |
|---|---|---|

## Enrollment:

Kinder - 15; First - 17; Second -23; Third - 16; Fourth - 22; Fifth - 20; Sixth - 18; **Total - 131**

**Average Daily Attendance to Date:**

| Kinder | First | Second | Third | Fourth | Fifth | Sixth |
|---|---|---|---|---|---|---|
| 93% | 95% | 93% | 93% | 95% | 93% | 93% |

## Activities/Celebrations:

- March 4 - Read Across America - A special thank you to Susie Luckey, Margi Hall, PRLHS Varsity Girls' Basketball Coach, Tyler Douglas, and some of the Girls' HS varsity basketball players for reading to our K-6 students and celebrating with us! All students received a free book during the event as well.
- Knights of Columbus presented Idaho Hill with a $1,000 check to help support our STEaM program!
- Four of our sixth graders just completed one of their 7B Math IDLA exams, and they all passed with a score of 75% or better.
- We have a School Psychologist on site every Tuesday - she's a blessing!
- Brenda Davis is now coming on Wednesdays to provide services to our Speech students - we're thankful for her!
- Our students continue to grow academically!

## Curriculum/Instruction

**ASSESSMENT - FEBRUARY**

| Grade Level | Average Growth By Class (AMIRA) | Average Growth By Class (ISIP) | Average Growth Per Student (AMIRA) |
|---|---|---|---|
| Kinder | 64% | 71% | 23% |
| First | 83% | 75% | 26% |
| Second | 78% | 82% | 49% |
| Third | 75% | 69% | 16% |
| Fourth | 65% | 60% | 31% |
| Fifth | 82% | 78% | 33% |

If you recall, Amira suggests students should grow 10% each month to meet or exceed grade level mastery by the end of the school year; some of our classrooms are far exceeding that number!

We are one FULL month into using Amira Tutor, so we are curious to see if this additional component of Amira is helping our students grow; once we take the Amira assessment at the end of March, we will have a better indication.

***Important Notables:***

**Amira** - norm referenced, meaning an assessment that identifies top performers (percentile rankings) that is normed ***every school year;*** Amira also uses the overall Oral Reading Fluency (ORF) score

**ISIP** - also norm referenced, but it hasn't been normed since 2019 (Pre Covid); ISIP uses pieces of ORF to help make up the score in other subtasks, such as alphabetic decoding

Unfortunately, the two reports show different results. The State will report on ISIP.

## IDH Focus/Ongoing Work:

- We keep our intervention groups fluid and flexible based on monthly Amira data and bi-weekly EasyCBM progress monitoring
- We are focused on Tier 1 (whole group) classroom instruction and Tier 2 (intervention strategies) in the classroom
- Building PLCs are biweekly on Mondays and District PLCs are weekly on Tuesdays
- MTSS on Wednesdays

## Important Upcoming Dates:

- March 24 - 5th graders take the Science ISAT
- March 25 - Reading Challenge BINGO party
- April 9 - Early Release @ 1 - Parent/Teacher Conferences
- April 13 - May 14 - Grades 3 - 6 start ISAT testing (Reading CAT, Reading PT, Math CAT, Math PT)

# IHE celebrates Read Across America

OLDTOWN – Idaho Hill Elementary recently celebrated Read Across America with a morning full of stories, special guests, and excitement about reading.

The annual event focused on encouraging a love of books while giving students the opportunity to hear stories read by members of the community and different staff.

Throughout the morning, guest readers visited classrooms to share some of their favorite childhood books with students. Each visit brought a new sense of anticipation as students eagerly waited to see who the next surprise reader would be.

"Students were incredibly excited throughout the morning," said Savanna Bowman, Idaho Hill's first grade teacher. "Every time there was a knock on the door, they couldn't wait to see who would be coming in to read the next story."

Among the special guests was former Idaho Hill Elementary principal Susie Luckey, who spent the entire morning visiting classrooms and reading to students. Her continued connection to the school made the event especially meaningful for both staff and students.

West Bonner County School Board Member Margaret Hall also joined the celebration, spending time with students and helping highlight the importance of literacy and community involvement in education. Priest River Lamanna High School Girl's Varsity Basketball Coach Tyler Douglas and two of his players on the team also participated.

"Read Across America is a wonderful reminder of how powerful reading can be," said Nancy Gregory, second grade teacher. "When students see members of their community sharing their love of books, it reinforces that reading is important, enjoyable, and something that can last a lifetime."

In addition to the guest readers, students also received another free book as part of Idaho Hill Elementary's monthly book giveaway. The school provides books to students each month to help build home libraries and encourage reading beyond the classroom.

"Providing students with books they can take home is one of the best ways to support a lifelong love of reading," said Idaho Hill's Principal, Loretta Glazier. "We want every student to have access to books they are excited to read."

The combination of community readers, engaging stories, and the opportunity to take home a new book made the Read Across America celebration a memorable experience for Idaho Hill Elementary students.

– Courtesy photo IDAHO HILL ELEMENTARY SCHOOL

**Former Principal Susie Luckey reads to Idaho Hill Elementary School second grade students on National Read Across America Day on March 2.**

– Courtesy photo IDAHO HILL ELEMENTARY SCHOOL

**Idaho Hill Elementary School first grade students enjoy their new books on National Read Across America Day on March 2.**

# Shining Knights

– Photo by TERRI IVIE

*The Knights of Columbus from St. Catherine's Catholic Church donated $1,000 to Idaho Hill Elementary School for their STEM program. Knights Rush Balison, left, and Todd Sudick presented a check to IHE Principal Loretta Glazier on Tuesday.*

# Rotary Club supports IHE with reading grant

OLDTOWN – Idaho Hill Elementary School received a generous $500 grant from the Newport/Priest River Rotary Club to support reading intervention efforts for students who need additional help developing foundational literacy skills.

The funding was used to purchase materials from the University of Florida Literacy Institute, a research-based reading intervention program designed to strengthen phonics, decoding, and foundational reading skills for struggling learners. The materials provide structured lessons and consistent instructional strategies that teachers can use to support students who need targeted reading support.

Since implementing the UFLI materials, IHE staff have already begun to see encouraging results.

"I believe the consistency and clear



**READING**
**Continued from Pg. 3**

instructional strategies within the UFLI program have contributed to improvements in student reading performance and confidence," Idaho Hill Principal Loretta Glazier said. "Early data from reading assessments shows promising growth among students receiving intervention support."

The Newport/Priest River Rotary Club has long been a strong supporter of education and community initiatives throughout the area. Their continued investment in local schools helps ensure that students have access to resources that strengthen learning and open doors for future success.

*School leaders emphasize that partnerships like this play an important role in helping schools meet the needs of all learners.*

"I am using UFLI in my classroom and have recognized a change in my students' abilities with the consistent use," said second grade teacher Nancy Gregory. "I am thankful for the Rotary's Club partnership with our schools. I received a grant from them this year as well to purchase cubicles where my students place their personal items."

The staff and students at IHE extend their sincere appreciation to the Newport/Priest River Rotary Club for their generosity and ongoing support of public education. Their commitment to the community continues to make a meaningful difference in the lives of local students.

– Courtesy photo IDAHO HILL ELEMENTARY SCHOOL

**Idaho Hill Elementary School teachers Sarah Fahey, left, Jody Croff, Savanna Bowman, Shannon Morris, Retta Knapp, Angela Raffety, and Nancy Gregory display the literacy materials purchased through a Newport/Priest River Rotary Club grant.**

# Partnership sparks remarkable student growth

OLDTOWN – A powerful partnership between Idaho Hill Elementary and local agency Raising Resilience is bringing licensed social workers into the school each week, yielding remarkable emotional and behavioral growth among students.

The collaboration was formed to ensure students receive the comprehensive support they need to succeed both in and out of the classroom. While teachers focus on academic needs, the outside agency stepped in to help students manage emotions, build healthy peer relationships and develop positive coping skills.

During the school day, Raising Resilience's highly trained social workers meet with identified students to provide individualized support. The sessions focus on teaching self-regulation strategies, navigating peer conflicts, and building problem-solving and communication skills.

– Courtesy photo

**Licensed social workers from Raising Resilience have been helping students at Idaho Hill Elementary School succeed both in and out of the classroom.**

The impact has been evident across classrooms. Idaho Hill Principal Loretta Glazier said she has seen noticeable improvements in student behavior, increased focus during instruction and stronger peer interactions.

"Students who struggled with emotional outbursts are demonstrating improved coping skills and greater confidence," Glazier said.

Classroom engagement has also improved for many participating students.

"Students often wanted to take breaks, a sign of avoidant behavior, but they're now able to stay in the classroom and handle some of the academic challenges," Glazier said.

The agency's approach is founded on Trust-Based Relational Intervention, emphasizing teamwork among educators, parents and social workers to create a consistent, supportive environment.

"Our goal has always been to support the whole child," Raising Resilience Director Navara Reardon said. "This partnership allows us to meet students where they are and give them the tools they need to thrive."

The partnership is slated to extend beyond the school walls. After establishing relationships with students, the social workers will begin working more directly with families to offer resources, guidance and ongoing support. This coordinated effort aims to ensure consistency between school and home.

School officials said parents have expressed gratitude for the additional support and the opportunity to collaborate with professionals who understand child development and family dynamics.

As the program grows, Idaho Hill remains committed to strengthening the partnership and expanding opportunities for its students and their families.

# WEST BONNER COUNTY SCHOOL DISTRICT #83

## Finance Report

**Kendra Salesky, Business Manager**

Board Date: Wednesday, March 18, 2026

Accounts Payable: $528,385.12

Payroll: $855,022.99

How does current spending compare to the overall current year budget?

- *Current spending is 52.52% of the 2025-26 budget.*

What is current spending compared to last year at this time?

- *The District is spending approximately 0.38% more than last year at this time or 52.19% of the 2024-25 Budget.*

What are items needing to be on the radar for the upcoming month?

- *Work on the FY27 Budget has begun.*
- *Fy24 Audit should be completed by the end of March. The M D & A (Management Discussion and Analysis) will be formulated after the draft audit report is sent to the District.*

What has been the biggest challenge this past month?

- *PERSI changes were slated to take place in March. When Tracy Smith went to upload the District's PERSI employee distributions, she found out the system had changed and needed to make arrangements immediately. Tracy and I worked for a full day on this matter.*

Is there any other information of interest to report?

- *Foundation Payments are distributed in August, November, February, May, and June. The November payment is estimated at 20% of the total the state distributes to the District. There is approximately $1,673,004.00 left on the November 2025 Foundation Payment. When the FY25 Audit is finished, the District should be able to recover these funds.*
- *The District is spending approximately 0.38% more than last year at this time because the Home Learning Network was not budgeted for. If these funds were not included in current for the current month, spending would be at 50.27%*
- *Remember that each month, a little over 1/5 of payroll (21%) comes from Federal Programs, such as, Title I and Special Education and the Supplemental Levy, for hard to fill positions and music and art at the elementary schools, for example.*
- *A summary was created to show account balances for facilities taking into account expenditures from HB 292 and HB 521 funds. I worked with Charity Hinshaw, Operations Coordinator, to make sure the attached report aligns with the 5-year Facilities Plan the Facility Committee is reviewing.*
- *The following documents are attached for information and discussion:*
    - *Treasurer's Report*
    - *Enrollment as of February (Brick and Morter)*
    - *ISBA Training*

Fund 435
BH 292 - Property tax relief -

| | |
|---|---|
| Carry Over from FY 25 | $265,525.09 |
| Budget for FY26 | $512,500.00 |
| YTD Spend for FY26 | -$175,430.15 |
| TOTAL Avaliable Funds | **$602,594.94** |

| PO #'S | | | | |
|---|---|---|---|---|
| 260085 | 7/30/2025 | KING SOD LLC | SOD FOR FIELDS AT THE JUNIOR HIGH FIELDS | -($23,540.00) |
| 260160 | 8/28/2025 | KING SOD LLC | SOD FOR FIELDS AT THE JUNIOR HIGH FIELDS | -($4,762.60) |
| 260166 | 9/2/2025 | KING SOD LLC | SOD FOR FIELDS AT THE JUNIOR HIGH FIELDS | -($2,150.00) |
| 260103 | 8/6/2025 | GOINS ROADS & EXCAVATION LLC | High School Back Entrance - Pavment Removal | -($35,650.00) |
| 260325 | 10/9/2025 | GOINS ROADS & EXCAVATION LLC | Junior High Field - Top Soil - Melton Enterprise/Wilbur Ellis - Seed and Turf | -($11,252.02) |
| 260673 | 1/15/2026 | Premier Basement Systems, Inc | Basement repairs 134 Main Street - Crawl Space, Bl | -($33,599.00) |
| 260739 | 2/2/2026 | CITY OF PRIEST RIVER | Building Permit Fee for CTE building PRLH Permit # | -($16,454.53) |
| | 3/1/2026 | CITY OF PRIEST RIVER | City of Priest City of PR Refund Water/Sewer Connection CTE building PRLH | $12,090.00 |
| 260738 | 2/2/2026 | NORTH IDAHO EXTERIORS | Metal Roof Replacement - Remove and Replace Metal | -($49,000.00) |
| 260806 | 2/17/2026 | ROB'S HEATING & COOLING, INC. | Install new Cafeteria Cooler - Condenser Unit @ PRE | -($11,112.00) |
| | | | | -($175,430.15) |

Fund 436
BH 521 -School Modernization Facilities Funds

| | |
|---|---|
| Carry Over from FY 25 | **$4,251,123.11** |
| July distrubution | **$1,097.74** |
| Intrest as of Feb | $115,406.51 |
| YTD Spend for FY26 | -$823,163.13 |
| TOTAL Avaliable Funds | **$3,544,464.23** |

| PO #'S | | | | |
|---|---|---|---|---|
| 260050 | 7/15/2025 | NORTH IDAHO EXTERIORS | Remainder of PRLHS roof project Down Payment was PO 250700 FY25- | -($215,333.33) |
| 260051 | 7/15/2025 | NORTH IDAHO EXTERIORS | Remainder of Roof for PLE - Down payment was PO 250709 FY25 | -($24,810.00) |
| 260173 | 9/4/2025 | INTERSTATE CONCRETE & ASPHALT, INC. | Asphalt Replacement Project 25/26FY - 8" of 2.5" Ballast w/ Fabric - 1664 Sq Yd | |
| 260173 | 9/4/2025 | INTERSTATE CONCRETE & ASPHALT, INC. | CO#1 Parking Lot - Catch Basin Patches Placed 3" Compacted Asphalt 5 - 50 Sq Yd | -($72,356.00) |
| 260219 | 9/11/2025 | Dumais-Romans, Inc | Engineering Design Services PRE HVAC Survey | -($5,600.00) |
| 260214 | 9/11/2025 | APOLLO | PRHS Control Valve Upgrade | -($72,500.00) |
| 260292 | 10/6/2025 | NORTH IDAHO EXTERIORS | Upper Asphalt Shingle Roof Repair - Removed shingles down to decking, installed met | -($28,800.00) |
| 260295 | 10/6/2025 | APOLLO SHEET METAL, INC | PRLH Control Valve Upgrade 2nd pymt Sept Bill (83%complete) | -($27,500.00) |
| 260322 | 10/9/2025 | APOLLO | Sept Billing - Boiler Phase 2 - Equipment, Materials and Labor | -($71,738.80) |
| 260578 | 12/16/2025 | Metalcraft Mechanical LLC | HVAC Equipment and Labor PRE FY 25/26 - Work 10/2025 (45% completed) | |
| | 12/16/2025 | Metalcraft Mechanical LLC | HVAC Equipment & Labor PRE - FY 25/26 Work 11/2025 (70% Completed) | |
| | 12/16/2025 | Metalcraft Mechanical LLC | HVAC Equipment & Labor PRE - FY25/26 Work 12/2025 (100% Completed) | -($93,950.00) |
| 260611 | 1/7/2026 | APOLLO | PRLH Control Valve Upgrade Final pymt Sept Bill (100%complete) | -($20,575.00) |
| 260814 | 2/19/2026 | FIRE PROTECTION SPECIALISTS | Fire Alarms Upgrade system PRLHS (30% down Payment to start) | -($190,000.00) |
| | | | **Total spent** | **-($823,163.13)** |

# West Bonner County School District
## Treasurer's Report

| Month Ending Date 2/28/2026 | BUDGET | YTD | % USED | SHOULD BE | (OVER) / UNDER |
|---|---|---|---|---|---|
| Beginning Balance | $0.00 | $0.00 | 0.00% | | |
| Local Revenue | $291,716.00 | $169,206.74 | 58.00% | | |
| State Revenue | $8,006,521.00 | $6,031,857.24 | 75.34% | | |
| **TOTAL REVENUE** | **$8,298,237.00** | **$6,201,063.98** | **74.73%** | | |
| Transfers In | $2,100,000.00 | $0.00 | 0.00% | | |
| **TOTAL REVENUE & TRANSFERS IN** | **$10,398,237.00** | **$6,201,063.98** | **59.64%** | | |
| EXPENSES | | | | | |
| Elementary Program | $2,105,335.00 | $1,143,519.24 | 54.32% | 66.67% | 12.35% |
| Secondary Program | $1,771,106.00 | $852,381.14 | 48.13% | 66.67% | 18.54% |
| Vocational Education | $349,910.00 | $180,675.18 | 51.63% | 66.67% | 15.03% |
| Exceptional Child | $765,484.00 | $289,317.61 | 37.80% | 66.67% | 28.87% |
| Exceptional Child 3-5 | $94,412.00 | $31,923.38 | 33.81% | 66.67% | 32.85% |
| Summer School | $18,300.00 | $14,521.94 | 79.35% | 66.67% | -12.69% |
| **TOTAL INSTRUCTIONAL** | **$5,104,547.00** | **$2,512,338.49** | **49.22%** | 66.67% | **-17.45%** |
| Attend-Guide-Health | $272,319.00 | $120,020.21 | 44.07% | 66.67% | 22.59% |
| Special Service | $202,796.00 | $92,221.90 | 45.48% | 66.67% | 21.19% |
| Instructional Improvement | $140,914.00 | $135,360.82 | 96.06% | 66.67% | -29.39% |
| Educational Media | $176,386.00 | $49,615.02 | 28.13% | 66.67% | 38.54% |
| Technology | $497,010.00 | $297,560.24 | 59.87% | 66.67% | 6.80% |
| Board of Education | $12,278.00 | $7,655.93 | 62.35% | 66.67% | 4.31% |
| Dist. Admin. | $275,024.00 | $246,847.68 | 89.75% | 66.67% | -23.09% |
| School Admin. | $652,807.00 | $378,151.11 | 57.93% | 66.67% | 8.74% |
| Business Operations | $606,818.00 | $421,384.97 | 69.44% | 66.67% | -2.78% |
| Custodial | $1,176,411.00 | $569,679.74 | 48.43% | 66.67% | 18.24% |
| Maintenance | $286,462.00 | $151,316.67 | 52.82% | 66.67% | 13.84% |
| Grounds | $43,000.00 | $59,357.97 | 138.04% | 66.67% | -71.38% |
| Security Program | $0.00 | $0.00 | 0.00% | 66.67% | 66.67% |
| Transportation | $780,165.00 | $410,981.91 | 52.68% | 66.67% | 13.99% |
| PupilActivity Transp | $0.00 | $0.00 | 0.00% | 66.67% | 66.67% |
| General Transp | $7,000.00 | $8,546.00 | 122.09% | 66.67% | -55.42% |
| Debt Services - Principle | $0.00 | $0.00 | 0.00% | 66.67% | 66.67% |
| Debt Services - Interest | $0.00 | $0.00 | 0.00% | 66.67% | 66.67% |
| Total Operations | **$5,129,390.00** | **$2,948,700.17** | **57.49%** | 66.67% | **9.18%** |
| Transfers Out | $164,300.00 | $0.00 | 0.00% | 66.67% | 66.67% |
| **TOTAL EXPENDITURES** | **$10,398,237.00** | **$5,461,038.66** | **52.52%** | **66.67%** | **14.15%** |
| Net Revenue & Expenditures | $0.00 | $740,025.32 | | | |

# West Bonner County School District

Total Enrollment as of : **28-Feb-26**

| **Priest River Elem** | **Kindergarten** | **First** | **Second** | **Third** | **Fourth** | **Fifth** | **Sixth** | **Total** |
|---|---|---|---|---|---|---|---|---|
| Total Enrollment | 28 | 56 | 29 | 62 | 62 | 43 | 48 | **328** |
| ADA | 24.94 | 50.47 | 27.06 | 52.84 | 52.84 | 36.97 | 40.16 | **285.28** |
| ADA Percentage | 89.1% | 90.1% | 93.3% | 85.2% | 85.2% | 86.0% | 83.7% | **87.5%** |

| **Idaho Hill Elem** | **Kindergarten** | **First** | **Second** | **Third** | **Fourth** | **Fifth** | **Sixth** | **Total** |
|---|---|---|---|---|---|---|---|---|
| Total Enrollment | 15 | 17 | 24 | 19 | 24 | 21 | 19 | **139** |
| ADA | 13.47 | 15.19 | 20.81 | 16 | 18.66 | 18.97 | 15.72 | **118.82** |
| ADA Percentage | 89.8% | 89.4% | 86.7% | 84.2% | 77.8% | 90.3% | 82.7% | **85.8%** |

| **Priest Lake Elem** | **Kindergarten** | **First** | **Second** | **Third** | **Fourth** | **Fifth** | **Sixth** | **Total** |
|---|---|---|---|---|---|---|---|---|
| Total Enrollment | 6 | 7 | 3 | 7 | 6 | 7 | 7 | **43** |
| ADA | 5.63 | 5.53 | 2.63 | 6.44 | 5.47 | 6.5 | 6.59 | **38.79** |
| ADA Percentage | 93.8% | 79.0% | 87.7% | 92.0% | 91.2% | 92.9% | 94.1% | **90.1%** |

| | **Kindergarten** | **First** | **Second** | **Third** | **Fourth** | **Fifth** | **Sixth** | **Total** |
|---|---|---|---|---|---|---|---|---|
| **Total Elementary** | **49** | **80** | **56** | **88** | **92** | **71** | **74** | **510** |
| **Total ADA** | **44.04** | **71.19** | **50.5** | **75.28** | **76.97** | **62.44** | **62.47** | **442.89** |
| **ADA Percentage** | **89.9%** | **89.0%** | **90.2%** | **85.5%** | **83.7%** | **87.9%** | **84.4%** | **87.2%** |

| **PRJH & PRLH** | **Seventh** | **Eighth** | **Nineth** | **Tenth** | **Eleventh** | **Twelfth** | **Total** |
|---|---|---|---|---|---|---|---|
| Total Enrollment | 54 | 69 | 70 | 68 | 67 | 45 | **373** |
| ADA | 46.5 | 60.91 | 56.63 | 56.81 | 57.41 | 42.06 | **320.32** |
| ADA Percentage | 86.1% | 88.3% | 80.9% | 83.5% | 85.7% | 93.5% | **85.9%** |

**Expected Units**

| **LOCATION** | **ADA** | **SPECIAL ED** | **ADJ ADA** | **DIVISOR** | **Calc Units** |
|---|---|---|---|---|---|
| | **810.73** | **47.52** | **763.21** | | **43.72** |

47.32 Budgeted
-3.60 Variance

| Date | Account | Board Training | Participant | Charge | General Funds (Board) | Reimbursement | General Funds (Super) |
|---|---|---|---|---|---|---|---|
| 9/29/2025 | 100.631.310.000.00 | ISBA Annual Convention 2025 | Darcie Humphrey | $600.00 | $600.00 | $0.00 | |
| 11/13/2025 | 100.632.310.000.00 | 2025 ISBA Annual Convention FY25/26 November 12-14 | Superintendant Kim Spacek | | $0.00 | $0.00 | $325.00 |
| 12/11/2025 | 100.631.310.000.00 | 2025 ISBA Annual Convention | Trustee Hall | $600.00 | $350.00 | $250.00 | |
| 12/11/2025 | 100.631.310.000.00 | 2025 ISBA Annual Convention | Board Chair Yount | $600.00 | $550.00 | $50.00 | |
| 12/11/2025 | 100.631.310.000.00 | 2025 ISBA Annual Convention Early Bird Workshoop | Board Chair Yount | $150.00 | $75.00 | $75.00 | |
| 12/11/2025 | 100.631.380.000.00 | Mileage reimburse for ISBA Comvention in CDA | Darcie Humphrey | $198.00 | $198.00 | $0.00 | |
| 2/12/2026 | 100.631.310.000.00 | 2026 Get on Board: New Board Member Package | Trustee - Bauer | $600.00 | $600.00 | $0.00 | |
| 1/26/2026 | 100.631.310.000.00 | Board Development- roles and responsibilites 1/21/26 Ph | Board Training | $2,500.00 | $0.00 | $2,500.00 | |
| 3/31/2026 | 100.631.310.000.00 | 2026 ISBA Spring Leadership Institure-CDA | Board Chair Yount | $225.00 | $0.00 | $225.00 | |
| 3/31/2026 | 100.631.310.000.00 | 2026 ISBA Spring Leadership Institure-CDA | Trustee Kathy Nash | $225.00 | $0.00 | $225.00 | |
| 3/31/2026 | 100.631.310.000.00 | 2026 ISBA Spring Leadership Institure-CDA | Trustee Margaret Hall | $225.00 | $0.00 | $225.00 | |
| 3/31/2026 | 100.631.310.000.00 | 2026 ISBA Spring Leadership Institure-CDA | Trustee Robert Bauer | $225.00 | $0.00 | $225.00 | |
| 3/31/2026 | 100.632.310.000.00 | 2026 ISBA Spring Leadership Institure-CDA | Superintendant Kim Spacek | | $0.00 | $0.00 | $225.00 |
| | | | **Total Commitments** | **$6,148.00** | | | |

| | | |
|---|---|---|
| Budget | $3,600.00 | |
| Total Unreimbursable costs | $2,373.00 | |
| Total Reimbursment | | $3,775.00 |
| | | |
| Total Budget Remaining | $5,002.00 | |

# WEST BONNER COUNTY SCHOOL DISTRICT #83

## Superintendent Report

**Kim Spacek, Superintendent**

**March 2026**

Board Meeting Date: Wednesday, March 18, 2026

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

- *Charity Hinshaw - The district received a grant from the DEQ (Department of Environmental Quality) to replace two school buses. Charity worked diligently to ensure the buses qualified. Through her effort, two school buses have been ordered with grant funds and depreciation to get the district back on the Depreciation Schedule for ordering school buses.*

What has the superintendent been working on this past month?

- *2024 Fiscal Audit - Hayden Ross received all information needed from the district for the 2024 Fiscal Audit. It has paused our audit until late next week because it is completing several Single Audits. When it returns to our audit, it will take up a single audit to complete the audit by the end of March.*
- *Forestry Building - A monthly report is attached. Excavation has begun to construct the foundation of the building. A Geotechnical Report was conducted and found more soil to be removed than the design called for. This led to the first Change Order, a cost of $18,000.*

  *Jared Hughes, Kendra Salesky, and I attended a City Council Meeting and asked the Council to reduce Impact Fees. Jared did an excellent job on behalf in presenting the case of a reduction. You will find confirmation of a reduction approved by the City Council of Priest River.*

- *District Office Repairs - The week after the Regular Board Meeting in February, the staff moved back to 134 Main Street. Repairs were completed the week of the board meeting. District-level staff is happy to be back where all supplies and files are easily accessible.*

What tasks need focus for the upcoming month?

- *Visit by U,S. Department of Education and Debbie Critchfield, Superintendent of Public Instruction - Friday, April 24, 2026 - The State Department of Education called this past week. A representative from the U.S. Department of Education and Debbie Critchfield would like to visit West Bonner County School District to see the good*

- *Board Policy 5100 - Hiring and Criteria - I will work with Tracy Rusho, Human Resources Director/Special Services Administrative Assistant, updating the policy. Then, the AdTeam will provide feedback to the Board Policy before brining it to the board for a reading. It may be necessary to create a policy for hiring classified staff and extra curricular staff. I hope to begin work soon.*

- *Rural Alliance - The Rural Alliance continues to offer a principal network. Tommy Hansen will be attending in March.*

- *Job Descriptions - Several job descriptions are in the process of being updated. These have been put on hold for the month. I hope to be back on this project for at least one job description to review in April.:*

Are there any other items of significance to report?

- *Grins on the Go Program, Delta Dental of Idaho - The district received the attached letter from Cami Sindon, Manager of Community Outreach. The Mobile Dental Sealant Clinic serves students within the district. The letter and Sealant Report is attached to this report.*
- *5-year Strategic Plan -. I contacted Randy Russell of RLR Leadership Consulting. He was Principal at Coeur d'Alene High School until becoming Superintendent at Freeman. Rany is involved with leadership in Idaho through Project Leadership. Eric Bolz works with Randy, who I met when I was Superintendent in Pomeroy, He MTSS. After Richland, Eric moved to Pasco and implemented MTSS in both the Richland and Pasco school districts.*

  *RLR works with rural districts to develop a strategic plan that meets community aspirations. Hardin, Montana, and Neah Bay, Washington, are two examples. These two districts have a two-sided page for a strategic plan focused on action. This is accomplished through focus groups, collecting survey data, and working with stakeholders to take action in educating students. Their work is with a district for three years. In my initial meeting a few weeks ago, both Randy and Eric believe the district has a lot of positive initiatives. The two are committed to assist in getting the district 'across the finish line. Finance should be completed first.*

- *Idaho SIF Worker's Comp - The current mod rate is 1.28. In the upcoming year the District's mod rate will be 0.94. This is a result of implementing a safety program. Last year, the district purchased online safety training through Vector Solutions. Annual trainings include the list below:*
  - *Youth Suicide Awareness*
  - *Student's Experiencing Homelessness*
  - *Bullying*
  - *Cybersecurity*
  - *Mandatory Reporting*

  *In addition, the Walk Like a Penguin video and flyer were sent out to remind staff about accident prevention during the winter snow and ice months.*

- *Principals to Action: Ensuring Mathematical Success for All - Kathy Prummer, Region 1 Mathematics Center Coach, provided this book to me as a part of the class that I am taking called Teaching Mathematical Thinking. This the last of two courses that I am to take go become recertified as a superintendent. There are eight mathematical practices the State Department of Education is promoting to improve math instruction around the state. The book gave great insight to how the district can implement practices that will assist students in learning math.*

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 |
|---|---|---|
| 3 | Use/Possession of ATOD | 3-days |
| 2 | Disorderly Conduct | 1-day |
| 4 | Bullying/Harassment | 3-days |
| 1 | Fighting | 1-day |
| 1 | Insubordination | 2-days |
| 1 | Insubordination | 4-days |
| 3 | Truancy | 3-days |

How many Attendance Letters have been processed this month since the last board meeting?

| Grade Band | # of Students |
|---|---|
| # of Students in Kindergarten through Grade 6 | 0 |
| St# of Students in Grades 7 through Grade 12 | 0 |

How many Open Enrollment Applications have been processed 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 |
|---|---|---|
| 0 | 0 | 1 |

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

| | | | |
|---|---|---|---|
| James Kennedy | Brandon Durst Salary & Benefits | 1-26-2026 | In Process |

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 when at the house in Oldtown.)*

- *ASCA Ethical Standards for School Counselors - Julie Lilienkamp, Counselor at the junior-senior high school asked me to read information on the School Counselor as a professional. This document was a thorough description of the School Counselor. A Glossary of Terms defined terms common to the work of the School Counselor.*

- *Region One Citizen Review Panel, Panhandle Health District - This report was sent out by the Child Protection Legislative Oversight Committee. The health district does a lot of work to keep children safe and families intact. Like education, funding hinders the good work it continues to do on behalf of families impacted by mental health.*

*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*
- *CTE = Career Technical Education*
- *CTSO = Career Technical Student Organization*
- *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*
- *TAC = Technical Advisory Committee (CTE Program Requirement)*

Kim Spacek

GINNO CONSTRUCTION CO.

PROJECT UPDATE REPORT

# 25-37 Priest River Lamanna HS Forestry Bldg

## PROJECT PROGRESS

*Continued Demolition*

*Continued Excavation*

*Prepping for Footings & Foundation Walls*

*Prepping for Footings & Foundation Walls*

## UPCOMING CONSTRUCTION

- Continued Excavation
- Form and Pour Footings & Foundation Walls
- Pour Slab on Grade
- Commence Framing

**REPORT NO: 2**
02/01/2026-02/28/2026
Reported Man Hours: 134

ArchitectsWest

WHERE GRIT MEETS GREATNESS

Kim Spacek <kimspacek@sd83.org>

# Request for Connection Fee Waiver

5 messages

**Laurel Thomas** <lthomas@priestriver-id.gov> Tue, Mar 3, 2026 at 1:26 PM
To: Kendra Salesky <kendrasalesky@sd83.org>, Kim Spacek <kimspacek@sd83.org>

Good afternoon,

The City Council unanimously approved to waive the water and sewer connection fee for Building Permit #8008-028-25 at their meeting last night. A refund check will be prepared and mailed out later this week.

Thank you,

Laurel Thomas, CMC

City Clerk/Treasurer

208-448-2123, Ext 100

www.priestriver-id.gov

Priest River is updating our Comprehensive Plan. You're invited to take the public survey now!

Priest River Comprehensive Plan Public Survey

---

**Kim Spacek** <kimspacek@sd83.org> Tue, Mar 3, 2026 at 4:11 PM
To: Laurel Thomas <lthomas@priestriver-id.gov>
Cc: Jared Hughes <jaredhughes@sd83.org>, Kendra Salesky <kendrasalesky@sd83.org>

Laurel,

Thank you for this update. The School District appreciates this good news!
[Quoted text hidden]
--
Kim Spacek
Superintendent
West Bonner County School District #83
208-946-7909

**PRIVILEGED COMMUNICATION**

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**Kendra Salesky** <kendrasalesky@sd83.org> Wed, Mar 4, 2026 at 8:10 AM
To: Kim Spacek <kimspacek@sd83.org>
Cc: Laurel Thomas <lthomas@priestriver-id.gov>, Jared Hughes <jaredhughes@sd83.org>

Thank you for the hard work on this, I know you had to do a lot of research.
[Quoted text hidden]

--
**Kendra Salesky**
Business Manager
West Bonner County SD 83
208-448-4439
kendrasalesky@sd83.org

WHERE GRIT MEETS GREATNESS
WEST BONNER COUNTY SCHOOL DISTRICT #83

[Quoted text hidden]

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**Jared Hughes** <jaredhughes@sd83.org> Wed, Mar 4, 2026 at 8:13 AM
To: Kendra Salesky <kendrasalesky@sd83.org>
Cc: Kim Spacek <kimspacek@sd83.org>, Laurel Thomas <lthomas@priestriver-id.gov>

Thank you! Looking forward to the completion of the project!
Jared

[Quoted text hidden]
--

Jared Hughes
Priest River Lamanna HS
CTE - Natural Resources
Head Coach - Track and Field
jaredhughes@sd83.org
(208) 627-2409

---

**Laurel Thomas** <lthomas@priestriver-id.gov> Wed, Mar 4, 2026 at 9:42 AM
To: Kendra Salesky <kendrasalesky@sd83.org>, Kim Spacek <kimspacek@sd83.org>
Cc: Jared Hughes <jaredhughes@sd83.org>

No problem, have a great day!

Laurel Thomas, CMC

City Clerk/Treasurer

208-448-2123, Ext 100

www.priestriver-id.gov

Priest River is updating our Comprehensive Plan. You're invited to take the public survey now!

Priest River Comprehensive Plan Public Survey

[Quoted text hidden]

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DELTA DENTAL

GRINS ON THE GO

deltadentalid.com

January 13, 2026

Kim Spacek
West Bonner County District #83
134 Main Street
Priest River, ID 83856

Dear Superintendent:

Since 2007, Delta Dental of Idaho's Grins on the Go program has provided free dental sealants, fluoride varnish and oral health education to students in qualifying Idaho schools. We work in over 60 school districts throughout the state and have served over 200,000 Idaho students.

This last semester, the Grins on the Go dental sealant team conducted clinics at school(s) in your district that qualify based on the free or reduced lunch report. Please see attached the summary report(s) that include the services provided, to share with your school district's board.

If you have any questions, please don't hesitate to call.

Thanks and Grin Well!

Cami Sindon

Cami Sindon, RDH-EA, CDHC
Manager, Community Outreach
(208) 489-3538
CSindon@deltadentalid.com

Encl.

DELTA DENTAL

GRINS ON THE GO

# Mobile Dental Sealant Clinic

## Sealant Report

**School:** Idaho Hill Elementary

**Date of Clinic:** October 2025

18 Students Seen & Received Oral Hygiene Instruction

49% Permission Form Return Rate (of eligible grades)
% Yes 59% % No 41%
(may not equal exactly 100% due to rounding)

9 Students Received One or More Sealants

32 Sealants on molars 32 Premolars: 0

17 Students Received Fluoride Varnish

0 Students Needing to see a Dentist Immediately

If we could not place a sealant, it was because:

3 Students Had Existing Sealants on One or More Teeth

7 Students Had Suspected Decay on One or More Teeth

**$ 3,300.00** Total Cost if Sealants & Fluoride Placed in Dental Office

If you have any questions,
please don't hesitate to contact:
Cami Sindon, RDH-EA
Manager, Community Outreach
(208) 489-3538 CSindon@deltadentalid.com

# WEST BONNER COUNTY SCHOOL DISTRICT #83

# APPLE AWARD

**IS AWARDED TO**

*Charity Hinshaw*

## CONGRATULATIONS FOR

**THE DISTRICT RECEIVING A GRANT FROM THE DEQ TO REPLACE TWO SCHOOL BUSES. YOUR DILIGENT WORK TO ENSURE THE BUSES QUALIFIED THROUGH YOUR EFFORT TO PURCHASE TWO SCHOOL BUSES**

## MARCH 18, 2026

Margaret W Hall
Trustee, Zone 1

Rober Bauer
Trustee, Zone 2

Delbert Pound
Trustee, Zone 3

Ann Yount
Trustee, Zone 4

Kathy Nash
Trustee, Zone 5

# Board of Trustees Meeting #456 - Amendment 1

Wednesday, February 18, 2026 6:00 PM
Idaho Hill Elementary - Cafeteria/Gymnasium, 402 East 3rd Street, Oldtown, Idaho 83822

I. **Call Meeting to Order**
**Discussion:** Meeting called to order at 6:27 pm.

II. **Pledge of Allegiance**

III. **Approval of the Agenda - Action Item**
**Action(s):**
Motion made to approve the amended agenda. This motion, made by Margaret Hall and seconded by Delbert Pound, Passed.
**Voting Detail:**

| | |
|---|---|
| Robert Bauer: | Yea |
| Margaret Hall: | Yea |
| Kathy Nash: | Yea |
| Delbert Pound: | Yea |
| Ann Yount: | Yea |

**Voting Summary:** Yea: 5, Nay: 0

IV. **Comments from the Audience on the Agenda:**
***(Limit of 2 minutes)***
**Discussion:** Frankie Dunn is addressing the board regarding our budget, especially as we are mid-levy right now.
With concerns and hopes that the District is being mindful of this year's budget and how it's being spent.

V. **Celebrations**

VI. **Reports**

VI.A. Board Member Reports
**Discussion:** Trustee Bauer, as the legislative representative, mentioned that IDLA is facing budget cuts right now.
Approximately 40% of the budget is being decreased. HB622 is replacing IDLA funding, which will change the way schools are funded through IDLA.
Trustee Hall is in agreement that this will hurt our small District.

VI.B. Director & Administrator Reports

VI.B.1. School Bus Bids
**Discussion:** Charity Hinshaw, Facilities & Transportation; School bus bids came in.
There are two bids, one with seatbelts, the other without. We are choosing the buses without the seatbelts.
The DEQ grant covers the bus purchase cost. The

Unapproved

total cost coming to the District is just over $6,000.00.
The depreciation is $48,000 plus. This number will be used towards the $6,000 owed.
Charity has cameras which will be installed on all buses. Five per bus. There is a grant from the State of Idaho that will cover 85% of the cost of these cameras.
The cameras are being installed for the safety of the kids. This is pretty exciting for our District.
Superintendent Spacek, would like the community to be able to see the new buses when they arrive at our next board meeting.

VI.B.2. PRLHS Fire Alarm System Update

**Discussion:** Charity Hinshaw spoke regarding this item. A list was sent to the board for all the ones that are being replaced at the PRLJrSrHS.
The full system replacement will be an automated system connected to the fire department.
This was already approved by the board earlier in the season when the previous Facility Director was part of the District.
Trustee Hall is questioning the tax on materials. Ms. Hinshaw will check on this.

VI.C. Financial/Treasurer Report

**Discussion:** Kendra Salesky, Financial Director; please see attachments with her report.
She also thanks Frankie Dunn for bringing up the interest in keeping track of the budget throughout the year.
Starting to meet with building administrators and working on the upcoming budget cycle. We are looking at a 1% budget reduction for next year.
The biggest challenge this month is the District Office being displaced. We are extremely grateful to the PRE Principal and her team for the warm welcome. However, it will be nice to be back in the office next week so running back and forth will no longer have to take place.
With the IDLA budget cuts coming up next year, the team is already meeting to look for where the budget cuts are going to affect the schools and the students.
There have been some calls coming in to the District Office regarding a Tort Levy. Every taxing district has one that pays for supplemental insurance; Tort Claims Act (I.C. §6-927).
The February Foundation payment was received this morning in the amount of $1,624,991.84. This is extremely helpful since we did not receive the funding in November with our audit not being complete yet.

VI.D. Superintendent Report

**Discussion:** Superintendent Spacek: The Apple

Unapproved

Award is being given to the PRLJrSrH this month. Please see the attached for his report. The Rural Alliance - School Convening discussion is regarding AI and our policy.
An Update will be going out to the community regarding the Torte Levy calls to the District. See Kendra's explanation above.
A threat assessment and behavior form will be included in the Threat Assessment and provided to all principals.

VII. **Consent Agenda - Action Items**

VII.A. Approval of Board Meeting Minutes - **Action Item**

**Action(s):**
Motion made to approve the consent agenda; there are two items discussed with Clerk Darcie Humphrey who will be making the changes per Trustee Nash. This motion, made by Margaret Hall and seconded by Kathy Nash, Passed.

**Voting Detail:**

| | |
|---|---|
| Robert Bauer: | Yea |
| Margaret Hall: | Yea |
| Kathy Nash: | Yea |
| Delbert Pound: | Yea |
| Ann Yount: | Yea |

**Voting Summary:** Yea: 5, Nay: 0

VII.B. Human Resources Report - **Action Item**

VIII. **Accounts Payable - Action Item**

**Action(s):**
Motion to approve with clarification and discussion. This motion, made by Margaret Hall and seconded by Delbert Pound, Passed.

**Voting Detail:**

| | |
|---|---|
| Robert Bauer: | Yea |
| Margaret Hall: | Yea |
| Kathy Nash: | Yea |
| Delbert Pound: | Yea |
| Ann Yount: | Yea |

**Voting Summary:** Yea: 5, Nay: 0

**Discussion:** Kendra Salesky was presented with the questions prior to the meeting.

1. The PRLHS question is the cost of the propane.
2. The heating oil cost trend for the Junior High was because of not as much usage in the winter months with fluctuations due to sports. Trustee Hall is asking if the cost is reflecting on the extra usage of the games being played at the Junior High gymnasium or due to the school that is using the facility. The Junior High Building also does not have a thermostat. The boiler is set at a constant.
3. ICrmp is our District-wide liability insurance.

Unapproved

We can pay it up front at the beginning of the year or make money on it in our account and not pay all at once. There was an increase this year compared to last year as well.

4. Belynda Best's payment was for 5/2025-1/2026. Another invoice was paid last year. We can possibly expect another invoice from her.

## IX. **Old Business - Action Items**

### IX.A. Financial Standards Handbook - **Action Item**

**Action(s):**
Motion to approve the Financial Standards handbook with the corrections of the staff and with the advisement of including a grant section. This motion, made by Margaret Hall and seconded by Kathy Nash, Passed.

**Voting Detail:**

| | |
|---|---|
| Robert Bauer: | Yea |
| Margaret Hall: | Yea |
| Kathy Nash: | Yea |
| Delbert Pound: | Yea |
| Ann Yount: | Yea |

**Voting Summary:** Yea: 5, Nay: 0
**Discussion:** Superintendent Spacek brought this to the Board. Please see the attached document with the updates.
It was brought to the meeting in the Fall of 2025, it is complete. This was also part of the forensic audit.
Trustee Hall has brought to the attention there are people who need to be removed and a spelling error.
She would also like to see in the book an inclusion of how grants can be applied for. She would also like to know if we have seen other handbooks.

### IX.B. Junior High Task Force Update - **Action Item**

**Action(s):**
This motion is being made for the money that will be received for a future sale of the downtown District Office. The sale money will be applied to the Junior High renovation. This motion, made by Margaret Hall and seconded by Delbert Pound, Passed.

**Voting Detail:**

| | |
|---|---|
| Robert Bauer: | Yea |
| Margaret Hall: | Yea |
| Kathy Nash: | Yea |
| Delbert Pound: | Yea |
| Ann Yount: | Yea |

**Voting Summary:** Yea: 5, Nay: 0
Motion made to approve task force to move forward

Unapproved

getting preliminary budget numbers & next steps for discovery. This motion, made by Margaret Hall and seconded by Robert Bauer, Passed.

**Voting Detail:**

| | |
|---|---|
| Robert Bauer: | Yea |
| Margaret Hall: | Yea |
| Kathy Nash: | Yea |
| Delbert Pound: | Yea |
| Ann Yount: | Yea |

**Voting Summary:** Yea: 5, Nay: 0

**Discussion:** MotiCandy Turner, John Connolly, and Jerry Martin are the Task Force members here with their presentation.

This team is working on trying to figure out how to make the footprint smaller with the Junior High and to move the District Office to the Junior High Annex.

Mr. Connolly developed a floor plan and handed out copies. Another drawing will be completed next week and will be handed out to the Trustees at a later date.

The Task Force is not asking for funding at this point, they are seeking approval to move forward with getting a budget put together. They are hoping for grants and donations.

They are requesting that when the downtown District Office is sold, that the value of that building money is put directly toward this building for the District Office install at the Junior High.

Chair Yount asked about a fire wall for file cabinets, and it is on the plans to have those installed. The downstairs section would be the most ideal location for fire proofing.

Their next step is to get donations and have the high school students move furniture. She has been in contact with the Idaho State Insurance Fund so they could personally go in and start working, but have been denied. Their goal is to get staff in there in 8 months. Today they are asking for approval so they can hire a contractor that they can go into the building, under their insurance, and start demolition. Candy Turner already has a non-profit in place that she would like to use for the funding that they hope to receive.

IX.C. Child Nutrition Program Task Force - **Action Item**

**Discussion:** Discussion only for meeting taking place tomorrow.

IX.D. Policy 4210F, Fee Schedule for Community Use of School Facilities - **Action Item**

**Discussion:** Please see the attachment for the facility building use.

Trustee Hall wants to understand if the use is a

Unapproved

lease program or what the goal is for the usage of the building.
Chair Yount is asking what the categories stand for. Trustee Pound explained.
There will be some typo corrections made as well as more work done to update. This is a work in progress.
Trustee Hall is pointing out more errors that need to be corrected in the dollar sections. This will be done.
No action will be taken at this time. Ideas will be taken back to future meeting and corrections will be made.

X. **New Business - Action Items**

X.A. Innovia Foundation - **Action Item**

**Action(s):**
Motion made to check with legal to move forward with the Innovia Foundation. This motion, made by Margaret Hall and seconded by Delbert Pound, Passed.

**Voting Detail:**

| | |
|---|---|
| Robert Bauer: | Yea |
| Margaret Hall: | Yea |
| Kathy Nash: | Yea |
| Delbert Pound: | Yea |
| Ann Yount: | Yea |

**Voting Summary:** Yea: 5, Nay: 0
**Discussion:** Superintendent Spacek has brought this to the board. Please see attachment for information with current and future District needs.
The goal is to prioritize and seek donations for each item as mentioned in priority manner.
Trustee Hall is concerned with us seeking donations without 501c3 and would like a discussion with the attorney for help to know how funds will be used.

X.B. P3400 ExtracurricularActivitiesDrug-Testing Program — First Read - **Action Item**

**Action(s):**
Motion to postpone P3400. This motion, made by Margaret Hall and seconded by Delbert Pound, Passed.

**Voting Detail:**

| | |
|---|---|
| Robert Bauer: | Yea |
| Margaret Hall: | Yea |
| Kathy Nash: | Yea |
| Delbert Pound: | Yea |
| Ann Yount: | Yea |

**Voting Summary:** Yea: 5, Nay: 0
**Discussion:** This was approved last summer. However, Mr. Spacek has sat down with a couple of athletic directors with hopes of revising this

Unapproved

policy.
Trustee Hall would like it to include the 6th graders as well. Per Mr. Spacek, he would like to word it to say Middle School, Junior High, and High School.
This way, each of the grades can be represented.
A revision needs to be made with this discussion so it will be tabled for now.

X.C. P5900 CoachesRules - First Read - **Action Item**

**Action(s):**
Motion made to approve the first reading of the coaching rules. This motion, made by Margaret Hall and seconded by Kathy Nash, Passed.

**Voting Detail:**

| | |
|---|---|
| Robert Bauer: | Yea |
| Margaret Hall: | Yea |
| Kathy Nash: | Yea |
| Delbert Pound: | Yea |
| Ann Yount: | Yea |

**Voting Summary:** Yea: 5, Nay: 0
**Discussion:** The rules in this policy need to be updated. Please see the attached policy. Red writing is what is being worked on.

X.D. Dance Program Invitation - **Action Item** **Presenter:** Anne Wilder

**Action(s):**
Motion made to approve the dance program invitation. This motion, made by Delbert Pound and seconded by Margaret Hall, Passed.

**Voting Detail:**

| | |
|---|---|
| Robert Bauer: | Yea |
| Margaret Hall: | Yea |
| Kathy Nash: | Yea |
| Delbert Pound: | Yea |
| Ann Yount: | Yea |

**Voting Summary:** Yea: 5, Nay: 0
**Discussion:** Ann Chamberlain presented this invitation to the board. She would like more students to participate now that we have the home school program in place.
It encourages parents and families to support the program.
Chair Yount inquired whether we are sending out invitations to the home schoolers for other programs and if we should be approving all of those as well.
Superintendent Spacek would like to offer these programs to the home school students. Possibly create an online link that they can register on.
Trustee Hall is asking if this registration form could also be posted on the District website by Brenna, as well as handed out at the school.

XI. **Comments from the Audience:** ***(Limit of 2 minutes)***

Unapproved

XII. **Board Reflection / Future Agenda Items - Action Items**

**Discussion:** The next meeting will be held at the District Office, on the third Wednesday of the month, March 18, 2026.

XII.A. Potential Future Meetings, Work Sessions, etc. - **Action Item**

- Upcoming Committee Meetings (Facilities, Negotiations, Finance, Curriculum)
- Upcoming Regular / Special Meetings / Work Sessions

XII.B. ISBA Board Association Discussion - **Action Item**

**Discussion:** March 31st, 2026, the ISBA is holding a Budget Reduction Workshop in Coeur d'Alene. Trustee Hall is asking to attend this meeting. Chair Yount, too, would like to attend this meeting, as well as Trustee Nash, and Trustee Bauer. Trustee Pound is undecided.
Board Clerk Darcie Humphrey will register the Board for this upcoming workshop once we know if funding is available.

XII.C. 2026 Clerk's Retreat, May 15th - **Action Item**

**Action(s):**
Motion made to postpone decision on this until further information can be provided. This motion, made by Margaret Hall and seconded by Robert Bauer, Passed.

**Voting Detail:**

| | |
|---|---|
| Robert Bauer: | Yea |
| Margaret Hall: | Yea |
| Kathy Nash: | Yea |
| Delbert Pound: | Yea |
| Ann Yount: | Yea |

**Voting Summary:** Yea: 5, Nay: 0
**Discussion:** The registration cost is $195.00
Trustee Nash and Chair Yount would like to see this opportunity used.
Board Clerk Darcie Humphrey will bring with her to the next meeting the approximate cost to attend.

XIII. **Motion to Adjourn**

**Action(s):**
Motion to adjourn. This motion, made by Kathy Nash and seconded by Robert Bauer, Passed.

**Voting Detail:**

| | |
|---|---|
| Robert Bauer: | Yea |
| Margaret Hall: | Yea |
| Kathy Nash: | Yea |
| Delbert Pound: | Yea |
| Ann Yount: | Yea |

**Voting Summary:** Yea: 5, Nay: 0

Unapproved

**Discussion:** Meeting adjourned at 8:49 pm.

Darcie J Humphrey
_____
Board Clerk

Unapproved

# Special Meeting of the Board with Executive Session; Amendment 1

Tuesday, March 10, 2026 6:00 PM
District Office, 134 Main St, Priest River, ID 83856

Robert Bauer: Present
Margaret Hall: Present
Kathy Nash: Absent
Delbert Pound: Present
Ann Yount: Present
Kathy Nash: Present
Kathy Nash joined via phone at 6:39 pm and in person at 7:00 pm.

Unapproved

I. **Call Meeting to Order**
**Discussion:** Meeting was called to order at 6:02 pm.

II. **Pledge of Allegiance**
**Discussion:** Board Chair Yount started the pledge

III. **Approval of the Agenda - Action Item**
**Action(s):**
Agenda was approved. This motion, made by Margaret Hall and seconded by Robert Bauer. Passed.
**Voting Detail:**

| | |
|---|---|
| Robert Bauer: | Yea |
| Margaret Hall: | Yea |
| Kathy Nash: | Absent |
| Delbert Pound: | Yea |
| Ann Yount: | Yea |

**Voting Summary:** Yea: 4, Nay: 0, Absent: 1

IV. **Executive Session – Action Item**
**Discussion:** Ann Yount, Board Chair, MOVES THAT THE BOARD, PURSUANT TO IDAHO CODE §74-206, CONVENE IN EXECUTIVE SESSION TO:
Consider personnel matters (Idaho Code §74-206(1)(b), to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student;
AND THE VOTE TO DO SO BY ROLL CALL:
Trustee Pound aye
Trustee Hall aye
Trustee Bauer aye
Trustee Yount aye
Trustee Nash joined via phone at 6:39 pm and in person at 7 pm.

IV.A. Idaho Code §74-206(1)(b) – Two Staff Members Discussion — To consider the evaluation,

dismissal or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or individual agent, or public school student.

**Action(s):**
Motion to leave Executive Session. This motion, made by Delbert Pound and seconded by Robert Bauer, Passed.

**Voting Detail:**

| | |
|---|---|
| Robert Bauer: | Yea |
| Margaret Hall: | Yea |
| Kathy Nash: | Yea |
| Delbert Pound: | Yea |
| Ann Yount: | Yea |

**Voting Summary:** Yea: 5, Nay: 0
**Discussion:** Executive Session convened at: 6:05 pm.

Executive Session ended at 7:50 pm.

V. **Possible Action Items from Executive Session**
**Discussion:** No action taken

VI. **Motion to Adjourn**
**Action(s):**
Motion to adjourn at 7:52 pm. This motion, made by Margaret Hall and seconded by Kathy Nash. Passed.

**Voting Detail:**

| | |
|---|---|
| Robert Bauer: | Yea |
| Margaret Hall: | Yea |
| Kathy Nash: | Yea |
| Delbert Pound: | Yea |
| Ann Yount: | Yea |

**Voting Summary:** Yea: 5, Nay: 0

Unapproved

Darcie J Humphrey
Board Clerk

# West Bonner County School District #83

## HUMAN RESOURCES REPORT

Regular Board Meeting #457 - March 18, 2026

### CERTIFIED STAFF

New/Returning

| NAME | LOCATION | POSITION | FTE | FUND | STATUS | EFFECTIVE |
|---|---|---|---|---|---|---|
| Mike McMahon | Jr/Sr HS | Assistant Golf Coach | N/A | 104 | Active | 3.2.26 |
| | | | | | | |
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### CLASSIFIED STAFF

New/Returning

| NAME | LOCATION | POSITION | FTE | FUND | STATUS | EFFECTIVE |
|---|---|---|---|---|---|---|
| Ashley Offermann | PRE | Special Education Paraprofessional | 0.173 | 100 | Active | 3.16.26 |
| | | | | | | |
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# West Bonner County School District #83

## HUMAN RESOURCES REPORT

Regular Boar dMeeting #457 - March 18, 2026

### CERTIFIED STAFF

**Separations**

| NAME | LOCATION | POSITION | FTE | FUND | STATUS | EFFECTIVE |
|---|---|---|---|---|---|---|
| | | | | | | |
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### CLASSIFIED STAFF

**Separations**

| NAME | LOCATION | POSITION | FTE | FUND | STATUS | EFFECTIVE |
|---|---|---|---|---|---|---|
| Adam Zitterkopf | DW | Bus Driver | 0.355 | 100 | In-Active | 3.12.26 |
| | | | | | | |
| | | | | | | |
| | | | | | | |
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# West Bonner County School District #83

## Voucher Supplement Account Summary

**Voucher Batch Number: 1170** **03/12/2026**

**Fiscal Year: 2025-2026**

| Vendor Remit Name | Vendor # | Account | Description | | Amount |
|---|---|---|---|---|---|
| 3P Learning | | | | | |
| | | 104.512.410.108.000<br>**Check #: 0** | Instr Materials - PRE | | $1,100.00 |
| | | | | Vendor Total: | $1,100.00 |
| Airgas USA, LLC | | | | | |
| | | 243.519.410.401.104<br>**Check #: 0** | Welding Supplies-General | | $26.08 |
| | | | | Vendor Total: | $26.08 |
| ALBENI FALLS BLDG SUPPLY, INC. | | | | | |
| | | 100.664.410.000.000<br>**Check #: 0** | Supplies - District Repair | | $158.12 |
| | | | | Vendor Total: | $158.12 |
| AMAZON CAPITAL SERVICES | | | | | |
| | | 100.521.410.000.000<br>**Check #: 0** | Supplies-General | | $70.26 |
| | | 100.623.410.000.000<br>**Check #: 0** | Supplies-General | | $186.05 |
| | | 104.512.410.108.000<br>**Check #: 0** | Instr Materials - PRE | | $422.36 |
| | | 104.512.410.108.620<br>**Check #: 0** | Levy-Supplies -ART- PRE | | $56.99 |
| | | 104.512.410.116.000<br>**Check #: 0** | Instr Materials - IDH | | $114.88 |
| | | 104.512.410.116.620<br>**Check #: 0** | Levy-Supplies -ART- IHE | | $396.09 |
| | | 104.512.410.119.620<br>**Check #: 0** | Levy-Supplies -ART- PLE | | $276.40 |
| | | 104.515.410.401.000<br>**Check #: 0** | Instr. Materials - JH/HS | | $330.25 |
| | | 104.515.410.401.120<br>**Check #: 0** | Levy - Supplies - MUSIC -PRLHS | | $71.91 |
| | | 104.622.430.116.000<br>**Check #: 0** | Library - IDH | | $43.98 |

## Voucher Supplement Account Summary

**Voucher Batch Number: 1170** **03/12/2026**

**Fiscal Year: 2025-2026**

| Vendor Remit Name | Vendor # | Account | Description | | Amount |
|---|---|---|---|---|---|
| | | 243.519.410.401.100<br>**Check #: 0** | Industrial Maint Supplies-General | | $3,536.99 |
| | | | | Vendor Total: | $5,506.16 |
| ANDERSON, JULIAN & HULL | | | | | |
| | | 100.632.310.000.000<br>**Check #: 0** | Professional & Technical Services | | $859.00 |
| | | | | Vendor Total: | $859.00 |
| APPLE, INC. | | | | | |
| | | 130.512.410.116.300<br>**Check #: 0** | Grants/Donation | | $7,660.00 |
| | | | | Vendor Total: | $7,660.00 |
| ASSETWORKS RISK MANAGEMENT INC. | | | | | |
| | | 260.616.310.000.000<br>**Check #: 0** | Medicaid Professional Services | | $854.37 |
| | | | | Vendor Total: | $854.37 |
| BIO CORPORATION | | | | | |
| | | 243.519.410.401.103<br>**Check #: 0** | Ecology & Natural Resource Supplies-General | | $402.76 |
| | | | | Vendor Total: | $402.76 |
| BONNER COUNTY DAILY BEE | | | | | |
| | | 100.651.310.000.000<br>**Check #: 0** | Professional & Technical Services | | $256.55 |
| | | | | Vendor Total: | $256.55 |
| CINTAS | | | | | |
| | | 100.681.428.000.000<br>**Check #: 0** | Laundry 50% | | $369.30 |
| | | | | Vendor Total: | $369.30 |
| CO ENERGY | | | | | |
| | | 100.681.410.000.000<br>**Check #: 0** | Bus Shop Supplies 50% | | $162.25 |
| | | 100.681.421.000.000<br>**Check #: 0** | Lubricants 85% | | $434.20 |

## Voucher Supplement Account Summary

**Voucher Batch Number: 1170** **03/12/2026**

**Fiscal Year: 2025-2026**

| Vendor Remit Name | Vendor # | Account | Description | | Amount |
|---|---|---|---|---|---|
| | | | | Vendor Total: | $596.45 |
| CO-ENERGY | | | | | |
| | | 100.664.380.000.000<br>**Check #: 0** | Travel Expenses | | $1,355.48 |
| | | 100.681.420.000.000<br>**Check #: 0** | Fuel 50% | | $5,212.99 |
| | | | | Vendor Total: | $6,568.47 |
| CULLIGAN LLC | | | | | |
| | | 100.623.410.000.000<br>**Check #: 0** | Supplies-General | | $7.95 |
| | | 100.651.410.000.000<br>**Check #: 0** | Supplies-General | | $0.00 |
| | | | | Vendor Total: | $7.95 |
| DEMCO, INC. | | | | | |
| | | 104.622.430.108.000<br>**Check #: 0** | Library - PRE | | $216.16 |
| | | | | Vendor Total: | $216.16 |
| EDMENTUM, INC. | | | | | |
| | | 100.515.310.401.000<br>**Check #: 0** | Online Education | | $1,615.00 |
| | | 130.621.440.000.190<br>**Check #: 0** | ST of ID Digital Curriculum Grant | | $105.00 |
| | | | | Vendor Total: | $1,720.00 |
| ELLER, CAITLIN | | | | | |
| | | 100.611.380.000.000<br>**Check #: 0** | Travel Expenses | | $157.50 |
| | | | | Vendor Total: | $157.50 |
| ETC COMPANIES | | | | | |
| | | 100.651.310.000.000<br>**Check #: 0** | Professional & Technical Services | | $337.75 |
| | | | | Vendor Total: | $337.75 |
| Farwest Steel Corporation | | | | | |

## Voucher Supplement Account Summary

**Voucher Batch Number: 1170** **03/12/2026**

**Fiscal Year: 2025-2026**

| Vendor Remit Name | Vendor # | Account | Description | Amount |
|---|---|---|---|---|
| | | 243.519.410.401.104<br>**Check #: 0** | Welding Supplies-General | $879.74 |
| | | | Vendor Total: | $879.74 |
| Fisher's Technololgy | | | | |
| | | 100.623.310.000.000<br>**Check #: 0** | Professional & Technical Services | $1,008.14 |
| | | | Vendor Total: | $1,008.14 |
| FUME DOG | | | | |
| | | 247.519.550.401.104<br>**Check #: 0** | ICRS Milcro-Grant-Welding- Equimpment | $12,579.18 |
| | | | Vendor Total: | $12,579.18 |
| Ginno Construction Company | | | | |
| | | 240.515.550.401.000<br>**Check #: 0** | Idaho Career Ready CTE Natural Resources | $20,881.09 |
| | | | Vendor Total: | $20,881.09 |
| ICRMP | | | | |
| | | 100.632.310.000.000<br>**Check #: 0** | Professional & Technical Services | $25,000.00 |
| | | | Vendor Total: | $25,000.00 |
| IDAHO DIGITAL LEARNING ACADEMY | | | | |
| | | 100.515.310.401.000<br>**Check #: 0** | Online Education | $950.00 |
| | | | Vendor Total: | $950.00 |
| IDAHO RURAL WATER ASSOCIATION | | | | |
| | | 100.664.310.000.000<br>**Check #: 0** | Professional & Technical Services | $200.00 |
| | | | Vendor Total: | $200.00 |
| IDAHO SCHOOL BOARD ASSOC. | | | | |
| | | 100.631.310.000.000<br>**Check #: 0** | Board Professional Services | $2,700.00 |
| | | | Vendor Total: | $2,700.00 |

## Voucher Supplement Account Summary

**Voucher Batch Number: 1170** **03/12/2026**

**Fiscal Year: 2025-2026**

| Vendor Remit Name | Vendor # | Account | Description | | Amount |
|---|---|---|---|---|---|
| INLAND NORTHWEST THERAPY, LLC | | | | | |
| | | 260.616.310.000.000<br>**Check #: 0** | Medicaid Professional Services | | $28,705.88 |
| | | | | Vendor Total: | $28,705.88 |
| INSIGHT DISTRIBUTING, INC. | | | | | |
| | | 290.710.411.000.000<br>**Check #: 0** | Supplies-General | | $982.21 |
| | | | | Vendor Total: | $982.21 |
| J AND R ELECTRONICS, INC | | | | | |
| | | 100.683.600.000.000<br>**Check #: 0** | Debt Retirement | | $805.00 |
| | | | | Vendor Total: | $805.00 |
| JONES & BARTLETT LEARNING, LLC | | | | | |
| | | 104.515.410.401.200<br>**Check #: 0** | Adv Place, Elective, CTE | | $5,127.75 |
| | | | | Vendor Total: | $5,127.75 |
| JOSTENS INC | | | | | |
| | | 104.515.410.401.000<br>**Check #: 0** | Instr. Materials - JH/HS | | $679.45 |
| | | | | Vendor Total: | $679.45 |
| JW PEPPER & SON, INC. | | | | | |
| | | 104.515.410.401.120<br>**Check #: 0** | Levy - Supplies - MUSIC -PRLHS | | $167.53 |
| | | | | Vendor Total: | $167.53 |
| LAKE CITY LAW GROUP PLLC | | | | | |
| | | 100.632.310.000.000<br>**Check #: 0** | Professional & Technical Services | | $1,251.88 |
| | | | | Vendor Total: | $1,251.88 |
| Liberty Geotech | | | | | |
| | | 240.515.310.401.000<br>**Check #: 0** | Idaho Career Ready CTE Natural Resources -Profess | | $1,500.00 |

## Voucher Supplement Account Summary

**Voucher Batch Number: 1170** **03/12/2026**

**Fiscal Year: 2025-2026**

| Vendor Remit Name | Vendor # | Account | Description | | Amount |
|---|---|---|---|---|---|
| | | | | Vendor Total: | $1,500.00 |
| MCKINSTRY CO., LLC | | | | | |
| | | 100.664.310.000.000<br>**Check #: 0** | Professional & Technical Services | | $3,297.50 |
| | | 100.664.410.000.000<br>**Check #: 0** | Supplies - District Repair | | $564.78 |
| | | | | Vendor Total: | $3,862.28 |
| MINUTEMAN PRESS | | | | | |
| | | 100.651.410.000.000<br>**Check #: 0** | Supplies-General | | $341.60 |
| | | | | Vendor Total: | $341.60 |
| MITCHELL, JANICE | | | | | |
| | | 100.611.380.000.000<br>**Check #: 0** | Travel Expenses | | $74.69 |
| | | | | Vendor Total: | $74.69 |
| MITCHELLS HARVEST FOODS | | | | | |
| | | 290.710.410.116.000<br>**Check #: 0** | Supplies-General IDH | | $11.50 |
| | | | | Vendor Total: | $11.50 |
| MOSYLE CORPORATION | | | | | |
| | | 100.623.360.000.000<br>**Check #: 0** | Software Licenses | | $45.80 |
| | | | | Vendor Total: | $45.80 |
| NAPA/TIMBERLINE AUTO PARTS | | | | | |
| | | 100.681.410.000.000<br>**Check #: 0** | Bus Shop Supplies 50% | | $98.42 |
| | | 100.681.421.000.000<br>**Check #: 0** | Lubricants 85% | | $13.08 |
| | | 100.681.425.000.000<br>**Check #: 0** | Bus Parts 85% | | $200.95 |
| | | 100.681.429.000.000<br>**Check #: 0** | Transportation Hand Tools | | $0.00 |

## Voucher Supplement Account Summary

**Voucher Batch Number: 1170** **03/12/2026**

**Fiscal Year: 2025-2026**

| Vendor Remit Name | Vendor # | Account | Description | | Amount |
|---|---|---|---|---|---|
| | | | | Vendor Total: | $312.45 |
| NORTH IDAHO EXTERIORS | | | | | |
| | | 435.664.550.000.000<br>**Check #: 0** | Equipment | | $24,500.00 |
| | | | | Vendor Total: | $24,500.00 |
| NORTHERN LAKES CHIROPRACTIC | | | | | |
| | | 100.681.260.000.000<br>**Check #: 0** | Physical Examinations-Employees | | $175.00 |
| | | | | Vendor Total: | $175.00 |
| NorthWest | | | | | |
| | | 290.710.450.000.200<br>**Check #: 0** | USDA Commodities | | $60.90 |
| | | 290.710.455.108.000<br>**Check #: 0** | Food - PRE | | $2,646.88 |
| | | 290.710.455.116.000<br>**Check #: 0** | Food IDH | | $1,150.42 |
| | | 290.710.455.119.000<br>**Check #: 0** | Food PLE | | $326.80 |
| | | 290.710.455.401.000<br>**Check #: 0** | Food PRLH | | $3,265.28 |
| | | | | Vendor Total: | $7,450.28 |
| ORIENTAL TRADING COMPANY, INC. | | | | | |
| | | 104.512.410.108.000<br>**Check #: 0** | Instr Materials - PRE | | $136.54 |
| | | | | Vendor Total: | $136.54 |
| PACIFIC OFFICE AUTOMATION, INC. | | | | | |
| | | 100.651.310.000.000<br>**Check #: 0** | Professional & Technical Services | | $511.50 |
| | | | | Vendor Total: | $511.50 |
| Palmer, Olivia | | | | | |
| | | 100.651.380.000.000<br>**Check #: 0** | Travel Expenses | | $215.81 |

## Voucher Supplement Account Summary

**Voucher Batch Number: 1170** **03/12/2026**

**Fiscal Year: 2025-2026**

| Vendor Remit Name | Vendor # | Account | Description | | Amount |
|---|---|---|---|---|---|
| | | | | Vendor Total: | $215.81 |
| PATTI'S ACTION AUTO SUPPLY INC. | | | | | |
| | | 100.664.410.000.000<br>**Check #: 0** | Supplies - District Repair | | $265.80 |
| | | | | Vendor Total: | $265.80 |
| PEARSON | | | | | |
| | | 100.616.410.000.000<br>**Check #: 0** | Supplies-General | | $200.55 |
| | | | | Vendor Total: | $200.55 |
| Premier Basement Systems, Inc | | | | | |
| | | 435.664.310.000.000<br>**Check #: 0** | Professional & Technical Services | | $20,159.40 |
| | | | | Vendor Total: | $20,159.40 |
| PRIEST RIVER ACE HARDWARE | | | | | |
| | | 100.664.410.000.000<br>**Check #: 0** | Supplies - District Repair | | $135.44 |
| | | 100.681.425.000.000<br>**Check #: 0** | Bus Parts 85% | | $12.58 |
| | | 290.710.410.401.000<br>**Check #: 0** | Supplies-General PRLH | | $15.29 |
| | | | | Vendor Total: | $163.31 |
| QUILL CORPORATION | | | | | |
| | | 100.631.410.000.000<br>**Check #: 0** | Board Supplies | | $17.03 |
| | | 104.512.410.108.000<br>**Check #: 0** | Instr Materials - PRE | | $425.90 |
| | | 104.515.410.401.000<br>**Check #: 0** | Instr. Materials - JH/HS | | $2,112.50 |
| | | | | Vendor Total: | $2,555.43 |
| RIDDELL ALL AMERICAN | | | | | |
| | | 104.531.410.401.200<br>**Check #: 0** | Equipment | | $303.95 |

## Voucher Supplement Account Summary

**Voucher Batch Number: 1170** **03/12/2026**

**Fiscal Year: 2025-2026**

| Vendor Remit Name | Vendor # | Account | Description | | Amount |
|---|---|---|---|---|---|
| | | | | Vendor Total: | $303.95 |
| RUSHO, TRACY | | | | | |
| | | 100.651.380.000.000<br>**Check #: 0** | Travel Expenses | | $47.53 |
| | | | | Vendor Total: | $47.53 |
| RWC GROUP | | | | | |
| | | 100.681.425.000.000<br>**Check #: 0** | Bus Parts 85% | | $2,343.41 |
| | | | | Vendor Total: | $2,343.41 |
| SELKIRK SUPPLY, INC. | | | | | |
| | | 100.664.410.000.000<br>**Check #: 0** | Supplies - District Repair | | $84.51 |
| | | | | Vendor Total: | $84.51 |
| SHRED-IT USA - CHICAGO | | | | | |
| | | 100.651.310.000.000<br>**Check #: 0** | Professional & Technical Services | | $338.62 |
| | | | | Vendor Total: | $338.62 |
| Smith, Wyatt | | | | | |
| | | 100.651.380.000.000<br>**Check #: 0** | Travel Expenses | | $474.70 |
| | | | | Vendor Total: | $474.70 |
| SPACEK, KIM | | | | | |
| | | 100.632.390.000.000<br>**Check #: 0** | Advertising | | $64.54 |
| | | | | Vendor Total: | $64.54 |
| SPOKANE PRODUCE | | | | | |
| | | 290.710.410.108.500<br>**Check #: 0** | F&V Supplies PRE | | $0.00 |
| | | 290.710.410.116.500<br>**Check #: 0** | F&V Supplies IDH | | $193.50 |
| | | 290.710.410.119.500<br>**Check #: 0** | F&V Supplies PLE | | $0.00 |

## Voucher Supplement Account Summary

**Voucher Batch Number: 1170** **03/12/2026**

**Fiscal Year: 2025-2026**

| Vendor Remit Name | Vendor # | Account | Description | Amount |
|---|---|---|---|---|
| | | 290.710.455.108.000<br>**Check #: 0** | Food - PRE | $2,205.82 |
| | | 290.710.455.116.000<br>**Check #: 0** | Food IDH | $1,080.63 |
| | | 290.710.455.119.000<br>**Check #: 0** | Food PLE | $0.00 |
| | | 290.710.455.401.000<br>**Check #: 0** | Food PRLH | $496.40 |
| | | | Vendor Total: | $3,976.35 |
| SPOKANE TESTING SOLUTIONS | | | | |
| | | 100.681.260.000.000<br>**Check #: 0** | Physical Examinations-Employees | $105.00 |
| | | 100.681.310.000.000<br>**Check #: 0** | Professional & Technical Services - 85% | $85.00 |
| | | | Vendor Total: | $190.00 |
| STORRO EXCAVATING, LLC | | | | |
| | | 100.665.310.000.000<br>**Check #: 0** | Professional & Technical Services | $235.00 |
| | | | Vendor Total: | $235.00 |
| TAMRAK | | | | |
| | | 100.681.420.000.000<br>**Check #: 0** | Fuel 50% | $1,103.84 |
| | | | Vendor Total: | $1,103.84 |
| TERRY'S DAIRY, INC | | | | |
| | | 290.710.455.108.000<br>**Check #: 0** | Food - PRE | $1,079.66 |
| | | 290.710.455.116.000<br>**Check #: 0** | Food IDH | $522.74 |
| | | 290.710.455.119.000<br>**Check #: 0** | Food PLE | $313.92 |
| | | 290.710.455.401.000<br>**Check #: 0** | Food PRLH | $569.94 |

# West Bonner County School District #83

## Voucher Supplement Account Summary

**Voucher Batch Number: 1170** **03/12/2026**

**Fiscal Year: 2025-2026**

| Vendor Remit Name | Vendor # | Account | Description | | Amount |
|---|---|---|---|---|---|
| | | | | Vendor Total: | $2,486.26 |
| THERMAL-KING, INC. | | | | | |
| | | 100.664.310.000.000<br>**Check #: 0** | Professional & Technical Services | | $776.25 |
| | | | | Vendor Total: | $776.25 |
| WALTER NELSON CO. | | | | | |
| | | 100.661.410.000.000<br>**Check #: 0** | District Custodial Supplies | | $1,261.05 |
| | | 100.664.410.000.000<br>**Check #: 0** | Supplies - District Repair | | $4,284.80 |
| | | | | Vendor Total: | $5,545.85 |
| WELLS FARGO | | | | | |
| | | 100.623.310.000.000<br>**Check #: 0** | Professional & Technical Services | | $1,156.89 |
| | | 100.681.390.000.000<br>**Check #: 0** | Other Services 85% | | $23.58 |
| | | 100.681.425.000.000<br>**Check #: 0** | Bus Parts 85% | | $60.16 |
| | | 100.681.429.000.000<br>**Check #: 0** | Transportation Hand Tools | | $216.64 |
| | | 104.682.115.000.000<br>**Check #: 0** | Student Activity Trips | | $7,073.94 |
| | | 104.682.420.000.000<br>**Check #: 0** | Bus Fuel | | $418.11 |
| | | | | Vendor Total: | $8,949.32 |
| ZAYO EDUCATION, INC. | | | | | |
| | | 100.623.350.000.000<br>**Check #: 0** | Telephone & Internet | | $1,488.90 |
| | | | | Vendor Total: | $1,488.90 |
| | | | | Grand Total: | $219,605.44 |

**End of Report**

# West Bonner County School District #83

## Voucher Supplement Account Summary

**Voucher Batch Number: 1153** **02/17/2026**

**Fiscal Year: 2025-2026**

| Vendor Remit Name | Vendor # | Account | Description | Amount |
|---|---|---|---|---|
| ACCURATE TESTING LABS | | | | |
| | | 100.664.310.000.000<br>**Check #: 0** | Professional & Technical Services | $375.00 |
| | | | Vendor Total: | $375.00 |
| Amira Learning, Inc. | | | | |
| | | 251.512.410.116.000<br>**Check #: 0** | Title I - Supplies IHE | $750.00 |
| | | | Vendor Total: | $750.00 |
| BROWN, ERIN | | | | |
| | | 104.682.115.000.000<br>**Check #: 0** | Student Activity Trips | $214.90 |
| | | | Vendor Total: | $214.90 |
| Carpenter, Jennah | | | | |
| | | 100.512.380.000.000<br>**Check #: 0** | Travel Expenses | $98.00 |
| | | | Vendor Total: | $98.00 |
| Farwest Steel Corporation | | | | |
| | | 243.519.410.401.104<br>**Check #: 0** | Welding Supplies-General | $1,362.90 |
| | | | Vendor Total: | $1,362.90 |
| FRENCH, LUCY | | | | |
| | | 104.512.380.000.620<br>**Check #: 0** | Levy - Milage for ART | $95.76 |
| | | | Vendor Total: | $95.76 |
| Ginno Construction Company | | | | |
| | | 240.515.550.401.000<br>**Check #: 0** | Idaho Career Ready CTE Natural Resources | $35,466.99 |
| | | | Vendor Total: | $35,466.99 |
| HARLOWS BUS SALES INC. | | | | |
| | | 424.681.560.000.000<br>**Check #: 0** | Vehicle Purchase | $158,835.56 |

# West Bonner County School District #83

## Voucher Supplement Account Summary

**Voucher Batch Number: 1153** **02/17/2026**

**Fiscal Year: 2025-2026**

| Vendor Remit Name | Vendor # | Account | Description | | Amount |
|---|---|---|---|---|---|
| | | | | Vendor Total: | $158,835.56 |
| Hayden Ross, PLLC | | | | | |
| | | 100.651.310.000.000<br>**Check #: 0** | Professional & Technical Services | | $22,000.00 |
| | | | | Vendor Total: | $22,000.00 |
| HUGHES, JARED | | | | | |
| | | 244.519.380.401.103<br>**Check #: 0** | IQPS - Milage - Natural Resource | | $490.00 |
| | | | | Vendor Total: | $490.00 |
| McConville, Michelle | | | | | |
| | | 100.621.370.000.000<br>**Check #: 0** | Tuition Credit Program | | $60.00 |
| | | | | Vendor Total: | $60.00 |
| Meisser, Cynthia | | | | | |
| | | 290.710.455.116.000<br>**Check #: 0** | Food IDH | | $84.20 |
| | | | | Vendor Total: | $84.20 |
| MITCHELL, JANICE | | | | | |
| | | 100.611.380.000.000<br>**Check #: 0** | Travel Expenses | | $178.08 |
| | | | | Vendor Total: | $178.08 |
| NAPA/TIMBERLINE AUTO PARTS | | | | | |
| | | 100.681.421.000.000<br>**Check #: 0** | Lubricants 85% | | $0.00 |
| | | 100.681.425.000.000<br>**Check #: 0** | Bus Parts 85% | | $334.32 |
| | | 100.681.429.000.000<br>**Check #: 0** | Transportation Hand Tools | | $0.00 |
| | | | | Vendor Total: | $334.32 |
| North Idaho Tools, LLC | | | | | |
| | | 100.681.429.000.000<br>**Check #: 0** | Transportation Hand Tools | | $150.00 |

# West Bonner County School District #83

## Voucher Supplement Account Summary

**Voucher Batch Number: 1153** **02/17/2026**

**Fiscal Year: 2025-2026**

| Vendor Remit Name | Vendor # | Account | Description | | Amount |
|---|---|---|---|---|---|
| | | | | Vendor Total: | $150.00 |
| O'REILLY | | | | | |
| | | 100.681.425.000.000<br>**Check #: 0** | Bus Parts 85% | | $40.46 |
| | | | | Vendor Total: | $40.46 |
| PRIEST LAKE SERVICE CENTER | | | | | |
| | | 100.681.420.000.000<br>**Check #: 0** | Fuel 50% | | $265.73 |
| | | | | Vendor Total: | $265.73 |
| ROB'S HEATING & COOLING, INC. | | | | | |
| | | 435.664.550.000.000<br>**Check #: 0** | Equipment | | $5,556.00 |
| | | | | Vendor Total: | $5,556.00 |
| TIFCO INDUSTRIES | | | | | |
| | | 100.681.425.000.000<br>**Check #: 0** | Bus Parts 85% | | $282.03 |
| | | | | Vendor Total: | $282.03 |
| WELLS FARGO | | | | | |
| | | 100.623.410.000.000<br>**Check #: 0** | Supplies-General | | $704.44 |
| | | 100.681.429.000.000<br>**Check #: 0** | Transportation Hand Tools | | $282.81 |
| | | 104.515.410.401.000<br>**Check #: 0** | Instr. Materials - JH/HS | | $395.00 |
| | | 104.682.115.000.000<br>**Check #: 0** | Student Activity Trips | | $1,930.24 |
| | | | | Vendor Total: | $3,312.49 |
| | | | | Grand Total: | $229,952.42 |

**End of Report**

# West Bonner County School District #83

## Voucher Supplement Account Summary

**Voucher Batch Number: 1168** **03/12/2026**

**Fiscal Year: 2025-2026**

| Vendor Remit Name | Vendor # | Account | Description | | Amount |
|---|---|---|---|---|---|
| AGILE SPORTS TECHNOLOGIES | | | | | |
| | | 238.531.410.401.500<br>**Check #: 0** | PRLH – Athletic Master | | $1,781.67 |
| | | | | Vendor Total: | $1,781.67 |
| AMAZON CAPITAL SERVICES | | | | | |
| | | 238.512.410.108.260<br>**Check #: 0** | Student Council | | $241.05 |
| | | 238.512.410.116.130<br>**Check #: 0** | Child Sponsorship | | $89.20 |
| | | 238.512.410.119.170<br>**Check #: 0** | PLE – General | | $101.63 |
| | | | | Vendor Total: | $431.88 |
| BSN SPORTS LLC | | | | | |
| | | 238.531.410.401.625<br>**Check #: 0** | Softball Fundraisers | | $1,143.74 |
| | | | | Vendor Total: | $1,143.74 |
| COUNTRY LANE, INC. | | | | | |
| | | 238.531.410.401.615<br>**Check #: 0** | Baseball Fundraisers | | $1,890.00 |
| | | | | Vendor Total: | $1,890.00 |
| IDAHO ATHLETIC ADMINISTRATORS ASSOC. | | | | | |
| | | 238.531.410.401.500<br>**Check #: 0** | PRLH – Athletic Master | | $150.00 |
| | | | | Vendor Total: | $150.00 |
| PRIEST RIVER ACE HARDWARE | | | | | |
| | | 238.531.410.401.500<br>**Check #: 0** | PRLH – Athletic Master | | $913.48 |
| | | | | Vendor Total: | $913.48 |
| UNIVERSAL ATHLETIC, LLC | | | | | |
| | | 238.531.410.201.500<br>**Check #: 0** | PRJH – Athletics | | $888.99 |

# West Bonner County School District #83

## Voucher Supplement Account Summary

**Voucher Batch Number: 1168** **03/12/2026**

**Fiscal Year: 2025-2026**

| Vendor Remit Name | Vendor # | Account | Description | | Amount |
|---|---|---|---|---|---|
| | | | | Vendor Total: | $888.99 |
| WELLS FARGO | | | | | |
| | | 238.515.410.401.475<br>**Check #: 0** | Yearbook | | $194.08 |
| | | | | Vendor Total: | $194.08 |
| | | | | Grand Total: | $7,393.84 |

**End of Report**

# West Bonner County School District #83

## Voucher Supplement Account Summary

**Voucher Batch Number: 1169** **03/19/2026**

**Fiscal Year: 2025-2026**

| Vendor Remit Name | Vendor # | Account | Description | | Amount |
|---|---|---|---|---|---|
| AVISTA UTILITIES MSC-34 | | | | | |
| | | 100.661.330.108.000<br>**Check #: 0** | Utilities PRE | | $3,480.26 |
| | | 100.661.330.116.000<br>**Check #: 0** | Utilities IDH | | $1,484.35 |
| | | 100.661.330.201.000<br>**Check #: 0** | Utilities PRJH | | $1,050.71 |
| | | 100.661.330.401.000<br>**Check #: 0** | Utilities PRLH | | $6,836.17 |
| | | 100.664.330.000.000<br>**Check #: 0** | Utilities | | $1,079.21 |
| | | 100.681.330.000.000<br>**Check #: 0** | Utilities - 50% | | $202.77 |
| | | | | Vendor Total: | $14,133.47 |
| CITY OF PRIEST RIVER | | | | | |
| | | 100.661.330.108.000<br>**Check #: 0** | Utilities PRE | | $1,337.49 |
| | | 100.661.330.201.000<br>**Check #: 0** | Utilities PRJH | | $222.68 |
| | | 100.661.330.401.000<br>**Check #: 0** | Utilities PRLH | | $1,392.86 |
| | | 100.664.330.000.000<br>**Check #: 0** | Utilities | | $228.28 |
| | | 100.681.330.000.000<br>**Check #: 0** | Utilities - 50% | | $370.21 |
| | | | | Vendor Total: | $3,551.52 |
| CITY OF PRIEST RIVER - SRO | | | | | |
| | | 242.667.310.000.000<br>**Check #: 0** | SRO GRANT | | $8,154.10 |
| | | | | Vendor Total: | $8,154.10 |
| CITY SERVICE VALCON | | | | | |
| | | 100.661.330.108.000<br>**Check #: 0** | Utilities PRE | | $5,598.75 |

## Voucher Supplement Account Summary

**Voucher Batch Number: 1169** **03/19/2026**

**Fiscal Year: 2025-2026**

| Vendor Remit Name | Vendor # | Account | Description | Amount |
|---|---|---|---|---|
| | | 100.661.330.116.000<br>**Check #: 0** | Utilities IDH | $2,606.80 |
| | | 100.661.330.119.000<br>**Check #: 0** | Utilities PLE | $0.00 |
| | | 100.661.330.201.000<br>**Check #: 0** | Utilities PRJH | $5,095.80 |
| | | 100.661.330.401.000<br>**Check #: 0** | Utilities PRLH | $6,207.81 |
| | | 100.664.330.000.000<br>**Check #: 0** | Utilities | $234.84 |
| | | 100.681.330.000.000<br>**Check #: 0** | Utilities - 50% | $1,815.02 |
| | | 100.681.420.000.000<br>**Check #: 0** | Fuel 50% | $0.00 |
| | | | Vendor Total: | $21,559.02 |
| CO ENERGY | | | | |
| | | 100.661.330.201.000<br>**Check #: 0** | Utilities PRJH | $9,449.42 |
| | | | Vendor Total: | $9,449.42 |
| EXCESS DISPOSAL SERVICE | | | | |
| | | 100.661.330.108.000<br>**Check #: 0** | Utilities PRE | $2,305.24 |
| | | 100.661.330.116.000<br>**Check #: 0** | Utilities IDH | $105.00 |
| | | 100.661.330.201.000<br>**Check #: 0** | Utilities PRJH | $0.00 |
| | | 100.661.330.401.000<br>**Check #: 0** | Utilities PRLH | $2,712.32 |
| | | 100.664.330.000.000<br>**Check #: 0** | Utilities | $50.07 |
| | | 100.681.330.000.000<br>**Check #: 0** | Utilities - 50% | $769.06 |
| | | | Vendor Total: | $5,941.69 |

# West Bonner County School District #83

## Voucher Supplement Account Summary

**Voucher Batch Number: 1169** **03/19/2026**

**Fiscal Year: 2025-2026**

| Vendor Remit Name | Vendor # | Account | Description | | Amount |
|---|---|---|---|---|---|
| GRANITE TELECOMMUNICATIONS, LLC | | | | | |
| | | 100.623.350.000.000<br>**Check #: 0** | Telephone & Internet | | $722.33 |
| | | | | Vendor Total: | $722.33 |
| MIFIBER LLC | | | | | |
| | | 100.623.350.000.000<br>**Check #: 0** | Telephone & Internet | | $5,693.00 |
| | | | | Vendor Total: | $5,693.00 |
| NORTHERN LIGHTS | | | | | |
| | | 100.661.330.119.000<br>**Check #: 0** | Utilities PLE | | $2,435.19 |
| | | | | Vendor Total: | $2,435.19 |
| VERIZON WIRELESS BELLEVE | | | | | |
| | | 100.623.350.000.000<br>**Check #: 0** | Telephone & Internet | | $739.93 |
| | | 100.681.350.000.000<br>**Check #: 0** | Telephone & Internet 50% | | $118.54 |
| | | | | Vendor Total: | $858.47 |
| WASTE MANAGEMENT | | | | | |
| | | 100.661.330.116.000<br>**Check #: 0** | Utilities IDH | | $689.52 |
| | | 100.661.330.119.000<br>**Check #: 0** | Utilities PLE | | $252.85 |
| | | | | Vendor Total: | $942.37 |
| WEST BONNER WATER & SEWER | | | | | |
| | | 100.661.330.116.000<br>**Check #: 0** | Utilities IDH | | $469.85 |
| | | | | Vendor Total: | $469.85 |
| | | | | Grand Total: | $73,910.43 |

**End of Report**

# WEST BONNER COUNTY SCHOOL DISTRICT #83
## Procurement Solicitation Record

**Item: Coordinator**

**Specifications: JRH Coordinator**

| Vendor * | Contact Information | Quote Price | Quote Expires | Notes |
|---|---|---|---|---|
| Architects West | marcus valentine | Hourly Rate | | Vender Qualifications for JRH Building |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

| | |
|---|---|
| Name and title of individual obtaining quotes: | Charity Hinshaw - Operation Coordinator |
| Name and title of individual awarding vendor: | Charity Hinshaw |
| Bidder selected: | |
| Bid awarded on: | Method of notification: |

* Attach written confirmations of each verbal quotation (e-mail, signed quote, etc.).
** Document reasoning behind successful quote.

# WBCSD Child Nutrition Program Task Force Progress Report

To: West Bonner County School District Board of Trustee
From : WBCSD Child Nutrition Program Task Force
Presented on: March 18, 2026

WHERE GRIT MEETS GREATNESS
WEST BONNER COUNTY SCHOOL DISTRICT #83

## Overarching Goal - *Program integrity, viability and accountability, and health and wellness of students.*

## Key Discussion/Research

- **Program Budget - FY25, FY26, FY27 (Revenue vs. Expenditures)**
- **Explore Other Potential Efficiencies/Savings & Revenue Sources**
- **Summer (School) FoodProgram**
- **Comparison of Regional Salaries**

## Identified Issues/Challenges/Initial Recommendations

**BUDGET ISSUES/CHALLENGES**

- The Child Nutrition Program is expected to end FY26 with a $302,366.52 deficit. [$100,000 is budgeted to be transferred from the General Fund for the FY26 deficit.]
- Unable to identify individual school expenditures.
- À la carte sales appeared not to be captured.
- For FY27, expect 3% increase in food cost.
- Insurance benefits expected to increase, State not matching expected increase.

**Initial Recommendations/Summarized**

- Develop an inventory spreadsheet to capture inventory in the warehouse and in each school. (Spreadsheet templates are available from various sources.)
- Summertime is the best time to implement because inventory is at its lowest point.
- Check Skyward for adult and à la carte sales printouts.
- Look for additional budget savings and reductions.

**PRL JR/HS CHALLENGES/ISSUES**

- Extremely Low Meal Numbers
- HS students are leaving campus. Interested in burgers, pizza, fries.
- Competition on campus by other food offerings and/or food being brought in for a number of students at one time. Concern regarding food safety and whether following WBCSD Wellness Policy 8200 series, which is required - https://www.sd83.org/departments/childnutrition.
- Discussed pros & cons of closing the campus for all, certain grades and/ or GPAs.

**Initial Recommendations/Summarized**

- Create and distribute a survey to JR/HS students and one for District parents.
- Send a food cart down to the JR wing/annex.
- Expand à la carte for everyone.
- Post menu on website and/or visible location(s) in school. - Post for the whole month.
- Announce over intercom (e.g. at JR/HS).
- Create a survey for JR/HS students.
- Work with JR/HS Business CTE Programs.

**DISTRICTWIDE CHALLENGES**

- Menus not found on on website(s).
- Free & Reduced numbers are low. Application numbers directly impact IT numbers via E-Rate. - People do not like the hard copy forms; they want more anonymity.
- Not sure Title I Program (McKinney Vento Act) recipients are being reflected in the numbers.

**Initial Recommendations/Summarized**

- Post menu on website - Post for upcoming month.
- Make seconds a reduced price (e.g. $1.75)
- Create a digital on-line form to sign-up for Free & Reduced; creates more anonymity. Can now ask everyone to fill out because of SNAP requirements; parents can complete by indicating they don't want to fill out.
- Improve marketing of the Meal Program.
- Look at Farm to School opportunities (e.g. LPOSD purchases/procures Blueberries from Riley Creek Blueberry Farm.)
- Schedule something every month that is fun.
- Double check to make sure all eligible students (eg. Title I) are reflected in the numbers.
- Review and implement SMART SNACK compliant policy. Don't include actual caloric numbers but instead indicate, "Must be compliant with USDA…."
- Need to update ASAP the District's Idaho Wellness Policy Progress Report found on WBCSD Child Nutrition website: https://www.sd83.org/departments/childnutrition.
- Need to review Wellness Policy 8200 Series for compliance and potential changes:
  **Wellness Policy:**
  8200 - Student Physical Activity and Wellness
  8210 - Nutrition
  8220 - Food Services
  8225 - Student Meal Charges
  8230 - District Nutrition Standards
  8235 - Water Consumption - Water Bottle Policy
  8240 - School Meals
  8245 - Competitive Food Services
  8250 - Guidelines for Food and Beverage Sold Individually
  8260 - Vending Machines

## Summer (School) Food Program

- Implementing a Summer Food Program is a win for the District.
- Identifying potential distribution locations (Blanchard, Edgemere, Blue Lake Grange, Laclede, Priest River areas - Mud Hole (USACE), Bonner West Park (County), IDH, PRE and PLE. Discussed sites that meet the 50% or greater low-income population criteria according to Census Data. Discussed alternative sites such as Oldtown Rotary Park and Dickensheet. Site to check eligibility: https://apps2.sde.idaho.gov/cnpeligibility/Report.
- On track to file in April for the Summer Program.
    - Finalizing eligible areas.
    - Need to have in place contracts with certain locations. (Have access to a contract template.)
    - Discussed distribution logistics:
        - WBCSD Child Nutrition van for deliveries, not personal vehicles.
        - Do only bagged lunch and breakfast. Not onsite meals.
        - Deliver on Mondays (2-days) - Wednesdays (2 days) - Fridays (3 days).
        - Projected 100 meals/day; $3.20/breakfast and $5.60/lunch reimbursement.
        - The Child Nutrition Director will update the Board at the March 18th Regular Meeting.
        - Will need two people, manager and assistant, to run the Summer Program.

## Comparison of Regional Salaries

- Compared Nutrition Program salaries from adjacent districts and those of similar size in the region. WBCSD salaries are somewhat consistently higher.
- Discussed Longevity Stipends and need to review. There seems to be some inequities. Consider looking at % of salary vs. $$ amount.
    - Research how other districts handle Classified/Non-Certified stipends.
    - Suggest Meet & Confer, once re-established, review the issue.
- Discussed the pros and cons of food service management companies (e.g. SFE).

## Moving Forward - March 19th Task Force Discussion

- Status of Free & Reduced Online Form
- Review of Food Service Survey for Students & Parents
- Update on PRLJRHS (e.g. Annex Food Cart, Other On-Site Food Options)
- Other Items (e.g. Marketing, Inventory Spreadsheet)
- Summer School Food Program - Distribution Locations
- Synergies with PRLJRHS CTE Business Program
- Continue researching budget efficiencies.

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## DISCUSSION / QUESTIONS?
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WHERE GRIT MEETS GREATNESS
WEST BONNER COUNTY SCHOOL DISTRICT #83

# INNOVIA FUND NEEDS

*Updated from Discussion by Board of Trustees: February 18, 2026*

*Ideas generated from the AdTeam in January 2026*

- Research-based Special Education Curriculum - This was paused last year because of the potential of special education teacher retention. Any quality curriculum would cost between $10,000 to $30,000 to purchase.
- Secondary Teachers - Providing courses with more choice for students will retain students in school with less teacher assistant positions which students are not engaged in productive work.

*Ideas from May 2024*

- School Resource Officer - 1 position
- School Bus - 2 buses
- Staff Positions - 9 FTE
- Technology -
- Facility Maintenance -

**West Bonner County School District**

**STUDENTS** **3400**

Extracurricular Activities Drug-Testing Program

The District has a strong commitment to the health, safety, and welfare of its students. Results of studies throughout the United States indicate that education alone, as a preventive measure, is not effective in combating substance abuse. Our commitment to maintaining the extracurricular activities in the District as a safe and secure educational environment requires a clear policy and supportive programs relating to detection, treatment, and prevention of substance abuse by students involved in extracurricular activities.

**Purpose**

The drug-testing program is not intended to be disciplinary or punitive in nature. Students involved in extracurricular activities need to be exemplary in the eyes of the community and other students. It is the purpose of this program to prevent students from participating in extracurricular activities while they have drug residues in their bodies, and it is the purpose of this program to educate, help, and direct students away from drug and alcohol abuse and toward a healthy and drug-free participation. No student shall be expelled or suspended from school as a result of any verified positive test conducted by his/her school under this program, other than as stated herein.

**Scope**

Participation in extracurricular activities is a privilege. This policy applies to all District students in grades 9-12 who wish to participate in extracurricular activities that are listed in the current student handbook and any other school-sponsored extracurricular activities not listed.

The independent laboratory receiving the samples will routinely test for alcohol, amphetamines, cocaine, and marijuana. Other drugs, such as LSD, may be screened at the request of this school district, but the identity of a particular student will not determine which drugs will be screened. The laboratory will be authorized to report test results only to the principal/administrative designee.

Samples will be collected on the same day the student is selected for testing or, if the student is absent on that day, on the day of the student's return to school. If the student is unable to provide a sample at any particular time, the student will be allowed to return later that same school day to provide the sample.

Any student athlete who willfully provides a false urine sample or otherwise tampers with a urine sample or undertakes any effort to obstruct, evaluate or impair the accuracy of the drug test will be suspended from further participation in the current sports season.

Second Reading

**Consent Form**

It is MANDATORY that each student who participates in extracurricular activities has completed and return the Consent Form prior to participation in any extracurricular activity.

Each participant shall be provided with the Consent Form (3400F), which shall be dated, signed by the participant and by the parent/guardian. In so doing, the student is agreeing to participate in the random drug-testing program at Priest River Lamanna High School.

**Frequency Testing**

1. All students will be tested at the beginning of the sport season and prior to participating. If the student athlete participated in a previous sport that year and has been subject to drug testing continuous thru the year, they will not be tested again on an initial sport season screening. If a student played a fall sport and did not play any more sports until the spring they would be subjected to an initial sport season screening prior to participating.

2. Random testing will occur at least once each month and may occur weekly during a sport season, ten percent of all student athletes, regardless of the sport, may be tested each week.

**Testing Procedure and Chain of Custody**

1. Training and direction will be provided to those who supervise the testing program on proper method of collecting the urine samples and the setup of the collection environment.

2. The principal/administrative designee will be responsible for notifying and/or escorting students to the collection site. The student should bring all materials with him/her to the collection site and should not be allowed to go to his/her locker. The administrator shall bring all the students drawn from the pool to the collection site simultaneously.

3. A sanitized specimen bottle will be given to each student. To maintain anonymity, the student's number, not name, will be on the specimen bottle. The bottle will remain in the student's possession until a seal is placed upon the bottle.

4. The supervisor obtaining the urine specimen will be of the same gender as the student. Students will be instructed to remove all coats and wash their hands in the presence of the supervisor prior to providing the urine specimen. The supervisor will also observe the student providing the urine specimen to ensure the specimen is not tampered with and is that student's specimen.

5. Before the student's urine is tested students will sign for their designated, pre-numbered, test kit.

Second Reading

6. Once the specimen is provided, the student will hand the specimen bottle to the supervisor and the student will be asked "Is this your urine?" With the response of "Yes" the supervisor will read and record the results of the test.

7. The specimen results must be read within 10 minutes of obtaining the specimen. If a specimen tests positive, the principal/administrative designee will notify the student testing positive, along with the student's parent/guardian. (It is recommended that the urine is tested in a 2nd test kit, with the student preset, prior to notification of parent/guardian).

8. Before, any disciplinary action is taken, the student and his/her parent/guardian will be permitted (1) business day to submit verification of any prescription drug use, by providing proper documentation of the prescriptions to the building principal. Any documentation provided to the building principal will remain confidential.

**Financial Responsibility**

1. The District will pay for all initial and random drug tests during the season.

2. A request on appeal for another test of a positive urine specimen is the financial responsibility of the student or his/her parent/guardian. Such test must be performed within 24 hours of the initial positive test result.

3. Counseling and subsequent treatment by non-school agencies are the financial responsibility of the student or his/her parent/guardian.

**Confidentiality**

Under this drug-testing program, any staff, coach, or sponsor of the District who may have knowledge of the results of a drug test will not divulge to anyone the results of the test or the disposition of the student involved, other than in the case of a legal subpoena being made upon that person in the course of a legal investigation. Once again, this will underscore the District's commitment to confidentiality with regard to the program.

**Consequences**

**First Offense Grades ~~9~~7-12– Drugs or Alcohol/Tobacco**

1. The student shall be suspended for 20% of the competitions/contests for that season (ie. Basketball has 20 games so a student would be suspended for 4 games). If the suspension occurs during a time where there is less than 20% of games left to play, then the student would be done for the remainder of the season, including any district or state competition and the remaining percentage from the next season (i.e. 10 % at the end of basketball and 10% at the beginning of baseball). If the infraction occurs during a state competition, the student will be suspended from state play with possible additional suspensions at the discretion of the principal and athletic director. If suspended for any

Second Reading

part of the season, the student forfeits any post-season league honors and if suspended for district and state play, the student forfeits their letter and school post season awards. During suspension, the student will be allowed to practice but will not be allowed to travel, suit up for games, or sit on the bench at home games.

2. A student must also enroll in a principal and athletic director approved drug and/or alcohol substance abuse assistance program. The enrollment must occur before the suspension is over. The cost of the assistance program will not be paid by the District.

3. If the student does not agree to and abide by the conditions stated above, the student will be suspended from athletics for the remainder of the current sports season.

**Second Offense Grades ~~9~~7-12**

A student athlete's second offense of the use or possession of smoking or chewing tobacco products, alcohol or drugs or any imitation, throughout grades 9-12, will result in the following action.

1. Student shall be suspended for the remainder of the season of the current athletic program he/she is participating and also the next sports season for which the student is eligible to participate.

**Third Offense- Grades ~~9~~7-12**

1. Student will be suspended from all extracurricular activities for the remainder of their junior high school/high school career. Offenses are cumulative through the career of the student-athlete in junior high school/high school.

Legal Reference: Vernonia School District 47J v. Acton, 515 U.S. 646 (1995)
Todd v. Rush County, 139 F.3d 571 (7th Cir.), cert. Denied, 119 S.Ct. 68 (1998)
Idaho Code 33-512 (12)

Policy History:
Adopted on: March 12, 2008
Revised on: August 11, 2010
Revised on: December 17, 2014
Revised on: August 22, 2018

Second Reading

**West Bonner County School District**

**PERSONNEL** **5900**

Coachinges Qualifications~~Rules~~

To ensure that the West Bonner County School District has qualified coaches on staff, it is a requirement that all junior high and high school coaches and ~~activities~~ Athletic Directors of all IHSAA sanctioned activities meet the following requirements and all current IHSAA Rules for coaches (IHSAA Rule 3):

IHSAA sanctioned Sports & Activities ~~activities are:~~
~~Football~~
~~Volleyball~~
~~Basketball~~
~~Track~~
~~Baseball~~
~~Softball~~
~~Cross Country~~
~~Wrestling~~
~~Golf~~
~~Cheerleading~~
~~Dance/Drill~~
~~Soccer~~
~~Tennis~~
~~Debate~~
~~Drama and Speech~~
~~Music~~

Fall Sports: Cross Country, Football, Golf 6A/5A, Soccer, Swimming, Volleyball

Winter Sports: Basketball, Wrestling

Spring Sports: Baseball, Golf 4A/3A, Softball, Tennis, Track & Field

Activities: Cheer, Dance, Music, Debate, Drama, Speech, Unified Sports

**Requirement for Head Coaches**

- The head coach of any IHSAA sport or activity must ~~complete a coaching fundamentals course. Authorized courses are: NFHS Fundamentals of Coaching and ASEP Coaching Principles. ·~~ be certified to teach in Idaho or have completed the NFHS Fundamentals of Coaching course. (IHSAA Rule 3-1)

**Requirement for Assistant Coaches, ~~JV~~ and Junior High Coaches**

Second Reading

- The assistant coaches~~, JV~~ and Junior High ~~JH~~ coaches ~~of any IHSAA sport or activity must complete a coaching principles course.~~ that are not Certified Teachers are ***STRONGLY*** encouraged to complete a Coaching Principles Course. (IHSAA Rule 3-1-1)

**Requirement for all coaches (includes head coaches, assistant coaches, ~~JV~~, junior high coaches and volunteer coaches)**

- All coaches of IHSAA activities must complete a First Aid course with CPR component from a school district-recognized provider and can ~~not~~ NOT be an online course. A "recognized provider" is one whose curriculum is similar to the American Red Cross and American Heart Association. At ~~no~~ NO time may a team practice, travel or compete without at least one adult present who has met this requirement. (IHSAA Rule 3-2) ~~All coaches must complete a first aid course with CPR component prior to first competition of the season~~.

Second Reading

Coaches who do not complete the first aid course with a CPR component prior to the first competition will be suspended without pay until the required training has been completed.

- All coaches ~~(includes head, junior varsity, volunteer and assistant coaches of all IHSAA activities)~~ must take the ~~NFHS~~ St. Luke's online concussion course prior to the first day of practice. All coaches are required to review the St. Luke's Online Concussion Course on even numbered years (Only courses completed after May 1 will be accepted). (IHSAA Rule 3-2)

- All coaches must take the NFHS Sudden Cardiac Arrest course prior to the first day of practice. All coaches are required to review the NFHS Sudden Cardiac Arrest course on even numbered years (Only courses completed after May 1 will be accepted). (IHSAA Rule 3-2)

- All coaches must take the NFHS Student Mental Health and Suicide Prevention course prior to the first day of practice. All coaches are required to review the NFHS Student Mental Health and Suicide Prevention course on even numbered years. (Only courses completed after May 1st will be accepted). (IHSAA Rule 3-2)

**Requirements for New Coaches (Head Coaches, Directors, Assistant Coaches, Junior High Coaches, and Volunteers)**

- All of those coaches listed above that are not certified to teach in Idaho must take the NFHS Teaching and Modeling Behavior course prior to the first day of practice. This course is only required upon being hired in Idaho for the first time. (IHSAA Rule 3-1-2)

**Requirements for Cheer/Dance/Music/Drama/Administration Coaches**

- All of those coaches listed above must complete the NFHS Understanding Music Copyright & Compliance course upon hiring. (IHSAA Coach/Advisor Section of Activities).

**Requirements for Pole Vault Coaches**

- All Pole Vault coaches must complete the NFHS Coaching Pole Vault course. (IHSAA Rule)

No coach or athletic director may accept remuneration of any kind from sources outside the local board of education in return for services rendered in ~~instructing~~ instruction, ~~or~~ coaching or chaperoning any member of the high school athletic/activity team. Coaches may receive appreciation gifts from team members, parents or community organizations that do not exceed the value of an IHSAA player award ($300). Appreciation gifts may not include cash of any value or reimbursement for travel/chaperoning expenses. (IHSAA Rule 3-3)

Second Reading

All coaches with the assistance of the athletic director will be required to provide documentation of all trainings and certifications to Human Resources and will be part of the coaches permanent personnel file.

If additional funding sources are used for instructi~~onn~~g or coaching any high school team, funding must be approved and distributed through the local board of education. (IHSAA Rule 3-4)

Policy History:
Adopted on: June 1, 2012
Revised on: September 19, 2012
Revised on: September 18, 2013

Second Reading

West Bonner School District 83
6h ·
Good morning, all schools are canceled today, Thursday, March 12, 2026 due to unsafe travel conditions. Stay safe.
Send message
8
11
Like
Comment
West Bonner School District 83 limited who can comment on this post.

# 2026-2027 School Year- Add 5 Minutes

Notable Calendar Specifics:

In order to meet the instructional minutes, the day is extended by 5 minutes
We start August 31st for Students
Thanksgiving Week is off
School on MLK and Presidents Day
About 1 staff work day a month- some are ½ days getting out at 1:00
There is 20 hours of wiggle room in the contract to allow for extra duty assignments/meetings but are not scheduled as full extra days

### August '26

| S | M | T | W | T | F | S |
|---|---|---|---|---|---|---|
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

Student Days 1
Staff Days 4

### September '26

| S | M | T | W | T | F | S |
|---|---|---|---|---|---|---|
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |

Student Days 17
Staff Days 19

### October '26

| S | M | T | W | T | F | S |
|---|---|---|---|---|---|---|
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

Student Days 17 10/30 End of Q1
Staff Days 18

### November '26

| S | M | T | W | T | F | S |
|---|---|---|---|---|---|---|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |

Student Days 13
Staff Days 16 Nov 25- In Lieu Day

### December '26

| S | M | T | W | T | F | S |
|---|---|---|---|---|---|---|
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

Student Days 11
Staff Days 12

### January '27

| S | M | T | W | T | F | S |
|---|---|---|---|---|---|---|
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

Student Days 16 1/22 End of S1/Q2
Staff Days 18

### February '27

| S | M | T | W | T | F | S |
|---|---|---|---|---|---|---|
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | | | | | | |

Student Days 16
Staff Days 17

### March '27

| S | M | T | W | T | F | S |
|---|---|---|---|---|---|---|
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

Student Days 16 3/10 End of Q3
Staff Days 17

### April '27

| S | M | T | W | T | F | S |
|---|---|---|---|---|---|---|
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | |

Student Days 16
Staff Days 17

### May '27

| S | M | T | W | T | F | S |
|---|---|---|---|---|---|---|
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

Student Days 16
Staff Days 18

### June '27

| S | M | T | W | T | F | S |
|---|---|---|---|---|---|---|
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |

Student Days 7
Staff Days 9

### July '27

| S | M | T | W | T | F | S |
|---|---|---|---|---|---|---|
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

Total Student Days 146
Total Staff Days 165

| | |
|---|---|
| In lieu day for P/T conf | 1 |
| Staff In-Service/PLC | 2 |
| Teacher Work Day | 4 |
| Paid staff Holiday | 5 |
| Vacation | 14 |
| Early Release @ 1:15 (1:00 K-6) | 4 |
| **P/T Conferences** | |
| K-6 November 4th 1:30-8:00 | |
| 7-12 November 4th 1:30-4:00 | |
| K-12 November 5th 1:30-8:00 | |
| K-6 April 8th 1:30-4:00 | |
| 7-12 April 8th 1:30-8:00 | |
| Staff Half Day PLC 7:30- 12:30 | 4 |
| Last Day of School Student Minimum Day | |

Student School Day 7:45 - 3:25 Instructional Minutes: 406
Staff Work Day 7:30 - 4:00
Total Staff Work Hours: **1402.5** Instructional Hours: 1009.933
*20 less hours of comp time for IEPs, 504s, or other extra duty work outside of contract time

**September 11th, February 26th, and June 4th use 22 out of allowed 22 hours of PD per Idaho Code 33-512-1c**

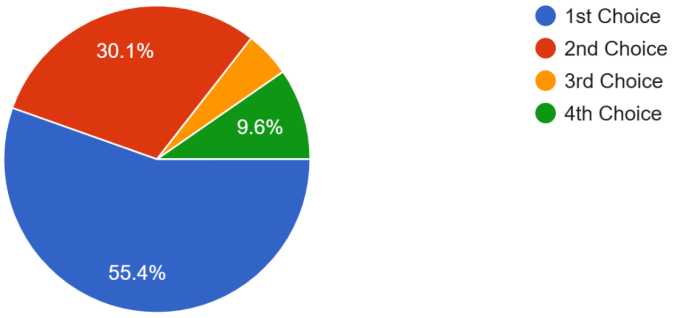
**Classified/Certified Staff PD days= 3**

## 2027 Calendar Voting Results

## Winner Option 1:

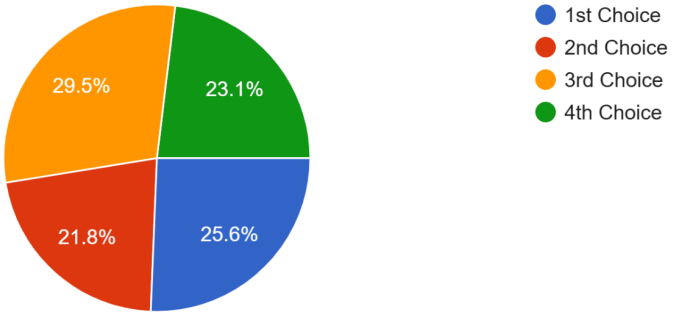
Rank Calendar Option 1  Notable Calendar Specifics:  In order to meet the instructional minutes, the day is extended by 5 minutes  We start August 31st.../meetings but are not scheduled as full extra days

83 responses



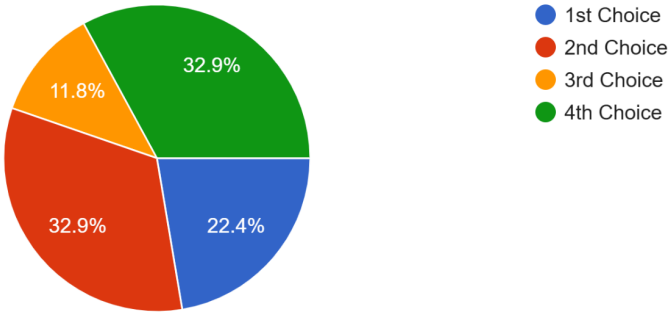

Rank Calendar Option 2  Notable Calendar Specifics:  This one starts after Labor Day, but in order to not have any student Fridays, the instructional ...attendance days  We average 1 Staff Friday a month

78 responses



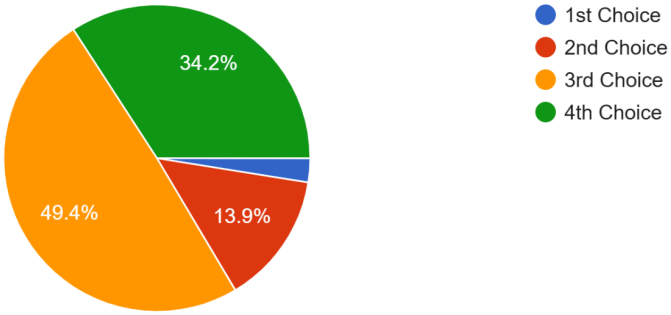
Rank Calendar Option 3  Notable Calendar Specifics:  School Starts in Mid-Late August  MLK Day and Presidents Day are No school days  There are v...ructional Day Time is the same as the current year

85 responses




Rank Calendar Option 4  Notable Calendar Specifics:  We start 1 week before Labor Day  MLK and Presidents Day are off  The Instructional day is 5 ...ksgiving  There is about one staff Friday per month

79 responses



# Priest River Lamanna High School

## Weight Room Renovation and Equipment Upgrade Plan

### Overview

Beginning over **Spring Break and continuing through the summer**, Priest River Lamanna High School will begin the first phase of upgrading the high school weight room. This process will begin by **relocating newer strength equipment from the Junior High weight room into the High School facility**.

This is the **first step toward modernizing a severely outdated weight training facility** and improving training opportunities for student-athletes and physical education students.

### Junior High Equipment Being Relocated

The Junior High currently houses several machines that are newer and in better condition than many pieces currently located in the High School weight room. These machines will be relocated to the High School facility to improve equipment availability and training variety.

Equipment being moved includes:

- Row Machine
- Lat Pulldown Machine
- Chest Press Machine
- Bicep Curl Machine
- Shoulder Press Machine
- Oblique Twist Machine
- Leg Extension Machine
- Additional accessory machines

This equipment will provide **immediate upgrades and improved training options** for students.

## Additional Equipment Needs

While the relocation of Junior High equipment is a significant improvement, additional equipment is still needed to fully modernize the weight room and support a wider range of student training needs.

Items that are still needed include:

- Adjustable workout benches
- Kettlebells
- Foam rollers for recovery and mobility
- New floor mats
- Yoga balls / stability balls
- Wall mirrors to support lifting form and technique
- Lighter barbells (below 45 lbs) to allow younger athletes and beginners to safely learn proper lifting technique
- Additional accessory equipment to support mobility, rehabilitation, and general fitness training

These additions would allow the facility to better support **students of all experience levels**, including beginners, younger athletes, and students in physical education classes.

## Donor Support

The **Athletic Director is currently working with a potential donor who has expressed interest in helping fund the purchase of additional equipment** needed to modernize the facility.

This partnership may allow the school to significantly improve the weight room while minimizing the financial burden on the district.

## Existing Equipment Considerations

As new equipment is added, the district will need to determine **what should be done with the older equipment currently in the High School weight room**.

Possible options include:

- Removing equipment that is outdated or no longer safe to use
- Repurposing usable equipment elsewhere in the district
- Retaining select items that may still serve a purpose

Addressing this issue will help ensure that the facility remains **safe, organized, and functional**.

## Facility Layout Considerations

Currently, the High School weight facility is divided into two separate spaces:

- The **Weight Room**
- The **Wrestling Room**

As improvements are considered, the district may want to discuss whether the **Junior High weight room should remain in use** or whether the space could be repurposed to support athletics more effectively.

One option would be to **relocate wrestling permanently to the Junior High space**, which would allow the High School weight room to expand into a larger and more efficient training facility.

## Potential Expanded Layout

If the space were expanded, the facility could be organized in a more functional layout such as:

- **Free weights and racks on one side**
- **Strength machines on the opposite side**
- **A turf training strip in the middle**

Schools such as **Grangeville** have implemented similar layouts.

A turf strip would allow athletes to train:

- Speed and acceleration
- Agility

- Plyometrics
- Sled pushes
- Athletic movement drills

This would allow Priest River athletes to **train speed and movement year-round indoors**, which is currently not possible with the existing facility layout.

## Long-Term Goal

The long-term goal is to gradually develop a **modern strength and conditioning facility** that supports:

- All PRLHS athletic programs
- Physical education classes
- Injury prevention and safe training practices
- Year-round athletic development

Improving the weight room is an investment in **student health, safety, and athletic development**, and will benefit a large number of students across multiple programs.

# Priest River Lamanna High School

## Weight Room Upgrade & Football Program Requests

**Presented by:** Alex Zepeda
**Athletic Director / Head Football Coach**

## Weight Room Modernization Update

### Current Situation

- Much of the high school weight room equipment dates back to the late 1990s and early 2000s.
- Equipment shows significant wear and is no longer aligned with modern strength training standards.
- Limited equipment options for beginner lifters creates progression and safety challenges.

### Professional Evaluation

Prior to entering education, I worked for 24 Hour Fitness, where I advanced from Personal Trainer to Master Trainer and entered the General Manager Trainee Program. I was also recognized as 2018 Trainer of the Year for the Las Vegas District.

Through that experience I worked with:

- Training program design
- Equipment layout and lifecycle

- Safety and supervision standards in fitness facilities

From a professional standpoint, much of our current equipment has exceeded normal replacement timelines and limits our ability to provide safe and progressive strength training opportunities for students.

**Phase One: Immediate Action**

Beginning Spring Break, we plan to:

- Move newer Junior High weight room equipment to the high school
- Increase training capacity
- Improve equipment availability for students

This allows us to upgrade the weight room using existing district assets without new district spending.

However, this does not fully modernize the facility.

**Phase Two: Weight Room Fundraising**

To continue improving the facility, we are requesting approval to fundraise for additional equipment.

**Strength & Progression Equipment**

- 25 lb and 35 lb barbells
- New dumbbell sets
- EZ curl bar

- Kettlebells

**Functional Training & Injury Prevention**

- TRX straps
- Olympic rings
- Foam rollers
- PVC pipes
- Training mats

**Safety & Organization**

- New benches
- Mirrors for technique feedback
- Medicine ball and yoga ball racks
- Storage cabinets

**Important:**
No district funds are being requested. All equipment would be purchased through approved fundraising channels.

**Long-Term Planning Question**

As upgrades begin, we must determine how to handle existing high school weight room equipment.

**Potential Options**

- Repurpose usable equipment
- Surplus or dispose of unusable equipment
- Relocate equipment for alternative use

**Facility Idea to Explore**

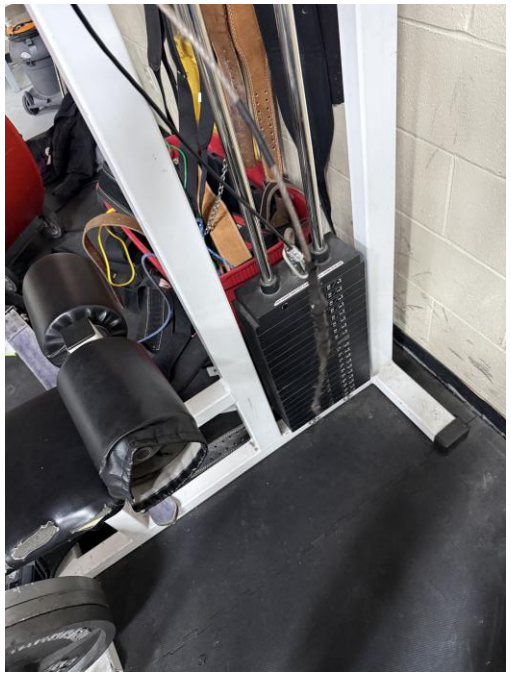
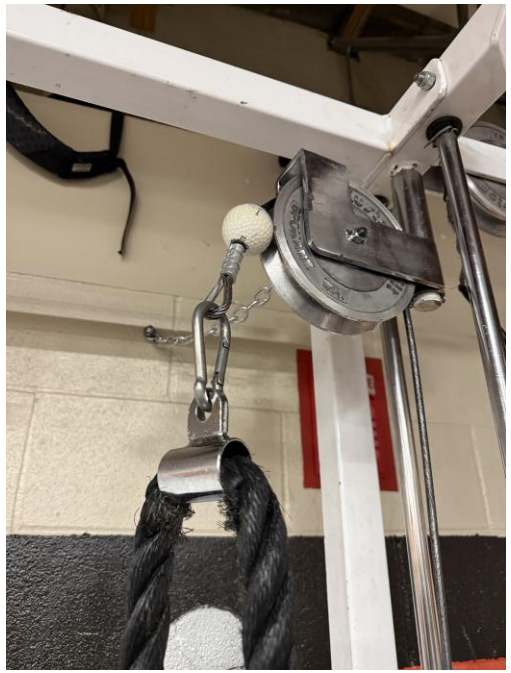
- Expand the high school weight room footprint
- Move wrestling into two dedicated rooms in the Junior High basement

**Goal**

- More functional training space
- Better facilities for both strength training and wrestling programs

# PROFESSIONAL EXPERIENCE & VISION

- **Professional Background**
- Former Personal Trainer – 24 Hour Fitness
- Promoted to Master Trainer
- General Manager Trainee Program
- 2018 Trainer of the Year – Las Vegas District
- **Experience Managing**
- Training programs
- Equipment layout & lifespan
- Safety standards
- **Professional Assessment of PRLHS**
- Equipment exceeds normal replacement timeline
- Limited Equipment for beginners
- No Pride

# CURRENT WEIGHT ROOM REALITY

This Photo by Unknown Author is licensed under CC BY-NC-ND

# PRIEST RIVER LAMANNA WEIGHT ROOM UPGRADE

# PHASE ONE: IMMEDIATE ACTION

- Relocating newer Junior High equipment to HS
- Responsible use of district-owned assets
- Improves capacity without new district spending
- Still leaves key gaps in modernization

# PHASE TWO: FUNDRAISING

**STRENGTH & PROGRESSION**
25 LB & 35 LB BARBELLS
NEW DUMBBELL SETS
EZ CURL BAR
KETTLEBELLS

**Safety & Organization**
NEW BENCHES
MIRRORS
MEDICINE BALL & YOGA BALL
RACKS
STORAGE CABINETS

**Functional Training & Injury Prevention**
TRX STRAPS
OLYMPIC RINGS
FOAM ROLLERS
PVC PIPES
MATS

# WHY THIS MATTERS FOR STUDENTS

- Supports all PE students, not just athletes
- Improves injury prevention and proper technique development
- Creates scalable progression for beginners
- Supports mental health and confidence
- Reflects pride and professionalism in our facilities
- Aligns with long-term athletic program growth

# PLANNING FOR EXISTING EQUIPMENT & SPACE USE

**Question for Consideration**
•What should we do with the current high school weight room equipment?
**Current Situation**
•Much of the equipment is outdated and worn
•Some items may still have limited usable value
**Potential Options**
•Repurpose usable equipment
•Surplus or dispose of unusable equipment
•Relocate equipment for alternative use
**Facility Idea to Explore**
•Expand the high school weight room footprint
•Move wrestling to two dedicated rooms in the Junior High basement
**Goal**
•Better use of space
•Improved training environment for both programs

# Whitworth University Team Camp Request

We are also requesting board approval for football summer activities.

## Camp Details

- **Event:** Whitworth University Team Camp
- **Dates:** June 22–24
- **Cost:** $255 per athlete
- Includes housing, meals, scrimmages, and position instruction.

## Projected Participation

- 35–50 PRLHS athletes

## Benefits

- Skill development
- Team cohesion
- Leadership growth
- Preparation for the fall season

## Additional Requests

Approval to:

- Fundraise to support athlete attendance at Whitworth Team Camp

- Use PRLHS football equipment (helmets and shoulder pads)
- Conduct preparation practices in pads (June 18–19)
- Attend the Riverside 7-on-7 Tournament (July 21 & 23)

**No district funds are requested.**

**Student Support Goal**

Fundraising efforts (car washes, Vertical Raise, etc.) will help:

- Offset camp costs
- Support athletes who may not otherwise be able to attend
- Ensure equitable participation opportunities.

# WHITWORTH UNIVERSITY TEAM CAMP 2026

Priest River Lamanna High School Football

# PURPOSE OF REQUEST

Seeking board approval to:

- **Fundraise to support athlete attendance at Whitworth Team Camp**
- **Use PRLHS football equipment**
- **Conduct preparation practices in pads**
- **Attend Riverside 7-on-7 Tournament**

No district funds requested.

# CAMP DETAILS

- **Event:** Whitworth Team Camp
- **Dates:** June 22–24
- **Format:** Overnight
- **Cost:** $255 per camper
- **Includes:**
- Dorm accommodations (2 nights)
- 6 meals
- College Exposure
- Scrimmages, tournaments, position sessions

# PARTICIPATION & BENEFITS

**Projected Attendance:**

- 35–50 PRLHS athletes

**Camp provides:**

- 6 scrimmage opportunities
- 7-on-7 / 5-on-5 competition
- Offensive & defensive position instruction
- Team practice & meeting space
- **Outcome:**

Skill development, team cohesion, leadership growth, fall season preparation.

# EQUIPMENT & DATES REQUESTED

- **Request approval to use PRLHS equipment for:**

- **June 18–19**
Preparation practices (pads)
- **June 22–24**
Whitworth Team Camp
- **July 21 & 23**
Riverside 7-on-7 Tournament

- Equipment includes helmets, shoulder pads, and practice gear.

# FINANCIAL PLAN & STUDENT SUPPORT

**Funding Strategy:**
• Program car wash fundraiser
• Vertical Raise fundraising

**Purpose of Fundraising:**
To offset camp costs and assist athletes who may not be able to independently afford attendance.

**District Impact:**
• No district funds requested

**Student Support Goal:**
Provide equitable participation opportunities for all interested athletes.

# West Bonner County School District
# Coaches Handbook

# 2026 - 2027

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## 1. District Mission, Vision, and Core Values

**Mission:** To provide a structured, respectful, and supportive environment where students are challenged to grow academically, physically, and personally, preparing them to lead productive and principled lives.

**Vision:** To graduate students who demonstrate strong character, personal responsibility, and a commitment to serving their families and communities, equipped with the skills and values necessary to thrive in today's world.

**Core Values:**

- **Responsibility** – Own your actions and commitments.
- **Respect** – Value others, rules, and traditions.
- **Integrity** – Do what is right, even when no one is watching.
- **Work Ethic** – Approach every task with determination and effort.
- **Service** – Give back to your school and community.
- **Accountability** – Be answerable for your conduct and performance.
- **Discipline** – Maintain focus, order, and self-control.
- **Community Engagement** – Contribute meaningfully to the greater good.

## 2. Mission of the Athletic Department

The mission of the West Bonner County School District Athletic Department is to build character, foster lifelong habits of health and discipline, and promote excellence through athletic participation. Our department is committed to developing student-athletes who lead by example, work as a team, honor the game, and represent our community with class.

## 3. Coaching Philosophy & Expectations

Coaches serve as educators and role models, shaping both athletic performance and character development. Each coach is expected to:

- Lead with integrity, fairness, and consistency.
- Promote physical, emotional, and academic development.
- Reinforce sportsmanship, teamwork, and accountability.
- Teach technical and tactical skills appropriate to the sport.
- Uphold district policies, school rules, and IHSAA guidelines.
- Create a safe, structured, and positive team environment.

## 4. Chain of Communication

Clear communication supports positive relationships and problem-solving. When concerns arise, the following chain should be followed:

1. Assistant Coach(es)
2. Head Coach
3. Athletic Director
4. Principal
5. Superintendent
6. School Board (only if issue remains unresolved)

Concerns not initiated at the appropriate level will be redirected to ensure transparency and accountability.

## 5. Coaching Authority and Staff Structure

The Head Coach is the leader of their program and is accountable for team conduct, instruction, safety, and staff coordination. Assistant Coaches are expected to follow the direction of the Head Coach, support program goals, and model exemplary conduct. Volunteer Coaches must:

- Be pre-approved by the school board.
- Complete all required training and background checks.
- Operate under the direct supervision of the Head Coach.

**Proposed Addition – Junior High Coaches**

- Junior High (JH) coaches are considered part of the overall program structure and report directly to the High School Head Coach for their respective sport.

- JH coaches are expected to follow the program philosophy, systems, and expectations established by the Head Coach.

- JH coaches will be evaluated jointly by the Head Coach and the Junior High Athletic Director.

## 6. Sports Programs by Season

### High School:

- **Fall Sports:**
  - Football
  - Boys Soccer
  - Girls Soccer
  - Volleyball
  - Cross Country
- **Winter Sports:**
  - Boys Basketball
  - Girls Basketball
  - Boys Wrestling
  - Girls Wrestling
- **Spring Sports:**
  - Baseball
  - Softball
  - Golf
  - Track and Field
- **Year-Round Programs:**
  - Cheerleading

**Junior High:**

- **Fall Sports:**
  - Football
  - Volleyball
  - Cross Country
- **Early Winter Sports:**
  - CoEd Wrestling
- **Late Winter Sports:**
  - Boys Basketball
  - Girls Basketball
- **Spring Sports:**
  - CoEd Track and Field

**7. Minimum Participation Requirements**

To ensure that each program is viable, equitable, and appropriately staffed, the following participation thresholds and coaching ratios have been established. These standards promote fair play opportunities, adequate supervision, and alignment with West Bonner County School District values and safety protocols.

To remain eligible for operation during the given season, all teams must meet the minimum participant threshold by the end of the **second week of official practice** as defined by IHSAA or district guidelines. Programs that do not meet this requirement may be subject to cancellation or consolidation by the Athletic Director and administration.

**High School:**

- **Football:** Minimum 14 athletes Participates
  - 14–22 players = 2 coaches
  - 23–34 players = 3 coaches
  - 35+ players = 4 coaches
- **Soccer:** Minimum 14 athletes
  - 14–18 players = 1 coach
  - 19+ players = 2 coaches

- **Baseball/Softball:** Minimum 11 athletes Participates
    - 11–16 players = 1 coach
    - 17+ players = 2 coaches
- **Basketball:** Minimum 8 athletes Participates
    - 8–12 players = 1 coach
    - 13+ players = 2 coaches
- **Volleyball:** Minimum 8 athletes Participates
    - 8–16 players = 2 coaches
    - 17+ players = 3 coaches
- **Wrestling:** Minimum 8 athletes Participates
    - 8–15 athletes = 1 coach
    - 16+ athletes = 2 coaches
- **Track:** Minimum 4 athletes Participates
    - 4–11 athletes = 1 coach
    - 12–21 athletes = 2 coaches
    - 22+ athletes = 3 coaches
- **Cheerleading:** Minimum 4 athletes Participates
    - 4–14 athletes = 1 coach
    - 15+ athletes = 2 coaches
- **Golf:** Minimum 4 athletes Participates
    - 4–10 athletes = 1 coach
    - 11+ athletes = 2 coaches
- **Cross Country:** Minimum 4 athletes Participates
    - 4–11 athletes = 1 coach
    - 12+ athletes = 2 coaches

**Junior High:**

- **Football:** Minimum 14 athletes Participates
    - 14–22 players = 2 coaches
    - 23–34 players = 3 coaches
    - 35+ players = 4 coaches
- **Basketball:** Minimum 8 athletes Participates
    - 8–12 players = 1 coach
    - 13+ players = 2 coaches

- **Volleyball:** Minimum 8 athletes Participates
    - 8–16 players = 2 coaches
    - 17+ players = 3 coaches
- **Wrestling:** Minimum 8 athletes Participates
    - 8–15 athletes = 1 coach
    - 16+ athletes = 2 coaches
- **Track:** Minimum 4 athletes Participates
    - 4–11 athletes = 1 coach
    - 12–21 athletes = 2 coaches
    - 22+ athletes = 3 coaches
- **Cross Country:** Minimum 4 athletes Participates
    - 4–11 athletes = 1 coach
    - 12+ athletes = 2 coaches

### 8. Coach Assignment and Hiring Procedures

All coaching assignments must comply with district and state regulations. Head Coaches are selected through an open hiring process and must meet certification, background check, and training requirements. Assistant Coaches may be recommended by the Head Coach but are subject to approval by the Athletic Director, Principal, Superintendent, and School Board. Job postings will be publicly available and transparent.

### 9. Renewal and Evaluation Process

Each coach will receive an annual evaluation conducted by the Athletic Director. This process includes both written feedback and formal observation of practices and games. Criteria include leadership, communication, program management, compliance with district policy, and student-athlete development. Coaches are required to submit a letter of intent for renewal each season. Reappointment is contingent upon satisfactory performance and district need.

### 10. Roles of Superintendent, Principal, and AD

- **Superintendent:** Approves district-wide athletic policy, budgets, and personnel recommendations.

- **Principal:** Oversees building-level compliance and supports the integration of athletics with academics.
- **Athletic Director:** Administers all athletic programs, manages scheduling and eligibility, ensures compliance, facilitates communication, evaluates coaches, and ensures adherence to all local and IHSAA policies.

## 11. Responsibilities of All Coaches

Coaches at all levels—Head, Assistant, and Junior High—are responsible for the overall safety, development, and representation of student-athletes. Key responsibilities include:

- **Supervision:** Maintain supervision of athletes before, during, and after all practices and competitions. No athlete should ever be left unattended.
- **Communication:** Keep athletes and families informed about practice times, game schedules, bus departure times, and changes. Relay all updates promptly and professionally.
- **Instruction:** Promote skill development, conditioning, teamwork, and discipline appropriate to the age and level of athletes.
- **Program Collaboration:** Junior High coaches are expected to communicate regularly with high school head coaches to align terminology, expectations, and culture. This includes integrating program-wide routines or systems when applicable.
- **Uniforms & Equipment:** Distribute and collect uniforms and gear. Maintain an accurate inventory and report lost or damaged items to the Athletic Director.
- **Facility Care:** Ensure practice and locker room areas are maintained and left in good condition.
- **Administrative Duties:** Submit all required rosters, medical release forms, incident reports, and end-of-season inventories by district deadlines.

- **Evaluation & Planning:** Complete coaching self-evaluations and participate in end-of-season meetings. Reflect on team progress and submit goals or needs for the following season.
- **Representation & Conduct:** Model professional behavior, sportsmanship, and leadership at all times, both in person and online.
- **Junior High Focus**: Prepare athletes for high school by teaching how to communicate respectfully with coaches, how to approach conflict constructively, and how to take ownership of team responsibilities.

## 12. Head, Assistant, and Volunteer Coach Duties

- **Head Coach (Including JH):** Responsible for total program oversight, practice planning, game strategy, and staff supervision. Must lead in alignment with district values.
- **Assistant Coach:** Supports instruction, safety, and logistics as delegated by the Head Coach. Assists with skill development, discipline, and communication.
- **Volunteer Coach:** Must complete all district-required approvals, and always serve under the supervision of a certified staff member. Volunteers may not assume independent roles.

## 13. Practice, Supervision & Transportation Guidelines

- **Clearance Requirement:** No athlete may participate in practice until they have submitted a **district-issued clearance card** signed by the Athletic Director. It is the responsibility of each coach to verify this clearance prior to allowing an athlete to engage in any team activity.
- Practices must begin and end on time and be adequately supervised.
- Athletes must never be left unattended.
- Coaches must remain with students until all are picked up.
- Use district transportation when available. Non-district travel-transportation must be pre-approved by AD and Principal.
- Parent drivers must have current authorization on file.

## 14. Game Management & Conduct Standards

- Coaches must demonstrate professional conduct at all times.
- Address officials respectfully and hold players accountable for sportsmanship.
- Supervise athletes at home and away events.
- Ensure equipment and uniforms are in proper order and represent the school appropriately.

## 15. Athletic Budget and Purchasing Guidelines

All purchases related to athletics—including equipment, uniforms, camps, ect. —must be pre-approved by the Athletic Director. Use of personal funds without prior approval is discouraged and may not be reimbursed. Fundraising must follow district protocols and reflect equity across all programs.

**Proposed Addition – Purchasing Request Procedure**

- All athletic purchasing requests must be submitted to the **Athletic Director by email prior to seeking an invoice or placing any order.**

- The email request should include the **item(s), vendor, estimated cost, and purpose of the purchase.**

- Upon review, the **Athletic Director will provide approval (or denial) for the coach to obtain a formal quote or invoice from the vendor.**

- Once a quote or invoice is received, the coach must **forward the document to the Athletic Director.**

- The **Athletic Director will create a Purchase Order (PO)** and submit it to the vendor before any purchase is finalized.

- **Purchases made without prior approval and an issued PO may not be reimbursed.**

**Example Process:**
If the softball program wishes to purchase warm-ups, the coach must first email the Athletic Director requesting approval to obtain pricing. After approval, the coach may request an invoice from the vendor and then send that invoice to the Athletic Director so a Purchase Order can be created and submitted to the vendor.

## 16. Out-of-Season & Summer Participation

Out-of-season activities are voluntary and cannot be used as a condition for team selection. Athletes must submit district-approved waivers to participate in summer workouts or conditioning. Coaches may consider athlete attendance when assessing readiness but must not violate IHSAA guidelines. Supervision and safety must be maintained year-round.

**Proposed Expansion – Out-of-Season Participation (IHSAA Compliance)**

- Out-of-season workouts, open gyms, and summer activities must be completely voluntary and cannot be used as a condition for team selection, playing time, or team status, in accordance with IHSAA Rule 17-2-5.

- Coaches may provide opportunities for conditioning, skill development, or open facility use; however, student-athletes cannot be required to attend and no penalties may be applied for non-participation.

- Summer athletic programs must conclude by the last day of July as outlined in IHSAA Rule 17 (Seasons).

- Athletes participating in summer workouts, open gyms, or conditioning sessions must submit district-approved waivers or participation forms prior to involvement.

- Coaches may use attendance information only to assess athlete readiness or conditioning level, but may not use attendance as a determining factor in team selection or roster decisions.

- All out-of-season activities must maintain appropriate adult supervision and follow school safety expectations.

## 17. Legal Considerations and Risk Management

- All coaches must complete state-mandated training, including CPR, First Aid, Concussion Protocol, and Sudden Cardiac Arrest.
- Any injury, accident, or behavioral concern must be documented and reported to the AD within 24 hours.
- Coaches must avoid situations involving one-on-one, unsupervised contact with students.

## 18. Forms and Signatures

All coaches must submit and maintain current versions of:

- Coaching Contract/Letter of Assignment

- Handbook Acknowledgment Form
- Emergency Contact & Medical Release Forms
- IHSAA/NFHS Certifications and Concussion Training
- Communication Platform: SportYou will serve as the primary communication app for all school-sponsored athletic programs. All coaches are expected to use SportYou to share practice times, travel schedules, updates, cancellations, and team messages with athletes and parents. Consistent use of this platform is required to streamline communication and ensure timely delivery of information.

**19. Social Media & Public Conduct Expectations**

Coaches must use social media responsibly as employees of the district. Any post or comment that reflects poorly on the school, team, student-athletes, or game officials may result in disciplinary action. Political, inflammatory, or profane content should be avoided. Coaches are expected to lead by example in digital and public behavior.

**20. Conflict of Interest and Dual Roles**

Any coach who holds additional roles within the district (e.g., teacher, parent, administrator) must avoid favoritism or bias in team decisions. Playing time and recognition must be-is merit-based on skill and attitude toward improvement. Financial conflicts, including use of fundraising dollars, must be transparent and pre-approved.

**21. Parent/Coach Communication Protocol**

Parents must wait 24 hours-There is a 24 hour wait period after contests before parents can initiate discussions about their student-athlete. No meetings will-are to take place during or immediately after games. Coaches should document and notify the AD of any parent interactions related to discipline, safety, or complaints. Discussions should focus on the athlete's growth, not other players- Discussions should focus on the individual athlete's growth, including skill development, effort, and attitude toward improvement. Conversations should not center on other players, team strategy, playing time decisions, or coaching tactics.

## 22. Emergency Action Plan (EAP) Overview

Each coach must review and understand their sport's Emergency Action Plan. Roles must be assigned prior to each season, including who contacts EMS, who manages crowd control, and who retrieves emergency equipment. Emergency drills are recommended at least once per season.

## 23. Title IX Compliance

All West Bonner athletic programs are committed to equal access and opportunity for all students. Coaches must ensure that uniforms, facilities, travel, scheduling, and playing time policies align with district equity standards. Title IX concerns must be reported immediately to the AD.

## 24. Hazing, Bullying, and Harassment Policy

Hazing, bullying, and harassment of any kind are strictly prohibited. This includes verbal, digital, and physical misconduct. Coaches must educate athletes about acceptable conduct, report violations immediately, and foster a safe team environment.

Hazing, bullying, and harassment of any kind are strictly prohibited. This includes verbal, digital, and physical misconduct. Coaches must educate athletes about acceptable conduct, report violations immediately, and foster a safe and respectful team environment. All incidents must be handled in accordance with **West Bonner County School District Board Policies 3295 (Hazing, Harassment, Intimidation, Bullying, and Cyberbullying) and 3330 (Student Discipline).**

## 25. Fundraising Guidelines

Fundraising must be approved in advance by the Student Body Counsel, AD, and Principal. All funds must be accounted for using district-approved tracking. Fundraisers must not be used as a condition for playing time or team status. Equity across programs must be considered in all fundraising activities.

### 26. End-of-Season Requirements

At the conclusion of each sports season, all coaches are required to complete a series of tasks to ensure proper program closeout, accountability, and planning for the future. These responsibilities align with district expectations and evaluation procedures outlined in the West Bonner County School District Athletic Handbook and Coach Evaluation forms.

- **Inventory and Equipment Return:** All athletic equipment, uniforms, and gear must be cleaned, inventoried, and returned to the designated location. Uniforms and equipment are mandatory to be turned in by the Monday after the final event of the season. An End-of-Season Inventory Form must be submitted to the Athletic Director within two weeks of the final contest.

  -All athletic equipment, uniforms, and gear must be cleaned, inventoried, and returned to the designated location. Uniforms and equipment are mandatory to be turned in by the Monday after the final event of the season. **Any missing or unreturned items must be reported to the Athletic Director.** An End-of-Season Inventory Form must be submitted to the Athletic Director within two weeks of the final contest.

- **Facility Clean-Up:** Locker rooms, weight rooms, practice fields, storage spaces, and team areas must be cleaned and returned to an orderly condition.
- **Evaluation Submission:** Coaches must complete the **Season-End Coaching Self-Evaluation** and schedule a meeting with the Athletic Director **within 30 days** of the final contest. These evaluations

contribute to the coaching record and impact future contract renewals.

- **Program Reflection:** Head Coaches are encouraged to review team development, retention, and culture. This reflection should be documented in the evaluation and include suggested program improvements or support needs.
- **Awards Ceremony Coordination:** Head Coaches must coordinate with the Athletic Director to finalize program-specific awards, letters, and certificates. Program award nominations should be submitted at least **two weeks prior to the end-of-season banquet**, and coaches must attend the athletic awards event.
- **Junior High Awards:** Junior High coaches are not required to host or participate in a formal awards banquet. While optional, recognition events are encouraged when feasible and appropriate for the age group.
- **Parent Communication:** A final thank-you message or wrap-up notice should be sent to families summarizing the season, reminding them of any award night details, and addressing equipment collection if still outstanding.

Failure to complete all end-of-season responsibilities will result in a delayed stipend and a deduction of $500 from the coach’s final paycheck for that season.

## Coach Handbook Acknowledgment Form

I acknowledge that I have received, read, and understand the West Bonner County School District Coaches Handbook. I agree to adhere to the policies, expectations, and responsibilities outlined in this document. I understand that failure to comply with these expectations may affect my coaching assignment and/or eligibility for stipend compensation.

By signing below, I confirm my commitment to uphold the standards of professionalism, safety, and educational leadership described in this handbook.

**Coach Name (Printed): _____**

**Signature: _____**

**Date: _____**

**Sport/Program: _____**

**West Bonner County School District**

**COMMUNITY RELATIONS** **4210**

Community Use of School Facilities

School facilities are available to the community for education, civic, cultural, and other non-commercial uses consistent with the public interest~~, when such use does not interfere with the school program or school-sponsored activities~~. ~~Such facilities may also be used for the operation of a senior citizen center. Use of school facilities for school purposes has precedence over all other uses. Persons on school premises must abide by the District's conduct rules at all times.~~

Community use of West Bonner County School District #83 facilities shall be based on the following beliefs:

1. School facilities shall be provided primarily for the education of pupils.
2. Schools belong to the community and shall be available for other use, provided:
    a. The activity shall not interfere with the educational program;
    b. A community or civic group shall process a Facilities Use application and assume responsibility and liability of the use and care of the requested school facilities;
    c. the user shall agree to the conditions stipulated on the form "Application for use of School Facilities."

~~Student and school-related organizations shall be granted the use of school facilities at no cost. Other organizations granted the use of the facility shall pay fees and costs.~~ The Superintendent shall develop procedures to manage community use of school facilities, which shall be reviewed and approved by the Board with each revision and update. Use of school facilities requires the Superintendent's approval and is subject to the procedures developed by the Superintendent and approved by the Board of Trustees.

For rental rate purposes, organizations seeking the use of school facilities have been divided into three categories:

Category 1 - School-Related or Child-Related Groups or other Government Agencies

Groups in this category are basically community groups (church or secular) whose memberships involve school-age children whose leaders or advisors are non-paid adults and whose main purpose is to in some way educate the youngest member. These groups will not be charged a rental fee for the use of the buildings. However, they will be charged custodial fees should their use of the facility require man-hours beyond those which the custodial staff would have needed had the building not been used by the community group.

Category 2 - Nonprofit Groups

This category includes community non-profit organization with IRS Section 501- ( c) 3 status (IRS numbers) and community groups of people whose leaders, advisors or coaches are paid adults who wish to use facilities owned by the school district which may require membership

dues of entrance fees for lectures, promotional activities, political rallies, entertainment, college courses, athletic groups, exercise groups, dance groups, church services or church activities for which public halls or commercial facilities generally are rented. The district shall charge a rental rate, which will recover utility, capital expense, maintenance, energy and overhead costs for the use of the facility. Should there be custodial costs incurred as a result of the use, additional custodial costs will also be charged.

Category 3.- Commercial Enterprises

This group shall include for-profit organizations not listed in #1 or #2 and non-profit organizations from outside the community.

**Short-Term Use - Facility Use Agreement**

Application for use of school facilities shall be made for use up to four months.: Terms of use will be further spelled out in the Facility Use Agreement.

**Long-Term Use - Rental Lease**

Application for use of school facilities shall be made for use four months or longer.: Terms of use will be further spelled out in a formal Rental Lease..

The administration shall approve and schedule the various uses of the school facilities. A master calendar will be kept in the office for scheduling dates to avoid conflicts during the school year. Requests for use of the school facilities must be submitted in advance of the event to the Superintendent's office.

| | | |
|---|---|---|
| Legal Reference: | I.C. § 33-601 | Real and personal property – Acquisition, use or disposal of same. |
| | I.C. § 33-602 | Use of school property or buildings for senior citizen centers |
| | Lamb's Chapel v. Center Moriches Union Free School Dist., 113 S.Ct. 2141 | |

Policy History:
Adopted on: March 12, 2008
Revised on:

**West Bonner County School District**



Fee Schedule for Community Use of School Facilities

**All fees indicated below are per hour.**

| | | Facility Use Agreement | | | Rental Lease |
|---|---|---|---|---|---|
| **TYPE** | **SCHOOL DETAILS** | **Category 1** | **Category 2** | **Category 3** | **4 months or longer** |
| **Gymnasium** | High School | No Charge | $20 | $25 | $50 |
| | Junior High School | No Charge | $20 | $25 | $50 |
| | Elementary Schools | No Charge | $20 | $25 | $50 |
| | | | | | |
| **Cafeteria** | High School | No Charge | $10 | $15 | $30 |
| | Junior High School | No Charge | $10 | $15 | $30 |
| | Elementary Schools | No Charge | $10 | $15 | $30 |
| | Kitchen Usage (District Nutrition Employee must be present) | $20 | $35 | $45 | $90 |
| | | | | | |
| **Library** | High School | No Charge | $20 | $25 | $45 |
| | Junior High School | No Charge | $20 | $25 | $50 |
| | Elementary Schools | No Charge | $20 | $25 | $50 |
| | | | | | |
| **Fields** (no admission charged) | High School | No Charge | $15 | $25 | $50 |
| | Junior High School | No Charge | $15 | $25 | $50 |
| | Elementary Schools | No Charge | $10 | $15 | $30 |
| | | | | | |
| **Fields** (admission charged) | High School | No Charge | $25 | $45 | $90 |

| | | | | | |
|---|---|---|---|---|---|
| | Junior High School | No Charge | $25 | $45 | $90 |
| | Elementary Schools | No Charge | $15 | $25 | $50 |
| | | | | | |
| **Auditorium with Sound System and Lighting** | Junior High School | $20 | $225 per day /event | $325per day / event | $625 |
| | | | | | |
| **Classrooms** | All Schools | No Charge | $10 | $15 | $20 |

Should the services of additional personnel be required due to the nature of the use request, the charges will be based on $20 per hour for such additional employee.

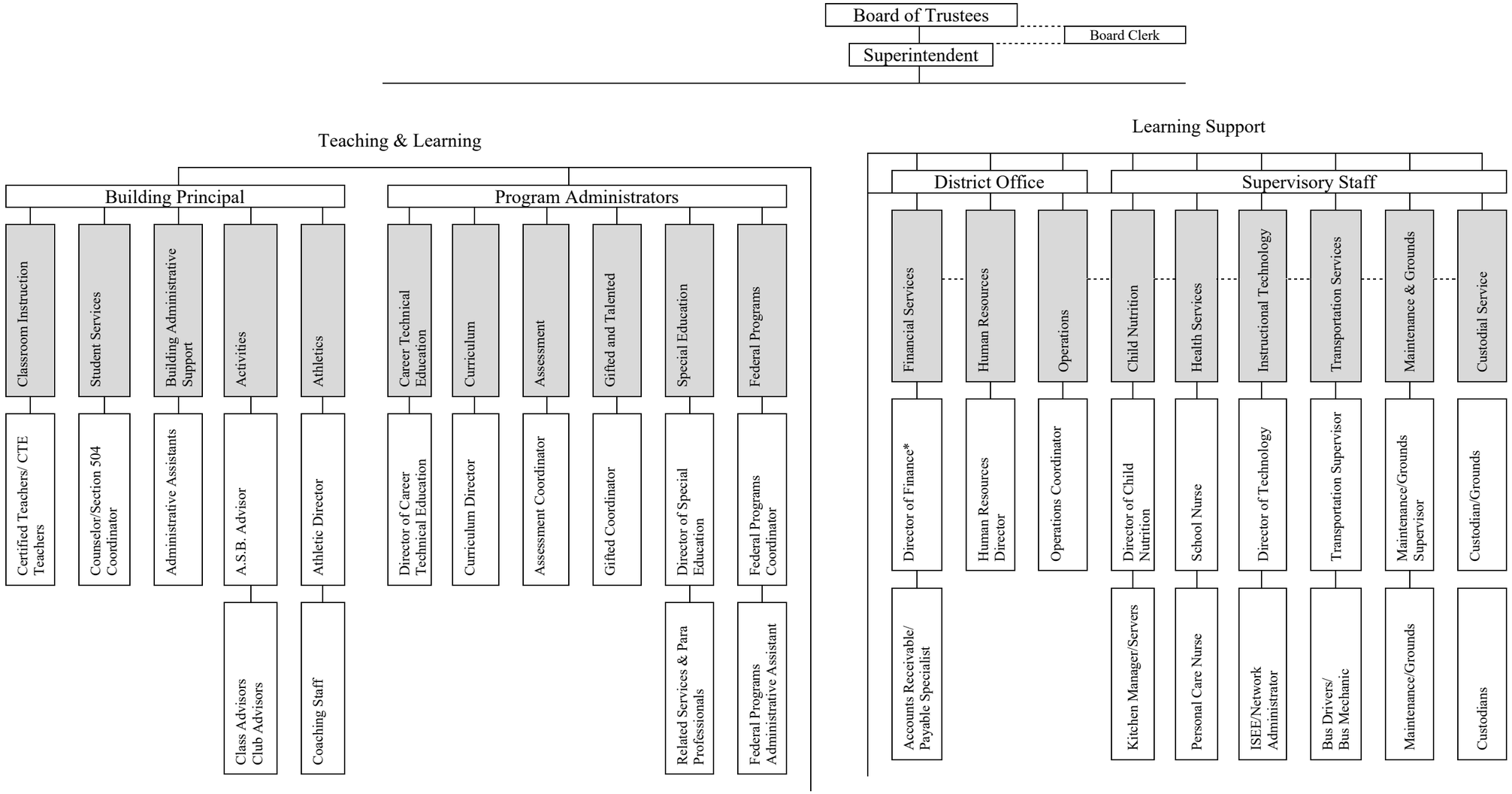
****All fees collected by West Bonner County School District from community use of the facilities.**

Policy History:

Adopted on: March 12, 2008
Revised on:

# WEST BONNER COUNTY SCHOOL DISTRICT #83

## LINE OF ORGANIZATION
## 2025-26 School Year




* The Business Manager works closely with the Accounts Payable/Receivable/Payroll Specialist and Human Resource Director to ensure employees and vendors are paid in a timely manner.

Notes to the Organizational Line:

1) The Administrative Team is made up of the Superintendent, Principals, Program Administrators, Business Manager, Human Resources Director, and Learning Support Supervisors.
2) Job titles imply a set of responsibilities, which one person may be assigned to more than one title.
3) Evaluation of staff may be split amongst administration with input from program administrators.
4) There is no expectation that all positions named are staffed.
5) Administrators and Personal Care Providers coordinate with the District Nurse.

# COMMITTEE ORGANIZATION

## Board Committees

The following list of committees are created through board policy.

- Curriculum Committee (s) ..... This committee is composed of representative trustees, public educators, and at least half of the committee composition must consist of persons other than public educators and trustees who may be parents of children or children who attend schools within the district, or community members residing in the district. It is the responsibility of this committee to advise the board on the selection of curricular materials for programs offered by the District. (P 2520 & 2540)
- Facilities Committee ..... This committee is composed of stakeholders that meet monthly to discuss issues concerning district facilities. Feedback from stakeholders creates action items that are brought to the Board of Trustees for consideration. (P 1250)
- Finance Committee ..... This committee is composed of representative trustees, the Director of Finance, the Superintendent, the WBCEA representative, and 5 members of the community, one from each zone. It is the responsibility of this committee to ensure timely compliance with District financial policies and applicable laws. (P 1250)
- Learning Materials Review Committee ..... This committee will be established by the Superintendent if a valid formal complaint is submitted regarding currently available learning materials offered by the District. It is the responsibility of this committee to evaluate contested materials. Committee members may include individuals who are instructional staff, librarians, administrators, parents of students attending school in the District, and other individuals selected by the Superintendent. (P 2530)
- Meet & Confer Committee ..... This committee is composed of the superintendent, representative trustees, and up to six non-certified staff members to discuss employee concerns. (P 5845)
- Negotiations Committee ..... This committee is composed of the WBCEA representative, and District Trustees or Superintendent, with participation by advisors. The responsibility of this committee is to negotiate the contract with certified staff. (I.C.: 33-513; 33-1271; & 33-1273)
- Safety Committee..... Safety issues are discussed for incorporation into the safety plan. Action items may be created that are brought to the Board of Trustees for consideration. (P 5620)
- Sick Leave Bank Council..... The council is comprised of two (2) certificated employees selected by the WBCEA, two (2) classified employees selected by the Meet & Confer Committee, and one (1) employee designated by the Superintendent that meet to approve employee applications for use of the Sick Leave Bank. (P 5401)
- Fundraising Committee..... Description

## School and Community Committees

The following list of committees are created through board policy.

- Superintendent Advisory Committee .....?
- Labor/Management Team.....?
- Site Councils.....?

## Task Forces

Task Forces are created for a specific short-term need.

## Instructional Support

The following list of committees are formed through assurances for accepting funding from sources outside the district, such as grants and categorical funding:

- Continuous Improvement Plan Team.....This team provides input to implementation of the Priority Schools improvement plan.
- Career Technical Education Advisory Committee .....?
- District Instructional Leadership Team (DILT) .....?
- Occupational Safety & Health Committee.....Description

March 18, 2026

WBCSD Board of Trustees
134 Main Street
Priest River, ID 83856

RE: March 18, 2026, Board Agenda Item -New Business X.H. Athletics – Coaches Handbook

Dear Trustees,

This past winter, an incident occurred in which sixth-grade girls from Priest River Elementary were approached to participate in 7th and 8th grade girls' basketball. Unfortunately, the other two elementary schools in the district (PLE and IH) were not informed of this opportunity, and as a result, the decision adversely impacted our daughter and other student-athletes across the district.

My wife and I contacted the Athletic Director, Mr. Zepeda, regarding what we believe to be a violation of Policy 3410, *School-Sponsored Student Activities*. Specifically, Policy 3410, Section 3(a)(i), states that all sports should be open to all students enrolled in the district with equal opportunity for participation. After our questions were unanswered and communication from the Athletic Director ceased, I reached out to Superintendent Spacek and arranged a meeting on January 26. See attachment 1.

During our discussion, Superintendent Spacek acknowledged several key points. First, that the situation was improperly managed, and the matter of sixth-grade students being elevated to compete at the junior high level could be addressed within the Coaches Handbook. Second, announcements regarding extracurricular opportunities should be distributed to all schools in the district to ensure equitable access for all students. Third, it was noted that established processes outlined in the Coaches Handbook were not followed.

At the conclusion of our meeting, Superintendent Spacek indicated he would meet with the Athletic Director and follow up with me regarding next steps. To date, I have not received any correspondence. The Board is now presented with proposed updates to the Coaches Handbook; however, these revisions do not address our issue. We are asking that all district elementary schools' administration be made aware of opportunities to participate or try out at the junior high level when appropriate, as needed.

By bypassing a formal tryout process and inviting select individual sixth-grade student-athletes, the athletic department may be acting in a manner inconsistent with the Mission of the Athletic Department and the *Coaching Philosophy & Expectations* outlined in the Coaches Handbook. It is also important to note that a portion of junior high athletics is funded through levy dollars, so junior high athletic opportunities for sixth graders apply to all eligible student athletes within the district, not just athletes from one elementary school.

While the district adheres to Idaho High School Activities Association (IHSAA) rules, those rules do not apply to sixth-grade or junior high athletics. Therefore, I respectfully request that the following additions be made to the Coaches Handbook:

1. Develop a clear process and include specific terminology addressing grade school student athletes participating at the junior high level.

2. Revise Section 10 of the handbook to have the Athletic Director disseminate information to district administrators about athletic opportunities district-wide, consistent with the language and intent of Policy 3410.

Given the current low number of athletes participating in community and district athletics, we believe there will continue to be a need for the district to offer opportunities to sixth-grade student athletes. Therefore, now is the opportune time to create a clear, consistent, and fair process for when the need arises to fill teams. We believe there is significant value in allowing sixth-grade students to participate at the junior high level, as it can enhance both their academic engagement and athletic development, benefiting the future of district athletics. However, through this process, we have learned that such practices have occurred for years across multiple sports without consistent oversight or communication to all district elementary schools' administrators and eligible students. Unfortunately, through this experience, we have also met many parents and student-athletes who were excluded due to inconsistent selection practices and a lack of transparency.

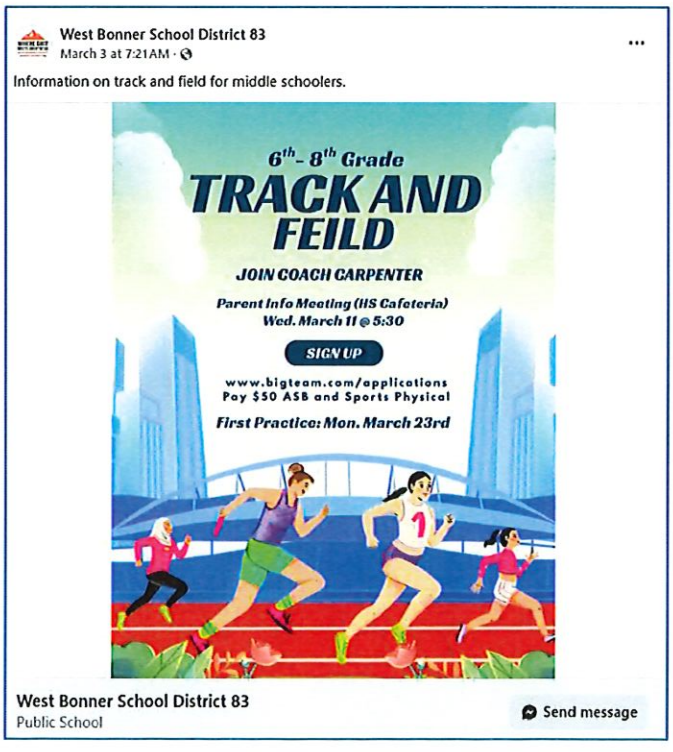
Recently, a district-wide track announcement was posted, and information for all eligible students was sent home. We appreciate and view this as a step in the right direction. I respectfully request that this type of action be formalized as part of the standard process.

Thank you for your consideration. Please feel free to reach out if any additional information is needed.

Respectfully,

Dan Brown,
49 Bushwood Drive
Priest River, ID, 83821
208-660-3734
*forester.dan@gmail.com*
*Parent of three Priest Lake Elementary students

Enclosures – Attachment 1, Email Chain



Clerk's Retreat ~ Boise, ID ~ May 15, 2026, 9-2
Approximate Cost:

| | | | | | |
|---|---|---|---|---|---|
| Flight: | | Saver Flight - | As of March 2, 2026 | | |
| Alaska Airlines RT Flight | Between $217 - 277 | | $ 217.00 | low end | No longer available |
| | *There are no early am flights that arrive in time for the event | | | | |
| | | Saver Flight - | As of March 13, 2026 | | |
| | | | $ 247.00 | | $ 247.00 |
| *Registration: | | | $ 195.00 | | $ 195.00 |
| | | | | | |
| Hotel - 1 night stay (Thursday) | | | | | |
| The Grove - unavailable | | | | | |
| Hampton Inn & Suites - Downtown with 8 minute walk | | | $ 314.00 | | |
| Home2 Suites - by Hilton with a 7 minute walk | | | $ 292.00 | | |
| Hotel Renegade - 5 minute walk | | | $ 232.00 | | $ 232.00 |
| | | | | | |
| Airport Shuttle/Uber - One way (approx) | | | $ 15.00 | | $ 30.00 |
| | | | | | |
| Meal for Thursday night approx | | | $ 50.00 | | $ 50.00 |
| | | | | | |
| Approximate Cost for Clerk's Retreat | | | | | $ 754.00 |

This average is dependent on how quickly reservations can be made
*Registration includes both breakfast and lunch on the day of event