



PRESTON SCHOOL DISTRICT #201
Board of Education

Regular Meeting - June 19, 2024, 7:00 PM
105 East 2nd South
Preston, ID 83263

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Approve Agenda - Action Item**
4. **Consent Agenda - Action Item**
 - A. **Minutes of Regular Board Meeting - May 2024**
 - B. **Financial Summary - May 2024**
 - C. **Monthly Expenditures - May 2024**
 - D. **Personnel Report - May 2024**
5. **Public Requests to Address the Board** - Stakeholders may request to address the Board in open meeting by filling out the online request form at <https://psd201.org/en-us/meeting-minutes-agenda-691ac9e8>
6. **Information Items**
 - A. **Board Goals - "Student Achievement & Student Advancement"**
(Student Learning / Student Behavior & Wellness / School Safety)
 - B. **Career & Technical Education (CTE) Purchases**
7. **Action Items**
 - A. **Surplus Item - 2012 Thomas Bus**
 - B. **Bus Routes and Stops 2024-25**
 - C. **Budget Hearing - PSD FY25 Operational Budget**
 - D. **Negotiation Agreement for Professional Educators 2024-25**
 - E. **Classified Pay Scale 2024-25 School Year**
 - F. **Substitute Pay 2024-25 School Year**
 - G. **Public Hearing - Child Nutrition Proposed Meal Fee Increase**
(Student Lunch \$3.50)
 - H. **School Handbook Review & Approval**
(Pioneer Elementary / Oakwood Elementary / Franklin County High School)
8. **Policy - Action Item**
 - A. **Policy 1st Reading**
 - Policy 440 - Employment of Certificated Employees
 - Policy 676 - Placement of Secondary Students at the Alternative School
 - B. **Policy 2nd Reading**
 - Policy 246 - Trustee Vacancy
 - Policy 262 - Board Meetings
(262P Meeting Operational Procedures)
 - Policy 276 - Access to Public Records
 - Policy 648 - Health/Wellness

- Policy 652 - Library and Resource Center Materials
- (652P Library Materials Procedures)
- (652F - Library Materials Challenge Form)

9. **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
10. **Resume Open Session with Possible Action**
11. **Adjourn**



**Preston Joint School District #201
Board of Education**

Regular Meeting

Wednesday, May 15, 2024
7:00 PM

District Office
105 East 2nd South
Preston, ID 83263

1. Call to Order
2. Pledge of Allegiance
3. Approve Agenda - Action Item
Approve agenda. This motion, made by Susan Yardley (Zone 5 Trustee) and seconded by Geniel Lyons (Zone 2 Trustee), Carried.
Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0
4. Consent Agenda - Action Item
Move to approve the consent agenda as presented. This motion, made by Launa Moser (Zone 1 Trustee) and seconded by Susan Yardley (Zone 5 Trustee), Carried.
Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0
 - 4.A. Minutes of Regular Board Meeting - April 2024
 - 4.B. Financial Summary - April 2024
 - 4.C. Monthly Expenditures - April 2024
 - 4.D. Personnel Report - April 2024
5. Public Requests to Address the Board - Stakeholders may request to address the Board in open meeting by filling out the online request form at <https://psd201.org/en-us/meeting-minutes-agenda-691ac9e8>
No requests for public comment were received.
6. Information Items
 - 6.A. Supplemental Levy Informational Meeting: Public Library - May 16 at 6:00 PM
 - 6.B. Budget Hearing: Preston School District Board Room - June 19 at 7:00 PM
 - 6.C. Superintendent Report - "Student Achievement & Student Advancement"
 - Student Learning, Well-Being, & Safety - Possible Resolutions for the Idaho School Board Association to Consider
 - Dr. Harrison described that if there are things that don't work, the school board can draft a resolution that will potentially be voted on in November that gets taken to the legislature.
 - Student Learning - English Learner Growth (PHS)
 - Ms. Titus presented the attached information.
 - Mr. Jones asked how we identify needs in the beginning for our students.
 - Ms. Titus says that we have 30 days to give them the national test and then, after a few days in the classroom, you can see where the students are.
 - Student Learning - Reading Success & Vision (Pioneer Elementary)
 - Ms. Murray presented the attached data.

- Ms. Jones presented her attached data.
- Student Learning, Well-Being, & Safety - Supplemental Levy Update
 - Dr. Harrison stated the importance of the levy and the process of it not impacting taxes.
- Student Learning - Spring Sports Academic State Champions - Girls Track with 3.91 GPA

7. Action Items

7.A. Academic Requirement for Driver's Education

Preston School District offers driver's education services to students 14.5 years of age or older. In addition to the age requirement for acceptance into the program, PSD would also like to institute an academic requirement of no failing grades in any current school courses.

- Mr. Coburn came to present information on how the process of Driver's Education works and discussed the benefits of having it tied to their academic performance.
 - Ms. Lyons asked for clarification on how we would treat students who move into the area.
 - Mr. Coburn said that he wants to look at the current data and not at past grades.
 - Dr. Harrison stated that he spoke with Mr. Peery and asked for clarification on the attendance piece.
 - Mr. Coburn said that the majority of students who have poor attendance will have bad grades.
 - Board stated that there would be a problem for those registering on the first day of the semester.
 - Mr. Coburn agreed that it wouldn't be a catch-all, but it is a step.

Recommend that in addition to school attendance requirement, students wanting to take driver's ed through Preston High School also need to meet the academic requirement of no failing grades in any current school courses. This motion, made by Geniel Lyons (Zone 2 Trustee) and seconded by Susan Yardley (Zone 5 Trustee), Carried.

*Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0*

7.B. PHS Academic Credits and FCHS Enrollment

With this proposal, once it becomes mathematically impossible for students to obtain enough credits to graduate from PHS, they will be given one semester to attempt to make the needed changes. If they can not do that, they will no longer be permitted to attend PHS. At that time, they can enroll at FCHS or find another option for success.

- Mr. Garner presented the attached data.
 - Mr. Keller asked for clarification on the students who would be asked to sign the contract.
 - Mr. Garner clarified that it is only those that were below the standards.
 - Mr. Keller asked what happens if someone doesn't want to sign it?
 - Mr. Garner stated that as a board they could make it a policy, so it has to be signed in order to stay in PSD
- Discussed clarification on which students would be brought to FCHS.

Motion to approve. This motion, made by Susan Yardley (Zone 5 Trustee) and seconded by Launa Moser (Zone 1 Trustee), Carried.

*Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0*

7.C. Finalize District Instructional Calendar 2024-25

The changes from the originally proposed calendar in March are: October change with senior projects and PTC leaving the teacher contract days at 156.

Motion to approve the attached calendar. This motion, made by Chris Jones (Zone 4

Trustee) and seconded by Geniel Lyons (Zone 2 Trustee), Carried.
Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0

7.D. FCHS Academic Calendar 2024-25

Mr. Garner clarified the difference between the PSD calendar and the FCHS calendar. The hours and the teacher contract days are being met.

Motion to approve the attached FCHS calendar. This motion, made by Susan Yardley (Zone 5 Trustee) and seconded by Launa Moser (Zone 1 Trustee), Carried.

Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0

7.E. Surplus Item: 2003 MCI Travel Bus

Item: 2003 Motor Coach Industries Travel Bus
Vin: 2M93JMPA53W062230
Value: \$35,000

(It needs \$20,000 in repairs, and PSD mechanics cannot work on it since it is not a yellow bus.)

- Mr. Jeff Nate gave a summary of the issues with the bus.
- Mr. Keller asked what the value was for the bus.
- Mr. Nate said he was hoping it was worth \$50,000.
- Dr. Harrison asked for feedback on the feelings of the Athletics.
 - Mr. Garner said that they feel as long as there is enough storage there wasn't an issue.
- Mr. Nate suggested that we could put a minimum on the auction so we don't lose money.
- Mr. Jones asked how many miles it has, how far it could go, and the average in a year.
 - half a million, could go 3 million, and on average maybe 20,000
- Mr. Keller asked if we don't get the minimum can we put it back in the fleet?
 - Dr. Harrison said he could look into the code.

Motion to approve the bus to be placed on surplus, with a minimum set for purchase. This motion, made by Chris Jones (Zone 4 Trustee) and seconded by Launa Moser (Zone 1 Trustee), Carried.

Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0

7.F. Negotiated Agreement 2024-25

Negotiations between the district and the association begin Tuesday, May 14. If, by chance, an agreement is reached, an action item to ratify it is included on the board agenda.

- Dr. Harrison gave an update on the negotiation meeting.

8. Policy - Action Item

8.A. Policy 1st Reading

Holinka Law Counsel...

SECTION 200: SCHOOL BOARD

*****246 - Trustee Vacancy.** This policy is updated to include 2024 amendments to Idaho Code §33-504. The amendments clarify the terms under which a vacancy due to recall exists and specifies certain actions that

cannot be taken by recalled trustees, including participating in actions that would alter the structure of the board, or create new contractual or financial obligations for the district.

*****260 - Agenda Preparation.** As noted below, we have incorporated this policy into the new board meeting rules of order and procedure (262P). We are therefore recommending this policy be **DELETED**.

*****262 - Board Meetings.** We have updated this policy in a couple of ways. First, we have combined relevant portions of policies 264 (annual meetings), 266 (regular meetings), 268 (special meetings), and 270 (executive sessions) into this policy so that the meeting and notice requirements for each type of meeting are included in one unified policy. Each of these policies can now be deleted. We have also modified the "Public Participation" section to make it mandatory, as now required by amended Idaho Code §33-510 and reflect that specific procedures for such public participation will be set forth in separate rules of order and procedure (new procedure 262P).

*****262P - Board Meeting Rules of Order and Procedure.** As required by the 2024 amendments to Idaho Code §33-510, the **NEW** procedure includes rules relating to public participation at board meetings, which are primarily written in an optional format because with few exceptions, the amendments to Idaho law do not specify how the procedures should be written. The amendments specify that public comment shall not be taken on matters that can be heard in executive session and provides a mechanism for members of the public who reside in the district to request the addition of agenda items and be given an opportunity to speak on action items. The proposed procedures discuss a generic "public comment" section on the agenda where members of the public may comment on items that are on the agenda, which is typical for what most boards do today. However, a district could choose to have separate general public comment and public comment before each action item. We have provided a time limit and a mechanism for individual speakers to yield time to a designee to speak on behalf of a group. We also leave discretion in the board chair to alter timeframes when appropriate. The procedures indicate that priority for public comment will be given to school district employees, current students (including dually enrolled students), and members of the public residing in the district, although a board may choose to eliminate this priority. The procedures also include public comment guidelines that address decorum, prohibited topics, and the right of the chair, after a warning, to have the speaker removed from the meeting for refusal to follow the guidelines and to seek the assistance of law enforcement. We have also taken the agenda preparation policy (260) and included it in these procedures, together with the agenda requirements for regular, special, and executive session meetings from policies 266, 268, and 270, respectively. We have included a section on amending agendas, as the requirements are the same for regular and special meetings, other than the timing in which the

amendments should occur. We have moved the quorum requirements from policy 274 into these procedures. The quorum requirements also reflect the 2024 amendment to Idaho Code §33-510(3), which provides that in the event of one (1) or more vacancies on the board, the transaction of business shall be permitted if a majority of the remaining members of the board are present. We have moved requirements for board minutes (policy 272) and executive session minutes (policy 270) into these procedures. [Procedures do not need to be approved by the board like policy, but the board needs to agree with the planned procedures.]

*****264 - Annual Meetings.** As noted in the comments to policy 262 above, we have combined this policy into policy 262 and are recommending this policy be **DELETED**.

*****266 - Regular Meetings.** As noted in the comments to policy 262 above, we have combined this policy into policy 262 and are recommending this policy be **DELETED**.

*****268 - Special Meetings.** As noted in the comments to policy 262 above, we have combined this policy into policy 262 and are recommending this policy be **DELETED**.

*****270 - Executive Sessions.** As noted in the comments to policy 262 above, we have combined this policy into policy 262 and are recommending this policy be **DELETED**.

*****272 - Board Meeting Minutes.** As noted in the comments to 262P above, we have combined this policy into 262P and are recommending this policy be **DELETED**.

*****274 - Quorum at Board Meetings.** As noted in the comments to policy 262P above, we have combined this policy into policy 262P and are recommending this policy be **DELETED**.

****276 - Access to Public Records.** This policy is updated to include an amendment to the Idaho Public Records Act in 2024. In particular, the amendment allows public agencies up to 21 working days to respond to a records request from a person who is not an Idaho resident. The requirement to respond no later than 10 working days to a request from an Idaho resident remains.

SECTION 600: EDUCATIONAL PROGRAMS

*****648 - Health/Wellness.** This policy is updated to reflect two 2024 amendments to Idaho law. The first is an amendment to Idaho Code §18-8707, which prohibits school districts and charter schools from allowing any

individual or organization who is a provider of abortion to furnish any materials or instruction relating to the district's sex education curricula. The second is an amendment to Idaho Code §33-1608 (family life and sex education), which requires a district's sex education program to include information on adoption practices and the Idaho Safe Haven Act. The update reflects these changes.

*****652 - Library and Resource Center Materials.** This policy is updated to reflect H710, passed during the 2024 legislative session, addressing materials harmful to minors in school libraries. We have added a definitions section to include the definition of the term "harmful to minors," as that term is now defined in Idaho Code §18-1514. (Note: we have set apart in a separate paragraph the following from the definition: "Nothing in this definition is intended to include or proscribe any matter which, when considered as a whole, and in context in which it used, possesses serious literary, artistic, political, or scientific value for minors." This paragraph is not separated in the text of the law. We are aware of similar terms and language in other sections of law that do separate this paragraph out and believe that the intent of the legislature is that the paragraph be set apart here. However, we encourage each district to discuss with your legal counsel). We have added a definition of "community member" to mean a person who is a full-time resident of the district. We have added to the "Objectives" section language taken directly from H710 as it now appears in Idaho Code §18-1517B(2). We have also included a paragraph of the reasonable steps the district might take to restrict access to materials that are harmful to minors. Unrelated to H710, we have added optional language under "Selection Criteria" to give districts better guidance on the selection of library resources. We added a section on "Selection Review Resources" with optional resources a district might use in selection of library resources. We also removed the sections on reconsideration and removal to a new procedure (652P). Finally, we deleted the attached form, as we created a new form (652F) that is compliant with Idaho Code §18-1517B(7).

*****652P - Library and Resource Center Materials Procedures.** This **NEW** procedure takes some of the deleted information from policy 652 and incorporates it here. We have included the terms "community member" and "current enrolled student" here in italics, meaning it is optional. H710, and in particular new Idaho Code §18-1517B(3) provides a cause of action to a minor, or parent/legal guardian whose child obtained material harmful to minors if, prior to filing an action, the minor or parent/legal guardian provided written notice to the school asking for relocation of the material and it was not moved within 60 days. This language is broadly worded and does not necessarily limit those who can challenge a library resource to only currently enrolled students or residents of the district. While it may be reasonable for a district to limit who can file a challenge, we encourage districts to discuss this topic with your legal counsel. There are separate

procedures for a challenge by a parent who wants to restrict access to a specific resource by their child and those challenges seeking permanent removal or relocation of a resource. The bulk of the procedures are optional, as there is no defined procedure in Idaho or federal law.

*****652F - Library and Resource Center Materials.** As required by H710 (Idaho Code §18-1517B(7)), each district must have a form that includes the definition of the term "harmful to minors." This **NEW** form (revised from the one previously attached to Policy 652) includes the definition. It also requests additional information from the person making the challenge to allow the review team to better understand the challenge. The third page of the form should be utilized the school media advisory committee (or whatever name used by your district) when making a recommendation to the board. Again, the form utilizes the terms "community member" and "currently enrolled" student as options. A district could opt to remove these restrictions.

*****652 - Library and Resource Center Materials.** This policy is updated to reflect H710, passed during the 2024 legislative session, addressing materials harmful to minors in school libraries. We have added a definitions section to include the definition of the term "harmful to minors," as that term is now defined in Idaho Code §18-1514. (Note: we have set apart in a separate paragraph the following from the definition: "Nothing in this definition is intended to include or proscribe any matter which, when considered as a whole, and in context in which it used, possesses serious literary, artistic, political, or scientific value for minors." This paragraph is not separated in the text of the law. We are aware of similar terms and language in other sections of law that do separate this paragraph out and believe that the intent of the legislature is that the paragraph be set apart here. However, we encourage each district to discuss with your legal counsel). We have added a definition of "community member" to mean a person who is a full-time resident of the district. We have added to the "Objectives" section language taken directly from H710 as it now appears in Idaho Code §18-1517B(2). We have also included a paragraph of the reasonable steps the district might take to restrict access to materials that are harmful to minors. Unrelated to H710, we have added optional language under "Selection Criteria" to give districts better guidance on the selection of library resources. We added a section on "Selection Review Resources" with optional resources a district might use in selection of library resources. We also removed the sections on reconsideration and removal to a new procedure (652P). Finally, we deleted the attached form, as we created a new form (652F) that is compliant with Idaho Code §18-1517B(7).

*****652P - Library and Resource Center Materials Procedures.** This **NEW** procedure takes some of the deleted information from policy 652 and incorporates it here. We have included the terms "community member" and "current enrolled student" here in italics, meaning it is optional. H710, and

in particular new Idaho Code §18-1517B(3) provides a cause of action to a minor, or parent/legal guardian whose child obtained material harmful to minors if, prior to filing an action, the minor or parent/legal guardian provided written notice to the school asking for relocation of the material and it was not moved within 60 days. This language is broadly worded and does not necessarily limit those who can challenge a library resource to only currently enrolled students or residents of the district. While it may be reasonable for a district to limit who can file a challenge, we encourage districts to discuss this topic with your legal counsel. There are separate procedures for a challenge by a parent who wants to restrict access to a specific resource by their child and those challenges seeking permanent removal or relocation of a resource. The bulk of the procedures are optional, as there is no defined procedure in Idaho or federal law.

*****652F - Library and Resource Center Materials.** As required by H710 (Idaho Code §18-1517B(7), each district must have a form that includes the definition of the term "harmful to minors." This **NEW** form (revised from the one previously attached to Policy 652) includes the definition. It also requests additional information from the person making the challenge to allow the review team to better understand the challenge. The third page of the form should be utilized the school media advisory committee (or whatever name used by your district) when making a recommendation to the board. Again, the form utilizes the terms "community member" and "currently enrolled" student as options. A district could opt to remove these restrictions.

- Mr. Jones stated that he would like the public request to be more aligned with when the board agenda comes out.
- Mr. Keller has concerns with board meeting and the trustee vacancies but would like the administration team to review them first and discuss once a second reading.

Move Policies 246, 262, and 276 to 2nd reading (wait and delete the seven associated policies included in new policy once 262 becomes board policy). Move Policies 648 and 652 to a 2nd Reading. This motion, made by Chris Jones (Zone 4 Trustee) and seconded by Susan Yardley (Zone 5 Trustee), Carried.

*Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0*

8.B. Policy 2nd Reading

9. **Executive Session** - Pursuant to Idaho Code 74-206(1)(b) and (j) 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 to consider labor contract matters authorized under section 74-206A (1)(a) and (b), Idaho Code.
- Discussion on departments and goals.
 - Discussion on Employee A.
 - Update on public concern.
 - Update on Employee B

Motion to move into Executive Session. This motion, made by Launa Moser (Zone 1 Trustee) and seconded by Geniel Lyons (Zone 2 Trustee), Carried.

*Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0*

10. Resume Open Session

Motion to resume open session. This motion, made by Susan Yardley (Zone 5 Trustee) and seconded by Launa Moser (Zone 1 Trustee), Carried.

*Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0*

11. Adjourn

Motion to adjourn. This motion, made by Launa Moser (Zone 1 Trustee) and seconded by Susan Yardley (Zone 5 Trustee), Carried.

*Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0*

Revenue/Expenditure Summary Report with Profit and Loss

06/12/2024 11:48 AM

User ID: MCKENSHEL

Account Type ID		Revised Budget	Month to Date	Year to Date	Budget Balance
Fund Number 100	GENERAL FUND (M&O) FUND				
8	Revenue	19,571,158.00	6,975,561.66	18,470,053.72	1,101,104.28
9	Expenditure	19,571,158.00	1,477,649.75	15,469,922.99	4,101,235.01
100	GENERAL FUND (M&O) FUND	0.00	5,497,911.91	3,000,130.73	
Fund Number 220	FOREST RESERVE FUND				
8	Revenue	27,000.00	25,698.82	25,698.82	1,301.18
9	Expenditure	27,000.00	0.00	0.00	27,000.00
220	FOREST RESERVE FUND	0.00	25,698.82	25,698.82	
Fund Number 231	DEDICATED AFTER SCHOOL FUND				
8	Revenue	5,445.00	0.00	0.00	5,445.00
9	Expenditure	5,445.00	0.00	0.00	5,445.00
231	DEDICATED AFTER SCHOOL FUND	0.00	0.00	0.00	
Fund Number 238	STUDENT ACTIVITY FUND				
8	Revenue	576,000.00	0.00	0.00	576,000.00
9	Expenditure	576,000.00	0.00	0.00	576,000.00
238	STUDENT ACTIVITY FUND	0.00	0.00	0.00	
Fund Number 240	SCHOOL BUILDING MAINTENANCE				
8	Revenue	0.00	127,465.13	227,465.13	(227,465.13)
9	Expenditure	0.00	5,073.56	45,273.97	(45,273.97)
240	SCHOOL BUILDING MAINTENANCE	0.00	122,391.57	182,191.16	
Fund Number 241	DRIVERS ED FUND				
8	Revenue	77,500.00	18,375.00	48,824.14	28,675.86
9	Expenditure	77,500.00	3,356.13	56,746.03	20,753.97
241	DRIVERS ED FUND	0.00	15,018.87	(7,921.89)	
Fund Number 243	PROFESSIONAL TECHNICAL FUND				
8	Revenue	104,050.00	0.00	0.00	104,050.00
9	Expenditure	104,050.00	28,640.65	102,045.41	2,004.59
243	PROFESSIONAL TECHNICAL FUND	0.00	(28,640.65)	(102,045.41)	
Fund Number 244	ODP GRANT FUND				
9	Expenditure	0.00	4,104.44	9,918.54	(9,918.54)
244	ODP GRANT FUND	0.00	(4,104.44)	(9,918.54)	
Fund Number 245	TECHNOLOGY FUND				
8	Revenue	243,297.00	0.00	227,027.00	16,270.00
9	Expenditure	243,297.00	13,923.08	236,511.21	6,785.79
245	TECHNOLOGY FUND	0.00	(13,923.08)	(9,484.21)	
Fund Number 246	SAFE AND DRUG FREE FUND				
8	Revenue	28,783.00	16,154.00	34,404.97	(5,621.97)
9	Expenditure	28,783.00	56,560.96	58,074.55	(29,291.55)
246	SAFE AND DRUG FREE FUND	0.00	(40,406.96)	(23,669.58)	
Fund Number 250	ESSER III FUND				
8	Revenue	1,209,746.00	0.00	0.00	1,209,746.00
9	Expenditure	1,209,746.00	0.00	316,011.13	893,734.87
250	ESSER III FUND	0.00	0.00	(316,011.13)	
Fund Number 251	TITLE I-A FUND				
8	Revenue	287,337.00	0.00	287,337.00	0.00
9	Expenditure	287,337.00	16,653.05	177,435.23	109,901.77

Revenue/Expenditure Summary Report with Profit and Loss

06/12/2024 11:48 AM

User ID: MCKENSHEL

Account Type ID		Revised Budget	Month to Date	Year to Date	Budget Balance
251	TITLE I-A FUND	0.00	(16,653.05)	109,901.77	
Fund Number 257	IDEA PART B FUND				
8	Revenue	464,573.00	0.00	442,307.00	22,266.00
9	Expenditure	464,573.00	65,498.51	844,557.74	(379,984.74)
257	IDEA PART B FUND	0.00	(65,498.51)	(402,250.74)	
Fund Number 258	IDEA PART B-PRESCHOOL FUND				
8	Revenue	15,118.00	0.00	14,821.00	297.00
9	Expenditure	15,118.00	1,459.54	15,787.96	(669.96)
258	IDEA PART B-PRESCHOOL FUND	0.00	(1,459.54)	(966.96)	
Fund Number 260	SCHOOL BASED MEDICAID FUND				
8	Revenue	340,000.00	58,053.63	536,324.92	(196,324.92)
9	Expenditure	340,000.00	41,526.58	460,641.54	(120,641.54)
260	SCHOOL BASED MEDICAID FUND	0.00	16,527.05	75,683.38	
Fund Number 261	TITLE IV-A FUND				
8	Revenue	31,431.00	0.00	27,033.00	4,398.00
9	Expenditure	31,431.00	11,043.99	41,664.57	(10,233.57)
261	TITLE IV-A FUND	0.00	(11,043.99)	(14,631.57)	
Fund Number 263	PERKINS III - PROF/TECH ACT FUND				
8	Revenue	28,917.00	0.00	25,950.65	2,966.35
9	Expenditure	28,917.00	3,206.20	22,709.50	6,207.50
263	PERKINS III - PROF/TECH ACT FUND	0.00	(3,206.20)	3,241.15	
Fund Number 265	MINI GRANT				
8	Revenue	0.00	0.00	15,000.00	(15,000.00)
265	MINI GRANT	0.00	0.00	15,000.00	
Fund Number 271	TITLE II-A FUND				
8	Revenue	59,761.00	0.00	68,699.00	(8,938.00)
9	Expenditure	59,761.00	0.00	69,316.00	(9,555.00)
271	TITLE II-A FUND	0.00	0.00	(617.00)	
Fund Number 283	CULTIVATING READERS FUND				
8	Revenue	2,800.00	0.00	2,426.92	373.08
9	Expenditure	2,800.00	320.36	4,686.35	(1,886.35)
283	CULTIVATING READERS FUND	0.00	(320.36)	(2,259.43)	
Fund Number 284	Emergency Connectivity Fund				
8	Revenue	1,008,000.00	0.00	336,000.00	672,000.00
9	Expenditure	1,008,000.00	0.00	336,000.00	672,000.00
284	Emergency Connectivity Fund	0.00	0.00	0.00	
Fund Number 290	NUTRITION FUND				
8	Revenue	761,000.00	(235.43)	473,033.88	287,966.12
9	Expenditure	761,000.00	84,697.28	771,222.93	(10,222.93)
290	NUTRITION FUND	0.00	(84,932.71)	(298,189.05)	
Fund Number 420	PLANT FACILITY FUND				
8	Revenue	1,100,000.00	14,255.36	966,707.59	133,292.41
9	Expenditure	1,846,000.00	130,810.34	1,094,507.42	751,492.58
420	PLANT FACILITY FUND	(746,000.00)	(116,554.98)	(127,799.83)	
Fund Number 424	BUS DEPRECIATION FUND				
8	Revenue	160,000.00	0.00	12,000.00	148,000.00

**Revenue/Expenditure Summary Report with
Profit and Loss**

06/12/2024 11:48 AM

User ID: MCKENSHEL

Account Type ID		Revised Budget	Month to Date	Year to Date	Budget Balance
9	Expenditure	160,000.00	172,528.00	320,816.64	(160,816.64)
424	BUS DEPRECIATION FUND	0.00	(172,528.00)	(308,816.64)	
Fund Number	720 BRIGHT FUND				
8	Revenue	28,000.00	0.00	0.00	28,000.00
9	Expenditure	28,000.00	0.00	25,446.85	2,553.15
720	BRIGHT FUND	0.00	0.00	(25,446.85)	
Grand Total:		(746,000.00)	5,118,275.75	1,761,818.18	

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 100 GENERAL FUND (M&O) FUND				
<u>Current Assets</u>				
100 111000	PETTY CASH-GENERAL FUND	205.59	0.00	205.59
100 111100	Cash in Bank	264,348.71	1,704,577.67	1,968,926.38
100 111400	ZIONS BANK ACCOUNT - #4410	1,060,759.95	0.00	1,060,759.95
100 112100	STATE TREAS - GENERAL FUND	1,801,860.70	3,793,399.99	5,595,260.69
	Current Assets Subtotal:	3,127,174.95	5,497,977.66	8,625,152.61
<u>Other Assets</u>				
100 113000	TAXES RECEIVABLE - GENERAL FUND	141,495.64	0.00	141,495.64
100 114100	STATE SUPPORT RECEIVABLE	415,081.31	0.00	415,081.31
100 161100	Less: Revenue Received	(11,494,492.06)	(6,975,561.66)	(18,470,053.72)
100 161300	Budgeted Revenue	19,571,158.00	0.00	19,571,158.00
	Other Assets Subtotal:	8,633,242.89	(6,975,561.66)	1,657,681.23
Total Assets and Deferred Outflows of Resources:		11,760,417.84	(1,477,584.00)	10,282,833.84
<u>Current Liabilities</u>				
100 217100	SALARIES PAYABLE - GENERAL FUND	1,414,842.64	65.75	1,414,908.39
100 217200	BENEFITS PAYABLE - GENERAL FUND	343,207.68	0.00	343,207.68
100 218101	FIT PAYABLE	(973.55)	0.00	(973.55)
100 218102	STATE PAYABLE	(1,372.19)	0.00	(1,372.19)
100 218103	FICA PAYABLE	0.00	0.00	0.00
100 218104	RETIREMENT PAYABLE	(1,694.19)	0.00	(1,694.19)
100 218105	INSURANCE PAYABLE	(61,145.09)	0.00	(61,145.09)
100 218106	TSA PAYABLE	0.00	0.00	0.00
100 218108	MISC PAYABLE	726.78	0.00	726.78
100 221000	DEFERRED REVENUE - GENERAL FUND	15,336.55	0.00	15,336.55
	Current Liabilities Subtotal:	1,708,928.63	65.75	1,708,994.38
<u>Other Liabilities</u>				
100 223100	SALES TAX PAYABLE	(2,225.65)	0.00	(2,225.65)
100 261100	Less: Expenditures to Date	(13,992,273.24)	(1,477,649.75)	(15,469,922.99)
100 261300	Budgeted Expenditures	19,571,158.00	0.00	19,571,158.00
	Other Liabilities Subtotal:	5,576,659.11	(1,477,649.75)	4,099,009.36
<u>Fund Balance</u>				
100 320100	FUND BALANCE	4,474,830.10	0.00	4,474,830.10
100 320300	Budgeted Fund Balance	0.00	0.00	0.00
	Fund Balance Subtotal:	4,474,830.10	0.00	4,474,830.10
Total Liabilities, Deferred Inflows of Resources, and Fund Equity:		11,760,417.84	(1,477,584.00)	10,282,833.84

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 220 FOREST RESERVE FUND				
<u>Current Assets</u>				
220 111100	Cash in Bank	169,150.84	25,698.82	194,849.66
	Current Assets Subtotal:	<u>169,150.84</u>	<u>25,698.82</u>	<u>194,849.66</u>
<u>Other Assets</u>				
220 161100	Less: Revenue Received	0.00	(25,698.82)	(25,698.82)
220 161300	Budgeted Revenue	27,000.00	0.00	27,000.00
	Other Assets Subtotal:	<u>27,000.00</u>	<u>(25,698.82)</u>	<u>1,301.18</u>
	Total Assets and Deferred Outflows of Resources:	<u><u>196,150.84</u></u>	<u><u>0.00</u></u>	<u><u>196,150.84</u></u>
<u>Other Liabilities</u>				
220 261300	Budgeted Expenditures	27,000.00	0.00	27,000.00
	Other Liabilities Subtotal:	<u>27,000.00</u>	<u>0.00</u>	<u>27,000.00</u>
<u>Fund Balance</u>				
220 320200	Undesignated/Unreserved Fund Balance	169,150.84	0.00	169,150.84
220 320300	Budgeted Fund Balance	0.00	0.00	0.00
	Fund Balance Subtotal:	<u>169,150.84</u>	<u>0.00</u>	<u>169,150.84</u>
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	<u><u>196,150.84</u></u>	<u><u>0.00</u></u>	<u><u>196,150.84</u></u>

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 231 DEDICATED AFTER SCHOOL FUND				
<u>Current Assets</u>				
231 111100	Cash in Bank	5,444.92	0.00	5,444.92
	Current Assets Subtotal:	<u>5,444.92</u>	<u>0.00</u>	<u>5,444.92</u>
<u>Other Assets</u>				
231 161300	Budgeted Revenue	5,445.00	0.00	5,445.00
	Other Assets Subtotal:	<u>5,445.00</u>	<u>0.00</u>	<u>5,445.00</u>
	Total Assets and Deferred Outflows of Resources:	<u><u>10,889.92</u></u>	<u><u>0.00</u></u>	<u><u>10,889.92</u></u>
<u>Other Liabilities</u>				
231 261300	Budgeted Expenditures	5,445.00	0.00	5,445.00
	Other Liabilities Subtotal:	<u>5,445.00</u>	<u>0.00</u>	<u>5,445.00</u>
<u>Fund Balance</u>				
231 320100	Designated Fund Balance	5,444.92	0.00	5,444.92
231 320300	Budgeted Fund Balance	0.00	0.00	0.00
	Fund Balance Subtotal:	<u>5,444.92</u>	<u>0.00</u>	<u>5,444.92</u>
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	<u><u>10,889.92</u></u>	<u><u>0.00</u></u>	<u><u>10,889.92</u></u>

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 238 STUDENT ACTIVITY FUND				
<u>Current Assets</u>				
238 111100 106	CASH IN BANK - OAKWOOD ELEMENTARY	10,575.35	0.00	10,575.35
238 111100 116	CASH IN BANK - PIONEER ELEMENTARY	45,588.94	0.00	45,588.94
238 111100 201	CASH IN BANK - PRESTON JUNIOR HIGH	93,923.45	0.00	93,923.45
238 111100 401	CASH IN BANK - PRESTON HIGH SCHOOL	465,579.30	0.00	465,579.30
238 111100 700	CASH IN BANK - FRANKLIN COUNTY HIGH SCHOOL	2,463.75	0.00	2,463.75
	Current Assets Subtotal:	618,130.79	0.00	618,130.79
<u>Other Assets</u>				
238 161300	Budgeted Revenue	576,000.00	0.00	576,000.00
	Other Assets Subtotal:	576,000.00	0.00	576,000.00
Total Assets and Deferred Outflows of Resources:		1,194,130.79	0.00	1,194,130.79
<u>Other Liabilities</u>				
238 261300	Budgeted Expenditures	576,000.00	0.00	576,000.00
	Other Liabilities Subtotal:	576,000.00	0.00	576,000.00
<u>Fund Balance</u>				
238 320100	FUND BALANCE - STUDENT ACTIVITY	618,130.79	0.00	618,130.79
238 320300	Budgeted Fund Balance	0.00	0.00	0.00
	Fund Balance Subtotal:	618,130.79	0.00	618,130.79
Total Liabilities, Deferred Inflows of Resources, and Fund Equity:		1,194,130.79	0.00	1,194,130.79

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 240 SCHOOL BUILDING MAINTENANCE				
<u>Current Assets</u>				
240 111100	CASH IN BANK	59,799.59	122,391.57	182,191.16
	Current Assets Subtotal:	<u>59,799.59</u>	<u>122,391.57</u>	<u>182,191.16</u>
<u>Other Assets</u>				
240 161100	LESS: REVENUE RECEIVED	(100,000.00)	(127,465.13)	(227,465.13)
	Other Assets Subtotal:	<u>(100,000.00)</u>	<u>(127,465.13)</u>	<u>(227,465.13)</u>
	Total Assets and Deferred Outflows of Resources:	<u><u>(40,200.41)</u></u>	<u><u>(5,073.56)</u></u>	<u><u>(45,273.97)</u></u>
<u>Other Liabilities</u>				
240 261100	LESS: EXPENDITURES TO DATE	(40,200.41)	(5,073.56)	(45,273.97)
	Other Liabilities Subtotal:	<u>(40,200.41)</u>	<u>(5,073.56)</u>	<u>(45,273.97)</u>
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	<u><u>(40,200.41)</u></u>	<u><u>(5,073.56)</u></u>	<u><u>(45,273.97)</u></u>

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 241 DRIVERS ED FUND				
<u>Current Assets</u>				
241 111100	Cash in Bank	(24,135.64)	15,018.87	(9,116.77)
	Current Assets Subtotal:	(24,135.64)	15,018.87	(9,116.77)
<u>Other Assets</u>				
241 161100	Less: Revenue Received	(30,449.14)	(18,375.00)	(48,824.14)
241 161300	Budgeted Revenue	77,500.00	0.00	77,500.00
	Other Assets Subtotal:	47,050.86	(18,375.00)	28,675.86
Total Assets and Deferred Outflows of Resources:		22,915.22	(3,356.13)	19,559.09
<u>Current Liabilities</u>				
241 218101	FIT PAYABLE	0.00	0.00	0.00
241 218102	STATE PAYABLE	0.00	0.00	0.00
241 218103	FICA PAYABLE	0.00	0.00	0.00
241 218104	RETIREMENT PAYABLE	0.00	0.00	0.00
241 218105	INSURANCE PAYABLE	(1,194.88)	0.00	(1,194.88)
241 218106	TSA PAYABLE	0.00	0.00	0.00
241 218108	MISC PAYABLE	0.00	0.00	0.00
	Current Liabilities Subtotal:	(1,194.88)	0.00	(1,194.88)
<u>Other Liabilities</u>				
241 261100	Less: Expenditures to Date	(53,389.90)	(3,356.13)	(56,746.03)
241 261300	Budgeted Expenditures	77,500.00	0.00	77,500.00
	Other Liabilities Subtotal:	24,110.10	(3,356.13)	20,753.97
<u>Fund Balance</u>				
241 320300	Budgeted Fund Balance	0.00	0.00	0.00
	Fund Balance Subtotal:	0.00	0.00	0.00
Total Liabilities, Deferred Inflows of Resources, and Fund Equity:		22,915.22	(3,356.13)	19,559.09

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 243 PROFESSIONAL TECHNICAL FUND				
<u>Current Assets</u>				
243 111100	Cash in Bank	(73,307.37)	(28,640.65)	(101,948.02)
	Current Assets Subtotal:	(73,307.37)	(28,640.65)	(101,948.02)
<u>Other Assets</u>				
243 161300	Budgeted Revenue	104,050.00	0.00	104,050.00
	Other Assets Subtotal:	104,050.00	0.00	104,050.00
Total Assets and Deferred Outflows of Resources:		30,742.63	(28,640.65)	2,101.98
<u>Current Liabilities</u>				
243 218101	FIT PAYABLE	0.00	0.00	0.00
243 218102	STATE PAYABLE	0.00	0.00	0.00
243 218103	FICA PAYABLE	0.00	0.00	0.00
243 218104	RETIREMENT PAYABLE	97.39	0.00	97.39
243 218105	INSURANCE PAYABLE	0.00	0.00	0.00
	Current Liabilities Subtotal:	97.39	0.00	97.39
<u>Other Liabilities</u>				
243 261100	Less: Expenditures to Date	(73,404.76)	(28,640.65)	(102,045.41)
243 261300	Budgeted Expenditures	104,050.00	0.00	104,050.00
	Other Liabilities Subtotal:	30,645.24	(28,640.65)	2,004.59
<u>Fund Balance</u>				
243 320300	Budgeted Fund Balance	0.00	0.00	0.00
	Fund Balance Subtotal:	0.00	0.00	0.00
Total Liabilities, Deferred Inflows of Resources, and Fund Equity:		30,742.63	(28,640.65)	2,101.98

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 244 ODP GRANT FUND				
<u>Current Assets</u>				
244 111100	Cash in Bank	(5,814.10)	(4,104.44)	(9,918.54)
	Current Assets Subtotal:	(5,814.10)	(4,104.44)	(9,918.54)
	Total Assets and Deferred Outflows of Resources:	(5,814.10)	(4,104.44)	(9,918.54)
<u>Current Liabilities</u>				
244 218101	FIT PAYABLE	0.00	0.00	0.00
244 218102	STATE PAYABLE	0.00	0.00	0.00
244 218103	FICA PAYABLE	0.00	0.00	0.00
244 218104	RETIREMENT PAYABLE	0.00	0.00	0.00
244 218105	INSURANCE PAYABLE	0.00	0.00	0.00
244 218108	MISC PAYABLE	0.00	0.00	0.00
	Current Liabilities Subtotal:	0.00	0.00	0.00
<u>Other Liabilities</u>				
244 261100	Less: Expenditures to Date	(5,814.10)	(4,104.44)	(9,918.54)
	Other Liabilities Subtotal:	(5,814.10)	(4,104.44)	(9,918.54)
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	(5,814.10)	(4,104.44)	(9,918.54)

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 245 TECHNOLOGY FUND				
<u>Current Assets</u>				
245 111100	Cash in Bank	421,754.29	(13,923.08)	407,831.21
	Current Assets Subtotal:	<u>421,754.29</u>	<u>(13,923.08)</u>	<u>407,831.21</u>
<u>Other Assets</u>				
245 161100	Less: Revenue Received	(227,027.00)	0.00	(227,027.00)
245 161300	Budgeted Revenue	243,297.00	0.00	243,297.00
	Other Assets Subtotal:	<u>16,270.00</u>	<u>0.00</u>	<u>16,270.00</u>
	Total Assets and Deferred Outflows of Resources:	<u><u>438,024.29</u></u>	<u><u>(13,923.08)</u></u>	<u><u>424,101.21</u></u>
<u>Other Liabilities</u>				
245 261100	Less: Expenditures to Date	(222,588.13)	(13,923.08)	(236,511.21)
245 261300	Budgeted Expenditures	243,297.00	0.00	243,297.00
	Other Liabilities Subtotal:	<u>20,708.87</u>	<u>(13,923.08)</u>	<u>6,785.79</u>
<u>Fund Balance</u>				
245 320100	Designated Fund Balance	417,315.42	0.00	417,315.42
245 320300	Budgeted Fund Balance	0.00	0.00	0.00
	Fund Balance Subtotal:	<u>417,315.42</u>	<u>0.00</u>	<u>417,315.42</u>
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	<u><u>438,024.29</u></u>	<u><u>(13,923.08)</u></u>	<u><u>424,101.21</u></u>

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 246 SAFE AND DRUG FREE FUND				
<u>Current Assets</u>				
246 111100	Cash in Bank	40,330.21	(40,406.96)	(76.75)
	Current Assets Subtotal:	<u>40,330.21</u>	<u>(40,406.96)</u>	<u>(76.75)</u>
<u>Other Assets</u>				
246 161100	Less: Revenue Received	(18,250.97)	(16,154.00)	(34,404.97)
246 161300	Budgeted Revenue	28,783.00	0.00	28,783.00
	Other Assets Subtotal:	<u>10,532.03</u>	<u>(16,154.00)</u>	<u>(5,621.97)</u>
Total Assets and Deferred Outflows of Resources:		<u>50,862.24</u>	<u>(56,560.96)</u>	<u>(5,698.72)</u>
<u>Current Liabilities</u>				
246 218101	FIT PAYABLE	0.00	0.00	0.00
246 218102	STATE PAYABLE	0.00	0.00	0.00
246 218103	FICA PAYABLE	0.00	0.00	0.00
246 218104	RETIREMENT PAYABLE	0.00	0.00	0.00
246 218105	INSURANCE PAYABLE	0.00	0.00	0.00
246 218106	TSA PAYABLE	0.00	0.00	0.00
246 218108	MISC PAYABLE	0.00	0.00	0.00
	Current Liabilities Subtotal:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<u>Other Liabilities</u>				
246 261100	Less: Expenditures to Date	(1,513.59)	(56,560.96)	(58,074.55)
246 261300	Budgeted Expenditures	28,783.00	0.00	28,783.00
	Other Liabilities Subtotal:	<u>27,269.41</u>	<u>(56,560.96)</u>	<u>(29,291.55)</u>
<u>Fund Balance</u>				
246 320100	Designated Fund Balance	23,592.83	0.00	23,592.83
246 320300	Budgeted Fund Balance	0.00	0.00	0.00
	Fund Balance Subtotal:	<u>23,592.83</u>	<u>0.00</u>	<u>23,592.83</u>
Total Liabilities, Deferred Inflows of Resources, and Fund Equity:		<u>50,862.24</u>	<u>(56,560.96)</u>	<u>(5,698.72)</u>

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 250 ESSER III FUND				
<u>Current Assets</u>				
250 111100	Cash in Bank	(1,198,358.19)	0.00	(1,198,358.19)
	Current Assets Subtotal:	(1,198,358.19)	0.00	(1,198,358.19)
<u>Other Assets</u>				
250 114000	ACCOUNTS RECEIVABLE - ESSER III (ARP)	1,652,698.34	0.00	1,652,698.34
250 161300	Budgeted Revenue	1,209,746.00	0.00	1,209,746.00
	Other Assets Subtotal:	2,862,444.34	0.00	2,862,444.34
Total Assets and Deferred Outflows of Resources:		<u>1,664,086.15</u>	<u>0.00</u>	<u>1,664,086.15</u>
<u>Current Liabilities</u>				
250 218101	FIT PAYABLE	0.00	0.00	0.00
250 218102	STATE PAYABLE	0.00	0.00	0.00
250 218103	FICA PAYABLE	0.00	0.00	0.00
250 218104	RETIREMENT PAYABLE	0.00	0.00	0.00
250 218105	INSURANCE PAYABLE	8.82	0.00	8.82
250 218108	MISC PAYABLE	0.00	0.00	0.00
250 221000	DEFERRED REVENUE - ESSER III (ARP)	770,342.46	0.00	770,342.46
	Current Liabilities Subtotal:	770,351.28	0.00	770,351.28
<u>Other Liabilities</u>				
250 261100	Less: Expenditures to Date	(316,011.13)	0.00	(316,011.13)
250 261300	Budgeted Expenditures	1,209,746.00	0.00	1,209,746.00
	Other Liabilities Subtotal:	893,734.87	0.00	893,734.87
<u>Fund Balance</u>				
250 320000	BUDGET BALANCE CARRY FORWARD - ESSER III	(21,837.14)	0.00	(21,837.14)
250 320100	Designated Fund Balance	21,837.14	0.00	21,837.14
250 320300	Budgeted Fund Balance	0.00	0.00	0.00
	Fund Balance Subtotal:	0.00	0.00	0.00
Total Liabilities, Deferred Inflows of Resources, and Fund Equity:		<u>1,664,086.15</u>	<u>0.00</u>	<u>1,664,086.15</u>

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 251 TITLE I-A FUND				
<u>Current Assets</u>				
251 111100	Cash in Bank	(160,697.45)	(16,653.05)	(177,350.50)
	Current Assets Subtotal:	(160,697.45)	(16,653.05)	(177,350.50)
<u>Other Assets</u>				
251 114000	ACCOUNTS RECEIVABLE - TITLE I	287,337.00	0.00	287,337.00
251 161100	Less: Revenue Received	(287,337.00)	0.00	(287,337.00)
251 161300	Budgeted Revenue	287,337.00	0.00	287,337.00
	Other Assets Subtotal:	287,337.00	0.00	287,337.00
Total Assets and Deferred Outflows of Resources:		126,639.55	(16,653.05)	109,986.50
<u>Current Liabilities</u>				
251 218101	FIT PAYABLE	0.00	0.00	0.00
251 218102	STATE PAYABLE	0.00	0.00	0.00
251 218103	FICA PAYABLE	0.00	0.00	0.00
251 218104	RETIREMENT PAYABLE	0.00	0.00	0.00
251 218105	INSURANCE PAYABLE	84.73	0.00	84.73
	Current Liabilities Subtotal:	84.73	0.00	84.73
<u>Other Liabilities</u>				
251 261100	Less: Expenditures to Date	(160,782.18)	(16,653.05)	(177,435.23)
251 261300	Budgeted Expenditures	287,337.00	0.00	287,337.00
	Other Liabilities Subtotal:	126,554.82	(16,653.05)	109,901.77
<u>Fund Balance</u>				
251 320300	Budgeted Fund Balance	0.00	0.00	0.00
	Fund Balance Subtotal:	0.00	0.00	0.00
Total Liabilities, Deferred Inflows of Resources, and Fund Equity:		126,639.55	(16,653.05)	109,986.50

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 254 ESSER II FUND				
<u>Other Assets</u>				
254 114000	ACCOUNTS RECEIVABLE - ESSER II (CRRSA)	4,247.46	0.00	4,247.46
	Other Assets Subtotal:	<u>4,247.46</u>	<u>0.00</u>	<u>4,247.46</u>
	Total Assets and Deferred Outflows of Resources:	<u>4,247.46</u>	<u>0.00</u>	<u>4,247.46</u>
<u>Current Liabilities</u>				
254 221000	DEFERRED REVENUE - ESSER II (CRRSA)	4,247.46	0.00	4,247.46
	Current Liabilities Subtotal:	<u>4,247.46</u>	<u>0.00</u>	<u>4,247.46</u>
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	<u>4,247.46</u>	<u>0.00</u>	<u>4,247.46</u>

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 257 IDEA PART B FUND				
<u>Current Assets</u>				
257 111100	Cash in Bank	(781,053.92)	(65,498.51)	(846,552.43)
	Current Assets Subtotal:	(781,053.92)	(65,498.51)	(846,552.43)
<u>Other Assets</u>				
257 114000	ACCOUNTS RECEIVABLE - TITLE VI-B	442,217.00	0.00	442,217.00
257 161100	Less: Revenue Received	(442,307.00)	0.00	(442,307.00)
257 161300	Budgeted Revenue	464,573.00	0.00	464,573.00
	Other Assets Subtotal:	464,483.00	0.00	464,483.00
Total Assets and Deferred Outflows of Resources:		(316,570.92)	(65,498.51)	(382,069.43)
<u>Current Liabilities</u>				
257 218101	FIT PAYABLE	0.00	0.00	0.00
257 218102	STATE PAYABLE	0.00	0.00	0.00
257 218103	FICA PAYABLE	0.00	0.00	0.00
257 218104	RETIREMENT PAYABLE	0.00	0.00	0.00
257 218105	INSURANCE PAYABLE	(2,332.77)	0.00	(2,332.77)
257 218108	MISC PAYABLE	248.08	0.00	248.08
	Current Liabilities Subtotal:	(2,084.69)	0.00	(2,084.69)
<u>Other Liabilities</u>				
257 261100	Less: Expenditures to Date	(779,059.23)	(65,498.51)	(844,557.74)
257 261300	Budgeted Expenditures	464,573.00	0.00	464,573.00
	Other Liabilities Subtotal:	(314,486.23)	(65,498.51)	(379,984.74)
<u>Fund Balance</u>				
257 320300	Budgeted Fund Balance	0.00	0.00	0.00
	Fund Balance Subtotal:	0.00	0.00	0.00
Total Liabilities, Deferred Inflows of Resources, and Fund Equity:		(316,570.92)	(65,498.51)	(382,069.43)

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 258 IDEA PART B-PRESCHOOL FUND				
<u>Current Assets</u>				
258 111100	Cash in Bank	(14,297.82)	(1,459.54)	(15,757.36)
	Current Assets Subtotal:	(14,297.82)	(1,459.54)	(15,757.36)
<u>Other Assets</u>				
258 114000	ACCOUNTS RECEIVABLE - PRESCHOOL	14,821.00	0.00	14,821.00
258 161100	Less: Revenue Received	(14,821.00)	0.00	(14,821.00)
258 161300	Budgeted Revenue	15,118.00	0.00	15,118.00
	Other Assets Subtotal:	15,118.00	0.00	15,118.00
Total Assets and Deferred Outflows of Resources:		820.18	(1,459.54)	(639.36)
<u>Current Liabilities</u>				
258 218103	FICA PAYABLE	0.00	0.00	0.00
258 218104	RETIREMENT PAYABLE	0.00	0.00	0.00
258 218105	INSURANCE PAYABLE	30.60	0.00	30.60
	Current Liabilities Subtotal:	30.60	0.00	30.60
<u>Other Liabilities</u>				
258 261100	Less: Expenditures to Date	(14,328.42)	(1,459.54)	(15,787.96)
258 261300	Budgeted Expenditures	15,118.00	0.00	15,118.00
	Other Liabilities Subtotal:	789.58	(1,459.54)	(669.96)
<u>Fund Balance</u>				
258 320300	Budgeted Fund Balance	0.00	0.00	0.00
	Fund Balance Subtotal:	0.00	0.00	0.00
Total Liabilities, Deferred Inflows of Resources, and Fund Equity:		820.18	(1,459.54)	(639.36)

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 260 SCHOOL BASED MEDICAID FUND				
<u>Current Assets</u>				
260 111100	Cash in Bank	59,156.33	16,527.05	75,683.38
	Current Assets Subtotal:	<u>59,156.33</u>	<u>16,527.05</u>	<u>75,683.38</u>
<u>Other Assets</u>				
260 161100	Less: Revenue Received	(478,271.29)	(58,053.63)	(536,324.92)
260 161300	Budgeted Revenue	340,000.00	0.00	340,000.00
	Other Assets Subtotal:	<u>(138,271.29)</u>	<u>(58,053.63)</u>	<u>(196,324.92)</u>
	Total Assets and Deferred Outflows of Resources:	<u>(79,114.96)</u>	<u>(41,526.58)</u>	<u>(120,641.54)</u>
<u>Other Liabilities</u>				
260 261100	Less: Expenditures to Date	(419,114.96)	(41,526.58)	(460,641.54)
260 261300	Budgeted Expenditures	340,000.00	0.00	340,000.00
	Other Liabilities Subtotal:	<u>(79,114.96)</u>	<u>(41,526.58)</u>	<u>(120,641.54)</u>
<u>Fund Balance</u>				
260 320300	Budgeted Fund Balance	0.00	0.00	0.00
	Fund Balance Subtotal:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	<u>(79,114.96)</u>	<u>(41,526.58)</u>	<u>(120,641.54)</u>

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 261 TITLE IV-A FUND				
<u>Current Assets</u>				
261 111100	Cash in Bank	(27,717.30)	(11,043.99)	(38,761.29)
	Current Assets Subtotal:	(27,717.30)	(11,043.99)	(38,761.29)
<u>Other Assets</u>				
261 114000	ACCOUNTS RECEIVABLE - TITLE IV	27,033.00	0.00	27,033.00
261 161100	Less: Revenue Received	(27,033.00)	0.00	(27,033.00)
261 161300	Budgeted Revenue	31,431.00	0.00	31,431.00
	Other Assets Subtotal:	31,431.00	0.00	31,431.00
Total Assets and Deferred Outflows of Resources:		3,713.70	(11,043.99)	(7,330.29)
<u>Current Liabilities</u>				
261 218101	FIT PAYABLE	0.00	0.00	0.00
261 218102	STATE PAYABLE	0.00	0.00	0.00
261 218103	FICA PAYABLE	0.00	0.00	0.00
261 218104	RETIREMENT PAYABLE	0.00	0.00	0.00
261 218105	INSURANCE PAYABLE	0.00	0.00	0.00
261 218106	TSA PAYABLE	0.00	0.00	0.00
261 221000	DEFERRED REVENUE - TITLE IV	2,903.28	0.00	2,903.28
	Current Liabilities Subtotal:	2,903.28	0.00	2,903.28
<u>Other Liabilities</u>				
261 261100	Less: Expenditures to Date	(30,620.58)	(11,043.99)	(41,664.57)
261 261300	Budgeted Expenditures	31,431.00	0.00	31,431.00
	Other Liabilities Subtotal:	810.42	(11,043.99)	(10,233.57)
<u>Fund Balance</u>				
261 320300	Budgeted Fund Balance	0.00	0.00	0.00
	Fund Balance Subtotal:	0.00	0.00	0.00
Total Liabilities, Deferred Inflows of Resources, and Fund Equity:		3,713.70	(11,043.99)	(7,330.29)

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 263 PERKINS III - PROF/TECH ACT FUND				
<u>Current Assets</u>				
263 111100	Cash in Bank	(21,538.40)	(3,206.20)	(24,744.60)
	Current Assets Subtotal:	(21,538.40)	(3,206.20)	(24,744.60)
<u>Other Assets</u>				
263 114000	ACCOUNTS RECEIVABLE - CARL PERKINS	27,985.75	0.00	27,985.75
263 161100	Less: Revenue Received	(25,950.65)	0.00	(25,950.65)
263 161300	Budgeted Revenue	28,917.00	0.00	28,917.00
	Other Assets Subtotal:	30,952.10	0.00	30,952.10
Total Assets and Deferred Outflows of Resources:		9,413.70	(3,206.20)	6,207.50
<u>Other Liabilities</u>				
263 261100	Less: Expenditures to Date	(19,503.30)	(3,206.20)	(22,709.50)
263 261300	Budgeted Expenditures	28,917.00	0.00	28,917.00
	Other Liabilities Subtotal:	9,413.70	(3,206.20)	6,207.50
<u>Fund Balance</u>				
263 320300	Budgeted Fund Balance	0.00	0.00	0.00
	Fund Balance Subtotal:	0.00	0.00	0.00
Total Liabilities, Deferred Inflows of Resources, and Fund Equity:		9,413.70	(3,206.20)	6,207.50

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 265 MINI GRANT				
<u>Current Assets</u>				
265 111100	CASH IN BANK	15,000.00	0.00	15,000.00
	Current Assets Subtotal:	<u>15,000.00</u>	<u>0.00</u>	<u>15,000.00</u>
<u>Other Assets</u>				
265 161100	LESS: REVENUE RECEIVED	(15,000.00)	0.00	(15,000.00)
	Other Assets Subtotal:	<u>(15,000.00)</u>	<u>0.00</u>	<u>(15,000.00)</u>
Total Assets and Deferred Outflows of Resources:		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 271 TITLE II-A FUND				
<u>Current Assets</u>				
271 111100	Cash in Bank	(5,140.76)	0.00	(5,140.76)
	Current Assets Subtotal:	<u>(5,140.76)</u>	<u>0.00</u>	<u>(5,140.76)</u>
<u>Other Assets</u>				
271 114000	ACCOUNTS RECEIVABLE-TEACHER QUAL	68,699.00	0.00	68,699.00
271 161100	Less: Revenue Received	(68,699.00)	0.00	(68,699.00)
271 161300	Budgeted Revenue	59,761.00	0.00	59,761.00
	Other Assets Subtotal:	<u>59,761.00</u>	<u>0.00</u>	<u>59,761.00</u>
Total Assets and Deferred Outflows of Resources:		<u>54,620.24</u>	<u>0.00</u>	<u>54,620.24</u>
<u>Current Liabilities</u>				
271 221000	DEFERRED REVENUE- Title II	64,175.24	0.00	64,175.24
	Current Liabilities Subtotal:	<u>64,175.24</u>	<u>0.00</u>	<u>64,175.24</u>
<u>Other Liabilities</u>				
271 261100	Less: Expenditures to Date	(69,316.00)	0.00	(69,316.00)
271 261300	Budgeted Expenditures	59,761.00	0.00	59,761.00
	Other Liabilities Subtotal:	<u>(9,555.00)</u>	<u>0.00</u>	<u>(9,555.00)</u>
<u>Fund Balance</u>				
271 320300	Budgeted Fund Balance	0.00	0.00	0.00
	Fund Balance Subtotal:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Liabilities, Deferred Inflows of Resources, and Fund Equity:		<u>54,620.24</u>	<u>0.00</u>	<u>54,620.24</u>

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 283 CULTIVATING READERS FUND				
<u>Current Assets</u>				
283 111100	Cash in Bank	(5,305.36)	(320.36)	(5,625.72)
	Current Assets Subtotal:	(5,305.36)	(320.36)	(5,625.72)
<u>Other Assets</u>				
283 114000	ACCOUNTS RECEIVABLE - CULTIVATING READERS	11,150.00	0.00	11,150.00
283 161100	Less: Revenue Received	(2,426.92)	0.00	(2,426.92)
283 161300	Budgeted Revenue	2,800.00	0.00	2,800.00
	Other Assets Subtotal:	11,523.08	0.00	11,523.08
Total Assets and Deferred Outflows of Resources:		6,217.72	(320.36)	5,897.36
<u>Current Liabilities</u>				
283 218101	FIT PAYABLE	0.00	0.00	0.00
283 218102	STATE PAYABLE	0.00	0.00	0.00
283 218103	FICA PAYABLE	0.00	0.00	0.00
283 218104	RETIREMENT PAYABLE	0.00	0.00	0.00
283 218105	INSURANCE PAYABLE	(4.69)	0.00	(4.69)
283 218108	MISC PAYABLE	0.00	0.00	0.00
283 221000	DEFERRED REVENUE - CULTIVATING READERS	7,788.40	0.00	7,788.40
	Current Liabilities Subtotal:	7,783.71	0.00	7,783.71
<u>Other Liabilities</u>				
283 261100	Less: Expenditures to Date	(4,365.99)	(320.36)	(4,686.35)
283 261300	Budgeted Expenditures	2,800.00	0.00	2,800.00
	Other Liabilities Subtotal:	(1,565.99)	(320.36)	(1,886.35)
<u>Fund Balance</u>				
283 320300	Budgeted Fund Balance	0.00	0.00	0.00
	Fund Balance Subtotal:	0.00	0.00	0.00
Total Liabilities, Deferred Inflows of Resources, and Fund Equity:		6,217.72	(320.36)	5,897.36

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 284 Emergency Connectivity Fund				
<u>Current Assets</u>				
284 111100	CASH IN BANK	0.00	0.00	0.00
	Current Assets Subtotal:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<u>Other Assets</u>				
284 114000	ACCOUNTS RECEIVABLE	312,000.00	0.00	312,000.00
284 161100	LESS: REVENUE RECEIVED	(336,000.00)	0.00	(336,000.00)
284 161300	BUDGETED REVENUE	1,008,000.00	0.00	1,008,000.00
	Other Assets Subtotal:	<u>984,000.00</u>	<u>0.00</u>	<u>984,000.00</u>
Total Assets and Deferred Outflows of Resources:		<u>984,000.00</u>	<u>0.00</u>	<u>984,000.00</u>
<u>Current Liabilities</u>				
284 221000	DEFERRED REVENUES- Emergency Connectivity	312,000.00	0.00	312,000.00
	Current Liabilities Subtotal:	<u>312,000.00</u>	<u>0.00</u>	<u>312,000.00</u>
<u>Other Liabilities</u>				
284 261100	LESS: EXPENDITURES TO DATE	(336,000.00)	0.00	(336,000.00)
284 261300	BUDGETED EXPENDITURES	1,008,000.00	0.00	1,008,000.00
	Other Liabilities Subtotal:	<u>672,000.00</u>	<u>0.00</u>	<u>672,000.00</u>
<u>Fund Balance</u>				
284 320300	BUDGETED FUND BALANCE	0.00	0.00	0.00
	Fund Balance Subtotal:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Liabilities, Deferred Inflows of Resources, and Fund Equity:		<u>984,000.00</u>	<u>0.00</u>	<u>984,000.00</u>

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 290 NUTRITION FUND				
<u>Current Assets</u>				
290 111100	Cash in Bank	255,693.90	0.00	255,693.90
290 111100 001	PAYROLL CASH	(205,650.56)	(38,524.99)	(244,175.55)
290 111101	CASH IN BANK - NEW AS OF JAN 2023	458,319.07	(46,025.94)	412,293.13
	Current Assets Subtotal:	508,362.41	(84,550.93)	423,811.48
<u>Other Assets</u>				
290 115000	INVENTORIES -- FOOD SERVICE	20,769.78	0.00	20,769.78
290 161100	Less: Revenue Received	(473,269.31)	235.43	(473,033.88)
290 161300	Budgeted Revenue	761,000.00	0.00	761,000.00
	Other Assets Subtotal:	308,500.47	235.43	308,735.90
Total Assets and Deferred Outflows of Resources:		816,862.88	(84,315.50)	732,547.38
<u>Current Liabilities</u>				
290 217100	SALARIES PAYABLE--FOOD SERVICE	40,434.60	27.96	40,462.56
290 217200	BENEFITS PAYABLE - FOOD SERVICE	20,197.79	0.00	20,197.79
290 218101	FIT PAYABLE	0.00	0.00	0.00
290 218102	STATE PAYABLE	0.00	0.00	0.00
290 218103	FICA PAYABLE	(158.40)	158.40	0.00
290 218104	RETIREMENT PAYABLE	34.93	185.22	220.15
290 218105	INSURANCE PAYABLE	1,717.87	10.20	1,728.07
290 218106	TSA PAYABLE	0.00	0.00	0.00
290 218108	MISC PAYABLE	75.12	0.00	75.12
	Current Liabilities Subtotal:	62,301.91	381.78	62,683.69
<u>Other Liabilities</u>				
290 261100	Less: Expenditures to Date	(686,525.65)	(84,697.28)	(771,222.93)
290 261300	Budgeted Expenditures	761,000.00	0.00	761,000.00
	Other Liabilities Subtotal:	74,474.35	(84,697.28)	(10,222.93)
<u>Fund Balance</u>				
290 320100	FUND BALANCE - FOOD SERVICE	680,086.62	0.00	680,086.62
290 320300	Budgeted Fund Balance	0.00	0.00	0.00
	Fund Balance Subtotal:	680,086.62	0.00	680,086.62
Total Liabilities, Deferred Inflows of Resources, and Fund Equity:		816,862.88	(84,315.50)	732,547.38

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 420 PLANT FACILITY FUND				
<u>Current Assets</u>				
420 111100	Cash in Bank	2,051,681.34	(116,554.98)	1,935,126.36
	Current Assets Subtotal:	<u>2,051,681.34</u>	<u>(116,554.98)</u>	<u>1,935,126.36</u>
<u>Other Assets</u>				
420 113000	TAXES RECEIVABLE - PLANT FACILITY	171,813.02	0.00	171,813.02
420 161100	Less: Revenue Received	(952,452.23)	(14,255.36)	(966,707.59)
420 161300	Budgeted Revenue	1,100,000.00	0.00	1,100,000.00
	Other Assets Subtotal:	<u>319,360.79</u>	<u>(14,255.36)</u>	<u>305,105.43</u>
Total Assets and Deferred Outflows of Resources:		<u><u>2,371,042.13</u></u>	<u><u>(130,810.34)</u></u>	<u><u>2,240,231.79</u></u>
<u>Current Liabilities</u>				
420 221000	DEFERRED REVENUE - PLANT FACILITY	27,280.55	0.00	27,280.55
	Current Liabilities Subtotal:	<u>27,280.55</u>	<u>0.00</u>	<u>27,280.55</u>
<u>Other Liabilities</u>				
420 261100	Less: Expenditures to Date	(963,697.08)	(130,810.34)	(1,094,507.42)
420 261300	Budgeted Expenditures	1,846,000.00	0.00	1,846,000.00
	Other Liabilities Subtotal:	<u>882,302.92</u>	<u>(130,810.34)</u>	<u>751,492.58</u>
<u>Fund Balance</u>				
420 320100	Designated Fund Balance	683,911.60	0.00	683,911.60
420 320200	FUND BALANCE - PLANT FACILITY	1,523,547.06	0.00	1,523,547.06
420 320300	Budgeted Fund Balance	(746,000.00)	0.00	(746,000.00)
	Fund Balance Subtotal:	<u>1,461,458.66</u>	<u>0.00</u>	<u>1,461,458.66</u>
Total Liabilities, Deferred Inflows of Resources, and Fund Equity:		<u><u>2,371,042.13</u></u>	<u><u>(130,810.34)</u></u>	<u><u>2,240,231.79</u></u>

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 424 BUS DEPRECIATION FUND				
<u>Current Assets</u>				
424 111100	Cash in Bank	(98,359.43)	(172,528.00)	(270,887.43)
	Current Assets Subtotal:	<u>(98,359.43)</u>	<u>(172,528.00)</u>	<u>(270,887.43)</u>
<u>Other Assets</u>				
424 161100	Less: Revenue Received	(12,000.00)	0.00	(12,000.00)
424 161300	Budgeted Revenue	160,000.00	0.00	160,000.00
	Other Assets Subtotal:	<u>148,000.00</u>	<u>0.00</u>	<u>148,000.00</u>
	Total Assets and Deferred Outflows of Resources:	<u><u>49,640.57</u></u>	<u><u>(172,528.00)</u></u>	<u><u>(122,887.43)</u></u>
<u>Other Liabilities</u>				
424 261100	Less: Expenditures to Date	(148,288.64)	(172,528.00)	(320,816.64)
424 261300	Budgeted Expenditures	160,000.00	0.00	160,000.00
	Other Liabilities Subtotal:	<u>11,711.36</u>	<u>(172,528.00)</u>	<u>(160,816.64)</u>
<u>Fund Balance</u>				
424 320100	Designated Fund Balance	37,929.21	0.00	37,929.21
424 320300	Budgeted Fund Balance	0.00	0.00	0.00
	Fund Balance Subtotal:	<u>37,929.21</u>	<u>0.00</u>	<u>37,929.21</u>
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	<u><u>49,640.57</u></u>	<u><u>(172,528.00)</u></u>	<u><u>(122,887.43)</u></u>

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 720 BRIGHT FUND				
<u>Current Assets</u>				
720 111100	Cash in Bank	143,049.92	0.00	143,049.92
	Current Assets Subtotal:	<u>143,049.92</u>	<u>0.00</u>	<u>143,049.92</u>
<u>Other Assets</u>				
720 161300	Budgeted Revenue	28,000.00	0.00	28,000.00
	Other Assets Subtotal:	<u>28,000.00</u>	<u>0.00</u>	<u>28,000.00</u>
Total Assets and Deferred Outflows of Resources:		<u><u>171,049.92</u></u>	<u><u>0.00</u></u>	<u><u>171,049.92</u></u>
<u>Current Liabilities</u>				
720 218103	FICA PAYABLE	0.00	0.00	0.00
	Current Liabilities Subtotal:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<u>Other Liabilities</u>				
720 261100	Less: Expenditures to Date	(25,446.85)	0.00	(25,446.85)
720 261300	Budgeted Expenditures	28,000.00	0.00	28,000.00
	Other Liabilities Subtotal:	<u>2,553.15</u>	<u>0.00</u>	<u>2,553.15</u>
<u>Fund Balance</u>				
720 320100	Designated Fund Balance	168,496.77	0.00	168,496.77
720 320300	Budgeted Fund Balance	0.00	0.00	0.00
	Fund Balance Subtotal:	<u>168,496.77</u>	<u>0.00</u>	<u>168,496.77</u>
Total Liabilities, Deferred Inflows of Resources, and Fund Equity:		<u><u>171,049.92</u></u>	<u><u>0.00</u></u>	<u><u>171,049.92</u></u>

(Rprt: 01-MAIN FILE; Dates: 00/00/00-05/31/24; PRINT: 06/11/24 12:47:22 PM)

ACCT #	ACCT NAME	BEG BALANCE	MTD ACTIVITY	YTD BALANCE
710-111100-000-000-0	CASH IN BANK - PIONEER	62,124.73	1,450.92	63,575.65
710-111500-000-000-0	CASH IN DRAWER	100.00	0.00	100.00
710-114000-000-000-0	PD SCHOLARSHIP	4,125.00CR	0.00	4,125.00CR
710-114500-000-000-0	Teacher Classroom Supplies	2,053.02CR	0.00	2,053.02CR
710-213105-000-000-0	PTO	1,215.53CR	0.00	1,215.53CR
710-213110-000-000-0	Pioneer Funds	2,309.73CR	417.29	1,892.44CR
710-213115-000-000-0	1ST GRADE	251.95	0.00	251.95
710-213120-000-000-0	INTEREST	347.51CR	5.75CR	353.26CR
710-213130-000-000-0	IDAHO LOTTERY	573.00CR	267.00CR	840.00CR
710-213135-000-000-0	RENT	46.26CR	0.00	46.26CR
710-213140-000-000-0	SUPPLY MONEY	170.60CR	0.00	170.60CR
710-213145-000-000-0	KINDERGARTEN	577.31CR	0.00	577.31CR
710-213150-000-000-0	DAMAGED/LOST TEXTBOOK	245.24	0.00	245.24
710-213155-000-000-0	POP	742.99CR	43.95	699.04CR
710-213160-000-000-0	24-25 Fees	8,353.62CR	1,140.00CR	9,493.62CR
710-213165-000-000-0	SUNSHINE FUND	352.97CR	165.87	187.10CR
710-213170-000-000-0	PSD Educational Foundation	1,469.02CR	2,254.70CR	3,723.72CR
710-213180-000-000-0	2ND GRADE	1,190.84CR	0.00	1,190.84CR
710-213185-000-000-0	LIBRARY FUND	1,851.74CR	1,808.68	43.06CR
710-213190-000-000-0	23-24 FEES	5,705.11CR	404.50	5,300.61CR
710-213195-000-000-0	District Supply Budget	15,338.12CR	0.00	15,338.12CR
710-213200-000-000-0	PENCIL MACHINE	1,461.06CR	0.00	1,461.06CR
710-213205-000-000-0	24-25 TECHNOLOGY	9,447.80CR	570.00CR	10,017.80CR
710-213210-000-000-0	FOUNDATION COMPUTERS	0.00	0.00	0.00
710-213215-000-000-0	23-24 TECHNOLOGY	2,771.21CR	175.00CR	2,946.21CR
710-213220-000-000-0	DUE FROM DISTRICT	970.09CR	0.00	970.09CR
710-213225-000-000-0	PICTURE	132.42	0.00	132.42
710-213230-000-000-0	T-Shirt Funds	1,681.81CR	121.24	1,560.57CR
710-999000-000-000-0	CONTRA POSTING ACCOUNT	0.00	0.00	0.00

REFR#	VENDOR	AMOUNT	DATE	DESCRIPTION
001819	CINDY JENSEN	60.00	05/20/24	Barfuss-Ostler-Marshall-Sunshine
001820	STOKES MARKET PLACE	68.72	05/20/24	Pop
001821	WORM CREEK OPERA HOUSE	408.75	05/20/24	1st Grade Field Trip
001822	Tiffany Barfuss	27.75	05/20/24	Water for 1st Grade Field Trip
001823	Jordan Hansen	58.60	05/20/24	Incentives and Balls
001824	Amazon Capital Services	495.84	05/20/24	Kickball bases - Cindy Murray
001825	CINDY JENSEN	295.12	05/23/24	Tonya, Jenn Sunshine
001826	STOKES MARKET PLACE	89.77	05/29/24	Teacher Appreciation
001827	BIG J'S/TACO MAKER/PIZZA VILLA	81.66	05/29/24	AR incentive - 200 pts
001828	POP N PINS	318.00	05/29/24	Kindergarten Field Trip
001829	Cindy Smith-Murray	35.00	05/29/24	Flowers for Leslie Briggs
001830	Amazon Capital Services	2,309.98	05/29/24	Library Books
001831	Celeste Biggs	493.99	05/29/24	Reimbursement for PEF Grant
	*** TOTAL	4,743.18		

REFR#	DESCRIPTION	AMOUNT	DATE
007711	Nielsen, Jed	15.00CR	05/31/24
007712	Nielsen, Olivia	30.00CR	05/31/24
007713	Hansen, Claire	15.00CR	05/31/24
007714	Hansen, Emery	15.00CR	05/31/24
007715	Winward, Stella	15.00CR	05/31/24
007716	Jones, Jett	15.00CR	05/31/24
007717	Walton, Giselle	15.00CR	05/31/24
007718	Simpson, Case	15.00CR	05/31/24
007719	Larsen, Charles	15.00CR	05/31/24
007720	Larsen, Charles	5.00CR	05/31/24
007721	Seamons, Sydney	15.00CR	05/31/24
007722	Hirschi, Emery	15.00CR	05/31/24
007723	Barnard, Jace	15.00CR	05/31/24
007724	Luthi, River	15.00CR	05/31/24
007725	Graham, Mataya	15.00CR	05/31/24
007726	Pitcher, Kobe	15.00CR	05/31/24
007727	Johnson, Zandel	15.00CR	05/31/24
007729	Winn, Tessi	15.00CR	05/31/24
007730	Atkinson, Hadlee	15.00CR	05/31/24
007731	Hansen, Stacy	15.00CR	05/31/24
007732	Wall, Beth	15.00CR	05/31/24
007733	Larson, Brauny	21.00CR	05/31/24
007734	Idaho Lottery	267.00CR	05/31/24
007735	Box Tops	27.70CR	05/31/24
007736	PSD Education Foundation Inc.	2,507.65CR	05/31/24
007737	Whittaker, Kayson	15.00CR	05/31/24
007738	Lund, Jorie	15.00CR	05/31/24
007739	Reynolds, Parker	15.00CR	05/31/24
007740	King, Dimitri	15.00CR	05/31/24
007741	King, Jianna	15.00CR	05/31/24
007742	Rojas Roque, Yanuell	15.00CR	05/31/24
007743	Gilbert, Torvin	15.00CR	05/31/24
007744	Carlson, Coleman	15.00CR	05/31/24
007745	Eggleston, Ally	30.00CR	05/31/24
007746	Eggleston, Autumn	15.00CR	05/31/24
007747	Johnson, Charlie	15.00CR	05/31/24
007748	Hoffman, Ava	30.00CR	05/31/24
007749	Hoffman, TJ	15.00CR	05/31/24
007750	Purser, Georgia	15.00CR	05/31/24
007751	Dockstader, Ryder	15.00CR	05/31/24
007752	Gunnell, Tessa	15.00CR	05/31/24
007753	King, Jianna	15.00CR	05/31/24
007754	Boehme, Kaysen	15.00CR	05/31/24
007755	Nielsen, Aaro	15.00CR	05/31/24
007756	Allen, Gunner	15.00CR	05/31/24
007757	Rasmussen, Jake	15.00CR	05/31/24
007758	Samia, Quincee	15.00CR	05/31/24
007759	Spillet, Megan	15.00CR	05/31/24
007760	Whipple, Ronnie	15.00CR	05/31/24
007761	Graybill, Tal	15.00CR	05/31/24
007762	Carter, Aurie	15.00CR	05/31/24
007763	Keller, Kyesen	15.00CR	05/31/24
007764	White, Brielle	15.00CR	05/31/24
007765	Hymas Price, Beau	15.00CR	05/31/24
007766	Hymas Price, Davis	15.00CR	05/31/24
007767	Riter, Talia	15.00CR	05/31/24
007768	Rainey, Eli	15.00CR	05/31/24
007769	Talbot, Colt	15.00CR	05/31/24
007770	Hardy, Claire	15.00CR	05/31/24
007771	Cleator, Jack	15.00CR	05/31/24
007772	Alleman, Kimpton	15.00CR	05/31/24
007773	Smith, Macey	15.00CR	05/31/24
007774	Cardona, Brandon	15.00CR	05/31/24
007775	Martinez Carranza, Hannah	15.00CR	05/31/24
007776	Moedl, Hazel	15.00CR	05/31/24
007777	Dodge, Malarie	15.00CR	05/31/24
007778	Schvaneveldt, Ridger	15.00CR	05/31/24
007779	Geving, Tripp	15.00CR	05/31/24
007780	Anderson, Ady	15.00CR	05/31/24
007781	Andra, Tyler	15.00CR	05/31/24
007782	Ward, Cole	15.00CR	05/31/24
007783	Sorenson, Kayden	15.00CR	05/31/24
007784	Perkins, Josiah	15.00CR	05/31/24
007785	McKenna, Jogen	15.00CR	05/31/24
007786	Williamson, Luke	15.00CR	05/31/24
007787	Hull, Daniel	15.00CR	05/31/24
007788	Hull, Sam	15.00CR	05/31/24
007789	King, Violet	15.00CR	05/31/24
007790	Hansen, Chevelle	15.00CR	05/31/24
007791	Sorensen, Hyrum	15.00CR	05/31/24
007792	Henrie, Jaxon	15.00CR	05/31/24
007793	Sharp, Drake	15.00CR	05/31/24
007794	Greer, Gracie	15.00CR	05/31/24
007795	Smedley, Andy	15.00CR	05/31/24
007796	Clark, Abigail	15.00CR	05/31/24
007797	White, Hadley	15.00CR	05/31/24
007798	McEwen, Orlin	15.00CR	05/31/24
007799	Huber, Sutton	15.00CR	05/31/24
007800	Hatch, Luke	15.00CR	05/31/24
007801	Tibbitts, Colt	15.00CR	05/31/24
007802	Egbert, Ellie	15.00CR	05/31/24
007803	Brown, Charlie	15.00CR	05/31/24
007804	Szabo, Lola	15.00CR	05/31/24
007805	Field, Zelee	15.00CR	05/31/24

REFR#	DESCRIPTION	AMOUNT	DATE
007806	Smart, Chole	15.00CR	05/31/24
007807	Coats, Raquel	30.00CR	05/31/24
007808	Carlson, Tinzley	15.00CR	05/31/24
007809	Schiele, Calvin	15.00CR	05/31/24
007810	Bloom, Henry	15.00CR	05/31/24
007811	Bloom, Max	15.00CR	05/31/24
007812	Christensen, Jake	15.00CR	05/31/24
007813	Walton, Giselle	15.00CR	05/31/24
007814	Jackson, Ruger	15.00CR	05/31/24
007815	Larsen, Bristol	15.00CR	05/31/24
007816	McKay, Hawkins	15.00CR	05/31/24
007817	Haslam, Tagg	15.00CR	05/31/24
007818	Annable, Liam	15.00CR	05/31/24
007819	Zollinger, Jonas	15.00CR	05/31/24
007820	Montgomery, Delaynie	15.00CR	05/31/24
007821	Higley, Carson	15.00CR	05/31/24
007822	Baumgarther, Molly	15.00CR	05/31/24
007823	Madsen, Bryant	15.00CR	05/31/24
007824	Patterson, Kannon	15.00CR	05/31/24
007825	Soto, Jonathan	15.00CR	05/31/24
007826	Alonso Cardona, Isaac	15.00CR	05/31/24
007827	Stewart, Owen	15.00CR	05/31/24
007828	Roark, Cameron	15.00CR	05/31/24
007829	Castillo Aguilar, Dylson	15.00CR	05/31/24
007830	Turner, Hadlie	15.00CR	05/31/24
007831	Wilde, Clayton	15.00CR	05/31/24
007832	Ouert, Stephen	15.00CR	05/31/24
007833	Bobka, Ledger	15.00CR	05/31/24
007834	Cox, Adalee	15.00CR	05/31/24
007835	Hoffman, Ava	15.00CR	05/31/24
007837	Mills, Olivia	15.00CR	05/31/24
007838	Merrill, Audra	15.00CR	05/31/24
007839	Lundquist, Tucker	15.00CR	05/31/24
007840	Harris, Lily	15.00CR	05/31/24
007841	Sessions, Grady	15.00CR	05/31/24
007842	Haycock, Cameron	15.00CR	05/31/24
007843	Haycock, Winifred	15.00CR	05/31/24
007844	Jones, Jett	15.00CR	05/31/24
007846	Murray, Lyra	15.00CR	05/31/24
007847	Haslam, Mia	15.00CR	05/31/24
007848	Anderson, Wyatt	15.00CR	05/31/24
007849	Thometz, Lili	15.00CR	05/31/24
007850	Barton, Theodore	15.00CR	05/31/24
007851	Remund, Boone	15.00CR	05/31/24
007852	Purser, Georgia	15.00CR	05/31/24
007853	Purser, Lincoln	15.00CR	05/31/24
007854	Dees, Kianna	15.00CR	05/31/24
007855	Pradera, Sophia	15.00CR	05/31/24
007856	Graham, Mataya	15.00CR	05/31/24
007857	Smith, Buck	15.00CR	05/31/24
007858	Oakeson, Leo	15.00CR	05/31/24
007859	Boudrero, Margaret Addy	15.00CR	05/31/24
007860	Sharp, Daxton	15.00CR	05/31/24
007861	Cooper, Kayla	15.00CR	05/31/24
007862	Rojas Roque, Yanuell	15.00CR	05/31/24
007863	PIONEER ELEMENTARY	5.00CR	05/31/24
007864	Preston School District	1,120.00CR	05/31/24
007865	King, Jianna	15.00CR	05/31/24
	*** TOTAL	6,188.35CR	

(Rprt: 01-MAIN FILE; Dates: 00/00/00-05/31/24; PRINT: 05/30/24 11:30:18 AM)

ACCT #	ACCT NAME	BEG BALANCE	MTD ACTIVITY	YTD BALANCE
OAKWOOD SCHOOL FUNDS				
710-111100-000-000-0	CASH IN BANK - OAKWOOD ELEM	15,235.98	3,125.69CR	12,110.29
710-111500-000-000-0	CASH IN DRAWER	100.00	0.00	100.00
710-114000-000-000-0	ACCOUNTS RECEIVABLE	0.00	0.00	0.00
710-114500-000-000-0	RETURN CHECKS	0.00	0.00	0.00
	***TOTAL	15,335.98	3,125.69CR	12,210.29
=====				
710-213105-000-000-0	COPIES	4.86	10.00CR	5.14CR
710-213110-000-000-0	COUNSELING	244.15CR	0.00	244.15CR
710-213115-000-000-0	DISTRICT WELLNESS	18.69CR	0.00	18.69CR
710-213120-000-000-0	INTEREST	25.74CR	0.00	25.74CR
710-213125-000-000-0	PTO	200.00CR	0.00	200.00CR
710-213130-000-000-0	PICTURES	8.79	0.00	8.79
710-213135-000-000-0	RENT	9.32CR	0.00	9.32CR
710-213140-000-000-0	GRADE 3	265.00CR	265.00	0.00
710-213145-000-000-0	GRADE 4	387.11CR	204.38	182.73CR
710-213150-000-000-0	GRADE 5	500.00CR	500.00	0.00
710-213155-000-000-0	SODA POP	7.02CR	0.00	7.02CR
710-213160-000-000-0	TEACHER FUND	117.68CR	252.67	134.99
710-213165-000-000-0	PENCIL MACHINE	21.54	8.33CR	13.21
710-213170-000-000-0	DUE FROM DISTRICT	57.40CR	0.00	57.40CR
710-213175-000-000-0	LITERACY REIMBURSEMENT	0.00	0.00	0.00
710-213180-000-000-0	FCMC GRANTS	61.00CR	0.00	61.00CR
710-213185-000-000-0	24-25 FEES	1,061.38CR	370.00CR	1,431.38CR
710-213190-000-000-0	23-24 FEES	2,070.15CR	543.46	1,526.69CR
710-213195-000-000-0	LIBRARY BOOKS	1,885.59CR	1,333.16	552.43CR
710-213200-000-000-0	BOOK FAIR	0.00	0.00	0.00
710-213205-000-000-0	24-25 TECHNOLOGY	1,542.81CR	80.05CR	1,622.86CR
710-213210-000-000-0	EDUCATION FOUNDATION	552.33CR	3.28	549.05CR
710-213215-000-000-0	23-24 TECHNOLOGY	356.55CR	45.00CR	401.55CR
710-213220-000-000-0	ART SHOW	2,454.64CR	0.00	2,454.64CR
710-213225-000-000-0	DISTRICT TEACHER FUNDS	195.28CR	25.96	169.32CR
710-213230-000-000-0	DISTRICT BUILDING SUPPLIES	3,057.33CR	943.16	2,114.17CR
710-213235-000-000-0	LOTTERY	302.00CR	0.00	302.00CR
	NUCOR GRANTS			
	***TOTAL	15,335.98CR	3,125.69	12,210.29CR
=====				

REFR#	VENDOR	AMOUNT	DATE	DESCRIPTION
001164	HAMBLIN, KAYLYNN	19.96	05/02/24	CHOCOLATE FOR STAFF
001165	PRESTON SCHOOL DISTRICT	64.87	05/02/24	SALES TAX FOR FEBRUARY
001166	AMAZON CAPITAL SERVICES	585.67	05/02/24	TEACHER MEDS
001167	ZOOTAH	590.00	05/09/24	5TH GRADE ADMISSION
001168	EDWARD'S FLORAL	70.00	05/15/24	GIFTS
001169	HAMBLIN, KAYLYNN	260.93	05/15/24	RETIREMENT PARTY
001170	PERKINS, BARBARA	12.75	05/15/24	TPT FROM GRANT
001171	AMERICAN WEST HERITAGE	602.00	05/16/24	3RD GRADE ADMISSION
001172	SONNENBERG, SHAYLA	32.88	05/23/24	4TH GRADE RENDEVOUZ
001173	FOLLETT SCHOOL SOLUTIONS LLC	828.03	05/23/24	HOSTED SERVICE RENEWAL
001174	HAMBLIN, KAYLYNN	337.56	05/23/24	RETIREMENT PARTY
001175	STOKES MARKET PLACE	11.99	05/23/24	STAFF SNACK
001176	AMAZON CAPITAL SERVICES	1,333.48	05/23/24	4TH GRADE RENDEVOUZ
001177	THE READING WAREHOUSE	351.35	05/28/24	LARSEN'S BOOK FROM GRANT
001178	PRESTON SCHOOL DISTRICT	42.06	05/28/24	SALES TAX FOR MAY
	*** TOTAL	5,143.53		

PRESTON JR HIGH SCHOOL

General Ledger Report

Financial Report

PJH Financials-May 2024

Activity Accounts

From Date:	5/1/2024
To Date:	05/31/2024

From Acct:	1
To Acct:	999999

Acct	Account Name	Beg. Bal.	Recpt / JV	Disb / JV	Transfers	End. Bal.	YTD Payables	Work Bal
810	Supply Funds	\$14,786.39	\$0.00	\$(2,153.42)	\$0.00	\$12,632.97	\$0.00	\$12,632.97
811	Fundraiser (Closed)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
812	PD-RTI Survey	\$132.23	\$0.00	\$0.00	\$0.00	\$132.23	\$0.00	\$132.23
813	Mini Grant	\$0.00	\$0.00	\$(300.00)	\$0.00	(\$300.00)	\$0.00	\$(300.00)
814	Teacher Supply Fund	\$2,114.14	\$0.00	\$0.00	\$0.00	\$2,114.14	\$0.00	\$2,114.14
815	Donations (Closed)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
820	Laptop Protection Plan	\$135.00	\$240.00	\$(60.00)	\$0.00	\$315.00	\$0.00	\$315.00
900	Investments (Closed)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Activity Accounts Grand Total		\$97,633.56	\$5,568.02	\$(10,724.43)	\$0.00	\$92,477.15	\$0.00	\$92,477.15

GL Accounts

GL Acct		Begin Bal	Recpt / JV	Disb / JV	Transfers	End Bal	YTD Payables	Work Bal
990	Petty Cash	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
991	Cash On Hand	\$472.11	\$4,903.00	\$0.00	\$(5,375.11)	\$0.00	\$0.00	\$0.00
992	Checking	\$97,161.45	\$665.02	\$(10,724.43)	\$5,375.11	\$92,477.15	\$0.00	\$92,477.15
993	Savings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
994	Investments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
General Ledger Grand Total		\$97,633.56	\$5,568.02	\$(10,724.43)	\$0.00	\$92,477.15	\$0.00	\$92,477.15

PRESTON JR HIGH SCHOOL

Check No.	Date Note	Payee Account Name	GL Acct Account	Date Cancelled Purchase	Invoice No.	1099	Amount	Tax Amt.
3986	05/02/2024 April Sales Tax	PRESTON SCHOOL DISTR Activity Fees	992 100	05/31/2024		No	\$1.20	\$0.00
Total for Check # 3986							\$1.20	\$0.00
3989	05/06/2024 (5) \$50 bills-awards	CASH Activity Fees	992 100	05/31/2024		No	\$250.00	\$0.00
Total for Check # 3989							\$250.00	\$0.00
3997	05/07/2024 Cinco de Mayo activities	DESIREE BUNDERSON Activity Fees	992 100	05/31/2024		No	\$33.99	\$0.00
Total for Check # 3997							\$33.99	\$0.00
4006	05/08/2024 Duplicate pymt	STEPHANIE SMITH Activity Fees	992 100	05/31/2024		No	\$20.00	\$0.00
Total for Check # 4006							\$20.00	\$0.00
4017	05/16/2024 Balloons-8th grd recognition	KELLY KELLER Activity Fees	992 100			No	\$12.66	\$0.00
Total for Check # 4017							\$12.66	\$0.00
4018	05/20/2024 PBIS 4th qtr incentive PBIS 4th qtr incentive	MATT ASHCROFT Activity Fees Activity Fees	992 100 100	05/31/2024		No No	\$4.27 \$185.21	\$0.00 \$0.00
Total for Check # 4018							\$189.48	\$0.00
4025	05/23/2024 Rewards for behavior	TOM SCHMIDT Activity Fees	992 100			No	\$47.65	\$0.00
Total for Check # 4025							\$47.65	\$0.00
4033	05/28/2024 Regie Carter class treats Water/Juice for students	STOKES MARKET PLACE Activity Fees Activity Fees	992 100 100		03-14879 03-7836	No No	\$88.92 \$30.16	\$0.00 \$0.00
Total for Check # 4033							\$119.08	\$0.00
4036	05/28/2024 inv #1C9G-9RFD-G1TJ	AMAZON CAPITAL SERV Activity Fees	992 100	05/31/2024 23157		No	\$66.14	\$0.00

PRESTON JR HIGH SCHOOL

Check No.	Date Note	Payee Account Name	GL Acct Account	Date Cancelled Purchase	Invoice No.	1099	Amount	Tax Amt.
Total for Check # 4036							\$66.14	\$0.00
Total for Act Acct 100							\$740.20	\$0.00
3998	05/07/2024	PRESTON SCHOOL DISTR	992	05/15/2024				
	TV for office cameras	Technology	101		3.19.2024	No	\$822.00	\$0.00
	VOID: Duplicate	Technology	101		3.19.2024	No	(\$822.00)	\$0.00
Total for Check # 3998							\$0.00	\$0.00
Total for Act Acct 101							\$0.00	\$0.00
4027	05/23/2024	MATTI BASSETT	992	05/31/2024				
	Teacher Appreciation Week	Student Council	102			No	\$40.64	\$0.00
	Teacher Appreciation Week	Student Council	102			No	\$46.47	\$0.00
	Teacher Appreciation Week	Student Council	102			No	\$69.34	\$0.00
Total for Check # 4027							\$156.45	\$0.00
4040	05/28/2024	MATTI BASSETT	992					
	Candy	Student Council	102			No	\$9.87	\$0.00
	Valentine's	Student Council	102			No	\$53.17	\$0.00
Total for Check # 4040							\$63.04	\$0.00
Total for Act Acct 102							\$219.49	\$0.00
3515	05/11/2023	ANDREA HOLYOAK	992					
	Refund duplicate yearbook	Yearbook	201			No	\$26.00	\$0.00
Total for Check # 3515							\$26.00	\$0.00
3986	05/02/2024	PRESTON SCHOOL DISTR	992	05/31/2024				
	April Sales Tax	Yearbook	201			No	\$15.60	\$0.00
Total for Check # 3986							\$15.60	\$0.00
4005	05/08/2024	AMANDA JONES	992	05/31/2024				
	Duplicate YB pymt	Yearbook	201			No	\$26.00	\$0.00
Total for Check # 4005							\$26.00	\$0.00
4006	05/08/2024	STEPHANIE SMITH	992	05/31/2024				
	Duplicate pymt	Yearbook	201			No	\$26.00	\$0.00
Total for Check # 4006							\$26.00	\$0.00
4015	05/16/2024	PRESTON SCHOOL LUNC	992	05/31/2024				
	Brianna Pierce lunch pymt	Yearbook	201		Dad Reques	No	\$3.00	\$0.00

PRESTON JR HIGH SCHOOL

Check No.	Date Note	Payee Account Name	GL Acct Account	Date Cancelled Purchase	Invoice No.	1099	Amount	Tax Amt.	
							Total for Check # 4015	\$3.00	\$0.00
							Total for Act Acct 201	\$96.60	\$0.00
3986	05/02/2024	PRESTON SCHOOL DISTR	992	05/31/2024					
	April Sales Tax	Art	301			No	\$0.60	\$0.00	
							Total for Check # 3986	\$0.60	\$0.00
3996	05/07/2024	JARED COX	992	05/31/2024					
	Art Supplies	Art	301			No	\$11.65	\$0.00	
	Art Supplies	Art	301			No	\$17.23	\$0.00	
	Art Supplies	Art	301			No	\$24.08	\$0.00	
	Art Supplies	Art	301			No	\$51.31	\$0.00	
	Art Supplies	Art	301			No	\$61.73	\$0.00	
	Art Supplies	Art	301			No	\$179.16	\$0.00	
							Total for Check # 3996	\$345.16	\$0.00
							Total for Act Acct 301	\$345.76	\$0.00
4032	05/28/2024	BRIDGERLAND BAND RE	992						
	French Horn repairs	Band	302			No	\$159.00	\$0.00	
							Total for Check # 4032	\$159.00	\$0.00
4037	05/28/2024	AMAZON CAPITAL SERV	992	05/31/2024					
	inv #1VJT-LH6Y-1QM T	Band	302			No	\$302.40	\$0.00	
							Total for Check # 4037	\$302.40	\$0.00
							Total for Act Acct 302	\$461.40	\$0.00
3986	05/02/2024	PRESTON SCHOOL DISTR	992	05/31/2024					
	April Sales Tax	PE- Locks	305			No	\$0.42	\$0.00	
							Total for Check # 3986	\$0.42	\$0.00
							Total for Act Acct 305	\$0.42	\$0.00
3986	05/02/2024	PRESTON SCHOOL DISTR	992	05/31/2024					
	April Sales Tax	Creativ, Culture & Crafts	311			No	\$27.90	\$0.00	
							Total for Check # 3986	\$27.90	\$0.00
3995	05/07/2024	JANIS SKINNER	992	05/31/2024					
	Craft Class supplies	Creativ, Culture & Crafts	311			No	\$516.72	\$0.00	
							Total for Check # 3995	\$516.72	\$0.00
							Total for Act Acct 311	\$544.62	\$0.00
3986	05/02/2024	PRESTON SCHOOL DISTR	992	05/31/2024					
	April Sales Tax	Teen Success	312			No	\$4.50	\$0.00	

PRESTON JR HIGH SCHOOL

Check No.	Date Note	Payee Account Name	GL Acct Account	Date Cancelled Purchase	Invoice No.	1099	Amount	Tax Amt.
Total for Check # 3986							\$4.50	\$0.00
4003	05/07/2024	ANDREA WARD	992	05/31/2024				
	supplies-Amazon	Teen Success	312			No	\$33.16	\$0.00
	supplies-Hobby Lobby	Teen Success	312			No	\$5.75	\$0.00
	supplies-Smith's	Teen Success	312			No	\$18.70	\$0.00
	supplies-Smith's	Teen Success	312			No	\$18.78	\$0.00
	supplies-Stokes	Teen Success	312			No	\$45.41	\$0.00
	supplies-Walmart	Teen Success	312			No	\$32.27	\$0.00
	supplies-Walmart	Teen Success	312			No	\$48.63	\$0.00
Total for Check # 4003							\$202.70	\$0.00
Total for Act Acct 312							\$207.20	\$0.00
4010	05/15/2024	JANEL BOEHME	992	05/31/2024				
	Fish Tank Supplies	Sci. Chocolate Fundraiser	400			No	\$12.69	\$0.00
Total for Check # 4010							\$12.69	\$0.00
4017	05/16/2024	KELLY KELLER	992					
	Animal Food	Sci. Chocolate Fundraiser	400			No	\$8.03	\$0.00
	Animal Food	Sci. Chocolate Fundraiser	400			No	\$12.03	\$0.00
Total for Check # 4017							\$20.06	\$0.00
4023	05/21/2024	CAMILLE JENSEN	992	05/31/2024				
	6th grd field trip expenses	Sci. Chocolate Fundraiser	400			No	\$65.00	\$0.00
Total for Check # 4023							\$65.00	\$0.00
Total for Act Acct 400							\$97.75	\$0.00
3986	05/02/2024	PRESTON SCHOOL DISTR	992	05/31/2024				
	April Sales Tax	Sci. Explorers-Greenhouse	420			No	\$21.56	\$0.00
Total for Check # 3986							\$21.56	\$0.00
Total for Act Acct 420							\$21.56	\$0.00
3986	05/02/2024	PRESTON SCHOOL DISTR	992	05/31/2024				
	April Sales Tax	Library	500			No	\$6.18	\$0.00
Total for Check # 3986							\$6.18	\$0.00
3994	05/07/2024	STOKES MARKET PLACE	992	05/31/2024				
	Library treats	Library	500		01-2616728	No	\$18.63	\$0.00
Total for Check # 3994							\$18.63	\$0.00
4008	05/14/2024	CAIT SCHMIDT	992	05/31/2024				
	Returned lost book	Library	500			No	\$8.00	\$0.00

PRESTON JR HIGH SCHOOL

Check No.	Date Note	Payee Account Name	GL Acct Account	Date Cancelled Purchase	Invoice No.	1099	Amount	Tax Amt.
Total for Check # 4008							\$8.00	\$0.00
4016	05/16/2024 McCoy's library book returned	ALISA HANSEN Library	992 500			No	\$8.00	\$0.00
Total for Check # 4016							\$8.00	\$0.00
4019	05/20/2024 Found library book	JOCELYN HASLAM Library	992 500	05/31/2024		No	\$17.00	\$0.00
Total for Check # 4019							\$17.00	\$0.00
4021	05/20/2024 Hosted Service Renewal	FOLLETT SCHOOL SOLU Library	992 500	5072024	1542095	No	\$828.03	\$0.00
Total for Check # 4021							\$828.03	\$0.00
4022	05/20/2024 1XR7-33RJ-4VTN 1YNG-7GNN-JPCP	AMAZON CAPITAL SERV Library Library	992 500 500	05/31/2024 23154 23154		No No	\$189.48 \$16.00	\$0.00 \$0.00
Total for Check # 4022							\$205.48	\$0.00
4031	05/28/2024 Dallas returned library book	ELEANOR TALBOT Library	992 500			No	\$16.00	\$0.00
Total for Check # 4031							\$16.00	\$0.00
4033	05/28/2024 Library treats	STOKES MARKET PLACE Library	992 500		03-7792	No	\$12.05	\$0.00
Total for Check # 4033							\$12.05	\$0.00
4039	05/28/2024 credit #1WQR-4HPV-PNR M	AMAZON CAPITAL SERV Library	992 500	05/31/2024 23158		No	(\$16.00)	\$0.00
Total for Check # 4039							(\$16.00)	\$0.00
Total for Act Acct 500							\$1,103.37	\$0.00
3986	05/02/2024 April Sales Tax	PRESTON SCHOOL DISTR Athletics- Track	992 603	05/31/2024		No	\$126.30	\$0.00
Total for Check # 3986							\$126.30	\$0.00
3987	05/06/2024 Track Timing Tech	MICAH PEERY Athletics- Track	992 603	05/31/2024		No	\$75.00	\$0.00

List of Checks by Account and Check Number
PRESTON JR HIGH SCHOOL

Check No.	Date Note	Payee Account Name	GL Acct Account	Date Cancelled Purchase	Invoice No.	1099	Amount	Tax Amt.
Total for Check # 3987							\$75.00	\$0.00
3988	05/06/2024	ELISABETH PURSER	992					
	Track Timing Tech	Athletics- Track	603			No	\$45.00	\$0.00
Total for Check # 3988							\$45.00	\$0.00
3993	05/07/2024	AL'S TROPHIES	992	05/31/2024				
	Medals for district track	Athletics- Track	603	23148	1157	No	\$522.00	\$0.00
Total for Check # 3993							\$522.00	\$0.00
3999	05/07/2024	PRESTON SCHOOL DISTR	992	05/31/2024				
	Track Official-Todd Coburn	Athletics- Track	603			No	\$75.00	\$0.00
Total for Check # 3999							\$75.00	\$0.00
Total for Act Acct 603							\$843.30	\$0.00
4020	05/20/2024	BEAR LAKE MIDDLE SCH	992					
	2023 Girls Bball District Cost	Athletics-ALL	606			No	\$162.90	\$0.00
Total for Check # 4020							\$162.90	\$0.00
Total for Act Acct 606							\$162.90	\$0.00
3538	05/24/2023	JONNY RANSBOTTOM	992					
	Bereavement, Wedding, Retire	Sunshine Fund	700			No	\$189.34	\$0.00
Total for Check # 3538							\$189.34	\$0.00
3541	05/30/2023	JONNY RANSBOTTOM	992	07/31/2023				
	Gift certificate	Sunshine Fund	700			No	\$43.96	\$0.00
Total for Check # 3541							\$43.96	\$0.00
3994	05/07/2024	STOKES MARKET PLACE	992	05/31/2024				
	Bereavement Dinner	Sunshine Fund	700		03-2611288	No	\$17.47	\$0.00
Total for Check # 3994							\$17.47	\$0.00
4014	05/15/2024	AMAZON CAPITAL SERV	992	05/31/2024				
	Discount	Sunshine Fund	700	23155		No	(\$3.96)	\$0.00
	Discount	Sunshine Fund	700	23155		No	\$0.00	\$0.00
	inv#1MY1-QYKC-P GLW	Sunshine Fund	700	23155		No	\$0.00	\$0.00
	inv#1MY1-QYKC-P GLW	Sunshine Fund	700	23155		No	\$65.97	\$0.00
Total for Check # 4014							\$62.01	\$0.00

PRESTON JR HIGH SCHOOL

Check No.	Date Note	Payee Account Name	GL Acct Account	Date Cancelled Purchase	Invoice No.	1099	Amount	Tax Amt.
4024	05/23/2024 Retirement gifts	JACLYN HEWARD Sunshine Fund	992 700	05/31/2024		No	\$65.08	\$0.00
Total for Check # 4024							\$65.08	\$0.00
4034	05/28/2024 inv #11TY-7PHK-HQ6 D inv# 17YT-WGQD-DWP F inv# 1VQ3-RPDM-G11L inv#1G1Y-DR1Y-D4 LM	AMAZON CAPITAL SERV Sunshine Fund Sunshine Fund Sunshine Fund Sunshine Fund	992 700 700 700 700	23159 23159 23159 23159		No No No No	\$114.79 \$195.10 \$11.79 \$14.00	\$0.00 \$0.00 \$0.00 \$0.00
Total for Check # 4034							\$335.68	\$0.00
Total for Act Acct 700							\$713.54	\$0.00
3986	05/02/2024 April Sales Tax	PRESTON SCHOOL DISTR PD- ID Cards	992 800	05/31/2024		No	\$0.30	\$0.00
Total for Check # 3986							\$0.30	\$0.00
4006	05/08/2024 Duplicate pymt	STEPHANIE SMITH PD- ID Cards	992 800	05/31/2024		No	\$5.00	\$0.00
Total for Check # 4006							\$5.00	\$0.00
Total for Act Acct 800							\$5.30	\$0.00
3541	05/30/2023 Gift certificate	JONNY RANSBOTTOM PD-Miscellaneous	992 804	07/31/2023		No	\$13.02	\$0.00
Total for Check # 3541							\$13.02	\$0.00
3992	05/07/2024 Bagels-Teacher Apprec Drinks/Donuts-Teac her Apprec	TOM SCHMIDT PD-Miscellaneous PD-Miscellaneous	992 804 804	05/31/2024		No No	\$104.55 \$59.77	\$0.00 \$0.00
Total for Check # 3992							\$164.32	\$0.00
3994	05/07/2024 Professional Development	STOKES MARKET PLACE PD-Miscellaneous	992 804	05/31/2024	02-1358055	No	\$94.38	\$0.00
Total for Check # 3994							\$94.38	\$0.00
4011	05/15/2024 Teacher Appreciation Week	FRANKLIN COUNTY THE PD-Miscellaneous	992 804	05/31/2024	050924	No	\$225.00	\$0.00

**List of Checks by Account and Check Number
PRESTON JR HIGH SCHOOL**

Check No.	Date Note	Payee Account Name	GL Acct Account	Date Cancelled Purchase	Invoice No.	1099	Amount	Tax Amt.
Total for Check # 4011							\$225.00	\$0.00
4024	05/23/2024	JACLYN HEWARD	992	05/31/2024				
	Staff luncheon-last day	PD-Miscellaneous	804			No	\$308.35	\$0.00
Total for Check # 4024							\$308.35	\$0.00
4033	05/28/2024	STOKES MARKET PLACE	992					
	Donuts for staff	PD-Miscellaneous	804		95-6856	No	\$53.95	\$0.00
Total for Check # 4033							\$53.95	\$0.00
Total for Act Acct 804							\$859.02	\$0.00
3986	05/02/2024	PRESTON SCHOOL DISTR	992	05/31/2024				
	April Sales Tax	PD-Student apparel	805			No	\$0.90	\$0.00
Total for Check # 3986							\$0.90	\$0.00
Total for Act Acct 805							\$0.90	\$0.00
3990	05/07/2024	MARIAH GHIORSO	992					
	Unable to ride bus to Lagoon	Incentives	808			No	\$5.00	\$0.00
Total for Check # 3990							\$5.00	\$0.00
3991	05/07/2024	SHALAE HENDERSON	992	05/31/2024				
	Unable to ride bus to Lagoon	Incentives	808			No	\$5.00	\$0.00
Total for Check # 3991							\$5.00	\$0.00
4004	05/08/2024	NICK SPANBAUER	992					
	Duplicate Lagoon pymts	Incentives	808			No	\$10.00	\$0.00
Total for Check # 4004							\$10.00	\$0.00
4007	05/08/2024	MEGAN ROBERTS	992					
	Checked out of school	Incentives	808			No	\$5.00	\$0.00
Total for Check # 4007							\$5.00	\$0.00
4009	05/14/2024	PRESTON SCHOOL DISTR	992	05/31/2024				
	Transportation to Lagoon	Incentives	808			No	\$2,035.00	\$0.00
Total for Check # 4009							\$2,035.00	\$0.00
Total for Act Acct 808							\$2,060.00	\$0.00
4001	05/07/2024	GOPHER	992	05/31/2024				

**List of Checks by Account and Check Number
PRESTON JR HIGH SCHOOL**

Check No.	Date Note	Payee Account Name	GL Acct Account	Date Cancelled Purchase	Invoice No.	1099	Amount	Tax Amt.
	ClassicCoat Bounce ball	Supply Funds	810	23151		No	\$39.95	\$0.00
	Coated foam balls 7"	Supply Funds	810	23151	IN369073	No	\$507.00	\$0.00
	Shipping	Supply Funds	810	23151		No	\$29.94	\$0.00
Total for Check # 4001							\$576.89	\$0.00
4002	05/07/2024 inv #1HLV-4LV7-TT4J	AMAZON CAPITAL SERV Supply Funds	992 810	05/31/2024 23152		No	\$79.14	\$0.00
Total for Check # 4002							\$79.14	\$0.00
4012	05/15/2024	QUILL CORPORATION	992					
	Supplies for next year	Supply Funds	810	23146	38423495	No	\$733.58	\$0.00
	Supplies for next year	Supply Funds	810	23146	38424044	No	\$66.00	\$0.00
	Supplies for next year	Supply Funds	810	23146	38424056	No	\$65.17	\$0.00
	Supplies for next year	Supply Funds	810	23146	38425252	No	\$236.80	\$0.00
Total for Check # 4012							\$1,101.55	\$0.00
4013	05/15/2024 inv#1LRV-DKWJ-63 RX	AMAZON CAPITAL SERV Supply Funds	992 810	05/31/2024 23153		No	\$181.20	\$0.00
Total for Check # 4013							\$181.20	\$0.00
4036	05/28/2024 inv# 14JJ-M4QR-1LKJ	AMAZON CAPITAL SERV Supply Funds	992 810	05/31/2024 23158		No	\$112.96	\$0.00
Total for Check # 4036							\$112.96	\$0.00
4038	05/28/2024 inv# 1DPM-7F17-74P6 inv# 1NQJ-6WNP-64QM	AMAZON CAPITAL SERV Supply Funds Supply Funds	992 810 810	05/31/2024 23156 23156		No No	\$25.34 \$28.99	\$0.00 \$0.00
Total for Check # 4038							\$54.33	\$0.00
4039	05/28/2024 inv #1PFH-PH4Q-V36M	AMAZON CAPITAL SERV Supply Funds	992 810	05/31/2024 23158		No	\$47.35	\$0.00
Total for Check # 4039							\$47.35	\$0.00
Total for Act Acct 810							\$2,153.42	\$0.00
4026	05/23/2024	JAMIE DAWSON	992	05/31/2024				

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PRESTON JR HIGH SCHOOL**

Check No.	Date Note	Payee Account Name	GL Acct Account	Date Cancelled Purchase	Invoice No.	1099	Amount	Tax Amt.
	TPT Nucor Grant-Dawson	Mini Grant	813			No	\$300.00	\$0.00
Total for Check # 4026							\$300.00	\$0.00
Total for Act Acct 813							\$300.00	\$0.00
4006	05/08/2024 Duplicate pymt	STEPHANIE SMITH Laptop Protection Plan	992 820	05/31/2024		No	\$15.00	\$0.00
Total for Check # 4006							\$15.00	\$0.00
4028	05/28/2024 McCoy returned laptop cord	HANSEN, ALISA Laptop Protection Plan	992 820			No	\$15.00	\$0.00
Total for Check # 4028							\$15.00	\$0.00
4029	05/28/2024 Brigg returned laptop cord	ERIN SEAMONS Laptop Protection Plan	992 820			No	\$15.00	\$0.00
Total for Check # 4029							\$15.00	\$0.00
4030	05/28/2024 Vanessa returned laptop cord	JENNIFER BURBANK Laptop Protection Plan	992 820			No	\$15.00	\$0.00
Total for Check # 4030							\$15.00	\$0.00
Total for Act Acct 820							\$60.00	\$0.00
Total of all Checks Selected:							\$10,996.75	\$0.00

***Note: This report does not include the Journal Adjustments**

Account Detail Report
Franklin County High School

Acct#	Account Name	Balances
105	GENERAL (710-213105)	\$6,340.39

Deposits:

05/08/2024	Deposit (Money from the Pepsi machine)	\$0,160.00
05/24/2024	Deposit (Money for 31 tassels + 1 cap)	\$0,328.00

Total Deposits: \$0,488.00

Checks:

05/24/2024	Check #1197 (Edward's Floral – graduation flowers)	\$0,045.00
05/24/2024	Check #1198 (Stokes – senior party soda pop)	\$0,021.41
05/24/2024	Check #1199 (Pizza Villa – senior pizza party)	\$0,179.81
05/22/2024	Check #1200 Amazon Business – teacher money & school supplies)	\$0,988.38
05/24/2024	Check #1201 (Pepsi Cola of Ogden – soda pop for the Pepsi machine)	\$0,188.64
05/23/2024	Check #1202 (Preston School District – May sales tax)	\$0,009.06
05/28/2024	Check #1203 (Josten's – diplomas & 31 tassels + 1 cap)	\$0,510.40

Total Checks: \$1,942.70

Beginning Balance:	\$6,340.39
Total Deposits:	+ \$0,488.00
Total Checks:	- <u>\$1,942.70</u>
Total Ending Balance:	\$4,885.69

PRESTON HIGH SCHOOL

General Ledger Report

Financial Report

From Date: 5/1/2024
To Date: 05/31/2024

From Acct: 1
To Acct: 999999

Activity Accounts

Acct	Account Name	Beg. Bal.	Recpt / JV	Disb / JV	Transfers	End. Bal.	YTD Payables	Work Bal
68	Jr. High BBB Basketball	\$14,827.06	\$0.00	\$0.00	\$0.00	\$14,827.06	\$0.00	\$14,827.06
70	Electronics	\$3,189.44	\$0.00	\$0.00	\$0.00	\$3,189.44	\$0.00	\$3,189.44
71	Science Bowl	\$142.14	\$22.00	\$(16.19)	\$0.00	\$147.95	\$0.00	\$147.95
72	Flag Football	\$0.00	\$2,032.50	\$0.00	\$0.00	\$2,032.50	\$0.00	\$2,032.50
73	BPA	\$7,998.38	\$0.00	\$(90.83)	\$0.00	\$7,907.55	\$0.00	\$7,907.55
74	Accounting - Larsen	\$3,677.52	\$0.00	\$0.00	\$0.00	\$3,677.52	\$0.00	\$3,677.52
75	Latinos in Action	\$4,397.20	\$0.00	\$0.00	\$0.00	\$4,397.20	\$0.00	\$4,397.20
76	Washington DC Trip	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00
77	Jr. High GBB	\$19,128.02	\$0.00	\$0.00	\$0.00	\$19,128.02	\$0.00	\$19,128.02
78	Ag Food Science	\$2,473.88	\$0.00	\$(419.98)	\$0.00	\$2,053.90	\$0.00	\$2,053.90
79	Athletic Vending	\$1,729.56	\$91.92	\$0.00	\$0.00	\$1,821.48	\$0.00	\$1,821.48
80	Key Club	\$213.77	\$0.00	\$(271.50)	\$0.00	\$(57.73)	\$0.00	\$(57.73)
81	Athletic Concessions	\$17,897.56	\$461.72	\$(336.66)	\$0.00	\$18,022.62	\$0.00	\$18,022.62
82	YEA Children's Fund	\$6,085.48	\$0.00	\$0.00	\$0.00	\$6,085.48	\$0.00	\$6,085.48
84	Idaho Lives	\$3,564.32	\$0.00	\$0.00	\$0.00	\$3,564.32	\$0.00	\$3,564.32
87	Baseball Camp	\$602.42	\$0.00	\$0.00	\$0.00	\$602.42	\$0.00	\$602.42
88	Baseball Donations	\$14,557.75	\$0.00	\$0.00	\$0.00	\$14,557.75	\$0.00	\$14,557.75
89	Copies	\$0.45	\$0.00	\$0.00	\$0.00	\$0.45	\$0.00	\$0.45
91	Alumni Tournament	\$5,753.47	\$0.00	\$(2,036.36)	\$0.00	\$3,717.11	\$0.00	\$3,717.11
96	Woodshop-Skills USA	\$6,606.16	\$0.00	\$0.00	\$0.00	\$6,606.16	\$0.00	\$6,606.16
101	Locks	\$348.59	\$(3.00)	\$0.00	\$0.00	\$345.59	\$0.00	\$345.59
161	Pep Club	\$521.08	\$0.00	\$0.00	\$0.00	\$521.08	\$0.00	\$521.08
162	Mr. PHS	\$3,414.00	\$0.00	\$(95.89)	\$0.00	\$3,318.11	\$0.00	\$3,318.11
174	Zoology	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
251	Football/Athletics	\$55.00	\$0.00	\$0.00	\$0.00	\$55.00	\$0.00	\$55.00
252	Cross country/Athletics	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
253	Volleyball/Athletics	\$4,575.44	\$0.00	\$0.00	\$0.00	\$4,575.44	\$0.00	\$4,575.44
254	Boys Soccer/Athletics	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
255	Girls Soccer/Athletics	\$163.87	\$0.00	\$0.00	\$0.00	\$163.87	\$0.00	\$163.87
256	Wrestling/Athletics	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00
257	Girls Basketball/Athletic	\$474.00	\$0.00	\$0.00	\$0.00	\$474.00	\$0.00	\$474.00
258	Boys Basketball/Athletics	\$1,863.93	\$0.00	\$0.00	\$0.00	\$1,863.93	\$0.00	\$1,863.93
259	Track/Athletics	\$819.00	\$98.00	\$0.00	\$0.00	\$917.00	\$0.00	\$917.00
260	Baseball/Athletics	\$138.00	\$0.00	\$0.00	\$0.00	\$138.00	\$0.00	\$138.00
261	Softball/Athletics	\$84.00	\$0.00	\$0.00	\$0.00	\$84.00	\$0.00	\$84.00
262	Golf/Athletics	\$1,020.00	\$0.00	\$0.00	\$0.00	\$1,020.00	\$0.00	\$1,020.00
264	All Sport Fundraiser	\$17,929.67	\$0.00	\$0.00	\$0.00	\$17,929.67	\$0.00	\$17,929.67
265	Track Improvement	\$5,580.00	\$0.00	\$0.00	\$0.00	\$5,580.00	\$0.00	\$5,580.00
276	Athletic Program Ad	\$2,632.06	\$0.00	\$0.00	\$0.00	\$2,632.06	\$0.00	\$2,632.06
278	Math Department	\$764.39	\$0.00	\$0.00	\$0.00	\$764.39	\$0.00	\$764.39
301	TRACK DONATIONS	\$5,148.64	\$0.00	\$(4,605.06)	\$0.00	\$543.58	\$0.00	\$543.58
302	Track Camp	\$166.00	\$1,458.00	\$(2,076.14)	\$0.00	\$(452.14)	\$0.00	\$(452.14)
303	Football Uniforms	\$3,379.22	\$0.00	\$0.00	\$0.00	\$3,379.22	\$0.00	\$3,379.22
326	Choir Trip	\$1,531.00	\$0.00	\$0.00	\$0.00	\$1,531.00	\$0.00	\$1,531.00
332	Girls Soccer Donations	\$0.00	\$7.40	\$(350.00)	\$0.00	\$(342.60)	\$0.00	\$(342.60)
333	Cross Country Camp	\$10,530.74	\$0.00	\$(31.95)	\$0.00	\$10,498.79	\$0.00	\$10,498.79
334	Girls' Soccer Camp	\$(68.54)	\$4,497.50	\$(1,000.00)	\$0.00	\$3,428.96	\$0.00	\$3,428.96
335	Boys' Soccer Camp	\$462.00	\$3,037.50	\$0.00	\$0.00	\$3,499.50	\$0.00	\$3,499.50
336	Jr High Cross Country	\$5,071.33	\$0.00	\$0.00	\$0.00	\$5,071.33	\$0.00	\$5,071.33
500	Dbt/Crdt Card Surcharge	\$44.16	\$88.50	\$0.00	\$0.00	\$132.66	\$0.00	\$132.66
554	Business Technology	\$(80.04)	\$0.00	\$0.00	\$0.00	\$(80.04)	\$0.00	\$(80.04)

PRESTON HIGH SCHOOL

General Ledger Report

Financial Report

From Date: 5/1/2024
To Date: 05/31/2024

From Acct: 1
To Acct: 999999

Activity Accounts

Acct	Account Name	Beg. Bal.	Recpt / JV	Disb / JV	Transfers	End. Bal.	YTD Payables	Work Bal
555	Softball Camp	\$5,486.24	\$15.00	\$(335.00)	\$0.00	\$5,166.24	\$0.00	\$5,166.24
556	Softball Donations	\$7,686.47	\$0.00	\$0.00	\$0.00	\$7,686.47	\$0.00	\$7,686.47
557	Government	\$1,491.40	\$0.00	\$0.00	\$0.00	\$1,491.40	\$0.00	\$1,491.40
600	Gen State Orchestra	\$2,734.52	\$2.72	\$0.00	\$0.00	\$2,737.24	\$0.00	\$2,737.24
650	Senior Shirts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
676	Cheerleading	\$6,662.65	\$7,768.00	\$0.00	\$0.00	\$14,430.65	\$0.00	\$14,430.65
750	Exec Council	\$17,084.76	\$5,643.50	\$(1,615.96)	\$0.00	\$21,112.30	\$0.00	\$21,112.30
751	Food Bank	\$2,848.36	\$0.00	\$0.00	\$0.00	\$2,848.36	\$0.00	\$2,848.36
762	Class of 2012	\$1,134.23	\$0.00	\$0.00	\$0.00	\$1,134.23	\$0.00	\$1,134.23
764	Class of 2014	\$67.31	\$0.00	\$0.00	\$0.00	\$67.31	\$0.00	\$67.31
765	Class of 2015	\$1,163.64	\$0.00	\$0.00	\$0.00	\$1,163.64	\$0.00	\$1,163.64
766	Class of 2016	\$1,871.84	\$0.00	\$0.00	\$0.00	\$1,871.84	\$0.00	\$1,871.84
767	Class of 2017	\$384.76	\$0.00	\$0.00	\$0.00	\$384.76	\$0.00	\$384.76
768	Class of 2018	\$1,428.89	\$0.00	\$0.00	\$0.00	\$1,428.89	\$0.00	\$1,428.89
769	Class of 2019	\$384.57	\$0.00	\$0.00	\$0.00	\$384.57	\$0.00	\$384.57
770	Class of 2020	\$1,684.50	\$0.00	\$0.00	\$0.00	\$1,684.50	\$0.00	\$1,684.50
771	Class of 2021	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
772	Class of 2022	\$900.06	\$0.00	\$0.00	\$0.00	\$900.06	\$0.00	\$900.06
773	Class of 2023	\$1,290.48	\$0.00	\$0.00	\$0.00	\$1,290.48	\$0.00	\$1,290.48
774	Class of 2024	\$485.00	\$0.00	\$0.00	\$0.00	\$485.00	\$0.00	\$485.00
775	Class of 2025	\$1,249.06	\$0.00	\$0.00	\$0.00	\$1,249.06	\$0.00	\$1,249.06
776	Class of 2026	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00	\$0.00	\$400.00
777	Class of 2027	\$85.00	\$0.00	\$0.00	\$0.00	\$85.00	\$0.00	\$85.00
799	Orchestra Trip	\$5,087.21	\$0.00	\$0.00	\$0.00	\$5,087.21	\$0.00	\$5,087.21
800	C.N.A. Class	\$1,357.70	\$0.00	\$0.00	\$0.00	\$1,357.70	\$0.00	\$1,357.70
801	Orchestra	\$1,918.21	\$245.00	\$(779.64)	\$0.00	\$1,383.57	\$0.00	\$1,383.57
802	Sports Med	\$739.49	\$0.00	\$0.00	\$0.00	\$739.49	\$0.00	\$739.49
803	EMT, EMR Class	\$6,148.14	\$75.00	\$0.00	\$0.00	\$6,223.14	\$0.00	\$6,223.14
810	Music Trip	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
895	Bowling Club	\$3.14	\$0.00	\$0.00	\$0.00	\$3.14	\$0.00	\$3.14
899	Textbooks	\$3,357.79	\$0.00	\$0.00	\$0.00	\$3,357.79	\$0.00	\$3,357.79
900	Classroom Reimbursement	\$9,435.27	\$3,852.00	\$(227.81)	\$0.00	\$13,059.46	\$0.00	\$13,059.46
901	District Supply	\$32,638.96	\$0.00	\$(3,137.44)	\$0.00	\$29,501.52	\$0.00	\$29,501.52
902	Boys' Basketball Camp	\$3,038.23	\$10,513.80	\$(15,113.32)	\$0.00	\$(1,561.29)	\$0.00	\$(1,561.29)
903	Boys Basketball Donation	\$0.00	\$9,657.97	\$0.00	\$0.00	\$9,657.97	\$0.00	\$9,657.97
995	Lagoon	\$4,078.61	\$5,160.00	\$(4,644.03)	\$0.00	\$4,594.58	\$0.00	\$4,594.58
996	Choir Trip	\$2,729.21	\$0.00	\$0.00	\$0.00	\$2,729.21	\$0.00	\$2,729.21
998	Adjustments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Activity Accounts Grand Total		\$581,150.50	\$91,740.83	\$(58,837.52)	\$0.00	\$614,053.81	\$0.00	\$614,053.81

PRESTON HIGH SCHOOL

General Ledger Report

Financial Report

From Date:	5/1/2024
To Date:	05/31/2024

From Acct:	1
To Acct:	999999

GL Accounts

GL Acct	Begin Bal	Recpt / JV	Disb / JV	Transfers	End Bal	YTD Payables	Work Bal
990 Petty Cash	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
991 Cash On Hand	\$0.00	\$91,740.83	\$0.00	\$(91,740.83)	\$0.00	\$0.00	\$0.00
992 Checking	\$581,150.50	\$0.00	\$(58,837.52)	\$91,740.83	\$614,053.81	\$0.00	\$614,053.81
993 Savings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
994 CD/Wells Fargo	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
General Ledger Grand Total	\$581,150.50	\$91,740.83	\$(58,837.52)	\$0.00	\$614,053.81	\$0.00	\$614,053.81

I have reviewed the above ledger report and attached reports for the current month. I find them accurate and complete to the best of my knowledge.

Bookkeeper: _____ Date: ___/___/___
 Principal: _____ Date: ___/___/___

Detail Check Register

Checking Account: 1

GENERAL CHECKING

Check Number: 294 Check Type: Automatic Payment Check Date: 05/14/2024 Vendor: AMAZONCAPI AMAZON CAPITAL SERVICES Check Total: 4,641.47

<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
11CV-494Q-LWQY	04/21/2024		Office Supplies	100 632 410 0000	75.99
13WR-YRLW-9R96	03/26/2024	5170	FAC Supplies	243 515 410 0096 090	1,117.32
196G-H399-VRHG	05/02/2024		Power Adapter for Toughpad	100 681 425 0000	24.25
1DK4-PMP1-GYGT	03/27/2024	5170	Iron Cleaning Cloths	243 515 410 0096 090	7.59
1K13-KGMJ-13KD	04/22/2024		Computer	245 623 410 0000	90.08
1KX1-7R7Y-X99R	04/14/2024	5183	Business Class Supplies	243 515 410 0096 030	24.92
1L99-JL77-HQMB	03/21/2024	5169	Misc.Supplies	263 515 410 0096 090	556.76
1RTD-3MFK-1Q7J	04/04/2024	5176	Cabinetmaking Supplies	243 515 410 0096 153	633.51
1V4D-6LFH-HY4W	04/04/2024	5181	Class Supplies	243 515 410 0096 030	2,111.05

Check Number: 295 Check Type: Automatic Payment Check Date: 05/14/2024 Vendor: ROCKYMOUN1 ROCKY MOUNTAIN POWER Check Total: 14,400.87

<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
050724	04/30/2024		April 2024 Electrical	100 661 331 0000	331.94
050724	04/30/2024		April 2024 Electrical	100 661 331 0096	6,559.33
050724	04/30/2024		April 2024 Electrical	100 661 331 0291	2,268.52
050724	04/30/2024		April 2024 Electrical	100 661 331 0497	2,623.59
050724	04/30/2024		April 2024 Electrical	100 661 331 0499	2,204.06
050724	04/30/2024		April 2024 Electrical	100 661 331 3201	80.06
050724	04/30/2024		April 2024 Electrical	100 661 331 8844	187.17
050724	04/30/2024		April 2024 Electrical	100 681 331 0000	146.20

Check Number: 296 Check Type: Automatic Payment Check Date: 05/14/2024 Vendor: VISA VISA Check Total: 2,433.29

<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20240401-Lance	04/30/2024		Scholastic	100 512 410 0497 312	417.46
20240401-Lance	04/30/2024		IASA	100 632 380 0000	940.00
20240401-Lori	04/30/2024		Tax Bandits	100 651 314 0000	5.95
20240401-Lori	04/30/2024		FCI-Forklift Certification	100 664 310 0000	216.00
20240401-Shelby	04/30/2024		Costco	246 515 310 0000	853.88

Check Number: 297 Check Type: Automatic Payment Check Date: 05/14/2024 Vendor: WEXBANK WEX BANK Check Total: 1,919.89

<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
96921675	04/30/2024		April 2024 Travel Bus Fuel	100 532 380 0000	228.63
96921675	04/30/2024		April 2024 Activity Fuel	100 532 380 0000	456.50
96921675	04/30/2024		April 2024 Maintenance Fuel	100 664 410 0000	193.69
96921675	04/30/2024		April 2024 Grounds	100 665 410 0000	462.33
96921675	04/30/2024		April 2024 To/From Bus Fuel	100 681 422 0000	200.00
96921675	04/30/2024		April 2024 District Admin	100 681 422 0000	154.70
96921675	04/30/2024		April 2024 IT Fuel	100 683 420 0000	115.30
96921675	04/30/2024		April 2024 Driver Ed	241 515 380 0000	108.74

Check Number: 3687 Check Type: Check Check Date: 05/14/2024 Vendor: ALSCO ALSCO Check Total: 211.48

Detail Check Register

Checking Account: 1

GENERAL CHECKING

<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
LBLA2477848	03/27/2024		Bus Shop Laundry	100 681 330 0000	51.40
LBLA2479743	04/03/2024		Bus Shop Laundry	100 681 330 0000	28.64
LBLA2481630	04/10/2024		Bus Shop Laundry	100 681 330 0000	51.40
LBLA2483493	04/17/2024		Bus Shop Laundry	100 681 330 0000	28.64
LBLA2485338	04/24/2024		Bus Shop Laundry	100 681 330 0000	51.40
Check Number: 3688	Check Type: Check	Check Date: 05/14/2024	Vendor: BEACONCOMM	BEACON COMMERCIAL DOOR & LOCK	Check Total: 6,973.41
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
S1024818	04/24/2024		Security Locks	240 664 300 0000 803	5,043.56
S1024820	04/24/2024		Woodshop Door Replacement	100 664 410 0096	1,929.85
Check Number: 3689	Check Type: Check	Check Date: 05/14/2024	Vendor: BESTWESTER	BEST WESTERN - DRIFTWOOD INN	Check Total: 583.95
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
050724	05/05/2024		Lodging - Jones, A	100 512 410 0499 312	111.99
050724	05/05/2024		Lodging - Elgan, M	100 512 410 0499 312	119.99
050724	05/05/2024		Lodging - Murray, C	100 512 410 0499 312	111.99
050724	05/05/2024		Lodging - Green, T	100 512 410 0499 312	119.99
050724	05/05/2024		Lodging - Mortensen, M	100 512 410 0499 312	119.99
Check Number: 3690	Check Type: Check	Check Date: 05/14/2024	Vendor: BRYSONSALE	BRYSON SALES & SERVICE INC	Check Total: 172,528.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
F540609	05/07/2024		2025 Bluebird	424 681 500 0000	172,528.00
Check Number: 3691	Check Type: Check	Check Date: 05/14/2024	Vendor: BURTONLUMB	BURTON LUMBER	Check Total: 423.50
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
1554090	04/08/2024		Insulation	420 811 314 0497 805	423.50
Check Number: 3692	Check Type: Check	Check Date: 05/14/2024	Vendor: CHEMSEARCH	CHEMSEARCH	Check Total: 801.72
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
8668443	04/27/2024		Boiler Treatment	100 664 410 0096	801.72
Check Number: 3693	Check Type: Check	Check Date: 05/14/2024	Vendor: CONSOLIDAT	CONSOLIDATED ELECTRICAL DIST.	Check Total: 3,555.55
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
4205-1052994	04/23/2024		Wire Guard	100 664 410 0096	282.06
4205-1053635	03/26/2024		Box	420 811 314 0497 805	174.13
4205-1053913	03/29/2024		12/2 w/Ground 250' Coil	420 811 314 0497 805	184.25
4205-1053990	04/02/2024		Misc. Hardware/wire	420 811 314 0497 805	1,013.03
4205-1054187	04/05/2024		1930 LM 15W LED T8 5K TYP B	100 664 410 0096	1,342.50
4205-1054190	04/05/2024		EMT Stencil/straps	420 811 314 0497 805	152.61
4205-1054205	04/08/2024		EMT Stencil/straps	420 811 314 0497 805	325.17
4205-1054346	04/11/2024		52C15 4SQ 1D 1G Ring	420 811 314 0497 805	36.80
4205-1055104	04/25/2024		Restroom Light	100 664 410 0497	45.00

Detail Check Register

Checking Account: 1		GENERAL CHECKING					
<u>Check Number</u>	<u>Check Type</u>	<u>Check Date</u>	<u>Vendor</u>	<u>Vendor Name</u>	<u>Check Total</u>		
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
3694	Check	05/14/2024	CURRICULUM	CURRICULUM ASSOCIATES LLC	151.20		
90813577	04/23/2024	41524	Phonics for Reading	257 521 410 0000	151.20		
3695	Check	05/14/2024	DBPLUMBING	DB PLUMBING LLC	4,978.00		
2426	04/01/2024		Items for plumbing and install	420 811 314 0497 805	4,978.00		
3696	Check	05/14/2024	DEXIMAGIN	Dex Imaging	965.97		
AR11215177	04/30/2024		Copier Overages	100 632 314 0000	965.97		
3697	Check	05/14/2024	DIRECTCOMM	DIRECT COMMUNICATIONS	924.00		
043024	05/01/2024		Internet Services	100 661 351 0000	924.00		
3698	Check	05/14/2024	ELITEMECHA	ELITE MECHANICAL	304.50		
4279	05/03/2024		Furnace Repair Parts	100 664 410 0291	132.00		
4279	05/03/2024		Furnace Repair Labor	100 664 410 0291	172.50		
3699	Check	05/14/2024	ELUMA	eLuma Online Therapy	1,200.00		
14668	05/01/2024		SLP Online Services	257 521 300 0000	1,200.00		
3700	Check	05/14/2024	FRANKLINC5	FRANKLIN COUNTY LANDFILL	691.25		
5914	05/01/2024		April 2024 Trash Collection	100 661 336 0000	691.25		
3701	Check	05/14/2024	GRANITETEL	GRANITE TELECOMMUNICATIONS	878.41		
645486456	05/01/2024		April 2024 Landline Services	100 661 350 0000	878.41		
3702	Check	05/14/2024	GREATAMERI	GREAT AMERICA FINANCIAL	4,813.57		
36500998	05/13/2024		May 2024 Copier Lease	100 641 322 0000	4,813.57		
3703	Check	05/14/2024	GRIZZINDU	Grizzly Industrial, Inc.	968.99		
11664040	04/05/2024	5175	Nova Comet Lathe	243 515 410 0096 153	968.99		
3704	Check	05/14/2024	HANSONJANI	HANSON JANITORIAL SUPPLY	3,678.37		
759786	04/12/2024		Skin Cleanser, Wipes	100 661 410 0096	347.17		
759849	04/12/2024		Cleaner, Toilet Tissue, Roll Towel	100 661 410 8844	129.04		
759888	04/12/2024		G.Bags, Bowl Mop, Squeege	100 661 410 0291	814.04		

Detail Check Register

Checking Account: 1		GENERAL CHECKING			
759888-1	04/26/2024		Front & Rear Squeege, micro mini	100 661 410 0291	85.15
759889	04/12/2024		Soap, Toilet Tissue, Vac Bags	100 661 410 0497	401.04
759890	04/12/2024		Cleaning Supplies	100 661 410 0499	332.84
759911	04/12/2024		Disinfectant, Wiper Box	100 661 410 0096	434.39
759913	04/12/2024		Red Buff Floor Pad	100 661 314 0096	14.32
759913-1	04/26/2024		Red Buff Floor Pad	100 661 410 0096	3.58
759975	04/26/2024		4 hole Wheel	100 661 314 0096	470.80
760235	04/26/2024		Vacuum Repair	100 661 314 0291	37.50
760484	04/26/2024		Toilet Tissue	100 661 410 0499	110.80
760589	04/26/2024		Cleaning Supplies	100 661 410 0291	497.70
Check Number: 3705	Check Type: Check	Check Date: 05/14/2024	Vendor: HAWLETROX	Hawley Troxell Attorneys and Counselors	Check Total: 450.50
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
497279	05/03/2024		April 2024 Legal Services	100 632 315 0000	450.50
Check Number: 3706	Check Type: Check	Check Date: 05/14/2024	Vendor: IDAHOAGTEA	IDAHO AG TEACHERS ASSOCIATION	Check Total: 505.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
042524	05/08/2024	5193	Travel - Sharp. K	243 515 380 0096 010	285.00
050724	05/07/2024	5193	Travel -Crossley, Larin	243 515 380 0096 010	220.00
Check Number: 3707	Check Type: Check	Check Date: 05/14/2024	Vendor: IDAHODIGIT	IDAHO DIGITAL LEARNING ACADEMY	Check Total: 2,985.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
201289-1	04/29/2024		Keyboarding, Pathways to Success	100 515 312 0291 315	2,535.00
201290-1	05/02/2024		Driver's Ed - Biggs, B	100 515 312 0096 315	75.00
201290-1	05/02/2024		Driver's Ed - Jones, M	100 515 312 0096 315	75.00
201290-1	05/02/2024		Driver's Ed - Ritter, A	100 515 312 0096 315	75.00
201290-1	05/02/2024		Driver's Ed - Schmidt, K	100 515 312 0096 315	75.00
201290-1	05/02/2024		Driver's Ed - Spackman, L	100 515 312 0096 315	75.00
201290-2	05/02/2024		Driver's Ed - Smith, C	100 515 312 0096 315	75.00
Check Number: 3708	Check Type: Check	Check Date: 05/14/2024	Vendor: IDHW	IDHW	Check Total: 17,236.81
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
043024	04/30/2024		April 2024 Medicaid Match	260 616 395 0000	17,236.81
Check Number: 3709	Check Type: Check	Check Date: 05/14/2024	Vendor: INTERMOUN1	INTERMOUNTAIN FARMERS ASSOC	Check Total: 309.43
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
1020663726	04/17/2024		Earth Day Supplies	100 665 410 0000	55.08
1020701365	04/22/2024		Lime Hydrated Powder	100 665 410 0000	254.35
Check Number: 3710	Check Type: Check	Check Date: 05/14/2024	Vendor: INTERSTATE	INTERSTATE BATTERIES OF SNAKE RIVER	Check Total: 466.90
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
650002335	04/22/2024		8D-MHD Batteries	100 681 426 0000	466.90
Check Number: 3711	Check Type: Check	Check Date: 05/14/2024	Vendor: INTRSTBILL	Interstate Billing Service, Inc	Check Total: 1,040.97

Checking Account: 1

GENERAL CHECKING

<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
39235PC	04/09/2024		Exhaust Pipe	100 681 426 0000	374.51
39405PC	04/09/2024		Exhaust Pipe	100 681 426 0000	374.51
39579PC	04/16/2024		3/4 Round P2PC CM	100 681 426 0000	28.68
39662PC	04/19/2024		Air Dryer Assy Cro	100 681 426 0000	240.05
39743PC	04/22/2024		Governor-D2 Reman	100 681 426 0000	23.22
Check Number: 3712 Check Type: Check Check Date: 05/14/2024 Vendor: KENWORTHSA KENWORTH SALES COMPANY INC Check Total: 349.10					
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
002P20279	04/12/2024		Back up Lamp	100 681 426 0000	79.73
002P20469	04/19/2024		Glass-BB TC/2000	100 681 426 0000	448.95
002P20702	04/15/2024		Credit on inv#002P20469	100 681 426 0000	(179.58)
Check Number: 3713 Check Type: Check Check Date: 05/14/2024 Vendor: LAWSONPROD LAWSON PRODUCTS INC Check Total: 124.41					
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
9311466489	04/17/2024		Shop Supplies	100 664 410 0000	124.41
Check Number: 3714 Check Type: Check Check Date: 05/14/2024 Vendor: LINCOLNELE LINCOLN ELECTRIC COMPANY Check Total: 1,125.26					
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
111877569	10/05/2023	5172	Credit on Welding Rod	263 515 410 0096 010	(119.74)
912928354	04/10/2024	5172	Welding Rods	263 515 410 0096 010	795.00
912962677	04/23/2024	5172	Welding Rod	263 515 410 0096 010	300.00
912984386	04/30/2024	5172	Welding Rod	263 515 410 0096 010	150.00
Check Number: 3715 Check Type: Check Check Date: 05/14/2024 Vendor: LINXUP LINXUP Check Total: 47.82					
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
INV0000613678	05/01/2024		204807281	100 681 460 0000	22.99
INV0000613678	05/01/2024		204807085	100 681 460 0000	22.99
INV0000613678	05/01/2024		SMS Access	100 681 460 0000	1.84
Check Number: 3716 Check Type: Check Check Date: 05/14/2024 Vendor: MAISETECH Maise Technology Check Total: 13,833.00					
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
AAAI1898	04/04/2024		Network Support	245 623 314 0000	5,400.00
AAAI1899	04/04/2024		365 Support	245 623 314 0000	8,433.00
Check Number: 3717 Check Type: Check Check Date: 05/14/2024 Vendor: MOUNTAINPE MOUNTAIN PEAK BUILDERS INC Check Total: 1,445.00					
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
11770	04/30/2024		Roof Repair - Oakwood	100 664 314 0497	1,445.00
Check Number: 3718 Check Type: Check Check Date: 05/14/2024 Vendor: NAPAAUTOPA NAPA AUTO PARTS OF PRESTON Check Total: 14,012.32					
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
043024	04/30/2024	5191	NAPA Accounting Fix	243 515 410 0096 010	11.48
950910	04/18/2024		Reman Air Dryer	100 681 426 0000	361.92
950916	04/18/2024		Core Return Credit	100 681 426 0000	(185.00)

Detail Check Register

Checking Account: 1		GENERAL CHECKING					
043024	05/15/2024		Oakwood sales tax	100 223100		64.87	
043024	05/15/2024		PJH sales tax	100 223100		205.46	
Check Number: 3742	Check Type: Check	Check Date: 05/16/2024	Vendor: NORCO	NORCO	Check Total:	1,524.18	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
051524	04/30/2024		Service Charge	263 515 410 0096 010	25.60		
40396029	04/11/2024	5187	HT Rod	263 515 410 0096 010	17.74		
40506759	04/26/2024	5187	Misc. Program Supplies	263 515 410 0096 010	1,480.84		
Check Number: 3743	Check Type: Check	Check Date: 05/16/2024	Vendor: PRESTONSC6	PRESTON SCHOOL LUNCH DEPT.	Check Total:	4,000.00	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
021324	05/15/2024		Donation for Unpaid Lunches	100 517 460 0000	4,000.00		
Check Number: 3744	Check Type: Check	Check Date: 05/16/2024	Vendor: TOPNOTCHCO	Top Notch Collision LLC	Check Total:	5,000.00	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
21212	05/09/2024		Bus Accident Deductible	100 681 314 0000	5,000.00		
Check Number: 3760	Check Type: Check	Check Date: 05/28/2024	Vendor: BECKSTEADD	BECKSTEAD DAVID B. M.D.	Check Total:	100.00	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
050324	05/03/2024		Bus Driver - Fornoff, J	100 681 260 0000	100.00		
Check Number: 3761	Check Type: Check	Check Date: 05/28/2024	Vendor: BESTWESTE2	BEST WESTERN UNIVERSITY INN	Check Total:	2,502.00	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
5152023	05/16/2024	5201	Student Rooms	100 532 380 0000	1,668.00		
5152023	05/16/2024	5201	Advisor Rooms	243 515 380 0096 010	834.00		
Check Number: 3762	Check Type: Check	Check Date: 05/28/2024	Vendor: BOMGAARS	BOMGAARS	Check Total:	122.91	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
77811862	04/25/2024		2 Cycle Lube Oil	100 665 410 0000	22.74		
77811973	04/25/2024		Shop Towels	100 661 410 0291	29.97		
77814112	05/01/2024		Salt, Softener Pellets	100 661 410 0497	35.96		
77814143	05/01/2024		Gate chain	100 664 410 0000	1.29		
77814710	05/03/2024		Bolt, Barrel Zinc Plate	100 664 410 0291	4.59		
77814725	05/03/2024		Bolt, Barrel Zinc Plate	100 664 410 0291	10.98		
77819099	05/13/2024		Duct Tape	100 665 410 0000	17.38		
Check Number: 3763	Check Type: Check	Check Date: 05/28/2024	Vendor: BRYSONSALE	BRYSON SALES & SERVICE INC	Check Total:	1,590.10	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
200526	05/01/2024		Switch, Brake	100 681 426 0000	50.77		
200734	05/10/2024		Forward Duel Line Supply	100 681 426 0000	167.77		
200943	05/20/2024		Misc. Repair Parts	100 681 426 0000	1,371.56		
Check Number: 3764	Check Type: Check	Check Date: 05/28/2024	Vendor: BURLEINNA	Burley Inn and Convention Center	Check Total:	258.00	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
052124	05/21/2024	5205	Teacher Conference	100 532 380 0000	258.00		

Detail Check Register

Checking Account: 1

GENERAL CHECKING

Check Number:	Check Type:	Check Date:	Vendor:		Check Total:
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
3765	Check	05/28/2024	CNHINDUST	CNH Industrial Accounts	32.02
P4686801	05/14/2024		Hyd Hose and Fitting	100 665 410 0000	32.02
3766	Check	05/28/2024	COATSTY	Ty Coats	150.00
608269	05/17/2024		CDL SKills Testing	100 681 365 0000	150.00
3767	Check	05/28/2024	CONTRACTPA	Contract Paper Group, Inc	25,200.00
43009192401	05/14/2024	10949	840 Cases Copy Paper	100 632 410 0000	25,200.00
3768	Check	05/28/2024	DESIGWEST	Design West Architects	118,800.00
2024-9081	02/21/2024		Master Plan/Feasibility Study	420 810 314 0000	118,800.00
3769	Check	05/28/2024	DOMINIONEN	DOMINION ENERGY	8,072.53
052024	05/21/2024		Shop/Admin Natural Gas	100 661 334 0000	370.81
052024	05/21/2024		PHS Natural Gas	100 661 334 0096	3,834.07
052024	05/21/2024		PJH Natural Gas	100 661 334 0291	1,845.23
052024	05/21/2024		Oakwood Natural Gas	100 661 334 0497	728.04
052024	05/21/2024		Pioneer Natural Gas	100 661 334 0499	757.91
052024	05/21/2024		FCHS Natural Gas	100 661 334 8844	108.25
052024	05/21/2024		Bus Garage Natural Gas	100 681 334 0000	428.22
3770	Check	05/28/2024	FRANKLINC2	FRANKLIN COUNTY MEDICAL CENTER	88.50
6687	05/16/2024		BLS ecards	100 515 312 0096 315	88.50
3771	Check	05/28/2024	HATCHELECT	HATCH ELECTRIC LLC	5,593.75
1178	05/14/2024		Ag and BB Hoop Motor Repairs	100 664 314 0096	885.00
1178	05/14/2024		Electrical Labor	420 811 314 0497 805	4,708.75
3772	Check	05/28/2024	HOLINKALAW	HOLINKA LAW P.C.	650.00
996	05/13/2024		2nd Qtr. 2024 Policy Updates	100 632 315 0000	650.00
3773	Check	05/28/2024	HOUSEOFPO	House of Pop	578.20
052124	05/21/2024		Vouchers	100 632 410 0000	578.20
3774	Check	05/28/2024	ITSPECIALI	IT SPECIALISTS	53,381.40

Detail Check Register

Checking Account: 1		GENERAL CHECKING				
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
9560	05/22/2024		PHS Vape Sensors	246 515 314 0096	53,381.40	
Check Number: 3775	Check Type: Check	Check Date: 05/28/2024	Vendor: JOHNSNICO	Nicole Johnson	Check Total: 2,760.00	
0007	05/15/2024		Medicaid Match Program	260 521 300 0000	2,760.00	
Check Number: 3776	Check Type: Check	Check Date: 05/28/2024	Vendor: KINGALIC	Alice King	Check Total: 2,816.00	
1021087	04/17/2024	5202	EMT Fee Vouchers	100 515 312 0096 315	2,816.00	
Check Number: 3777	Check Type: Check	Check Date: 05/28/2024	Vendor: MOUNTAINVI	MOUNTAIN VIEW TOXICOLOGY INC	Check Total: 201.50	
2708	05/03/2024		DOT 5 Class Drug Testing	100 681 260 0000	165.00	
2708	05/03/2024		Mileage	100 681 260 0000	36.50	
Check Number: 3778	Check Type: Check	Check Date: 05/28/2024	Vendor: OAKWOODELE	OAKWOOD ELEMENTARY SCHOOL	Check Total: 432.00	
052124	05/28/2024		Fraction Manipulative Blocks	100 621 470 0000	432.00	
Check Number: 3779	Check Type: Check	Check Date: 05/28/2024	Vendor: PIONEERELE	PIONEER ELEMENTARY SCHOOL	Check Total: 1,120.00	
052124	05/28/2024		Interaction in the classroom	100 621 470 0000	1,120.00	
Check Number: 3780	Check Type: Check	Check Date: 05/28/2024	Vendor: PRESTONHIG	PRESTON HIGH SCHOOL	Check Total: 2,600.00	
052124	05/28/2024		Discrete Mathematics Through Aviation	100 621 470 0000	1,800.00	
052224	05/28/2024		3-D Printed Circulatory System	100 621 470 0000	800.00	
Check Number: 3781	Check Type: Check	Check Date: 05/28/2024	Vendor: PRESTONJRH	PRESTON JUNIOR HIGH SCHOOL	Check Total: 350.00	
050224	05/02/2024		Retiree Gift	100 632 410 0000	50.00	
052124	05/28/2024		Math Intervention Activities	100 621 470 0000	300.00	
Check Number: 3782	Check Type: Check	Check Date: 05/28/2024	Vendor: PRESTONSC6	PRESTON SCHOOL LUNCH DEPT.	Check Total: 2,315.20	
0424	04/30/2024		Teacher Appreciation PHS	100 710 410 0096	235.00	
0424	04/30/2024		Teacher Appreciation - PJH	100 710 410 0291	150.40	
0424	04/30/2024		Teacher Appreciation - Oak	100 710 410 0497	239.70	
0424	04/30/2024		Teacher Appreciation - Pio	100 710 410 0499	216.20	
0424	04/30/2024		Teacher Appreciation - FCHS	100 710 410 8844	14.10	
051424	05/14/2024		Cookies for Bus Rodeo	100 681 365 0000	18.00	
052124	05/21/2024		1/1/24-4/30/24	100 512 410 0499 312	1,441.80	
Check Number: 3783	Check Type: Check	Check Date: 05/28/2024	Vendor: PRIESTLEYM	PRIESTLEY MENTAL HEALTH INC	Check Total: 21,529.77	

Detail Check Register

Checking Account: 1		GENERAL CHECKING						
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>			
051724	04/01/2024	52124	April CBRS Services	260 521 300 0000	21,529.77			
Check Number: 3784	Check Type: Check	Check Date: 05/28/2024	Vendor: PUBLICCONS	Public Consutling Group LLC	Check Total:	10,123.88		
CIV-10020637	05/14/2024		Remits for 07-25-23 - 04/23/24	100 651 314 0000	10,123.88			
Check Number: 3785	Check Type: Check	Check Date: 05/28/2024	Vendor: RSDISTRIBU	R & S DISTRIBUTING	Check Total:	330.45		
118444	05/08/2024		Preserve Roll Towel	100 661 410 0497	330.45			
Check Number: 3786	Check Type: Check	Check Date: 05/28/2024	Vendor: REALITYWOR	REALITYWORKS	Check Total:	4,471.55		
156477	04/22/2024	5189	Bovine Breeder	243 515 410 0096 010	4,471.55			
Check Number: 3787	Check Type: Check	Check Date: 05/28/2024	Vendor: RELADYNE	RelaDyne West, LLC	Check Total:	1,745.00		
1090343-IN	05/09/2024		Diesel Fuel/Handling	100 681 422 0000	1,745.00			
Check Number: 3788	Check Type: Check	Check Date: 05/28/2024	Vendor: RONKELLERT	RON KELLER TIRE	Check Total:	220.00		
PRET-46432-01	04/19/2024		Tire Repair	100 681 426 0000	220.00			
Check Number: 3789	Check Type: Check	Check Date: 05/28/2024	Vendor: SCHMITHOM	Thomas Schmidt	Check Total:	212.32		
022824	02/28/2024		Mileage and Meals	100 532 410 0000	212.32			
Check Number: 3790	Check Type: Check	Check Date: 05/28/2024	Vendor: SUPER8BY	Super 8 by Wyndham	Check Total:	770.00		
052024	05/20/2024	5203	FFA State Lodging	100 532 380 0000	770.00			
Check Number: 3791	Check Type: Check	Check Date: 05/28/2024	Vendor: TSAUTOLU	TS Auto Lube	Check Total:	147.05		
052124	05/22/2023		Labor	100 681 314 0000	49.99			
052124	05/22/2023		Parts and Supplies	100 681 426 0000	9.90			
052224	05/22/2024		Oil Change	100 681 314 0000	59.99			
052224	05/22/2024		Parts and Supplies	100 681 426 0000	27.17			
Check Number: 3792	Check Type: Check	Check Date: 05/28/2024	Vendor: WATKINSPRI	WATKINS PRINTING	Check Total:	2,190.95		
7036	05/09/2024		Supplemental Levy Mailings	100 632 310 0000	2,190.95			
Check Number: 6678	Check Type: Direct Deposit	Check Date: 05/14/2024	Vendor: WINNBERNI	Bernadine Winn	Check Total:	12.00		
043024	04/27/2024		April 2024 Driver Meals	100 532 380 0000	12.00			
Check Number: 6679	Check Type: Direct Deposit	Check Date: 05/14/2024	Vendor: BIRDLAUR	Laurel Bird	Check Total:	92.00		

Detail Check Register

Checking Account: 1		GENERAL CHECKING				
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
042724	04/30/2024		April 2024 Driver Meals	100 532 380 0000	92.00	
Check Number: 6680	Check Type: Direct Deposit	Check Date: 05/14/2024	Vendor: CARTEJUST	Justin Carter	Check Total:	52.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
042724	04/30/2024		April 2024 Driver Meals	100 532 380 0000	52.00	
Check Number: 6681	Check Type: Direct Deposit	Check Date: 05/14/2024	Vendor: CHECKNILE	Nile Checketts	Check Total:	184.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
042724	04/30/2024		April 2024 Driver Meals	100 532 380 0000	184.00	
Check Number: 6682	Check Type: Direct Deposit	Check Date: 05/14/2024	Vendor: CROSSLARI	Larin Crossley	Check Total:	1,113.41
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
050724	05/07/2024		Lodging	243 515 380 0096 010	599.45	
050724	05/07/2024		Meals	243 515 380 0096 010	204.00	
050724	05/07/2024		Airfare	243 515 380 0096 010	309.96	
Check Number: 6683	Check Type: Direct Deposit	Check Date: 05/14/2024	Vendor: FELLOBETT	Betty Fellows	Check Total:	20.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
042724	04/30/2024		April 2024 Driver Meals	100 532 380 0000	20.00	
Check Number: 6684	Check Type: Direct Deposit	Check Date: 05/14/2024	Vendor: FORNOJAMI	Jamie Fornoff	Check Total:	24.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
042724	04/30/2024		April 2024 Driver Meals	100 532 380 0000	24.00	
Check Number: 6685	Check Type: Direct Deposit	Check Date: 05/14/2024	Vendor: GUNDELANA	Lana Gundersen	Check Total:	76.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
042724	04/30/2024		April 2024 Driver Meals	100 532 380 0000	76.00	
Check Number: 6686	Check Type: Direct Deposit	Check Date: 05/14/2024	Vendor: HANSEVERL	Verl Hansen	Check Total:	44.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
042724	04/30/2024		April 2024 Driver Meals	100 532 380 0000	44.00	
Check Number: 6687	Check Type: Direct Deposit	Check Date: 05/14/2024	Vendor: HATCHBLAI	Blaine Hatch	Check Total:	76.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
042724	04/30/2024		April 2024 Driver Meals	100 532 380 0000	76.00	
Check Number: 6688	Check Type: Direct Deposit	Check Date: 05/14/2024	Vendor: SCHVAGLAD	Glade Schvaneveldt	Check Total:	108.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
042724	04/30/2024		April 2024 Driver Meals	100 532 380 0000	108.00	
Check Number: 6689	Check Type: Direct Deposit	Check Date: 05/14/2024	Vendor: SMARTLORI	Lori Smart	Check Total:	20.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
042724	04/30/2024		April 2024 Driver Meals	100 532 380 0000	20.00	
Check Number: 6690	Check Type: Direct Deposit	Check Date: 05/14/2024	Vendor: SMITHCYNT	Cynthia Smith-Murray	Check Total:	95.53

Detail Check Register

Checking Account: 1

GENERAL CHECKING

<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
050724	05/05/2024		Workshop Meals	100 512 410 0499 312	95.53
Check Number: 7076	Check Type: Direct Deposit	Check Date: 05/28/2024	Vendor: JAMESRACH	Rachel James	Check Total: 100.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
051324	05/09/2024		Horseshoe Table	100 512 410 0499 312	100.00
Check Number: 7077	Check Type: Direct Deposit	Check Date: 05/28/2024	Vendor: KELLEAMBE	Amber Keller	Check Total: 194.40
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
051324	05/22/2024		Girls State	100 532 380 0000	194.40

*Denotes Expensed Invoice Item

Checking Account ID: 1

Total without Voids: 591,171.02

Detail Check Register

Checking Account: 2		CHILD NUTRITION CHECKING					
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
Check Number: 1191		Check Type: Check	Check Date: 05/14/2024	Vendor: BELEWTONY	Tonya Belew	Check Total:	43.20
050123	04/30/2024		April 2024 Food Transport	290 710 380 8844	43.20		
Check Number: 1192		Check Type: Check	Check Date: 05/14/2024	Vendor: DFADAIRYBR	DFA DAIRY BRANDS - MEADOW GOLD DAIRY	Check Total:	7,652.50
31643325	04/01/2024		Milk Purchases	290 710 450 0499 710	493.78		
31643326	04/01/2024		Milk Purchases	290 710 450 0497 710	625.09		
31643327	04/01/2024		Milk Purchases	290 710 450 0291 710	491.23		
31643328	04/01/2024		Milk Purchases	290 710 450 0096 710	166.56		
31643475	04/04/2024		Milk Purchases	290 710 450 0096 710	214.09		
31643712	04/08/2024		Milk Purchases	290 710 450 0499 710	377.97		
31643713	04/08/2024		Milk Purchases	290 710 450 0497 710	551.58		
31643715	04/08/2024		Milk Purchases	290 710 450 0291 710	428.18		
31643858	04/11/2024		Milk Purchases	290 710 450 0096 710	207.53		
31644092	04/15/2024		Milk Purchases	290 710 450 0499 710	428.85		
31644093	04/15/2024		Milk Purchases	290 710 450 0497 710	468.48		
31644095	04/15/2024		Milk Purchases	290 710 450 0291 710	346.91		
31644240	04/18/2024		Milk Purchases	290 710 450 0096 710	214.09		
31644477	04/22/2024		Milk Purchases	290 710 450 0499 710	377.97		
31644478	04/22/2024		Milk Purchases	290 710 450 0497 710	467.81		
31644480	04/22/2024		Milk Purchases	290 710 450 0291 710	360.82		
31644623	04/25/2024		Milk Purchases	290 710 450 0096 710	183.70		
31644860	04/29/2024		Milk Purchases	290 710 450 0499 710	361.28		
31644861	04/29/2024		Milk Purchases	290 710 450 0497 710	478.88		
31644863	04/29/2024		Milk Purchases	290 710 450 0291 710	407.70		
Check Number: 1193		Check Type: Check	Check Date: 05/14/2024	Vendor: GEMSTATEPA	GEM STATE PAPER & SUPPLY	Check Total:	1,604.44
4103167	04/11/2024		G. bags, Food Trays, Detergent	290 710 410 0096	429.29		
4103168	04/11/2024		Gloves, Red Food Trays	290 710 410 0497	309.14		
4103168-01	04/25/2024		Vinyl Gloves	290 710 410 0497	100.81		
4103169	04/11/2024		Gloves, Foam Soap	290 710 410 0499	125.97		
4103169-01	04/25/2024		Vinyl Gloves	290 710 410 0499	50.40		
4103877	04/25/2024		G.Bags, Trays, detergent	290 710 410 0499	460.74		
4103878	04/25/2024		Bun Pan, Scour Pad	290 710 410 0291	128.09		
Check Number: 1194		Check Type: Check	Check Date: 05/14/2024	Vendor: HANSONJANI	HANSON JANITORIAL SUPPLY	Check Total:	302.73
760114	04/26/2024		Gator Wheels, Glove Dispenser	290 710 410 0499	302.73		
Check Number: 1195		Check Type: Check	Check Date: 05/14/2024	Vendor: IDAHOSTAT5	IDAHO STATE TAX COMMISSION	Check Total:	48.98

Checking Account: 2

CHILD NUTRITION CHECKING

<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
051324	05/13/2024		April 2024 Sales Tax	290 416100	48.98

Check Number: 1196 Check Type: Check Check Date: 05/14/2024 Vendor: NICHOLASCO NICHOLAS & COMPANY Check Total: 15,036.59

<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
8715091	04/02/2024		Food Purchases	290 710 450 0291	1,328.36
8715092	04/02/2024		Foam Tray, Black	290 710 410 0497	96.20
8715092	04/02/2024		Food Purchases	290 710 450 0497	132.50
8715093	04/02/2024		Food Purchases	290 710 450 0499	1,027.28
8715094	04/02/2024		Pan Liners, Bun Cover	290 710 410 0096	43.69
8715094	04/02/2024		Food Purchases	290 710 450 0096	840.24
8723059	04/09/2024		Food Purchases	290 710 450 0291	1,303.14
8723060	04/09/2024		Napkin, Tall Fold	290 710 410 0497	92.20
8723060	04/09/2024		Food Purchases	290 710 410 0497	243.75
8723061	04/09/2024		Foam Trays	290 710 410 0499	24.05
8723061	04/09/2024		Food Purchases	290 710 450 0499	1,006.29
8723062	04/09/2024		Food Purchases	290 710 450 0096	444.93
8730798	04/16/2024		Food Purchases	290 710 450 0291	1,049.66
8730799	04/16/2024		Credit on Return	290 710 410 0291	(13.96)
8730799	04/16/2024		Food Purchases	290 710 450 0497	343.99
8730800	04/16/2024		Credit on Return	290 710 410 0291	(21.53)
8730800	04/16/2024		Food Purchases	290 710 450 0499	346.86
8730801	04/16/2024		Foam Tray	290 710 410 0096	96.20
8730801	04/16/2024		Food Purchases	290 710 450 0096	546.13
8738251	04/23/2024		Food Purchases	290 710 450 0291	1,145.36
8738252	04/23/2024		Cleaner, Delimer	290 710 410 0497	43.31
8738252	04/23/2024		Food Purchases	290 710 450 0497	311.16
8738253	04/23/2024		Cleaner, Delimer	290 710 410 0499	43.31
8738253	04/23/2024		Food Purchases	290 710 450 0499	1,133.28
8738254	04/23/2024		Napkin, Cleaner Delimer	290 710 410 0096	219.33
8738254	04/23/2024		Food Purchases	290 710 450 0096	467.12
8745902	04/30/2024		Tall Napkins	290 710 410 0291	46.10
8745902	04/30/2024		Food Purchases	290 710 450 0291	1,047.91
8745903	04/30/2024		Food Purchases	290 710 450 0499	474.84
8745904	04/30/2024		Food Purchases	290 710 450 0499	528.60
8745905	04/30/2024		Panliner, High Heat	290 710 410 0096	29.12
8745905	04/30/2024		Food Purchases	290 710 450 0096	617.17

Check Number: 1197 Check Type: Check Check Date: 05/14/2024 Vendor: GOLDSTARF Gold Star Foods Check Total: 20,528.70

<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
1384102	04/03/2024		Credit inv# 3277043	290 710 450 0497	(536.20)
3276589	04/02/2024		Food Purchases	290 710 450 0497	105.00

Checking Account: 2		CHILD NUTRITION CHECKING				
3277043	04/02/2024	Food Purchases	290 710 450 0497		10,101.95	
3277047	04/02/2024	Food Purchases	290 710 450 0497		1,346.20	
3278083	04/02/2024	Forks Med White	290 710 410 0096		35.84	
3278083	04/02/2024	Food Purchases	290 710 450 0096		124.60	
3278084	04/02/2024	Food Purchases	290 710 450 0291		361.48	
3278085	04/02/2024	Food Purchases	290 710 450 0497		902.54	
3278088	04/02/2024	Food Purchases	290 710 450 0499		484.42	
3279638	04/02/2024	Food Purchases	290 710 450 0497		264.09	
3280806	04/09/2024	Forks, Teaspoons	290 710 410 0096		35.83	
3280806	04/09/2024	Food Purchases	290 710 450 0096		211.16	
3280807	04/09/2024	Tray 5 Compartment	290 710 410 0291		47.06	
3280807	04/09/2024	Food Purchases	290 710 410 0291		489.94	
3280808	04/09/2024	Forks, teaspoons	290 710 410 0497		179.20	
3280808	04/09/2024	Food Purchases	290 710 450 0497		1,524.06	
3280809	04/09/2024	Food Purchases	290 710 450 0499		625.85	
3282470	04/16/2024	Forks	290 710 410 0096		17.92	
3282470	04/16/2024	Food Purchases	290 710 450 0096		87.17	
3282471	04/16/2024	Food Purchases	290 710 450 0291		175.97	
3282475	04/16/2024	Food Purchases	290 710 450 0497		437.65	
3282484	04/16/2024	Food Purchases	290 710 450 0499		538.48	
3284073	04/23/2024	Forks, white	290 710 410 0096		8.96	
3284073	04/23/2024	Food Purchases	290 710 450 0096		187.61	
3284074	04/23/2024	Food Purchases	290 710 450 0499		412.55	
3284079	04/23/2024	Food Purchases	290 710 450 0497		454.69	
3284080	04/23/2024	Food Purchases	290 710 450 0291		814.85	
3285931	04/30/2024	Food Purchases	290 710 450 0291		505.61	
3285932	04/30/2024	Food Purchases	290 710 450 0499		187.80	
3285933	04/30/2024	Food Purchases	290 710 450 0497		396.42	
Check Number: 1198	Check Type: Check	Check Date: 05/14/2024	Vendor: ROBERMEGA	Megan Roberts	Check Total: 28.85	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
051324	05/13/2024		Return Lunch Funds-Roberts, C	290 416100	28.85	
Check Number: 1199	Check Type: Check	Check Date: 05/14/2024	Vendor: STOKESMARK	STOKES MARKET PLACE	Check Total: 291.43	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
01-2617400	04/08/2024		Food Purchases	290 710 450 0291	19.69	
01-2617409	04/08/2024		Food Purchases	290 710 450 0096	51.82	
01-2618764	04/10/2024		Food Purchases	290 710 450 0096	22.08	
01-2623264	04/17/2024		Produce	290 710 450 0497	26.00	
01-2626191	04/22/2024		Food Purchases	290 710 450 0096	26.29	
01-2630660	04/08/2024		Squeegee, Batteries	290 710 410 0499	15.18	
01-2630660	04/08/2024		Produce	290 710 450 0499	8.15	

Detail Check Register

Checking Account:	2	CHILD NUTRITION CHECKING			
01-2630701	04/29/2024	Food Purchases	290 710 450 0096		33.27
02-1360693	04/15/2024	Food Purchases	290 710 450 0096		50.75
03-2617064	04/15/2024	Produce	290 710 450 0499		8.76
03-2625802	04/30/2024	Produce	290 710 450 0096		11.45
04-2517726	05/01/2024	Bananas	290 710 450 0291		17.99

Check Number: 1200	Check Type: Check	Check Date: 05/14/2024	Vendor: WHOLESAL	WHOLESALE SUPPLY	Check Total:	330.92
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
4666	03/13/2024		Liquid Live Bacteria, Batteries	290 710 410 0497	181.42	
4667	03/13/2024		Liquid Live Bacteria	290 710 410 0291	149.50	

Check Number: 1201	Check Type: Check	Check Date: 05/14/2024	Vendor: WILKIGINA	Gina Wilkinson	Check Total:	157.60
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
050124	04/23/2024		Return Funds - Prue, W	290 416100	157.60	

*Denotes Expensed Invoice Item

Checking Account ID: 2

Total without Voids: 46,025.94

Preston Joint School District No. 201

Personnel Report

Recommended Hires

<u>Name</u>	<u>Position</u>	<u>Department</u>	<u>Location</u>	<u>FTE</u>
Bailey, Megan	Asst GBB Coach	Athletics	PHS	
Bostwick, Chase	Summer IT Support	IT	District	
Cleverley, Sydni	Summer Cleaner	Maintenance	PJH	
Coburn, Emily	Summer Grounds	Maintenance	District	
Creager, Rosalee	Summer Cleaner	Maintenance	PJH	
Evans, Alexander	Summer Cleaner	Maintenance	PHS	
Garcia, Taisha	Asst Cheer Coach	Athletics	PHS	
Gilbert, Kacy	Asst Cheer Coach	Athletics	PHS	
Hamblin, Haley	Teacher	Math	PJH	1
Hatch, Brock	Summer Cleaner	Maintenance	PHS	
Heusser, Ben	GBB Coach	Athletics	PHS	
Johnson, Ty	Teacher	English	PJH	1
Loya, Diana	Summer Cleaner	Maintenance	PHS	
Malcolm, Joy	Summer IT Support	IT	District	
Marler, Sarah Finlinson	Teacher	2nd	Pioneer	1
May, Anna	Summer Grounds	Maintenance	District	
Meek, Jennifer	Counselor	Pupil Services	PJH	1
Royal, Savannah	Summer Cleaner	Maintenance	Oakwood	
Spillet, Emalee	Summer Cleaner	Maintenance	PHS	
Sturges, Freeman	Summer Grounds	Maintenance	District	
Turner, Haylee	Summer Cleaner	Maintenance	PHS	
Winn, Mandi	Summer IT Support	IT	District	

Recommended Acceptance of Resignation/Termination/Retirement

<u>Name</u>	<u>Position</u>	<u>Department</u>	<u>Location</u>	<u>Resign/Retire</u>	<u>FTE</u>
Burbank, Sarina	Paraprofessional	SPED	Pioneer	Term	0.75
Coats, Gentry	SLP	Pupil Services	Pioneer	Resign	0.5
Curry, Sarah	Paraprofessional	Title 1	Oakwood	Resign	0.4
Fuller, Valicia	Teacher	Math	PJH	Resign	1
Gunter, Delaney	Paraprofessional	SPED	PJH	Resign	0.75
Hansen, Nicole	Paraprofessional	SPED	PHS	Resign	0.75

Recommended Acceptance of Change of Assignment

<u>Name</u>	<u>Current Position</u>	<u>Current Location</u>	<u>New Position</u>	<u>New Location</u>	<u>FTE</u>
Atkinson, Dakota	Teacher	PHS	Asst Principal	PJH	1
Baird, Spencer	Teacher (.14 FTE)	PHS-Science	1 FTE	PHS-Science	1
Cannell, Aubry	Teacher (1 FTE)	PHS-Science	.67 FTE	PHS-Science	0.67
Heward, Jaclyn	Asst Principal	PJH	Asst Principal	PHS	1
Szabo, Ben	Asst Principal	PHS	Activities Director/Admin	PHS	1

Route Changes 2024 Fall

Stall 1: Mink Creek route remains the same, going from the bottom of Hwy 36 to mile post 13, except Birch Creek Road. This road is not wide enough to pass and is damaging the bus. We were forced off the road one time this winter on Birch Creek Road. Also, the turnaround is frequently blocked by snowmobilers.

Stall 2: This Route includes Treasureton Rd. and a portion of Hwy 34 with a few stops on 800 E and Oneida in Preston.

Stall 3: Riverdale route will begin at the end of East Riverdale Road turning around at the intersection of East Riverdale Rd and Station Cr Rd. The route will then proceed down Riverdale Road to include all the students on the west side of the highway near the resort. The route will then go up behind Glendale reservoir near the landfill to pick up those students. After which it will proceed to the schools for drop off. One change on this is the bus turn around at 3200 N. We had an accident at the turnaround and request of Carters not to turn around on their property anymore.

Stall 4: This route will turn around on Glendale Rd near Worm Cr Rd. It will then proceed down and across Whitney and loop around 2600 E and 1800 E also picking students up on 1600 E then to the highway at Whitney. Picking up students on 1200 E. He will then drop at the high school then back to the walkway

Stall 5: This route will remain unchanged with turnaround spots in Banida at Reyes Dairy, 6998 N 1200 W, and on Hot Springs Rd. It will then be delivered to the high school. He will end at the walkway

Stall 6: This route will continue as last year with one turn around at the end of 1400 W, it will also have a town stop at 244 W 1st N. We will continue to monitor the townhouse situation as needed.

Stall 7: Picks up South State and makes a loop around 5600 South to 4800 South and then to a town stop located on 100 S 100 E then to the schools.

Stall 8: This route starts at 3200 S then proceeds to 3600 S then to 4000 S looping around on 1600 W back to 3200 S. to 800 W to 2000 S. then 600 W. to 800 S. turning at 200 W to 200 S. and then to the schools.

Stall 9: This route starts at 3200 S proceeds to 800 W to 4800 S then to 1400 W to 4000 S around the loop on 1600 W. back up 3200 S to 800 W. then north towards 2000 S then north on 600 W towards Preston and then to the schools.

Stall 10: This route starts at Parkinson Road to Franklin then to HWY 91 turning back west on 4800 S to 800 E then south to the border turning around and then back north on 800 E to Preston.

Stall 11: This route will pick up as last year with the addition of students in Franklin living on 1st South and 2nd South. She will turn at 2nd East and drive to 2nd South and then loop around and pick up kids all the way to First East. She has one turn around on Cove Rd at the border. She will pick up the remainder of the kids in Franklin on 3rd East going North out of town. She will go up 2400 East and down 1600 South to pick up two additional stops.

Stall 12: Maple Creek route will pick up students all the way up Maple Creek Road. After going around by the egg farm, it will pick up students on 2800 E before proceeding to town. He will drop off at high school and unload at walkway

Stall 13: Cub River route will turn around at Deer Cliff then pick up all students on Cub River Road towards town. This year we will not be going up Sugar creek Road. We cannot get the residence to quit parking in the turnaround.

Stall 14: remains the same as last year, picking up the golf course and the north side of Preston near the hospital.

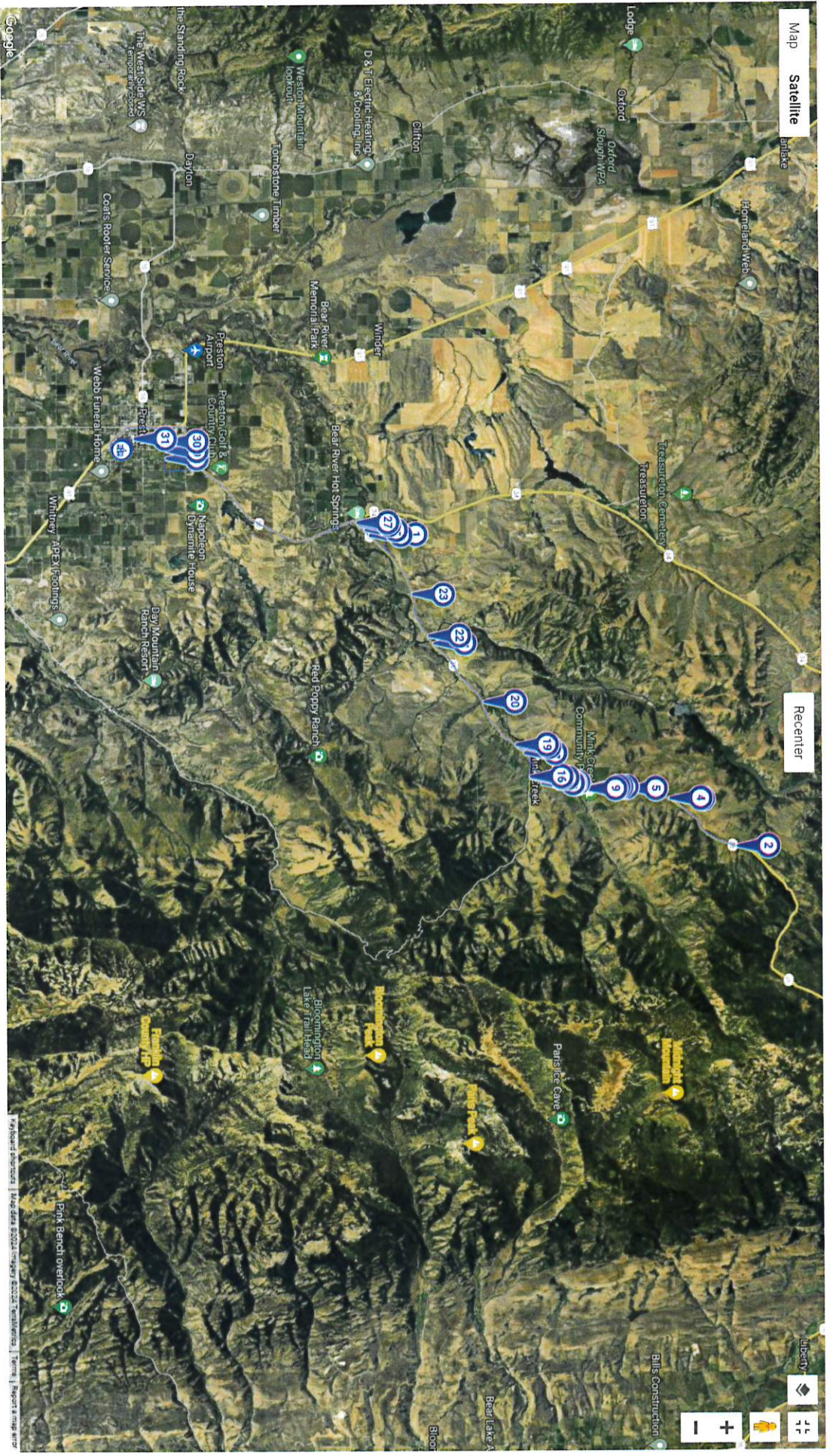
Stall 15: This route starts at 2400 East. Continuing north to Oneida then West to town. There will be a town stop added at 1st South and 4th East. Finishing at the walkway

Stall 16: This bus picks up the Legacy students in Franklin. He will go left on 2800 South, picking up two stops near 2400 East, then Parkinson Rd. to 2200 South and then pick up a stop at 2200 East over to 800 East heading north to Webb Funeral Home. Picking up one additional stop before the railroad tracks. He then goes to high school and goes to 2nd North and 150 East. picks up a town stop by the rodeo grounds.

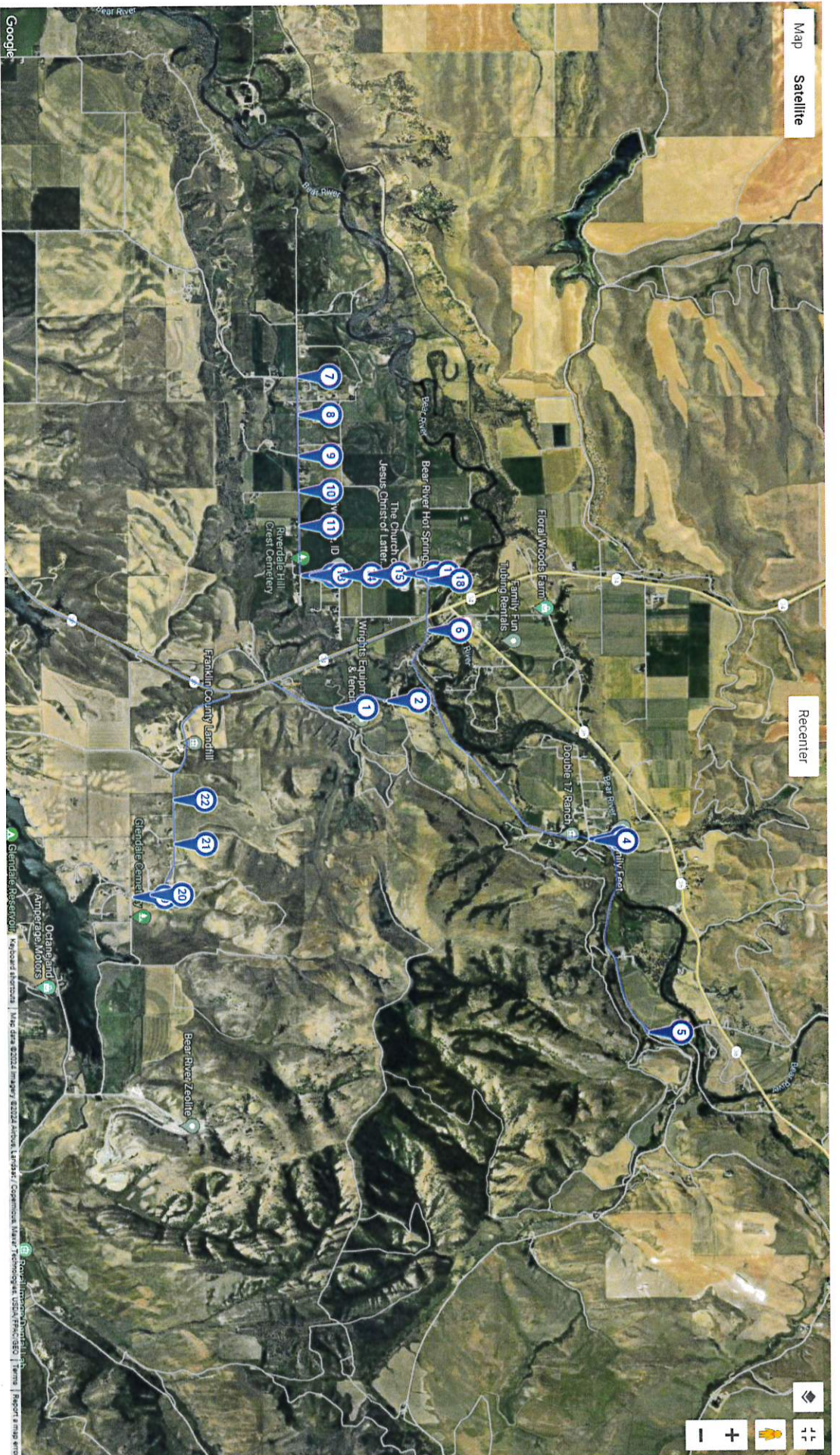
Stall 17(old): deleted due to manpower this year.

Stall 17: Starts at 3rd East and 2nd North then stops at 1st East and 2nd North then loops around to the Cedarwood apartments at 270 North and 2nd East and drops off a student at the high school. Will then proceeds to the walkway.

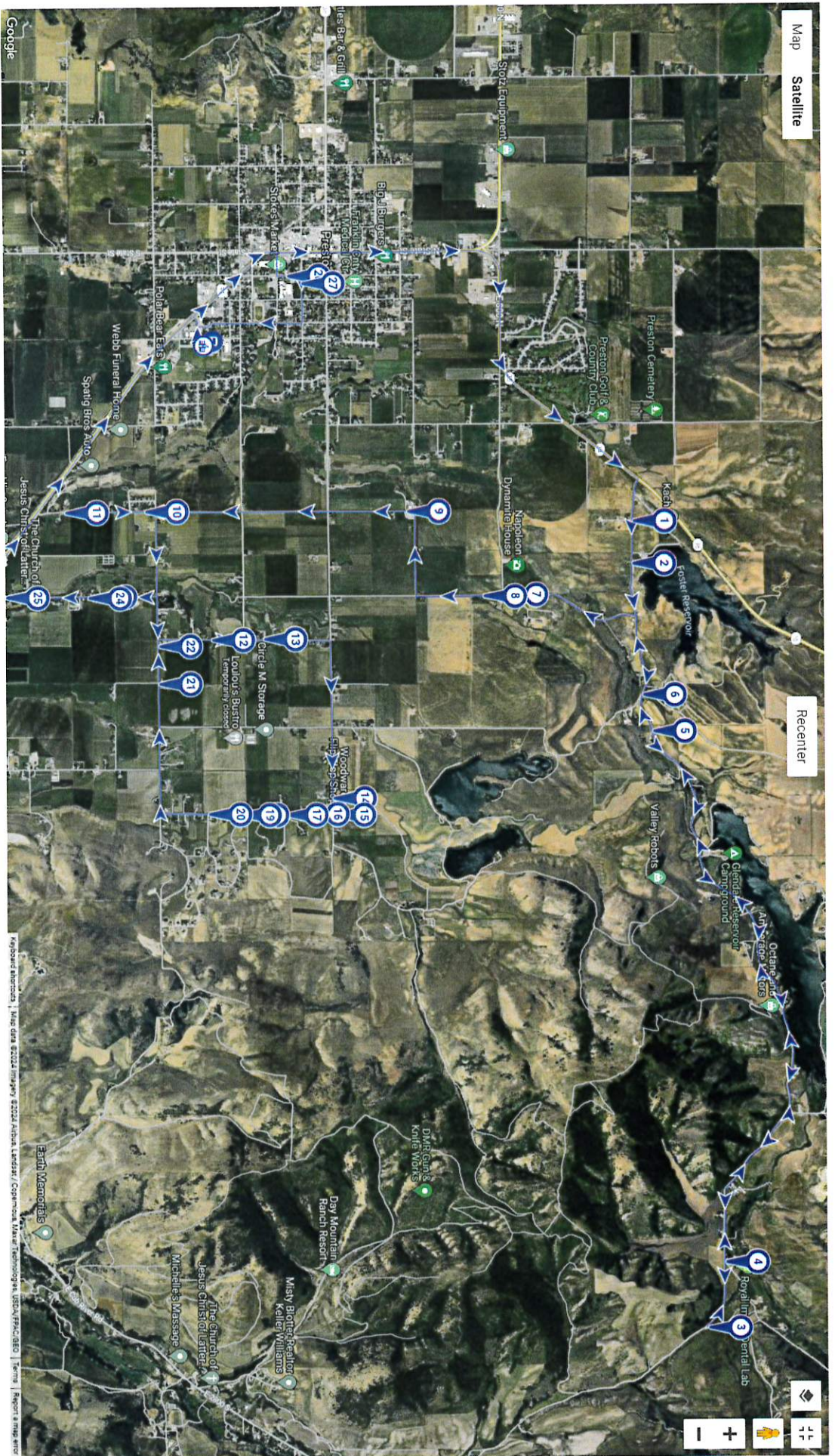
Stall 18: Valley View Drive and then to 1st East. Heading West on 5th South and then to South State Street. Going to 800 South and then over to 400 West. Heading north on 4th West up to 400 South. After picking up students at two stops on 400 South. Going to the walkway for drop off.



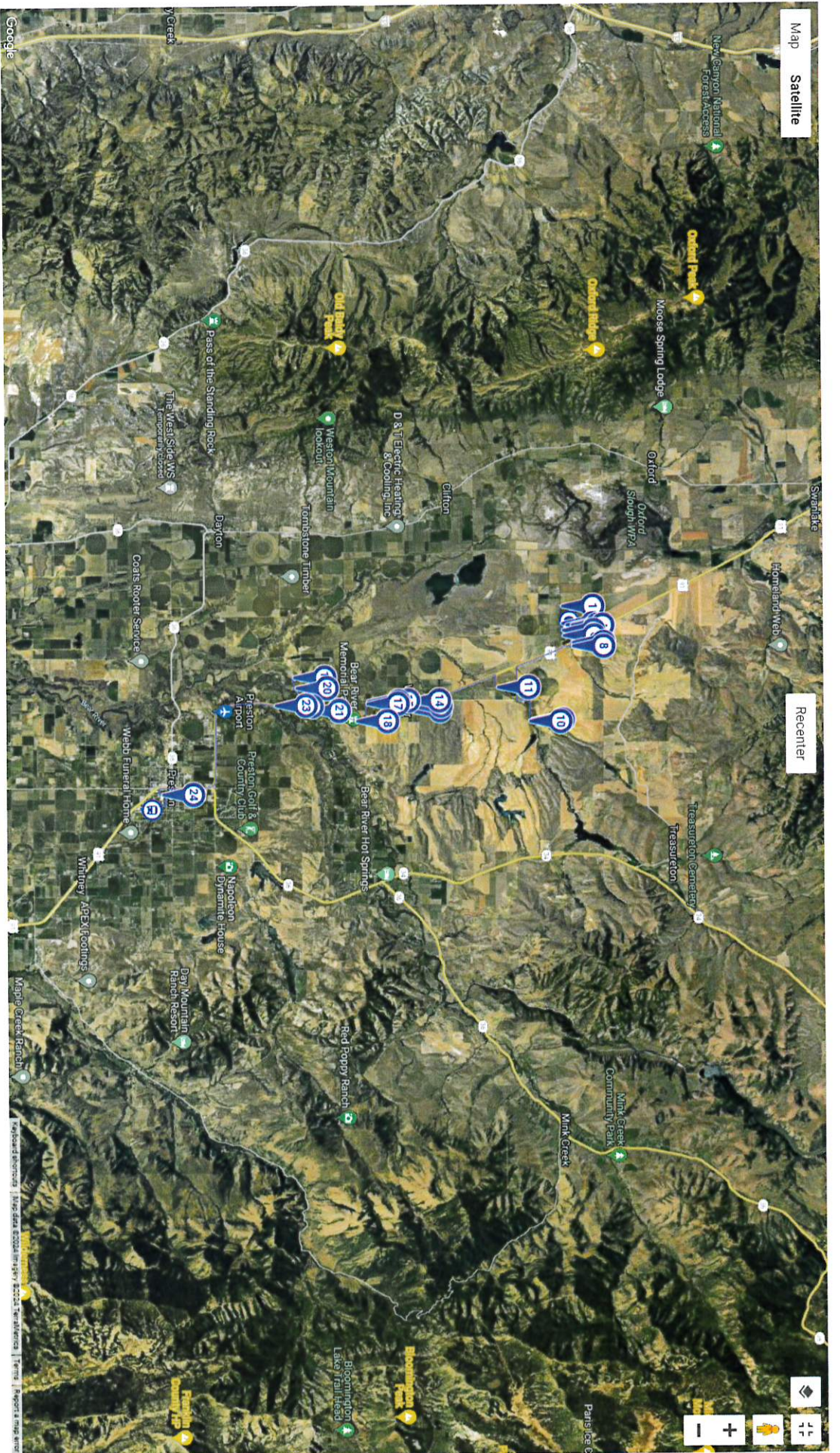
Route 1



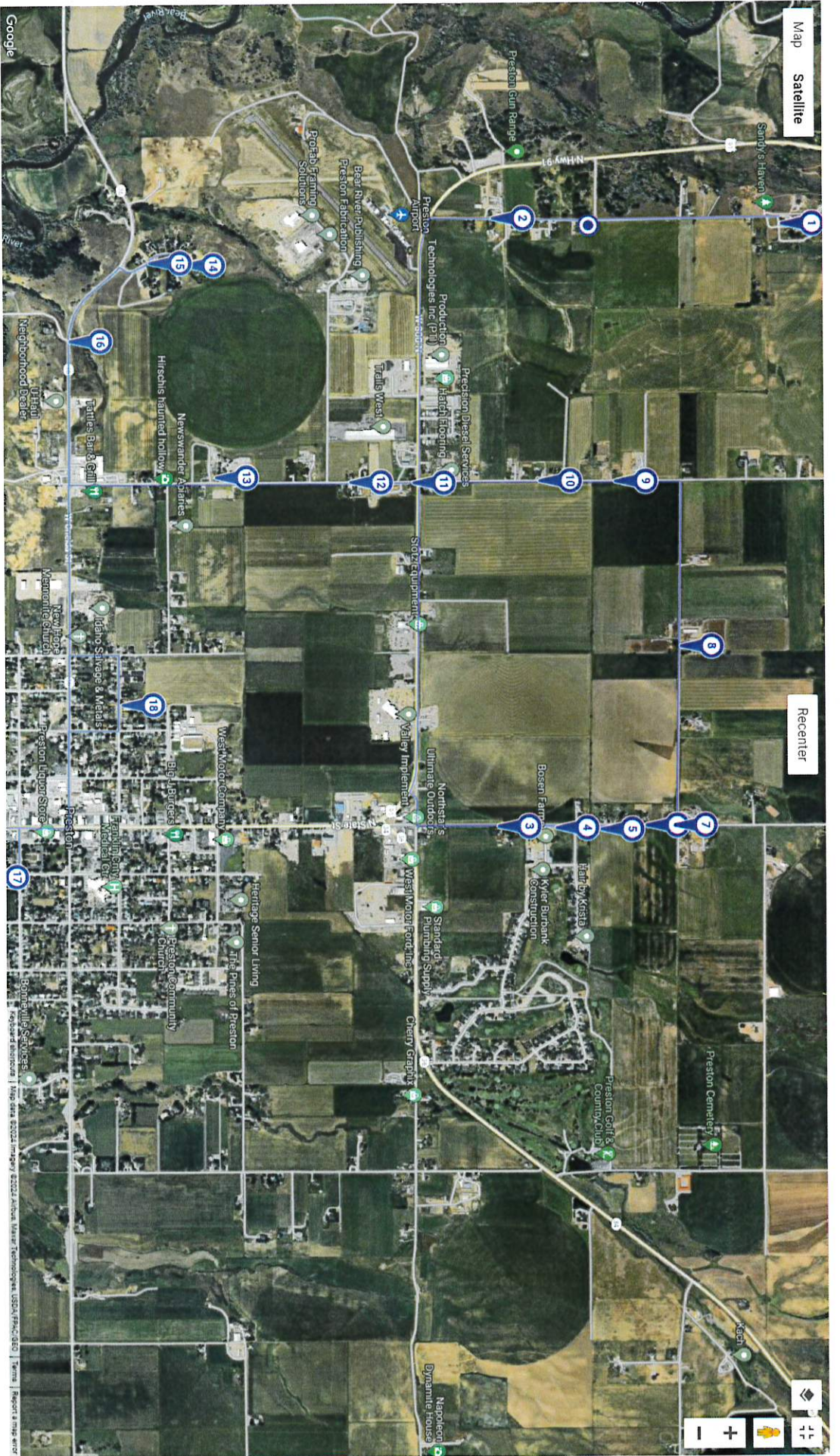
Route 3



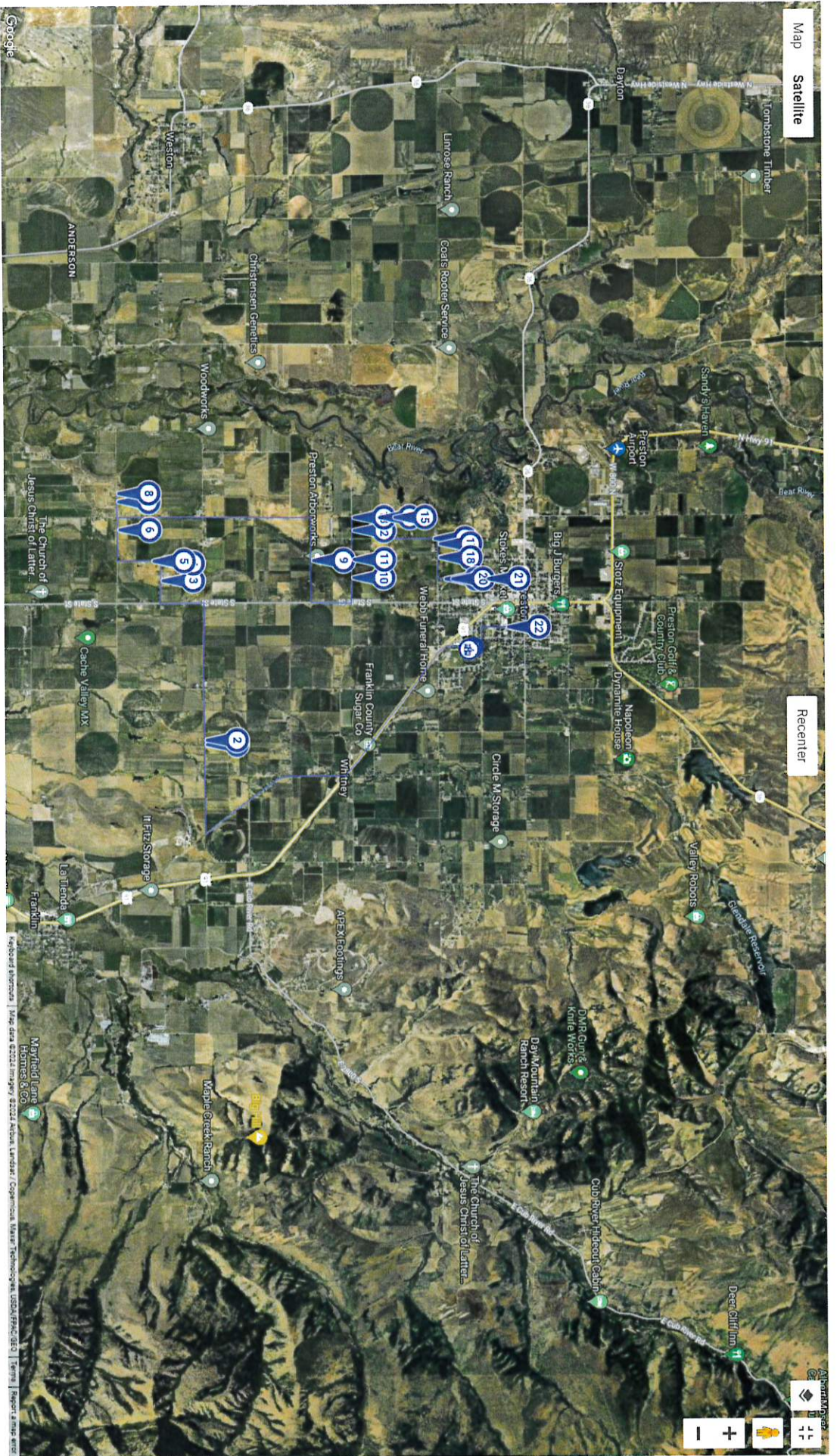
Route 4



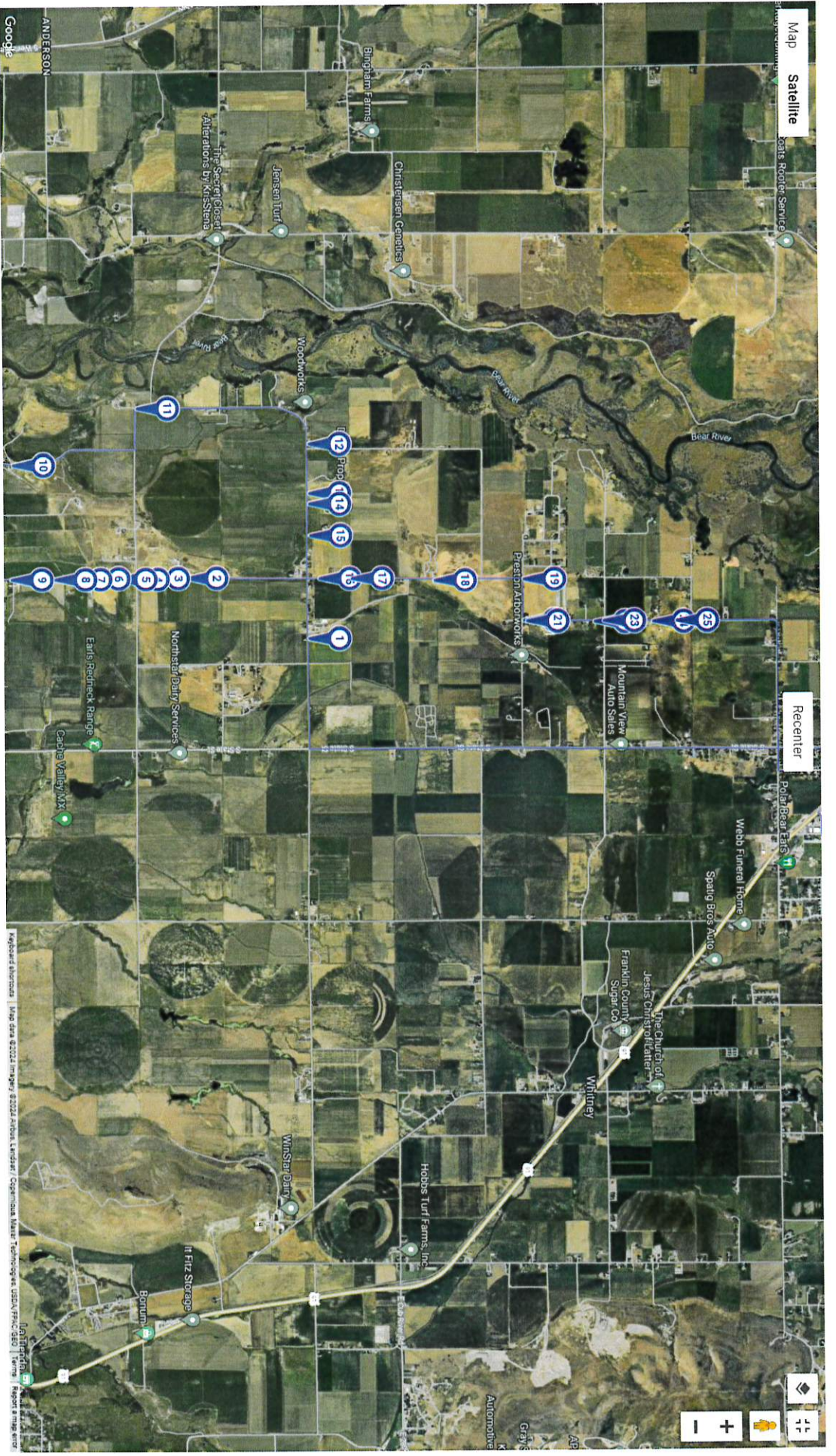
Route 5



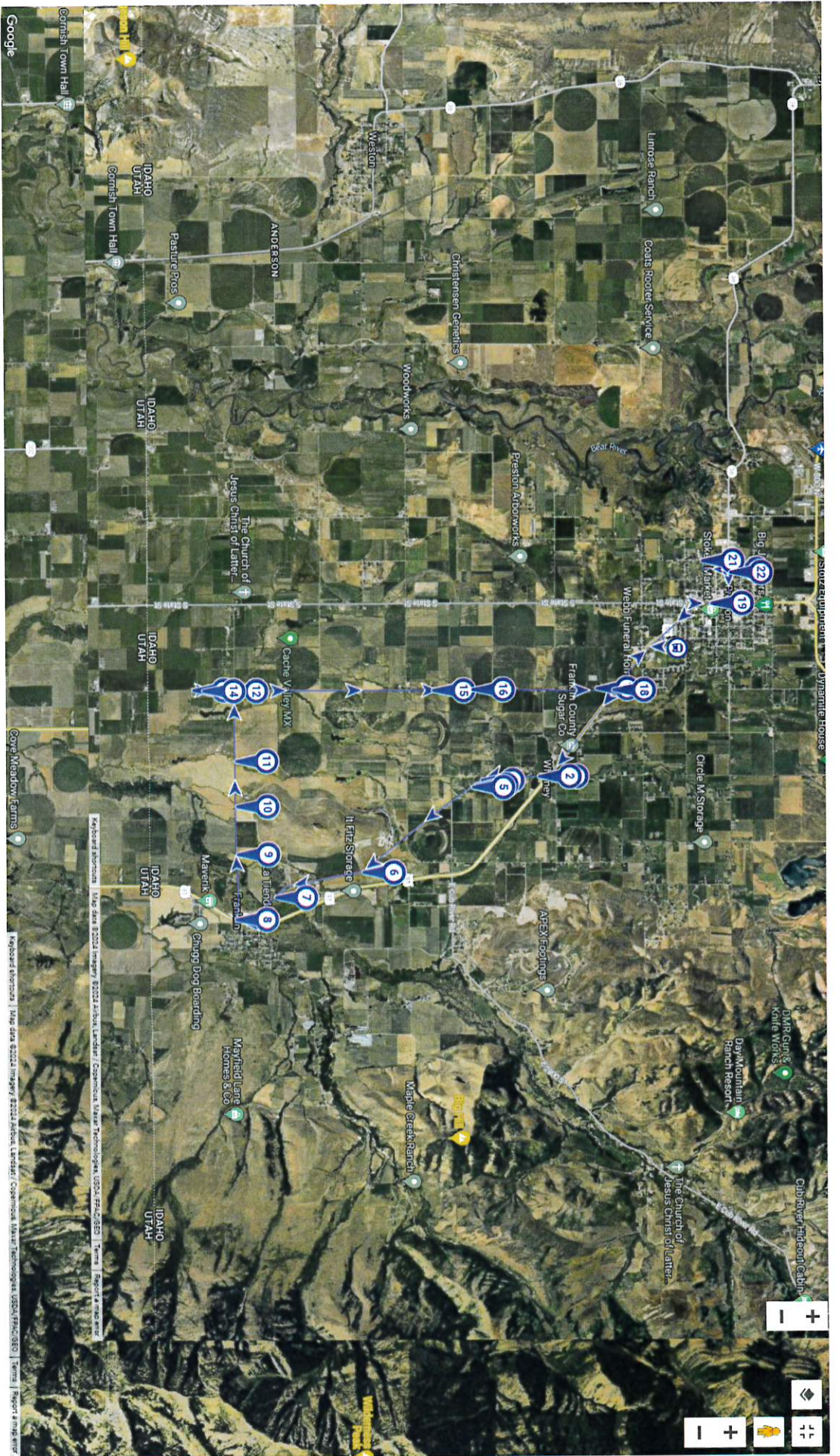
Route 6



Route 8



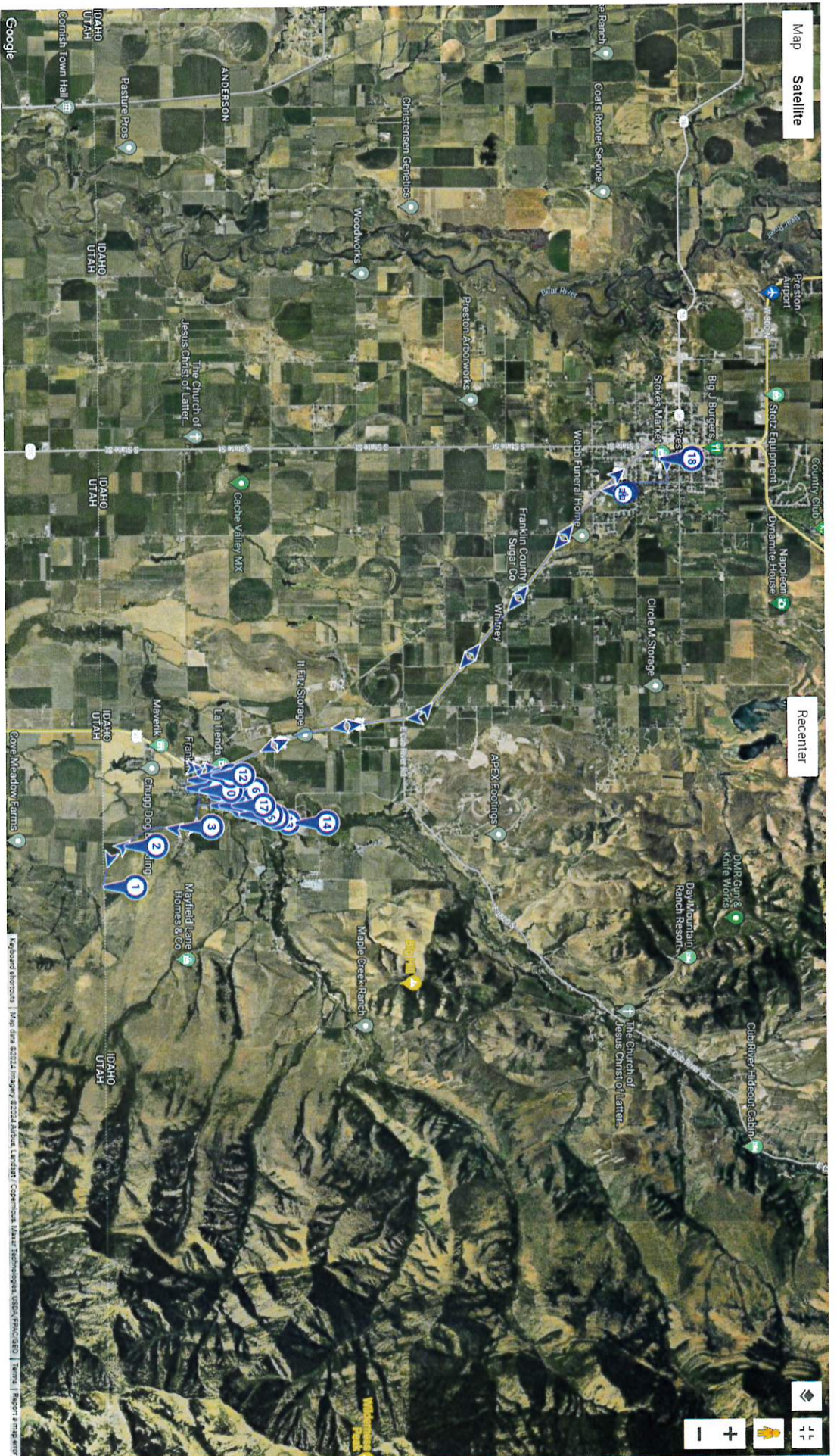
Route 9



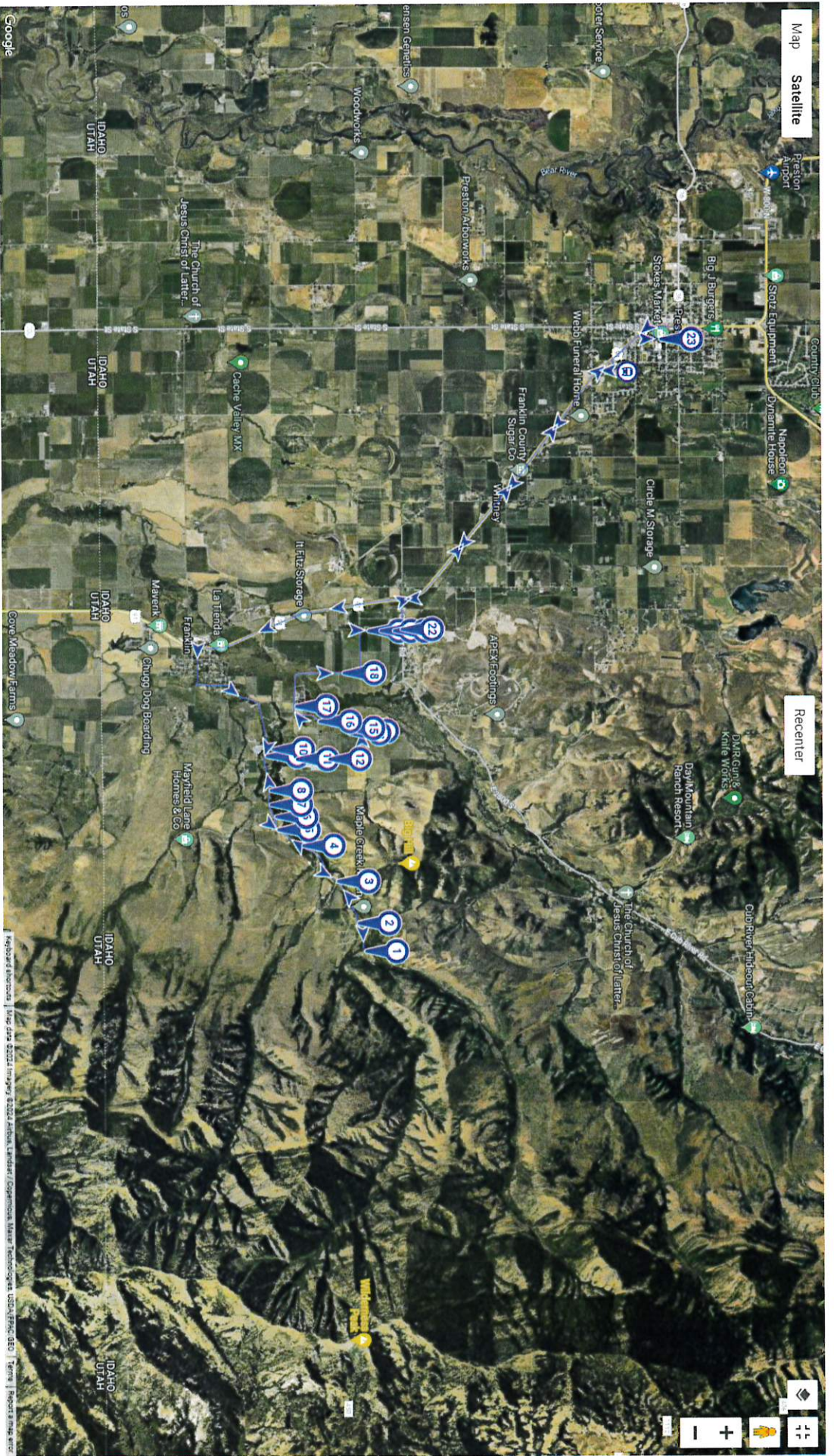
Route 10

Google

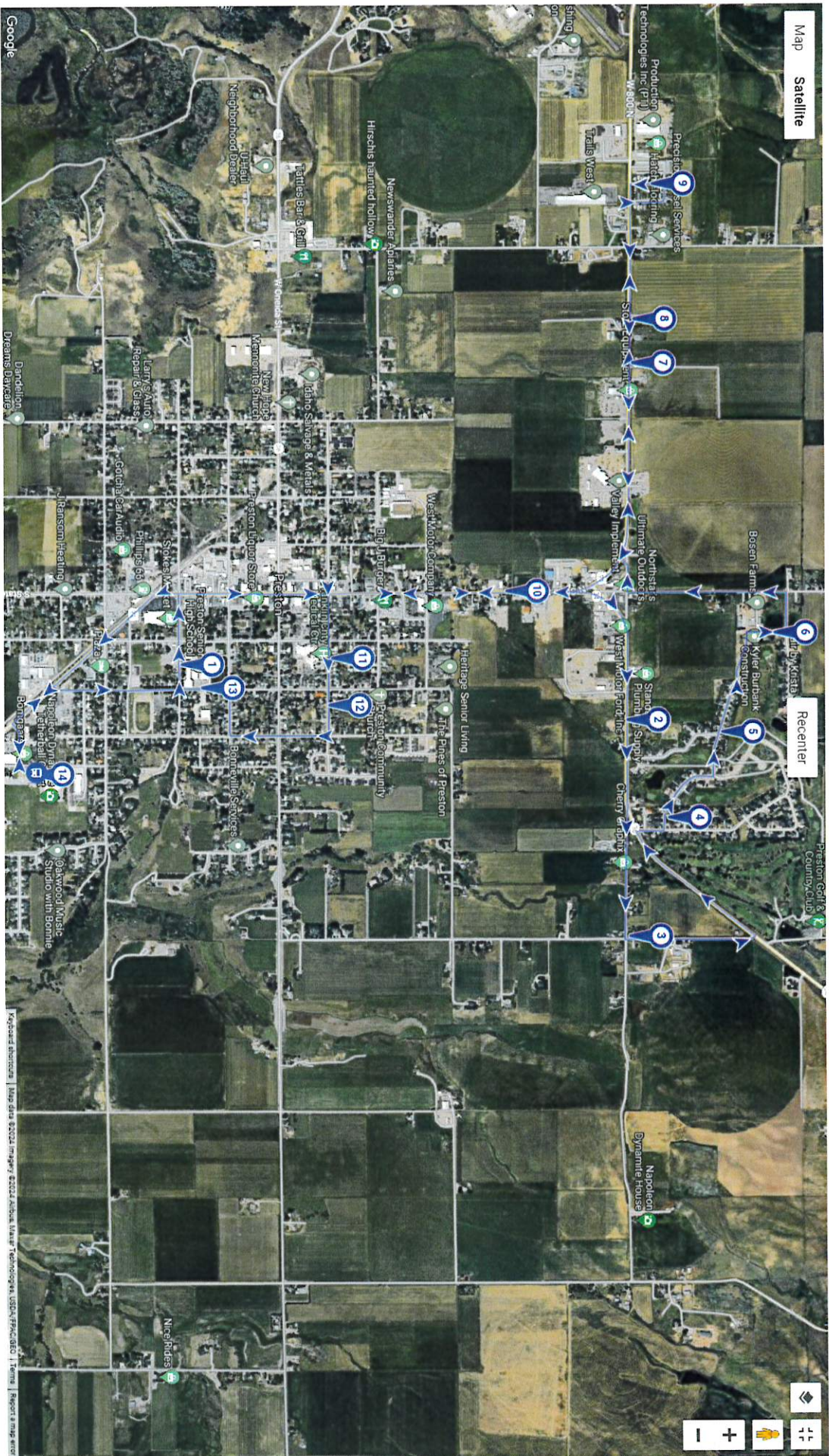
Map data ©2024 Imagery ©2024 Google, Landsat / Copernicus, Maxar Technologies, USDA, USDA-CESIS, Terra, Report a problem



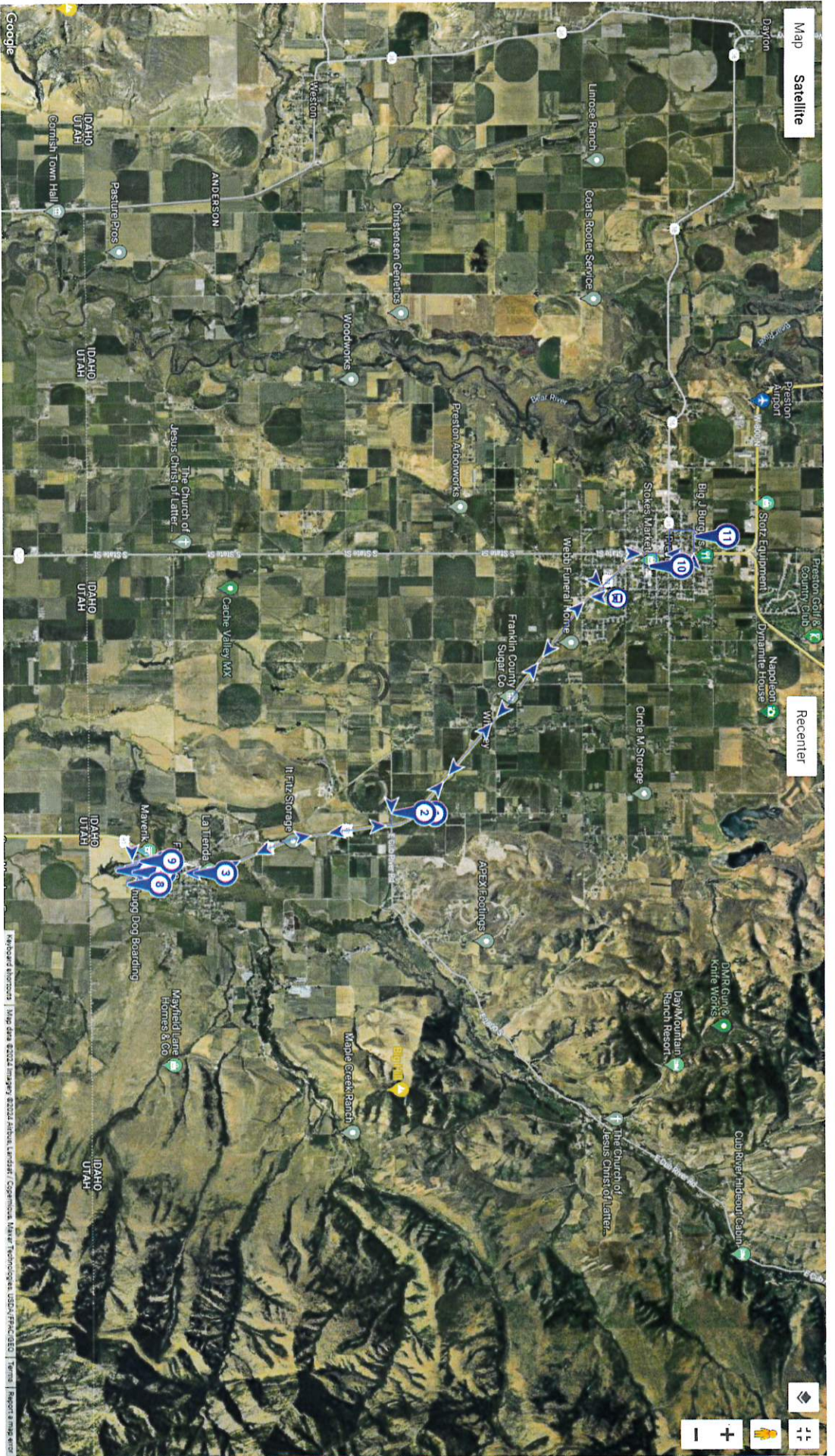
Route 11



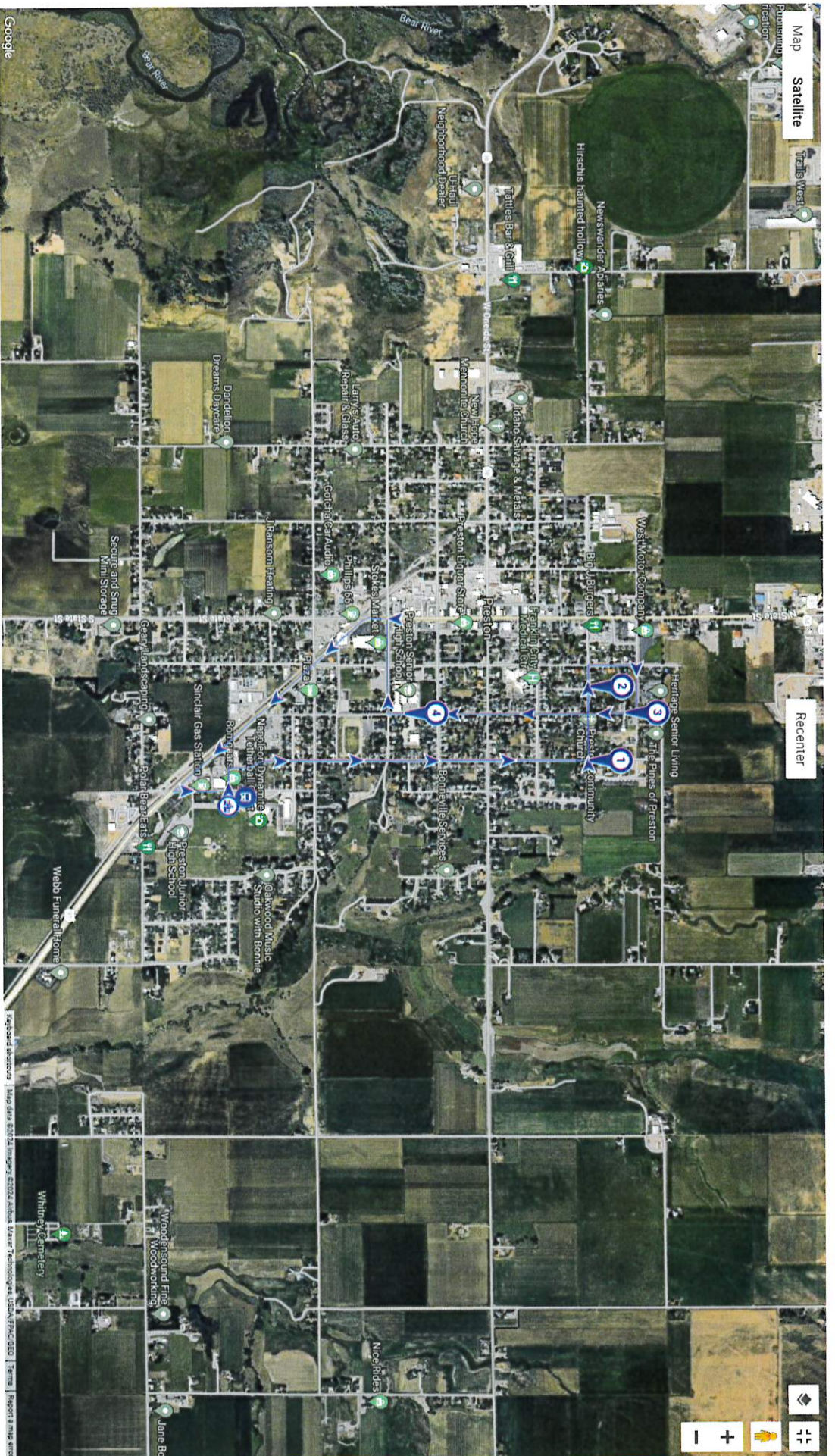
Route 12



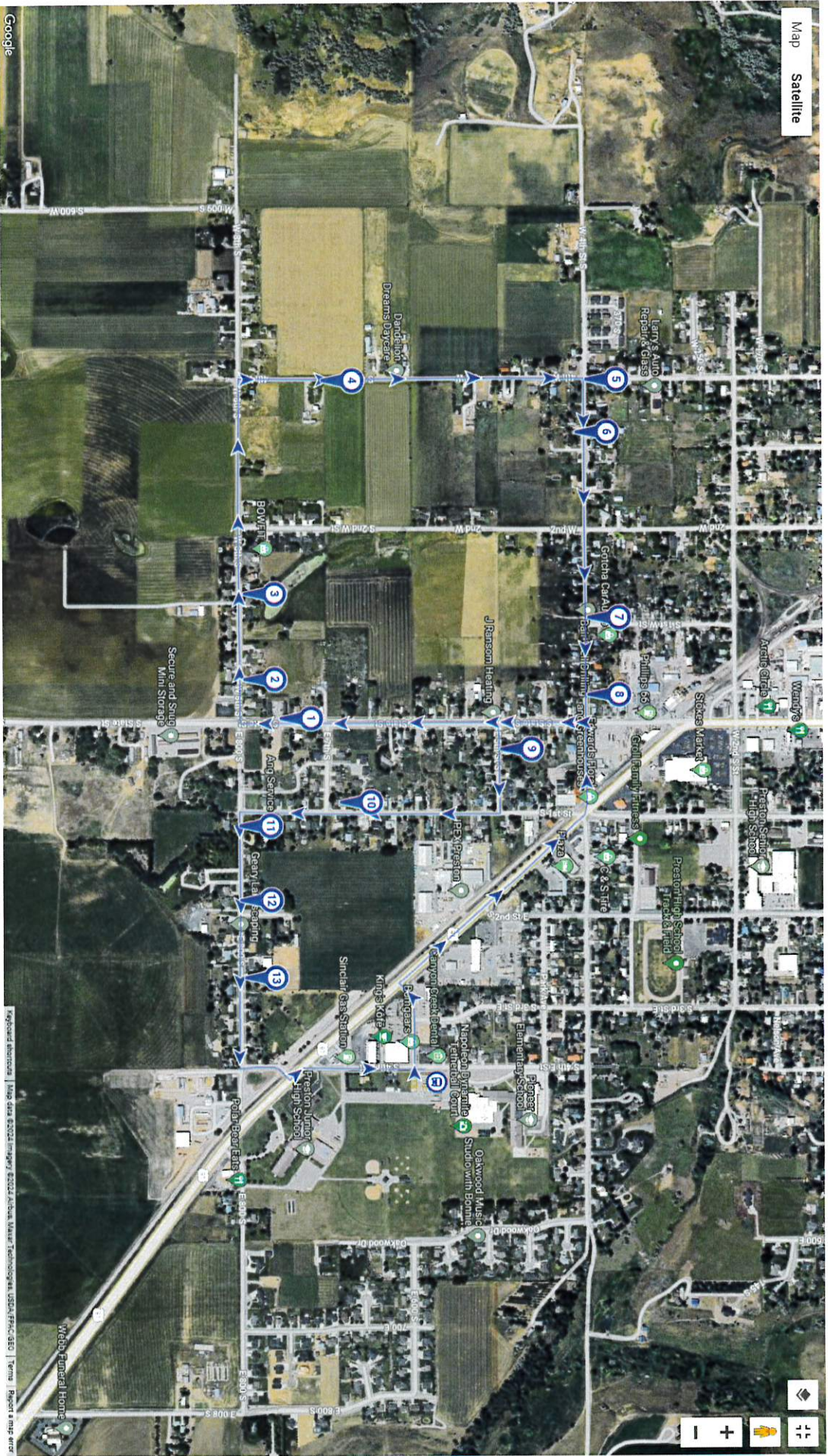
ROUTE 14



Route 16



Route 17



Route 18

PRESTON JOINT SCHOOL DISTRICT #201

2024-2025 CLASSIFIED STAFFING PAY SCALE

Approved by Preston School District Board of Trustees on

June 19, 2024

CATEGORY																			
	P-1	P-2	P-3	O-1	O-2	O-3	MC-1	MC-2	MC-3	MC-4	CN-1	CN-2	CN-3	B-1	B-2	B-3	T-1	T-2	T-3
1	12.36	12.61	12.85	15.45	16.38	19.41	12.36	13.72	19.78	26.20	12.36	14.34	19.53	19.57	23.09	26.03	19.57	23.48	27.59
2	12.61	12.85	13.11	15.76	16.71	19.80	12.61	14.00	20.17	26.73	12.61	14.63	19.92	19.96	23.56	26.55	19.96	23.96	28.15
3	12.85	13.11	13.37	16.08	17.04	20.21	12.85	14.28	20.58	27.26	12.85	14.91	20.32	20.36	24.03	27.08	20.36	24.43	28.71
4	13.11	13.38	13.64	16.40	17.38	20.62	13.11	14.56	20.99	27.81	13.11	15.21	20.72	20.76	24.50	27.62	20.76	24.93	29.28
5	13.38	13.65	13.92	16.73	17.73	21.04	13.38	14.85	21.40	28.37	13.38	15.52	21.14	21.19	25.00	28.17	21.19	25.42	29.87
6	13.65	13.92	14.19	17.06	18.08	21.47	13.65	15.15	21.84	28.93	13.65	15.83	21.56	21.61	25.49	28.74	21.61	25.93	30.47
7	13.92	14.19	14.47	17.40	18.45	21.91	13.92	15.45	22.27	29.51	13.92	16.15	21.99	22.04	26.01	29.31	22.04	26.45	31.08
8	14.19	14.48	14.77	17.75	18.81	22.35	14.19	15.76	22.71	30.10	14.19	16.47	22.43	22.48	26.52	29.90	22.48	26.98	31.69
9	14.48	14.77	15.06	18.10	19.19	22.81	14.48	16.08	23.18	30.70	14.48	16.80	22.88	22.93	27.06	30.50	22.93	27.51	32.33
10	14.77	15.07	15.36	18.47	19.57	23.28	14.77	16.40	23.64	31.31	14.77	17.14	23.34	23.39	27.59	31.11	23.39	28.07	32.98
11	15.07	15.37	15.67	18.83	19.96	23.75	15.07	16.73	24.10	31.94	15.07	17.48	23.80	23.85	28.15	31.72	23.85	28.62	33.64
12	15.37	15.68	15.99	19.21	20.36	24.24	15.37	17.06	24.59	32.58	15.37	17.83	24.28	24.33	28.72	32.36	24.33	29.20	34.31
13	15.68	15.99	16.30	19.59	20.78	24.73	15.68	17.40	25.08	33.23	15.68	18.18	24.77	24.82	29.28	33.01	24.82	29.79	35.00
14	15.99	16.30	16.63	19.98	21.19	25.24	15.99	17.75	25.59	33.89	15.99	18.55	25.27	25.32	29.87	33.67	25.32	30.37	35.70
15	16.30	16.63	16.97	20.38	21.61	25.75	16.30	18.11	26.09	34.57	16.30	18.92	25.77	25.82	30.47	34.34	25.82	30.98	36.41

Please Note: Employee progression on classified staffing pay scale is not dependent solely on years of experience, but will be based on employee evaluation data, availability of funding from State and/or local sources, and Board approval of classified staffing pay scale.

- P-1 Paraprofessional I - Noninstructional, Playground, Crossing Guard
- P-2 Paraprofessional II - Classroom Instructional, Special Ed, Title I, LEP, OT/PT Assistant, Elementary Rotation
- P-3 Paraprofessional III - K-8 library manager, Computer Lab, Interpreter, College and Career Center
- O-1 Administrative Assistant I - Assistant/Co-Secretary, Alternative School Secretary, Medicaid Billing Secretary
- O-2 Administrative Assistant II - Head Administrative Assistant
- O-3 Administrative Assistant III - District Administrative Assistant
- MC-1 Custodian I/Grounds I - Cleaning Staff, Seasonal Cleaning and Grounds
- MC-2 Custodian II/Grounds II - K-8 Custodial Supervisor, Alternative Custodian
- MC-3 Custodian III/Grounds III - Skilled Maintenance Technician, High School Custodial Supervisor
- MC-4 Supervisor I - Director/Supervisor, Shop Foreman
- CN-1 Child Nutrition I - Food prep, baker, server, salad bar
- CN-2 Child Nutrition II - Kitchen Supervisor
- CN-3 Child Nutrition III - Director/Supervisor
- B-1 Transportation I - Route Driver, Trip Driver
- B-2 Transportation II - Transportation Mechanic
- B-3 Transportation III - Director/Supervisor
- T-1 Technology Support I - Base Technician (no certification)
- T-2 Technology Support II - Advanced Technician (certified), A+, Network+, Security+, CompTIA
- T-3 Technology Support III - Director/Supervisor

Oakwood Elementary School

525 South 400 East
Preston, ID 83263
208-852-2233 phone
208-852-7155 fax

Oakwood Eagles SOAR!

Safe

On-Target

Accountable

Respectful



Oakwood's Policies/Procedures

The following are policies for Oakwood Elementary. There may be instances that transpire that are not outlined in this handbook. If this occurs, procedures outlined in Preston School District's policy manual will be followed.

Accidents or Illness (Preston School District Policy #564)

Should an accident or illness involving your child occur, we will do everything possible to contact you or the person you have designated to be called. In extreme emergencies the paramedics will be called. We will not send a child home during the school day unless the parents or your designee have been notified, and an adult comes to take the child home. This adult must be listed on the emergency form.

***It is extremely important that we have accurate and up-to-date telephone numbers on file in our office.**

Attendance

It is important for your child to be at school every day except in cases of illness or family emergency. Please call and inform our office if your child will not be attending that day. Good progress at school is a result of regular attendance. If you anticipate an extended absence for your child, please make his/her teacher aware of the situation. The School Board has established an attendance policy that states a student should not miss more than eight days per semester or sixteen for the school year. Excessive absences may result in a court referral.

Please ensure your child is at school on time. A student entering class late not only impacts their own learning but also disrupts the flow of the classroom and impacts the entire community of learners.

Bicycles, Skateboards, Roller Blades/Skates

Bike racks are provided by the school. All bikes should be placed in bike racks and locked. Oakwood School is not liable for theft or vandalism. Students are to walk their bikes to and from the bike racks as they pass through the sidewalk and parking lot areas. Bicycles are not to be ridden on the playground during school hours. Skateboards and roller blades should not be brought to school.

Birthday Treats

Birthdays are special days and we want to be able to celebrate these with our students. However, please be sure to follow the following safety precautions:

- Please do not bring or send flowers or balloons to students unless you plan on picking your child up from school that day. They are not to be taken on the bus for safety reasons.
- Edible treats need to be "store bought" and individually wrapped.

Busses (Preston School District Policy #730)

Riding the bus is a privilege. Students are expected and required to behave properly while riding the bus and while at the bus stops. Misconduct could result in a loss of bussing privileges.

For the safety of students:

- 1) Only school employees and students will be allowed in the bus safety loading zone while students are loading and unloading.
- 2) If you are picking up your child, please make arrangements before your child leaves for school and arrive to pick him or her up by 3:40 p.m. Once students board the bus at 3:45, they will not be called off the bus. Please plan ahead.

Bus Passes

Preston School District provides transportation to and from the homes of the students for the purpose of education. As a courtesy, the district will provide another stop, in addition to the home, for day care purposes only. If additional day care is arranged by the parents at various locations or with various providers, parents will need to make arrangements to transport the students from school or home. In addition to the day care courtesy stop, the regularly scheduled home bus route driver will let students disembark the bus at an established stop before or after the regular home stop. The courtesy care provider stop and at a stop other than the home stop must be verified by the parents in writing and be on file at the students' school. With written notice from the parents, a bus pass will be issued to the student notifying the driver when that stop is needed.

Bullying

Bullying is not allowed. Bullying is defined as intentional, repeated hurtful acts, words or other behavior such as name-calling, threatening and/or shunning committed by one or more children against another. Bullying may be physical, verbal, or emotional in nature. The parents of any student found guilty of bullying will be notified and the student will be referred to the principal

to determine the appropriate intervention strategy that should be implemented to address the behavior. If your student reported that he/she is being bullied, please report it to the office.

Cell Phones and Other Electronic Devices

Students are prohibited from using cell phones and/or electronic devices at all times during the school day unless approved by school administration. Smart watches may be worn by students but should not be used without permission from an adult.

The following is a list of consequences for violating this policy:

First Offense: The electronic device will be confiscated from the students. Parents may pick up the device from administration at the end of the school day. There will be a verbal agreement from the student that the cell phone will not be used during school hours.

Second Offense: The device will be confiscated from the students. When parents pick up the phone from school, a contract will be signed by the students and parent indicating that if there is a continued problem, it will be considered and treated as willful defiance/insubordination by the student.

Additional Offenses: The phone will be confiscated, parents notified and students will spend time in the refocus room.

Cheating

Cheating is not allowed. Students caught cheating will receive zero points for the assignment or test. Parents will be contacted and consequences will be the same as outlined in the discipline section.

Closed Campus

Students will not be allowed to leave the campus once they arrive. Students may be allowed to go home for lunch if parents have made arrangements with their child's teacher and with the office. Parents taking students from school must secure a release from the office. A note from parents to teachers is not sufficient. Teachers are instructed not to release students during the day unless this release is validated through the office. Please see Student Check-Out Procedure in this booklet.

Computer Equipment and Use (Preston School District Policy #689)

Parents will need to sign a Computer Use Agreement before students will be allowed to use computers. This contract commits students to correct and appropriate use of computers. It also addresses network and internet usage and regulations. Any student who violates the terms of this contract or who willfully damages computer equipment or software programs will be denied computer privileges. They may also be liable for any necessary repairs to equipment or software.

Discipline

In order for learning to take place and for our students and staff to feel that school is a safe and supportive environment, we believe that accountability for choices made is very important.

For minor offenses (most often occurring in class or on the playground), teachers or other school personnel may enforce the following consequences. If it is a minor offense, teachers will conference with the parent before administrative intervention.

Students who are severely disruptive, use inappropriate words or unsafe actions, are a danger to themselves or others, or exhibit any other behavioral infractions as deemed serious behavior by school personnel, may have the following steps imposed. The following steps are in place once appropriate steps have been taken on the playground or at the classroom level. The student is then referred for administrative intervention. School administration will have the final decision for consequences for students referred for administrative intervention.

Step One- Warning

Step Two- Parental contact and recesses will be lost

Step Three-In-school suspension (missing school does not negate time owed)

Step Four-Out-of school suspension

Please note: Steps may be accelerated due to the seriousness of the infraction.

There may also be referrals to the school board for expulsion and/or to the court system depending on the seriousness of the infraction.

Dress Code

We support the idea that what a child wears to school may influence his/her behavior and attitude. For this reason, we have adopted the following dress code:

- Clothing shall be modest, clean, and in good repair. Clothing shall not expose tummy, abdomen, back or chest and should be of properly fitted size as to conceal undergarments at all times.
- Shoulders, midriff and back should be covered. Sleeveless shirts or tank tops are not allowed.
- Shorts and skirts should not show any skin above mid-thigh.
- Safe footwear is required. Please do not wear shoes without backs, or open-toed shoes. Flip flops are not allowed. They are not safe for P.E. or the playground.
- No distracting make-up, jewelry, clothing or hair.
- Hats are not to be worn inside.
- No bandannas are allowed.
- Distractive body ornaments, jewelry, or accessories are prohibited.
- Clothing or appearance which, in the judgment of the administration, draws undue attention and is disruptive to the educational process will not be accepted.
- Shirts, jackets, backpacks, or other articles containing inappropriate logos or slogans are prohibited.
- If students come to school out of compliance with this dress code, parents will be notified and requested to help bring students into compliance.
- Adherence to these dress and grooming standards as well as all other district dress standards as presently stated will be the responsibility of the student and his/her parents or guardian. District policy will be followed for noncompliance.
- Students should be dressed appropriately as indicated above except that other appropriate dress may be worn for special activities as approved by the principal.

Drug, Alcohol and Tobacco Use

Students will not use, possess, sell, buy or distribute drugs, including alcohol, tobacco, controlled substances, vaping, or related paraphernalia, on school premises. Students will follow school discipline procedures for violations.

Emergency Procedures

In the event of an area, school, or community emergency our policy is to retain the students as long as the building and conditions are safe. Should there be a major disaster, all teachers and staff members will remain at the school to care for the students until a safe release time.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request

that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.

Federal McKinney-Vento Homeless Assistance Act

Children who lack fixed, regular, and adequate housing have certain educational rights. Visit with the elementary principal or contact the Preston School District Homeless Education Liaison at 208-852-0283 to find out more

FERPA

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.

Parents or eligible students have the right to request that a school will correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.

Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):

- 3) School officials with legitimate educational interest;
- 4) Other schools to which a student is transferring;

- 5) Specified officials for audit or evaluation purposes;
- 6) Appropriate parties in connection with financial aid to a student;
- 7) Organizations conducting certain studies for or on behalf of the school;
- 8) Accrediting organizations;
- 9) To comply with a judicial order or lawfully issued subpoena;
- 10) Appropriate officials in cases of health and safety emergencies; and
- 11) State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.

Field Trips

Parents are asked to complete field trip permission information on the student enrollment form. When you complete the form indicating that permission is granted, your child may go on all field trips scheduled during the year. Details of the field trip are sent home before each field trip occurs. The school offers cafeteria prepared sack lunches for field trips. The price of these prepared lunches may be deducted from your child's lunch account.

Food

The following guidelines should be followed when bringing food into the classroom.

- Items should be items that do not need refrigeration
- Food items should be individually wrapped and store bought
- Red punch is not allowed in the building

Students are not allowed to chew gum at school.

Food Services

A nutritious breakfast and lunch are available to all Oakwood students each school day. Breakfast is available from 7:40 - 8:00 am each morning in the cafeteria. Studies show that students do better in school when they have a healthy breakfast and lunch. The meals served at Oakwood meet or exceed the specific nutritional guidelines as set forth by the federal government. Students are given several entries they may choose from daily, along with vegetables, bread, and fruit.

Student lunch prices are as follows:

Breakfast - \$2.85 for full price, \$.30 for reduced or free for those who qualify.

Lunch - \$3.50 for full price, \$.40 for reduced or free for those who qualify.

An adult lunch may be purchased for \$4.95.

Preston School District is using Biometric Scanning to identify students for lunch. Food service employees scan unique points on the finger to create and store a digital code for that student that identifies the student as they come through the lunch line. In the same way that we protect your student's personal information in PowerSchool according to the Family Education Rights and Privacy Act (FERPA) we protect this information. If you have any questions or do not want your child to participate in this program, please do not hesitate to contact Candy Longhurst, our Child Nutrition Supervisor, at 852-0280.

Harassment/Intimidation (Preston School District Policy #506)

Harassment is not allowed. Harassment includes conduct whether verbal, written, graphic or physical relating to student's race, national origin, color, disability, or sex that is sufficiently severe, pervasive, or persistent. No student should be subjected to any unasked or unwelcome demeaning conduct.

Health and Wellness Screenings

Vision and hearing screenings are conducted to identify and potential vision or hearing issues. Our staff may also administer basic first aid for minor injuries and illnesses. In addition, periodic checks for lice may be performed to detect and manage head lice infestations. Students' temperatures may be taken and monitored. Please contact the school office if you would like to opt your child out of the screenings.

For students with chronic health conditioned (e.g. asthma, diabetes, allergies) our school team works closely with families to manage their conditions. We encourage

open communication with parents to ensure a comprehensive understanding of each student's health needs.

Immunizations (Preston School District Policy #565)

All children entering Preschool and Kindergarten will be required to have a minimum of:

5 doses of DTP

4 doses of Polio

2 doses of MMR

3 doses of Hepatitis B

2 doses of Varicella

2 doses of Hepatitis A

or to have a valid medical, religious or personal exemption form on file.

Please remember an exemption is not valid if the parent has forgotten their child's immunization record. State law requires a parent, custodian, or guardian of any child who is to attend any public, private, or parochial school in Idaho to provide proof of required immunizations **before** attendance. Children who are not in compliance must be excluded.

Late Start

The district may choose to delay the start of school by two hours in case of bad weather or other emergencies. In this case, you will be notified through Alert Solutions of the late start. School will start at 10:00 am. Breakfast will not be served and students will miss first recess. The rest of the day will be as regularly scheduled.

Lost and Found

In order to help us return lost items to children, please label all coats, jackets, backpacks, and other items with your child's name. Place the name on the inside of the article so that it is not visible from the outside. All lost items will be placed in the lost and found area. We have found a backpack to be helpful for children to keep items together. Please try to claim lost items as soon as the item is missing. Parents are invited to come to look through lost items and claim any that belong to their child. Unclaimed items will be given to a local charity.

Medications (Preston School District Policy #561)

Students requiring medications during the school day need to make arrangements with their doctor and with the school. A doctor's form is available from our school secretary that will help with this accommodation. This form is to be signed by the doctor and the parent. Parents are to bring the medication to the school office in the original container containing the child's name and all directions. Please do not send any medication to school with your child. Students requiring the use of inhalers are, with the form from the doctor, able to bring and keep an inhaler with them. Please make your child's teachers aware of this need.

Non-discrimination/Title IX

The Preston School District does not discriminate on the basis of race, color, religion, national origin, sex, ancestry, disability, age, genetic information, or any other characteristic protected by law, in its programs and activities. Further, in accordance with federal law, the district provides equal access to its facilities to the Boy Scouts and other designated youth groups. The superintendent has been designated to handle inquiries regarding the non-discrimination policies. In the event the superintendent is unavailable or is the subject of the report, reports should be directed instead to the acting compliance officer which is the executive director for quality and evaluation.

Office Address: Preston School District

105 E. 2nd S.

Preston, ID 83263

Phone Number: (208) 852-0283

PBIS

Positive Behavior Interventions and Supports (PBIS) is a school-wide behavior system that outlines expectations for student behavior. Oakwood eagles SOAR as they learn to be safe, on-target, accountable and respectful.

Pets at School

Please keep family pets at home unless prior approval has been received by the principal and teacher. If pets are part of a student's show-and-tell presentation, the parent will need to accompany that pet and take it home immediately following the activity. Please contact the principal for permission prior to bringing them to the school. Also, please explain to children the importance of leaving animals at home so that we do not have stray animals here on our campus. If you have pets, please keep them in the house or fenced yard during periods when

children walk to and from school. An Animal Control Officer will be called to remove any unattended animal from school.

Playground Rules

1. Play only in designated areas. Students may not play in the following areas:
 - a. The grass between two schools
 - b. The hill by the Pioneer
 - c. The dock by the lunch room (Walk across dock.)
 - d. In front of either school or in the parking lot
 - e. In any area marked off by cones or tape
 - f. Retaining walls, sprinklers and fences
 - g. Next to Oakwood doors or windows.
2. Follow all instructions of the playground supervisors.
3. Fighting, name calling, swearing or foul language is not allowed.
4. Rollerblades, Wheelies and skateboards are not allowed on school property.
5. Students may not throw rocks, bark, sticks or snowballs. They should not put bark in the water fountains.
6. Students may play flag football, but not touch football. Flags are available from the playground supervisors.
7. Use playground equipment wisely. Balls and jump ropes cannot be used while on playground equipment. Students should use good judgment to prevent injury to themselves or others. Playground supervisors may ask you to stop doing something if it may hurt you or someone else.
8. Weapons of any kind are not allowed on the playground.
9. Lunches will be eaten in the cafeteria. Food is not allowed on the playground.
10. Students will not be allowed in the halls or classrooms during recess without the teacher's permission.
11. When the bell rings, students need to promptly return to class.
12. Gymnastics and backflips are not allowed on ground or off of equipment.

PTO

The Parent Teacher Organization (PTO) provides many services to the school and students. We are grateful for all they do. From time to time, you will see notes from the PTO asking for help with their projects. Please be generous with your time because these activities directly benefit our students. Parent participation and involvement is welcomed and invited. We are currently seeking volunteers who will serve as officers and committee members for the PTO. All interested parents are encouraged to contact Ms. Hamblin or email the PTO at prestonelementarypto@gmail.com

Recess

Children should arrive at school dressed for the weather of the day so they can safely and comfortably enjoy recesses. Recess supervisors are outside each recess. Children will be expected to go outside for recesses except in extreme weather conditions or red air days. In those extreme conditions the supervisors will bring all the children inside. If for some rare reason your child should not go outside at recess, please visit with the teacher.

School Hours/Bell Schedule

First bell - 8:00

School begins - 8:05

Recess 3rd - 10:00-10:15

Recess 5th - 10:15-10:30

Recess 4th - 10:30-10:45

Lunch 3rd - 11:25-12:05

Lunch 4th - 11:55-12:35

Lunch 5th - 12:25-1:05

Recess 3rd - 2:15-2:30

Recess 4th- 2:30-2:45

Recess 5th - 2:45-3:00

School Dismissed - 3:45

Search and Seizure Policy (Preston School District Policy #542)

In the interest of maintaining a safe and drug-free school, school officials may conduct random or "blanket" searches of student lockers, student belongings, desks, and the school parking lot. School officials will conduct the searches in a random and systematic manner that is minimally intrusive, and it is not required that reasonable suspicion exist.

At any time when the student is on school property or at a school-sponsored event, school officials may search the student's person or possessions (backpack, purse, etc.) if the school official has reasonable suspicion to believe that the student is in possession of illegal or contraband materials or is otherwise secreting evidence of a crime or violation of district policy.

Sick Child Guidelines

What signs should I watch for to see if my sick child should stay home from activities?

Ask yourself these questions:

- * Does your child feel well enough to comfortably participate in the activities? A sick child who is lethargic, whiny, irritable, almost continuously crying, and/or requires constant attention would probably be happier resting at home.
- * Did the doctor diagnose a contagious illness that should keep your sick child at home? Illnesses such as pink eye, scabies, head lice, impetigo, strep infection, whooping cough, and chickenpox are highly contagious. In this case, your child should remain home and separate from other children until the risk of passing on the illness has passed.
- * It is important that parents enact the Golden Rule (do unto others as you would have them do unto you) in that if you wouldn't want your child playing with a sick child that exhibits certain illnesses, then the same holds true for them as well.

Special Services

Special education and related services will be provided for students with learning and educational difficulties who have been determined eligible for an Individual Education Plan (IEP) or 504 plan. See your special education case manager or counselor, or the district special services director regarding any question you have with your specific plan.

Through the IEP process, adapted courses or alternate courses are available to special education students who require such modification of their course work, as determined by the student's IEP Team. For further clarification please contact your student's case manager or the district special services director.

Student Check-Out Procedure

Parents must come to the school office to take their child out of class or school for any reason during the school day. We ask that parents not call to ask that their children be allowed to meet them outside or to walk home. We do this for the safety of your children and hope that you will understand and cooperate with us in this regard. Parents or designated adults must come into the school office to receive their children during the school day.

Title I

Oakwood Elementary School's Title I Program and assistance is offered to all students. Title I services help students be successful in school and demonstrate proficient or advanced levels of achievement. The school recognizes that in order for students to demonstrate academic success, the school needs to advocate for the involvement of parents and families in their children's education. The school desires to foster relationships between home, school, and the community which will enhance the education of students. Jointly we will review and update a parent involvement policy and parent compact, which outlines how the school staff, parents, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve high standards. The compact will provide a space for all parties to sign and date the document. Parents are invited to attend the annual Title I meeting held in the early fall to learn more about the program and services as well as share suggestions to make the school a better place. Other formal school meetings will be held in which parents can contribute ideas to make the school a better place. Look on Facebook or go to Oakwood's webpage (www.prestonidahoschools.org) for dates and times of those meetings that will help build dynamic home school partnerships. Parents are also welcome to contact school administration at any time to offer suggestions and insights. We believe that family involvement fosters positive attitudes, promotes good behavior, and encourages student achievement. As a result of this partnership, we feel the educational success of our students will be increased. Additionally, parents of a student attending a school receiving federal program funds may request the professional qualifications (college major, degree and license) of their child's classroom teacher. If that information is desired, parents should contact the school office to obtain it.

Title I Compact

The school understands the importance of the school experience to every student and their role as educators and models. Therefore, the school agrees to carry out the following responsibilities to the best of their ability:

- Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served to meet Pioneer's challenging academic standards.
- Address the importance of communication between teachers and parents on an ongoing basis through, at a minimum:
 - Parent-teacher conferences, bi-annually, during which this compact shall be discussed as the compact relates to the individual child's achievement.
 - Frequent reports to parents on their children's progress.
- Reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities.
- Ensuring regular two-way, meaningful communication between family members and school staff and, to the extent practicable, in a language that family members can understand.
- Treat each child with dignity and respect.
- Strive to address the individual needs of the student.
- Acknowledge that parents are vital to the success of a child and school.
- Provide a safe, positive and healthy learning environment.
- Assure every student access to quality learning experiences.
- Assure that the school staff communicates clear expectations for performance to both students and parents.

The parent understands that participation in his/her student's education will help his/her achievement and attitude. Therefore, the parent will continue to carry out the following responsibilities to the best of his/her ability:

- Supporting their child's learning.
- Participating, as appropriate, in decisions relating to the education of their child.
- Create a home atmosphere that supports learning.
- Send the student to school on time, well-fed, and well-rested on a regular basis.
- Attend school functions and conferences.
- Show respect for all members of the school community and school property.
- Review all school communications and respond promptly.

The student realizes education is important. He/she is the one responsible for his/her own success. Therefore, he/she agrees to carry out the following responsibilities to the best of his/her ability:

- Get to school on time every day.
- Have a positive attitude toward school.
- Be responsible for completing homework on time.
- Be cooperative by carrying out the teacher's instructions and ask for help when needed.
- Do daily work that is neat and reflects the student's best effort.
- Be respectful to all school members and to school property.

Toys

Toys are distracting to students and are not to be brought to school unless prior arrangements have been made with the classroom teacher. To avoid being lost or damaged, please do not allow your child to bring toys to school. These may include but are not limited to fidget spinners, Pokémon cards, action figures, etc. The school will not be responsible for lost or stolen items.

Video Surveillance

To promote the safety of students, employees, and visitors, as well as the security of our facilities and equipment, Oakwood Elementary may conduct video surveillance of any portion of its premises at any time; the only exception being private areas of restrooms, and dressing rooms. Video cameras will be positioned in appropriate places within and around Oakwood and used in order to help promote the safety and security of people and property.

Questions about video surveillance in the workplace should be directed to school administration.

Volunteers

Often your child's teacher needs help for one-on-one tutoring, small group work, or help with field trips. Please consider these requests. You may want to arrange regular times each week. We encourage you to work with your child's teacher to make the best educational environment. There is a sign-in sheet in each classroom for volunteers to sign each time they come in to volunteer.

Weapons (Preston School District Policy #541)

Oakwood is committed to providing a safe environment for all students and staff. This commitment includes the prohibition of any weapons or other objects/substances which may pose a threat to the health and safety of other students, staff members or could be used to disrupt the educational process. Following Idaho Code, Oakwood is a Gun Free Zone.

Withdrawal or Transfer of Students

Should it become necessary to transfer your children to another school mid-year we ask that you alert the office one week ahead of time so that all necessary forms can be completed. Please check with the librarian to determine that all library books have been

returned, and cafeteria staff to settle your lunchroom account. Most schools require a withdrawal form from your previous school before they admit your children. We will be happy to provide this form as you complete the withdrawal/transfer process.

PIONEER ELEMENTARY SCHOOL **MISSION STATEMENT**

Pioneer Elementary's mission is to provide each student with high levels of learning in a culture of collaboration and respect between students, faculty, staff, and parents. We will achieve and gain a sense of purpose through hard work, love, play, and high expectations in a safe and positive learning environment.

Students at Pioneer Elementary are
'PAWSITIVELY AWESOME!'

They **P**roblem Solve, **A**lways Care, **W**ork Hard, & **S**how Respect

PRESTON SCHOOL DISTRICT MISSION STATEMENT

Preston School District, in partnership with families and the community, will:

- Instill in all students the desire to be life-long learners through activities which promote responsible, productive, and healthy citizens.
- Provide students with an enriching educational environment where sound instructional and technological practices are maintained and students are given a wide variety of learning opportunities.
- Provide educational environments where students are safe and respected.
- Maintain high expectations for professionalism among all Preston School District employees.
- Increase achievement in core academic areas.
- Appreciate and recognize the unique aspects of all individuals.

SCHOOL HOURS

7:40 AM	Building opens for students Breakfast served
7:55 AM	1st Bell
8:00 AM	School Begins – <u>Students are expected to be in classrooms ready to learn</u>
3:40 PM	Dismissal Bell – Students leave school for the day
3:53 PM	Bus Departure

GENERAL INFORMATION

Please notify your student's school immediately if you have a change of mailing address, email address or telephone number for home, work, or mobile.

ACCIDENTS AND ILLNESS

Children may leave home feeling great but become ill during the day. We will contact you if your child becomes ill. We make every effort to contact parents or guardians in case of illness or serious accident. If we cannot reach you, we will notify one of your listed contact persons. In extreme emergencies we will take steps that we feel are necessary, including calling 911 for transporting to emergency medical services. Please keep us informed of any changes in the emergency numbers and alternative ways to contact you.

ATTENDANCE (Preston School District Policy #522)

Please encourage good attendance and be sure your child gets to school on time every day. Consistent attendance leads to greater student achievement and self-esteem.

Our School Board has established an attendance policy to foster the academic success and personal growth of students. This policy states that students are required to be in attendance at least 90% of the time that school is in session. This means a student should NOT MISS MORE THAN 7 DAYS of school per semester. If a child misses more than 14 days promotion to the next grade could be jeopardized, or you could be referred to court officials. The school will notify you of excessive absences and each child who misses over this set amount will be evaluated on a case-by-case basis to determine what actions may be taken to improve attendance and the best placement for the coming year.

If your child is absent, please call the school by 9:00 a.m. Such notification from home serves safety purposes by informing the school the child will not be in attendance and helping the school better understand the cause of the absence. If your child has visited a doctor, sharing a note from the doctor with the school will also help us understand the reason for an absence. Know that calling into the school to "excuse" an absence does not negate the absence; the student is still marked and counted as absent.

If it is determined to close school due to inclement weather, notifications will take place. Parents can access Preston School District webpage (www.prestonidahoschools.org) for the most current school closure protocol. Also, follow our Facebook page for important information.

BIRTH CERTIFICATE

All new students, whether beginning kindergarten or entering from another school district, must present a certified copy of their birth certificate to school personnel within 30 days of enrollment.

BIRTHDAYS AND OTHER CELEBRATIONS

Birthdays are special days and we want to be able to celebrate these with our students. However, there are some safety precautions to observe: Please do not bring or send flowers or balloons to students unless you plan on picking your child up from school that day. Balloons, large flower arrangements, vases, etc. are not to be taken on the bus for obvious safety reasons. Edible treats brought to the school for birthdays or other celebrations must be store bought.

BULLYING/FIGHTING/HARASSMENT

Bullying, fighting, and harassment/intimidation are not allowed. Bullying is defined as intentional, repeated, hurtful acts, words, or other behaviors such as name calling, threatening, and/or shunning committed by one or more children against another. Bullying may be physical, verbal, or emotional in nature. Fighting includes threatening to fight as well as hitting, kicking, pinching, or biting. Harassment includes conduct, whether verbal, written, graphic or physical, relating to a student's race, national origin, color, disability, or sex that is severe, pervasive, or persistent.

The parents of any student found guilty of such behaviors will be notified and the student could be referred to the principal to determine the appropriate intervention strategy that should be implemented to address the behavior. Repeated offenses shall be handled pursuant to the district's disciplinary procedures.

CHECKING CHILDREN IN AND OUT OF SCHOOL

When checking a child into school after school has already begun, an adult needs to sign in at the office where the child will be given a slip to take to the teacher. For school safety purposes, we ask that parents not go down the hallways to personally take their child to class.

If a parent wants to check their child out of school during the day, parents are required to sign their child out from the office. The office staff will escort your child from their room to the office or call to your child's room and have them sent to the office. For safety reasons children will not be sent outside to wait for parents. If special arrangements need to be made to pick up a student (such as using a neighbor or other designated adult) please call the office or send a note explaining these arrangements and include a phone number where you can be reached for verification. Just like when checking a child in to school, we ask that parents not go down the hallways to personally pick up their child from class.

When picking a child up after school, the school asks that those picking them up wait in their cars or outside on the sidewalk or grass. Pioneer staff will escort students outside where they can connect with those picking them up.

DRESS CODE (Preston School District Policy #517)

It is the policy of this school district that students shall dress in a manner which is appropriate for an effective educational environment. While recognizing the importance of allowing students to express their individuality through their attire, the school is responsible for ensuring that student dress is conducive to a positive and respectful environment for all students. All students are, therefore, required to dress in a manner that promotes a safe and healthy school environment, and is not disruptive of the educational climate and process.

What a child wears to school influences his/her behavior and attitude. For this reason, the Pioneer has adopted the following student dress code:

- Clothing shall be modest, clean, and in good repair.
- Clothing or appearance which, in the judgment of the administration, draws undue attention and/or is disruptive to the educational process will not be allowed.
- Clothing shall conceal undergarments at all times.
- Spaghetti strap tops are not recommended. When the air conditioning comes on students dressed in spaghetti strap tops get cold and have trouble focusing on their work.
- Safe footwear is required. Flip-flops, shoes without backs, or open-toed shoes are not safe for the playground or PE and are therefore discouraged. On the day students have their PE Rotation, they will need proper shoes (white sole shoes in the gym) for that class.
- Shoes with wheels or cleats are not allowed.
- No hats are to be worn inside.
- No bandannas are allowed.
- Shirts, jackets, backpacks, or other articles containing inappropriate logos or slogans are prohibited.

Adherence to these dress and grooming standards as well as all other district dress standards as presently stated will be the responsibility of the student and his/her parents or guardian. District policy will be followed for noncompliance. Students in violation of the dress code will be asked to change as needed to be in compliance. If a student does not have appropriate clothing, parents will be notified and requested to help bring students into compliance.

Other appropriate dress may be worn on special days as approved by the principal. These may include such things as 'hat day, 'hair day', etc.

ELECTRONIC DEVICES

At Pioneer Elementary, during the school day, **students are prohibited from using cell phones and/or other personal electronic devices at all times.** Phones are available in the classroom and the office; however, students are only allowed to call home after consultation with their teacher.

GPS watches may be worn as locating devices; however, they may not be used to call or play games during school hours. If a need arises for a student to contact a parent or family member, school phones are available for student use.

If a student is found to be using a GPS watch or cell phone during school hours, it will be confiscated from the student. Parents may pick up the device from the office at the end of the day. Additional violations will result in the device being kept at school until the end of year.

EMERGENCY PROCEDURES

Pioneer Elementary uses the four Idaho Standard Command Responses Protocols for Schools:
EVACUATION – REVERSE EVACUATION – HALL CHECK – LOCKDOWN

Students and staff will practice what to do in these situations as well as what to do for a Fire or an Earthquake.

In the event of an area, school, or community emergency our policy is to retain the students as long as the building and conditions are safe. Should there be a major disaster, all teachers and staff members will remain at the school to care for the students until a safe release time.

In all things, Situational Awareness is emphasized. Everyone needs to be mindful of what's going on around them to help make the best decisions at that time. Staff members have been informed to assess emergency situations and use the MOVE – SECURE – DEFEND options-based protocol to decide what is best to do at any given moment and then take action to keep students and staff safe. Depending on the situation, staff may choose to

- MOVE away from danger and relocate students to a place of safety.
- SECURE the room/area quickly and completely to prevent entry and contact with the threat.
- DEFEND students and self aggressively.

Pioneer Elementary encourages everyone to follow the “SEE – TELL – NOW” protocol, that is “If you see something out of place, tell someone right now! “This action allows authorities to deal with suspicious behavior early before it escalates into a problem.

FEDERAL MCKINNEY-VENTO HOMELESS ASSISTANCE ACT

Children who lack fixed, regular, and adequate housing have certain educational rights. Visit with the elementary principal or contact the Preston School District Homeless Education Liaison at 208-852-0283 to find out more.

FERPA

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of

Education. FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.

Parents or eligible students have the right to request that a school will correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.

Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):

- 1) School officials with legitimate educational interest;
- 2) Other schools to which a student is transferring;
- 3) Specified officials for audit or evaluation purposes;
- 4) Appropriate parties in connection with financial aid to a student;
- 5) Organizations conducting certain studies for or on behalf of the school;
- 6) Accrediting organizations;
- 7) To comply with a judicial order or lawfully issued subpoena;
- 8) Appropriate officials in cases of health and safety emergencies; and
- 9) State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.

FIELD TRIPS

Parents are asked to complete field trip permission information on the student enrollment form. When you complete the form indicating that permission is granted, your child may go on all field trips scheduled during the year. Details of the field trip are sent home before each field trip occurs. The school offers cafeteria prepared sack lunches for field trips. The price of these prepared lunches will be deducted from your child's lunch account.

HARRASSEMENT/INTIMIDATION (Preston School District Policy #506.50)

No student or minor present on school property or at school activities shall intentionally commit, or conspire to commit, an act of harassment, intimidation or bullying against another students. Such behaviors foster a climate of fear and disrespect that can seriously impair the physical and psychological health of its victims, create conditions that negatively affect learning, and undermine the ability of students to achieve their full potential.

It is the policy of this district to maintain a safe school environment for all students while on school grounds, riding the school bus, and attending district-sponsored activities, events, or functions on school premises or at other locations. Harassment, intimidation, and bullying are disruptive to a safe school environment and will not be tolerated.

Harassment includes conduct whether verbal, written, graphic or physical relating to student's race, national origin, color, disability, or sex that is sufficiently severe, pervasive, or persistent. No student should be subjected to any unasked or unwelcome demeaning conduct.

HEALTH AND WELLNESS SERVICES:

We want to ensure that your child's health and well-being are a top priority while they are at school. As part of our commitment to providing a safe and supportive environment, we offer a range of health services to all students. These services include both preventive care and emergency assistance.

1. Preventive Health and Wellness Services:

- Vision and Hearing Screening: Regular screenings are conducted to identify any potential vision or hearing issues early on.
- General First Aid: Our trained staff can administer basic first aid for minor injuries and illnesses.
- Lice Checks: Periodic checks are performed to detect and manage head lice infestations.
- Temperature Checks: We monitor students' temperatures when needed.

2. Medication Administration: **MEDICATIONS** (Preston School District Policy #561)

- Students requiring medications during the school day need to make arrangements with their doctor and with the school. A doctor's form is available from our school secretary that will help with this accommodation. This form is to be signed by the doctor and the parent. Parents are to bring the medication to the school office in the original container containing the child's name and all directions. Please do not send any medication to school with your child. Students requiring the use of inhalers are, with the form from the doctor, able to bring and keep an inhaler with them. Please make your child's teachers aware of this need.
- **If your child requires medication during school hours, our staff can administer it according to the prescribed instructions. Please contact the school to get further directions.**

3. Emergency Care:

- In case of accidents or sudden health emergencies, our school team is prepared to provide immediate assistance.
- We have protocols in place for handling emergencies and contacting parents or guardians promptly.

4. Chronic Disease Management:

- For students with chronic health conditions (e.g., asthma, diabetes, allergies), our school team works closely with families to manage their conditions effectively.
- We encourage open communication with parents to ensure a comprehensive understanding of each student's health needs.

5. Parental Rights and Access to Records:

- Parental Consent: While we opt-out method of parental consent for health and wellness services, this does not waive your right to access your child's educational and associated health records.
- Notification: You will be informed about any health monitoring or status updates related to your child.

Please feel free to reach out to our school administrator if you have any questions or need further information. We appreciate your partnership in keeping our students healthy and ready to learn.

IMMUNIZATIONS

All students enrolled in a public school must have completed immunizations, as per state requirements, on file before admission to school. A child may be exempt by a doctor's statement or by a signature of a parent for personal or religious beliefs.

Immunizations (Preston School District Policy #565)

All children entering Preschool and Kindergarten will be required to have a minimum of:

5 doses of DTP

4 doses of Polio

2 doses of MMR

3 doses of Hepatitis B

2 doses of Varicella

2 doses of Hepatitis A

or to have a valid medical, religious or personal exemption form on file.

Please remember an exemption is not valid if the parent has forgotten their child's immunization record. State law requires a parent, custodian, or guardian of any child who is to attend any public, private, or parochial school in Idaho to provide proof of required immunizations before attendance. Children who are not in compliance must be excluded.

INSURANCE

Even with the greatest precautions and the closest supervision, accidents can and do happen at school. They are a fact of life and a part of the growing-up process all children go through. Parents need to be aware of this and be prepared for possible medical expenses that may arise should their child become injured. The school district does not provide medical insurance to pay for expenses when students are injured at school. The district makes student medical insurance available for families for their individual purchase. Information outlining the coverage and premiums are available at the school office or under “student insurance” on the district website <http://www.prestonidahoschools.org>. Additionally, for those without health insurance, a low-cost or no-cost coverage might be available based on income guidelines. Contact the Idaho Department. of Health and Welfare at 2-1-1 for more info.

LATE START

The district may choose to delay the start of school by 2 hours in case of bad weather or other emergencies. In this case, you will be notified through text and email of the late start. School will start at 10:00 a.m. Breakfast will not be served and students will miss first recess. The rest of the day will be as regularly scheduled.

MEDICATIONS (Preston School District Policy #561)

Students requiring medications during the school day need to make arrangements with their doctor and with the school. A doctor’s form is available from our school secretary that will help with this accommodation. This form is to be signed by the doctor and the parent. Parents are to bring the medication to the school office in the original container containing the child’s name and all directions. Please do not send any medication to school with your child. Students requiring the use of inhalers are, with the form from the doctor, able to bring and keep an inhaler with them. Please make your child’s teachers aware of this need.

NOTICE OF NON-DISCRIMINATION

The Preston School District does not discriminate on the basis of race, color, religion, national origin, sex, ancestry, disability, age, or any other characteristic protected by law, in its programs and activities. Further, in accordance with federal law, the district provides equal access to its facilities to the Boy Scouts and other designated youth groups. The superintendent has been designated to handle inquiries regarding the non-discrimination policies.

Preston School District
105 E, 2nd S.
Preston, ID 83263
Phone Number: (208) 852-0283

NOTIFICATION OF VIDEO SURVEILLANCE

To promote the safety of students, employees, and visitors, as well as the security of our facilities and equipment, Pioneer Elementary may conduct video surveillance of any portion of its premises at any time; the only exception being private areas of restrooms, and dressing rooms. Video cameras will be positioned in appropriate places within and around Pioneer and used in order to help promote the safety and security of people and property. Questions about video surveillance in the workplace should be directed to school administration.

OFF TO A GOOD START

Your child should be well rested (9-10 hours of sleep) and have nourishing well-balanced meals and healthy snacks. It is important that your child receive a healthy breakfast before beginning school each day. Breakfast is available each morning as school begins. Your child's clothing should be simple, safe, sturdy, and easy for your child to manipulate without help. (Coats and boots should be easy to get on and off.) Outdoor clothing should be labeled with your child's name placed on the inside. (We do not recommend putting your child's name where it may be seen and used by strangers to give false assurances to your child). Choose appropriate clothing for the weather and prepare for possible changes in the weather. Frequently check the lost and found area for any missing coats, gloves, hats, lunch boxes, etc.

PARENT-TEACHER CONFERENCES

Parent-Teacher Conferences will be held each school year. These conferences give parents an opportunity to interact with teachers and discuss any concerns or questions about their child's education. We feel these conferences are very beneficial and help to assure student progress.

We encourage your attendance. To prepare for conferences you may want to do the following:

1. Decide what questions you need to ask and write them down.
2. Ask your child if there is anything he/she would like you to discuss with the teacher.

Any time you have concerns or problems, please feel free to contact the teacher to set up a time when you may meet to discuss your concerns.

PETS AT SCHOOL

Please keep family pets at home unless prior approval has been given by the teacher. If pets are part of a student's show-and-tell presentation, the parent will need to accompany that pet and take it home immediately following the activity. Also, please explain to children the importance of leaving animals home so there aren't stray animals on campus. If you have pets, please keep them in the house or fenced yard during periods when children walk to and from school.

POSITIVE BEHAVIOR INTERVENTION SUPPORTS (PBIS)

PBIS is a discipline model that focuses on tiered intervention and schoolwide target behaviors with consistent expectations and consequences. In this model, data informs target behavior selection and is analyzed to revise interventions. PBIS improves social, emotional, and academic outcomes for all students. Students develop and learn social, emotional, and behavioral

competence, supporting their academic engagement. Educators develop a positive, predictable, and safe environment that promotes strong interpersonal relationships with students through teaching, modeling, and encouragement.

PTO

The Parent Teacher Organization (PTO) provides many services to the school and students. We are grateful for all they do. From time to time, you will see notes from the PTO asking for help with their projects. Please be generous with your time because these activities directly benefit our students. Parent participation and involvement is welcomed and invited. The PTO is always seeking volunteers. All interested parents are encouraged to reach out to the PTO through their FaceBook site <https://www.facebook.com/PrestonElementaryPTO/>.

PROOF OF RESIDENCY

Parents/legal guardians will be required to provide proof of residency upon registering students. The following forms will meet this requirement: mortgage statement, property tax, lease or rental agreement, paystub or utility bills. Proof of residency must include the name of the parent/guardian and the physical home address where the student resides.

READING

Learning to read will be given the priority status necessary to enable all students to become successful and fluent readers. “Succeeding in Reading” and creating the foundation for becoming lifelong readers is our major focus. Parents listening to and reading to children every day is a strong determining factor in creating a lifelong reader.

RECESS/PLAYGROUND

Outside playground activity is an important part of the day. It allows students a period of physical exercise before continuing with academics. Children should come to school dressed for the weather of the day so they can safely and comfortably enjoy recesses and play before school. Recess supervisors are outside each recess. All students are expected to go outside for recess. Under severe weather conditions (temperature, wind chill, rain, snow, etc.) administration might determine to shorten or cancel recess. Children with special health conditions (asthma, etc.) may need special accommodations during colder weather or times of inversion with high particulate matter in the air or times of high pollen. If for some rare reason your child should not go outside for recess, please send a doctor’s note with your child each day he/she is to stay inside the building.

The following are required for all students to have a safe and fun outdoor activity period:

1. Students are to exhibit appropriate and respectful conduct.
2. Fighting, which includes hitting, kicking, pinching, biting, is not allowed.
3. Students are to stay in sight of playground supervisor.
4. A child is NOT permitted to leave school playground.

5. Students must stay off and away from fences.
6. Students should try to help Pioneer Elementary grounds stay clean and attractive.
7. Any type of rough play is not permitted.
8. There is to be no throwing of wood chips, sticks, stones, ice, mud, snow, etc. (If it is on the ground, leave it on the ground.)
9. Proper use of playground equipment must be followed.
10. Cones set around a certain area mark it as restricted and must be avoided.

REGISTRATION

- All new students, whether beginning kindergarten or entering from another school district, must present a certified copy of their birth certificate to school personnel within 30 days of enrollment.
- All students enrolled in a public school must have completed immunizations, as per state requirements, on file before admission to school. A child may be exempt by a doctor's statement or by a signature of a parent for personal or religious beliefs.
- Immunizations (Preston School District Policy #565) All children entering Preschool and Kindergarten will be required to have a minimum of:
 - 5 doses of DTP
 - 4 doses of Polio
 - 2 doses of MMR
 - 3 doses of Hepatitis B
 - 2 doses of Varicella
 - 2 doses of Hepatitis A
 - or to have a valid medical, religious or personal exemption form on file.

Please remember an exemption is not valid if the parent has forgotten their child's immunization record. State law requires a parent, custodian, or guardian of any child who is to attend any public, private, or parochial school in Idaho to provide proof of required immunizations before attendance. Children who are not in compliance must be excluded.

- **PROOF OF RESIDENCY:** parents/legal guardians will be required to provide proof of residency upon registering students. The following forms will meet this requirement: mortgage statement, property tax, lease or rental agreement, paystub or utility bills. Proof of residency must include the name of the parent/guardian and the physical home address where the student resides.

SAFE AND DRUG-FREE CAMPUS

The Pioneer School is a drug-free and safe campus. Drugs or drug paraphernalia of any kind are not allowed on campus, nor are firearms, knives or other dangerous instruments. Any student exposing or threatening others with dangerous weapons (such as knives or guns of any sort) shall be subject to immediate suspension and possible expulsion from school, and legal action will be taken. Any person on campus with a dangerous weapon will be referred to local law enforcement.

SAFE BUSSING POLICY

Students can ride a bus to school, home from school, or to a set daycare. If arrangements need to be made to ride a different bus, the district requires a note to be given to the school in advance of the requested change. Please make those arrangements early in the day. If changes must happen, contact the school before 3:00 p.m. so we can let the student know. For safety reasons, students cannot be pulled off buses once they board at 3:45. When picking a child up after school, the school asks that those picking them up wait in their cars or outside on the sidewalk or grass. Pioneer staff will escort students outside where they can connect with those picking them up.

SCHOOL LUNCH

A nutritious breakfast and lunch are available to all Pioneer students each school day. Studies show that students do better in school when they have a healthy breakfast and lunch. The meals served at Pioneer meet or exceed the specific nutritional guidelines as set forth by the federal government. Students are given several options they may choose from daily, along with vegetables, milk, and fruit.

Free and reduced lunch will be available this year for those who qualify. Free and reduced lunch applications are available at the District Office, Pioneer Office, or the cafeteria. Every family is encouraged to fill out a free or reduced application. The information on each application is confidential. If you have any questions, please call the school lunch supervisor, Candy Longhurst, 852-0280.

Student Lunch Prices:

Breakfast: \$2.85	Reduced: \$.30	Free for those who qualify
Lunch: \$3.50	Reduced: \$.40	Free for those who qualify

Adult Breakfast: \$3.95 Adult Lunch: \$4.95

SCHOOL – PARENT – STUDENT COMPACT

The school understands the importance of the school experience to every student and their role as educators and models. Therefore, the school agrees to carry out the following responsibilities to the best of their ability:

- Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served to meet Pioneer's challenging academic standards.
- Address the importance of communication between teachers and parents on an ongoing basis through, at a minimum:
 - Parent-teacher conferences, bi-annually, during which this compact shall be discussed as the compact relates to the individual child's achievement.

- Frequent reports to parents on their children's progress.
- Reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities.
- Ensuring regular two-way, meaningful communication between family members and school staff and, to the extent practicable, in a language that family members can understand.
- Treat each child with dignity and respect.
- Strive to address the individual needs of the student.
- Acknowledge that parents are vital to the success of child and school.
- Provide a safe, positive and healthy learning environment.
- Assure every student access to quality learning experiences.
- Assure that the school staff communicates clear expectations for performance to both students and parents.

The parent understands that participation in his/her student's education will help his/her achievement and attitude. Therefore, the parent will continue to carry out the following responsibilities to the best of his/her ability:

- Supporting their child's learning.
- Participating, as appropriate, in decisions relating to the education of their child.
- Create a home atmosphere that supports learning.
- Send the student to school on time, well-fed, and well-rested on a regular basis.
- Attend school functions and conferences.
- Show respect for all members of the school community and school property.
- Review all school communications and respond promptly.

The student realizes education is important. He/she is the one responsible for his/her own success. Therefore, he/she agrees to carry out the following responsibilities to the best of his/her ability:

- Get to school on time every day.
- Have a positive attitude toward school.
- Be responsible for completing homework on time.
- Be cooperative by carrying out the teacher's instructions and ask for help when needed.
- Do daily work that is neat and reflects the student's best effort.
- Be respectful to all school members and to school property.

SEARCH AND SEIZURE GUIDELINES (Preston School District Policy #542)

In the interest of maintaining a safe and drug-free school, school officials may conduct random or "blanket" searches of student lockers, student belongings, desks, and the school parking lot. School officials will conduct the searches in a random and systematic manner that is minimally intrusive, and it is not required that reasonable suspicion exist.

At any time when the student is on school property or at a school-sponsored event, school officials may search the student's person or possessions (backpack, purse, etc.) if the school official has reasonable suspicion to believe that the student is in possession of illegal or

contraband materials or is otherwise secreting evidence of a crime or violation of district policy.

SICK CHILD GUIDELINES

What signs should I watch for to see if my sick child should stay home from activities?

Ask yourself these questions:

* Does your child feel well enough to comfortably participate in the activities? A sick child who is lethargic, whiny, irritable, almost continuously crying, and/or requires constant attention would probably be happier resting at home.

* Did the doctor diagnose a contagious illness that should keep your sick child at home?

Illnesses such as pink eye, scabies, head lice, impetigo, strep infection, whooping cough, and Chickenpox are highly contagious. In this case, your child should remain home and separate from other children until the risk of passing on the illness has passed.

* It is important that parents enact the Golden Rule (do unto others as you would have them do unto you) in that if you wouldn't want your child playing with a sick child that exhibits certain illnesses, then the same holds true for them as well.

STUDENT, PARENT, SCHOOL – RIGHTS AND RESPONSIBILITIES

Education is a collaborative process which involves the student, their teachers, their parents, and school administration. For students to excel, all parties must complete their part of the process and work together.

The Title 1 section at the end of the handbook contains a parent / school / student compact. This compact outlines how parents, the entire school staff, and students will share in the responsibility for improved student academic achievement and the means by which the school and the parents will build and develop partnerships to help children achieve to the best of their ability. All parties are expected to sign the compact.

STUDENTS

Students have the RIGHT to:

1. Learn in a positive safe environment.
2. Be protected from physical and verbal abuse by other students and staff members.
3. Share their feelings – except when it infringes on the rights of other people.
4. Expect reasonable requests by teachers and administrators.
5. Be informed about class requirements.
6. Expect others to be honest in both academic and school-related affairs.
7. Expect to be safely transported to and from school.
8. Be informed about safety procedures.
9. Participate in school functions.
10. Attend scheduled classes.

Students have the RESPONSIBILITY to:

1. Know their full name.
2. Know parents' names.
3. Dress appropriately.
4. Know and follow the school rules.
5. Try their best, regardless of social, emotional, or physical capacity.
6. Do homework as assigned.
7. Be on their best behavior at all times.
8. Bring a book bag every day to keep papers and books together.
9. Keep track of their belongings. (Parents – please put name on child's belongings – particularly coats, jackets, etc.)
10. Give to and discuss with parents/guardians all notices and information received from the school.
11. Know their bus driver and stall number in order to get on and off the bus without being helped by brothers, sisters or friends.
12. Know their address and telephone number.

PARENTS

Parents (Guardians) have the RIGHT to:

1. Expect a classroom atmosphere that permits a meaningful learning place.
2. Expect that students will not be exposed to verbal or physical abuse.
3. Be informed of behavior on the part of their child which is jeopardizing their fellow student's right to learn.
4. Be informed of any disciplinary action taken and the right to informally appeal such action.
5. Assume the school staff will meet with them to discuss pertinent problems.
6. Expect every precaution will be taken for complete confidentiality regarding their child.
7. Expect that the disruptive actions of a few will not interfere with the educational process.

Parents (Guardians) have the RESPONSIBILITY to:

1. Know and understand that state code requires every parent to properly train, educate, discipline, and control their child.
2. Make sure their child is in attendance, on time, and call the office by 9:00 AM when their child is absent.
3. Support homework completion.
4. Not drop off their child at school before 7:40 AM
5. Stay informed about my child's education and communicate with the school by promptly reading and responding to all notices from the school or the school district.
6. Be available, at a mutually agreed upon time, to confer and conference, in a constructive way, with school personnel concerning their child.
7. Direct their concerns regarding the education of their child to the professional most directly involved. Handle concerns at the lowest level first.
8. Be financially responsible for any damages to personal or school property caused by their child.

9. Respect teachers as professionals. Conflicts should be dealt with individually and not on a public platform.
10. Serve, to the extent possible, on school teams and/or volunteer in the classrooms if needed.

TEACHERS

Teachers have the RIGHT to:

1. Expect students to maintain an accepted standard of behavior in the classroom.
2. Expect cooperation from the administration and parents in establishing and maintaining a school atmosphere conducive to learning.
3. Expect that students will complete assigned work to the best of their ability.
4. Expect that parents will make sure students attend school and not be tardy.
5. Expect that parents will be courteous in conversations and treat them as professionals.

Teachers have the RESPONSIBILITY to:

1. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the students to achieve.
2. Maintain a classroom atmosphere which is emotionally safe for students.
3. Treat students and parents (guardians) with respect.
4. Communicate frequently with parents (guardians). Hold parent-teacher conferences bi-annually to discuss the progress and achievement of each student.
5. Reprimand or discipline students in an appropriate manner and make written referrals to administration when appropriate.
6. Maintain confidentiality in all matters relating to students.
7. Enforce the rules and regulations of the district and school.
8. Keep accurate attendance records.
9. Provide parents opportunities to volunteer and participate in their child's class, and to observe classroom activities.

ADMINISTRATORS

An Administrator has the RIGHT to:

1. Make professional interpretations of stated rules and regulations.
2. Expect to be treated with respect by students, parents, teachers, and citizens.
3. Suspend, recommend for expulsion, or refer to school resource officer those students involved in cases of flagrant and/or continuing misconduct.

An Administrator has the RESPONSIBILITY to:

1. Maintain an atmosphere which is conducive to educational development and growth.
2. Ensure all school employees maintain rigorous academic standards and observe district and school regulations.
3. Maintain a reasonable standard of behavior throughout the school facility.
4. Execute school board policy and administrative rules and regulations.
5. Treat students, parents, teachers, and citizens with the respect due to them as individuals and with sensitivity to their differences in ethnic and social background.
6. Inform parents of serious student misconduct and disciplinary actions.
7. Maintain confidentiality in all matters relating to student records.

SKATEBOARDS, WHEELIE SHOES, SCOOTERS, SKATES, ETC.

The Preston School District has a policy which prohibits skateboards, scooters, skates, or any similar conveyance from the school district property. Shoes with wheels are also not allowed.

SPECIAL SERVICES

Special education and related services will be provided for students with learning and educational difficulties who have been determined eligible for an Individual Education Plan (IEP) or 504 plan. See your special education case manager, counselor, or the district special services director regarding any question you have with your specific plan.

Through the IEP process, adapted courses or alternate courses are available to special education students who require such modification of their course work, as determined by the student's IEP Team. For further clarification please contact your student's case manager or the district special services director.

TITLE I

Pioneer Elementary School's Title I Program and assistance is offered to all students. Title I services help students be successful in school and demonstrate proficient or advanced levels of achievement. The school recognizes that in order for students to demonstrate academic success, the school needs to advocate for the involvement of parents and families in their children's education. The school desires to foster relationships between home, school, and the community which will enhance the education of students. Jointly we will review and update a parent involvement policy and parent compact, which outlines how the school staff, parents, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve high standards. The compact will provide a space for all parties to sign and date the document. Parents are invited to attend the annual Title I meeting held in the early fall to learn more about the program and services as well as share suggestions to make the school a better place. Other formal school meetings will be held in which parents can contribute ideas to make the school a better place. Look on FaceBook and search for Pioneer Elementary in Preston or go to the FaceBook site (<https://www.facebook.com/Pioneer-Elementary-114452548908964>) or go to the Pioneer webpage (www.prestonidahoschools.org) for dates and times of those meetings that will help build dynamic home school partnerships. Parents are also welcome to contact school administration at any time to offer suggestions and insights. We believe that family involvement fosters positive attitudes, promotes good behavior, and encourages student achievement. As a result of this partnership, we feel the educational success of our students will be increased.

Additionally, parents of a student attending a school receiving federal program funds may request the professional qualifications (college major, degree and license) of their child's classroom teacher. If that information is desired, parents should contact the school office to obtain it.

TITLE IX

Title IX states, "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance." Preston School District prohibits discrimination based on sex, including discrimination in the form of sexual harassment and discrimination based on sexual orientation or gender identity, against any individual participating in any education program or activity of the district. This prohibition on discrimination applies to students, employees, and applicants for employment. Reports of sex discrimination or sexual harassment should be made to the Title IX Coordinator or the Superintendent for the investigation and resolution of such complaints. Brady Garner, Assistant Superintendent, is the Preston School District #201 Coordinator for Title IX Educational Amendment of 1972.

Inquiries regarding compliance with this nondiscriminatory policy may be directed to:

Brady Garner, Title IX Coordinator 525 South 4th East Preston, Idaho 83263 208-852-2233 brady.garner@psd201.org

Lance Harrison, Superintendent 105 East 2nd South Preston, Idaho 83263 208-852-0283 lance.harrison@psd201.org

Dir. of Office for Civil Rights Department of Education Washington, D.C

TOYS

Toys are distracting to students and are not to be brought to school unless prior arrangements have been made with the classroom teacher. These may include but are not limited to, fidget spinners, stuffed animals, Pokémon cards, etc. Please do not allow your child to bring toys to school.

WEAPONS (Preston School District Policy #541)

Pioneer is committed to providing a safe environment for all students and staff. This commitment includes the prohibition of any weapons or other objects/substances which may pose a threat to the health and safety of other students, staff members or could be used to disrupt the educational process. Following Idaho Code, Pioneer is a Gun Free Zone.

VISITORS AND VOLUNTEERS

All school visitors/volunteers must report to the office before proceeding to any classrooms. After signing in at the office, a school badge will be issued allowing entry into classrooms. The school encourages parent involvement. Please consider opportunities to volunteer in classrooms. Your child's teacher may occasionally need help for one-on-one tutoring, small group work, or field trips. We appreciate and welcome those who volunteer. You may want to arrange regular times each week. We encourage you to work with your child's teacher to make the best educational environment.

A certificated employee is any person employed by the district in a teaching, instructional, supervisory, educational administrative, or educational and scientific capacity. Every person who is employed to serve in this district's elementary or secondary schools in the capacity of teacher, supervisor, administrator, education specialist, school nurse, or school librarian is required to have and to hold a certificate issued under authority of the Idaho State Board of Education. The certificate must be endorsed for the grade, grades, or subjects the employee is hired to teach unless a provisional certificate is received from the Idaho State Board of Education.

Each certificated employee is personally responsible for maintaining and renewing his/her teaching certificate and endorsements.

INTERIM CERTIFICATE HOLDERS

An individual holding an Idaho interim certificate may be employed by this district while pursuing an alternate route or non-traditional route to certification in accordance with Idaho law. The district may take action to terminate or non-renew a teacher with an interim certificate who fails to meet state requirements for alternate or non-traditional route certification. Such termination or non-renewal will be carried out in accordance with state law, administrative rules and district policy.

ANNUAL CONTRACTS

All certificated personnel of the district will be employed pursuant to a written contract on a form approved by the Superintendent of Public Instruction. The district will only enter into employment contracts with individuals who hold a valid certificate for the position they will be assigned on the date employment commences pursuant to the contract unless a waiver has been requested and received from the Idaho State Department of Education (SDE).

No contract will be issued for the next ensuing year until such time as the employee's formal written performance evaluation has been completed.

During the first three (3) years of employment with this district, the following categories of annual contracts will be used:

Category 1: A limited one-year contract for certificated personnel specifically offered for the duration of the ensuing school year to individuals hired after August 1 or the spouse of a board member who meets the criteria set forth in Idaho Code §33-507(3). Such a contract is specifically offered for the limited duration of the ensuing school year and no further notice is required by the district to terminate the contract at the conclusion of the contract year.

Category 2: A contract for certificated personnel in the first or second year of continuous employment with this district. If the board decides not to reemploy the certificated employee for the following school year, the employee will be provided with a written statement of the reasons

for non-reemployment no later than July 1. The employee is not entitled to a review by the board of the reasons or decision not to reemploy the individual.

Category 3: A contract for certificated personnel during the third year of continuous employment with this district, provided that any employee who has not completed non-traditional route program requirements while on a three (3) year interim certificate will be held at category 3 status, regardless of having been continuously employed by this district for more than three years, until such time as the non-traditional route program requirements have been met and a five (5) year renewable certificate has been issued. Each certificated employee on a Category 3 contract will be given written notice on or before July 1 whether he or she will be reemployed for the following school year. If the employee will not be reemployed, the notice must contain a statement of reasons for the decision and, upon submitting a *written* request, the employee will be given the opportunity for an informal review of the board's decision *as set forth in Policy No: 460, Informal Review Procedure for Certificated Employees*.

RENEWABLE CONTRACTS

Certificated employees, and school nurses and school librarians who have obtained a professional endorsement under Idaho Code §33-1201A, who have been employed by this district for three (3) or more full years of continuous service will have the right to automatic contract renewal upon signing and timely returning a contract for a fourth full year. Any employee who has not successfully completed the three (3) year non-traditional route program while on a three (3) year interim certificate and has not yet been issued a five (5) year renewable certificate will not be placed on a renewable contract. Such employee will remain on a category 3 contract, even after serving three (3) continuous years of employment with this district.

Renewable contracts will be issued on or before July 1 of each year. At the discretion of the board, letters of intent for employment for the next ensuing school year may be issued to renewable contract status employees during May of each school year. A letter of intent will not state a specific duration of the contract or salary/benefits term for the next ensuing school year.

Any contract automatically renewed may be renewed for a shorter term, longer term, or the same length of term as stated in the current contract and at a greater, lesser, or equal salary as stated in the current contract. Any changes to a standard teacher contract will be uniformly applied to all employees to the extent allowable in Idaho Code §33-1004E, unless the board enacts its reduction in force policy. Unless otherwise negotiated, standard teacher contract renewals for terms shorter in length than set forth in the existing contract will only occur after the board determines that the estimated salary-based apportionment reimbursement it will receive for the ensuing school year is less than the sum the district would otherwise be paying for salaries for certificated employees.

The board may offer a renewed contract increasing the salary of any certificated person or reassign an administrative employee to a nonadministrative position with appropriate reduction of salary. In the event of reassignment, the board will give written notice to the employee with a statement of the reasons for the reassignment. The employee, upon written request to the board, will be entitled to an informal review of the decision *as set forth in Policy No: 460, Informal Review Procedure for Certificated Employees*.

If the board, for reasons other than unsatisfactory service, for the following contract year, decides to (1) change the length of the terms stated in the current contract, or (2) reduce the salary of a certificated employee whose contract would otherwise be automatically renewed, an individualized due process proceeding is not required. The board will hold a single informal review for all impacted employees *as set forth in Policy No: 460, Informal Review Procedure for Certificated Employees*. Furthermore, the board will notify the employee in writing whether there is just and reasonable cause to *change the length of the terms stated in the current contract or* reduce the salary of the affected employee, and if so, what reasons the board relied upon in making its decision.

The board reserves the right to hire a certificated employee who has been on a renewable contract with another Idaho school district, or who has out-of-state experience that would qualify the individual for renewable contract status in Idaho, by immediately granting renewable contract status to the individual or placing the individual on a Category 3 annual contract. If the employee is hired under a Category 3 contract, the board has the discretion to issue a Category 3 contract annually for one (1), two (2), or three (3) years.

DISCHARGE AND NON-RENEWAL PROCEDURES

If the board takes action to (1) immediately discharge any certificated employee (annual or renewable contract) for any reason during the current contract period, or (2) does not renew any renewable contract employee at the end of the current contract period, the board will follow the discharge procedures as set forth in Idaho Code §33-513(5), *and Policy No: 454, Discharge of Certificated Employees*. Furthermore, the board will notify the employee in writing whether there is just and reasonable cause not to renew the contract, and if so, what reasons the board relied upon in making its decision.

DELIVERY AND RETURN

Delivery of a contract may be made in person, by certified mail, or electronically. When delivery is made in person, delivery of the contract must be acknowledged by a signed receipt. When delivery is made by certified mail or electronically, delivery must be acknowledged by the return of the certified mail receipt or return of the electronic receipt from the person to whom the contract was sent.

If the delivery of the contract is made electronically, with return electronic receipt, and the district has not received a return of a signed contract and has not received an electronic read receipt from the employee, the district will resend the original electronically delivered contract to the employee via certified mail, return receipt requested, and provide the individual with a new date for contract return. In the event an individual willfully refuses to acknowledge receipt of the contract or the contract is not signed and returned to the board within the designated or default period of time, the board or its designee may declare the position vacant.

The employee must return the signed contract within the time period set by the board, but in no event less than ten (10) calendar days from the date of delivery. In the event the board does not

notify an individual as to how long he or she has to sign and return the contract, the default time limit will be twenty-one (21) calendar days after the contract is delivered to the person.



LEGAL REFERENCE:

Idaho Code Sections

33-1001(32) – Definition of Teacher

33-1201 – Certificate Required

33-1202 – Eligibility for Certificate

33-1204 – Validity, Duration, Renewal and Lapse of Certificates

IDAPA 08.02.02.015 – Idaho Educator Credential

ADOPTED:

AMENDED:

Preston School District No. 201 has elected to provide special instructional courses and services to eligible at-risk youth to enable them to earn a high school diploma via an alternative secondary program. The district's secondary alternative program will utilize course offerings, teacher/student ratios, and teaching strategies which are specially designed to serve the educational needs of at-risk youth.

QUALIFICATIONS FOR PARTICIPATION IN THE ALTERNATIVE PROGRAM

An at-risk youth may qualify for participation in the alternative program if he/she meets the following criteria:

1. The student is a resident of the district and is eligible to attend grades six through twelve (6-12).
2. The student meets three (3) of the following criteria:
 - a. Has repeated at least one (1) grade.
 - b. Has absenteeism that is greater than ten percent (10%) during the preceding semester.
 - c. Has an overall grade point average that is less than 1.5 on a 4.0 scale prior to enrolling in the alternative secondary program.
 - d. Has failed one (1) or more academic subjects in the past year.
 - e. Is below proficient, based on local criteria or standardized tests, or both.
 - f. Is two (2) or more credits per year behind the rate required to graduate or for grade promotion.
 - g. Has attended three (3) or more schools within the previous two (2) years, not including dual enrollment.
3. Or the student meets one (1) of the following criteria:
 - a. Has documented or pattern of substance abuse.
 - b. Is pregnant or a parent.
 - c. Is an emancipated youth or unaccompanied.
 - d. Is a previous dropout.
 - e. Has serious personal, emotional, or medical issues.
 - f. Has a court or agency referral.
 - g. Demonstrates behavior that is detrimental to their academics.

DISRUPTIVE STUDENT BEHAVIOR

SECTION 600: EDUCATIONAL PROGRAMS

Disruptive student behavior is behavior that continually interferes with school discipline or the instructional effectiveness of the school. Disruptive student behavior may include, but is not limited to:

- 1. Physically or verbally intimidating, threatening, abusing, or assaulting any person(s).*
- 2. Consistently being disruptive or inappropriate in the regular school environment.*
- 3. Stealing, destroying, or defacing district property or the property of another individual located at a school site.*
- 4. Use, possession, and/or distribution of illegal or controlled substances on district grounds.*
- 5. A history of multiple suspensions and/or expulsion(s).*

PLACEMENT DETERMINATION

The evaluation and determination to place the disruptive student in the alternative school will be made by the district. In making the placement determination, the district will consider a student's qualification for participation in the alternative program based on the criteria identified above. **Any student who mathematically cannot graduate on time from the traditional high school setting will be placed on an academic contract. Failure to comply with the conditions of this contract will result in the student being placed at the alternative High School when room is available or referred to another academic institution that will fill the student's needs.**

SPECIAL INSTRUCTION AND SERVICES

The district's alternative program will meet or exceed the state's minimum academic standards and will include instruction in language arts and communication, mathematics, science, and social studies. Additional instruction in the following components will be provided: personal and career counseling; physical fitness/personal health; career and technical education approved by the state division of career technical education; and personal finance, parenting, and child care.

Graduation credit may be earned in the following areas: academic subjects, electives, and approved work-based learning experiences. Nonacademic courses, i.e., classroom and office aides, do not qualify for credit unless they are approved work-based learning experiences.

The district will provide special services, where appropriate, including a qualified day care center for parents who are students; direct social services that may include officers of the court, social workers, and counselors/psychologists; and all services in accordance with the student's Individualized Education Program (IEP).

LOCATION OF SERVICES

SECTION 600: EDUCATIONAL PROGRAMS

During the school year, the district's alternative high school programs will be located at a separate site from the regular high school facility or scheduled at a time different from the regular school hours.



LEGAL REFERENCE:

Idaho Code Sections

33-1002 – Educational Support Program

33-1002C – Summer School Program Support Units – Alternative Secondary
School

– Juvenile Detention Facility

33-1002F – Alternative School Program

IDAPA 08.02.03.110 – Alternative Secondary Programs

ADOPTED: January 16, 2008

AMENDED: June 19, 2024

A vacancy will be declared by the board when any nominee has been elected but failed to qualify for office, or within thirty (30) days of when any trustee:

1. Dies;
2. Resigns as trustee;
3. Removes himself/herself from his or her trustee zone of residence, except as provided herein;
4. Is no longer a resident or district elector of the district;
5. Refuses to serve as a trustee; or
6. Without excuse acceptable to the board, fails to attend four (4) consecutive regular meetings of the board.

A vacancy shall also exist when any trustee is recalled and discharged from office in accordance with Idaho Code §34-1712. Such vacancy shall occur at the time of certification of the special recall election and does not require the board of trustees to declare that a vacancy exists. Notwithstanding Idaho Code §§34-1709 and 34-1712, between the time of the special recall election and when the results of the special recall election are proclaimed, the trustee or trustees subject to the special recall election shall not be permitted to participate in any actions that would alter the structure of the board of trustees or create new contractual or financial obligations for the district.

With the exception of a vacancy that occurs due to recall, a declaration of vacancy will be made at any regular or special meeting of the board, at which any of the above-mentioned conditions are determined to exist.

The board will appoint to the vacancy a person qualified to serve as a trustee of the district provided there remains in membership on the board a majority of the membership thereof, and the board will notify the State Superintendent of Public Instruction of the appointment. The appointment must be made within 90 days of the declaration of vacancy. If, after 90 days, the board is unable to appoint a trustee from the zone vacated, the board may appoint a person at-large from within the boundaries of the district to serve as the trustee from the zone where the vacancy occurred. When a member is duly elected to a trustee zone and the member is found to no longer reside in the trustee zone due to a change in the trustee zone boundaries, that member shall be allowed to continue serving as a trustee for the remainder of the member’s term as long as the member resides at the address used at the time of election. Otherwise, 120 days from the declaration of vacancy, the board will refer the matter to the board of county commissioners in which it is situated or the home county, if a joint district, and request that the board of county commissioners appoint a trustee to fill the vacancy.

Any person appointed as herein provided will serve for the balance of the unexpired term of the office that was declared vacant and filled by appointment.



LEGAL REFERENCE:

Idaho Code Sections

33-501 – Board of Trustees

33-504 – Vacancies on Boards of Trustees

34-1701 *et seq.* – Recall Elections

ADOPTED:

AMENDED:

The board of trustees recognizes that it is essential to the maintenance of a democratic society that public business be performed in an open and public manner, except as provided by state law. All meetings of the board of trustees are open to the public and all persons are permitted to attend any regular, special, or emergency meeting of the board. A meeting is defined as the convening of the board to make a decision or to deliberate toward a decision on any matter. Trustees may participate in board meetings via electronic means, including telephonic or video conferencing devices, provided at least one member of the board or superintendent is physically present at the meeting location.

ANNUAL MEETING

The annual meeting of the board will be held at its regular January meeting each year. The board, at its annual meeting, will establish the regular monthly school board meetings date, time, and location for the year.

Each board of school district trustees shall organize at its first regular meeting in January and elect a chairman, a vice chairman, a clerk, and a treasurer. The clerk and the treasurer may be members of the board or, at the discretion of the board, either or both may be selected from among competent and responsible persons outside the membership of the board.

REGULAR MEETINGS

Unless otherwise specified, meetings will be held at the Preston School District Office Board Room located at 105 S 2nd E, Preston, Idaho. Regular meetings are held at 7:00 PM on the third Wednesday of every month. The clerk will post the notice of the regular meeting schedule and the agendas for such meetings at a prominent place in the administrative office of the district or, if no such office exists, at the building where the meeting is to be held. If the district at any time maintains an online presence either through a district website or social media platform, the notice for meetings and agendas will also be posted electronically.

In accordance with Idaho law, the board has adopted rules of order and procedure to govern its regular meetings. The rules of order and procedure will be available to the public at each regular meeting of the board and on the district's website, if the district maintains such a website.

SPECIAL MEETINGS

Special meetings may be called by the chairman or by any two (2) members of the board. The board will not hold a special meeting without at least a twenty-four (24) hour meeting and agenda notice, unless an emergency exists. If the time and place of a special meeting has not been determined at a meeting of the board with all members present, then the notice of the time and place will be given to each member and announced by a written notice in at least two (2) or more public buildings within the school district not less than twenty-four (24) hours before the special meeting is to be convened. If the time and place of a special meeting was determined at a regular meeting of the board with all members present, the notice requirement for meetings and agendas

will be satisfied by posting such notices and agendas in a prominent place at the administrative office of the school district not less than twenty-four (24) hours before the special meeting is to be convened. If the district at any time maintains an online presence either through a district website or social media platform, the notice for meetings and agendas will also be posted electronically. Business transacted at a special meeting will be limited to that stated in the notice of meeting.

EMERGENCY MEETINGS

In the event of a situation involving injury or damage to persons or property, or immediate financial loss, or the likelihood of such injury, damage, or loss, the board may meet immediately and take official action without prior notification when the notice requirements of the Idaho Open Meeting law would make such notice impracticable or increase the likelihood or severity of such injury, damage, or loss, and the reason for the emergency is stated at the outset of the meeting.

EXECUTIVE SESSIONS

An executive session at which members of the public are excluded may be held upon a two-thirds (2/3) individual vote of the board. If the board has vacancies such that fewer than two-thirds (2/3) of board members have been seated, then the board may enter into executive session on a simple roll call majority vote. The motion to go into executive session must identify the specific subsection(s) of Idaho Code §74-206 that authorize the executive session. The individual vote will be recorded in the meeting minutes.

Matters Addressed in Executive Session

The board may hold an executive session for the following purposes:

1. To consider hiring a public officer, employee, staff member, or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need (this does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general).
2. To consider the evaluation, dismissal, or disciplining of; or to hear complaints or charges brought against a public officer, employee, staff member, individual agent, or public school student.
3. To acquire an interest in real property that is not owned by the school district.
4. To consider records that are exempt from disclosure as provided by the Public Records Law, Chapter 1, Title 74, Idaho Code.
5. To consider preliminary negotiations involving matters of trade or commerce in which the board is in competition with other governing bodies in other states or nations.
6. To communicate with legal counsel for the district to discuss the legal ramifications of and legal options for pending litigation or controversies not yet being litigated but imminently

likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement.

7. To engage in communications with a representative of the district's risk manager or insurance provider to discuss the adjustment of a pending claim or prevention of a claim imminently likely to be filed. The mere presence of a representative of the district's risk manager or insurance provider at an executive session does not satisfy this requirement.
8. To consider labor contract matters authorized under Idaho Code §74-206A(1)(a) and (b). Such matters include the deliberation of labor contract offers or formulation of a counteroffer; or receiving information about a specific employee, when the information has a direct bearing on the issues being negotiated and a reasonable person would conclude that the release of that information would violate that employee's right to privacy.

Final Decisions

No final action or final decision may be made in an executive session, with the following exceptions: (1) a decision to place a Category 3 or renewable contract employee on probationary status; (2) a decision to expel or deny enrollment of a student as provided in Idaho Code §33-205(2); and (3) a finding by the board that the immediate return to school attendance by a student who has been temporarily suspended would be detrimental to the health, welfare or safety of other students, as provided in Idaho Code §33-205(3).

Notice and Agenda

Notice of an executive session will be given according to the meeting and agenda notice provisions of a regular or special meeting. If an executive session only will be held by the board, a twenty-four (24) hour meeting and agenda notice will be given according to the special meeting notice provisions set forth above. Such notice will state the reason and specific subsection(s) of Idaho Code §74-206 that authorize the executive session.

Prohibition Against Discussing Unidentified Subjects

The board is prohibited from changing the subject within the executive session to one not identified within the motion to enter the executive session or to any topic for which an executive session is not authorized.

PUBLIC PARTICIPATION

The board will provide the opportunity for members of the public residing in the district to comment on school and education matters at regular meetings of the board and to request the addition of an item directly related to district business to the agenda of a regular meeting. The manner in which public comment and requests for agenda items will be governed is included in the rules of order and procedure adopted by the board. Under no circumstances will public comment be permitted on topics that would authorize the board to enter an executive session.

BOARD DECISIONS

All final actions and final decisions by the board will be made at a regular or special meeting. No final action will be taken on an agenda item added after the start of a meeting unless an emergency is declared necessitating action at that meeting. The declaration and justification for taking final action on an item added after the start of the meeting will be reflected in the minutes. No decision at a regular or special meeting of the board will be made by secret ballot.



LEGAL REFERENCE:

Idaho Code Sections

- 33-205 – Denial of Student Attendance
- 33-506 – Organization and Government of Board of Trustees
- 33-510 – Annual Meetings – Regular Meetings – Board of Trustees
- 33-514 – Issuance of Annual Contracts – Support Programs – Categories of Contracts –
Optional Placement
- 33-515 – Issuance of Renewable Contracts
- 74-201, *et seq.* – Open Meetings Act

ADOPTED:

AMENDED:

**Language in text set forth in italics is optional.*

AGENDA PREPARATION

The agenda for any board meeting will be prepared by the superintendent and board chair. Items submitted by the board chair or at least two (2) board members will be placed on the agenda. The board clerk, administration, or members of the public residing in the district may also request, in writing, the addition of an item directly related to district business to the agenda of a regular meeting. Such requests must be received by the superintendent at least [insert time, e.g. 5 or 7 days] prior to the scheduled board meeting. *The request must include the individual's name, address, the reason for the request, and the action requested, if any. The board chair may decline to place an item on the agenda where the person making the request is not a resident of the district; the request was received less than [insert time, consistent with time specified above] before the regular board meeting; adding the requested item would cause the meeting to be extended by more than [insert time, e.g., 30 minutes]; the item is not directly related to district business; or the item can properly be heard under another agenda item. Individuals who are not residents of the district may request the addition of agenda items that directly relate to district business which requests may be approved at the discretion of the board chair. Within [specify time, e.g., 48 hours] after a written request to place an item on the agenda is received, the superintendent or designee will notify the individual making such request as to whether the item will be placed on the agenda. The decision as to placement of a requested item on the agenda is final.*

REGULAR MEETING AGENDAS

The clerk of the board will post an agenda notice 48 hours in advance of each regular meeting in the same manner as the notice of the meeting.

SPECIAL MEETING AGENDAS

Special meetings require a 24 hour meeting and agenda notice. The agenda notice shall include at a minimum the meeting date, time, and place. The clerk will maintain a list of the news media requesting notification of meetings and will make a good faith effort to provide advanced notification to them of the time and place of each special meeting.

AMENDING AGENDAS

The board may amend the agenda, provided that a good faith effort is made to include in the original agenda notice all items known to be probable items of discussion. The agenda may be amended in the following manner:

- 1. Amending the Agenda More Than 48 Hours Before a Regular Meeting or 24 Hours Before a Special Meeting.** If the agenda is amended after it has been posted but there exists forty-eight (48) hours or more prior to the start of a regular meeting, or 24 hour or more prior to the start of a special meeting, the agenda may be amended upon posting of the amended agenda.

2. Amending the Agenda Less Than 48 Hours Before a Regular Meeting or 24 Hours Before a Special Meeting. If an amendment to the agenda is proposed less than forty-eight (48) hours prior to a regular meeting or less than 24 hours prior to a special meeting but prior to the start of the meeting, the clerk will post the proposed amended agenda but it will not become effective until a motion is made at the meeting and the board votes to amend the agenda.

3. Amending the Agenda After the Start of a Meeting. The board may amend the agenda after the start of a meeting upon a motion that states the reason for the amendment and the good faith reason the agenda item was not included in the posted agenda.

ACTION ITEMS

An agenda item that requires a vote of the board will be identified on the agenda as an “action item” to provide notice that action may be taken on that item. Identifying an item as an “action item” on the agenda does not require a vote to be taken on that item. Final action may not be taken on agenda items added after the start of a meeting unless an emergency is declared necessitating action at that meeting. The declaration and justification shall be reflected in the board minutes.

NEGOTIATION MEETING NOTICES

Notice of all negotiation sessions between the district and the local education organization shall be posted at the earliest time practicable on the front page of the district’s website. Additionally, if time permits, the district shall post notice of the negotiation sessions within 24 hours at the same physical locations the district uses for posting its regular meetings.

QUORUM

A quorum for the transaction of business of the board will consist of a majority of the members of the board. In the event of one (1) or more vacancies on the board, the transaction of business shall be permitted if a majority of the remaining members of the board are present. Unless otherwise provided by law, all questions will be determined by a majority of the votes cast. The chairman of the board may vote in all cases.

ORDER OF BUSINESS

The order of business will be determined by the board chair and superintendent with input from the board. Upon consent of the majority of the members present, the order of business at any meeting may be changed.

CONSENT AGENDA

To expedite business at a board meeting, the board approves the use of a consent agenda, which includes those items considered to be routine in nature. Any item which appears on the consent agenda may be removed by a member of the board. Any board member who wishes to remove an item from the consent agenda is encouraged to give advance notice in a timely manner to the board chair and superintendent. The remaining items on the consent agenda will be voted on by a single

motion. The approved motion will be recorded in the minutes, including a listing of all items appearing on the consent agenda.

MINUTES

A complete and accurate set of minutes will be kept of each board meeting. All minutes will be available to the public within a reasonable amount of time after the meeting and will include at least the following information:

1. The date, time, and place of the meeting;
2. All members of the board present and absent;
3. All motions, resolutions, orders, or policies proposed and their dispositions;
4. The result of all votes and, at the request of a member, the vote of each member by name;
5. The legal basis for recessing into executive session, including sufficient detail to identify the purpose and topic of the executive session without compromising the purpose of going into executive session; and
6. Time of adjournment.

If the designated clerk is not available to attend a meeting of the board, the board will appoint a person to act as the temporary clerk. That person will keep the record of the proceedings of the board and certify the same to the clerk, to be entered by him or her.

Following a meeting of the board, the clerk will prepare the typed copy of the minutes from the record of the meeting. A copy of the minutes will be given to each board member prior to the next regular meeting. At the next regular meeting of the board, the minutes will be approved and signed by the clerk and the chairman of the board. The approved and signed minutes will become part of the official ledger of minutes maintained in the district office, to be made available within a reasonable time after a meeting for inspection upon request.

The board will record written minutes of all executive session meetings. The minutes must specify the specific subsection of Idaho Code §74-206 authorizing the executive session and will also provide sufficient detail to identify the purpose and topic of the executive session without compromising the purpose of going into executive session. The roll call vote to go into executive session will also be recorded in the minutes. Executive session minutes may be recorded in the body of the written minutes of the open session and are a public record.

The district will cause to be taken written minutes in all negotiation sessions between the district and the local education organization. All documentation exchanged between the parties during a negotiation session, including all offers and counteroffers, shall be retained by the district and shall be subject to the public records law.

MEETING CONDUCT

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 use of proxy votes is not permitted. Voting rights are reserved to those board members in attendance. Voting will be by acclamation or show of hands.

Board members will not utilize electronic communication devices during board meetings unless that communication is also publicly communicated to those in attendance at the meeting. Such communication will be recorded or otherwise referenced in the board minutes, as determined appropriate, given the nature of the topic being considered.

PUBLIC PARTICIPATION

Citizens are encouraged to attend meetings of the board and are allowed to address the board and to comment as allowed under these rules of order and procedure. Public comment is allowed only at a regular meeting or where specifically provided for on the agenda of a special meeting. Public comment is limited to items listed on the meeting agenda. Under no circumstances will public comment be permitted on subject matter that would authorize the board to recess into executive session.

Priority for public comments is provided to district employees, current district students (including dually enrolled students), and members of the public residing in the district. If time permits, and at the discretion of the board, public comment may also be taken from members of the public not residing in the district.

Members of the public who wish to speak on an agenda item shall sign up prior to the start of the meeting by either emailing the board clerk or designee or signing a public comment form available at the meeting location prior to the meeting. Requests to speak should include the person's name, address, and agenda item on which they wish to be heard.

Speakers' comments should be shorter than three (3) minutes. However, a speaker may request that they be permitted to yield their time to another designated speaker who has also signed up to speak on the same agenda item. Speakers must be present at the meeting at the time of the request to yield their time. The yielded time will be pooled for a maximum of [insert time, e.g. 10 minutes] for the designated speaker. Speakers are allocated only one opportunity to speak during public comment. In the event that twenty (20) or more speakers express a desire to speak on any given agenda item, the board chair may reduce each individual's time limit or set a maximum time available for all speakers.

The board chair may interrupt and terminate any presentation not deemed to be in accordance with the guidelines set forth herein; for example, if the person providing comments uses profanity or other abusive language against board members or others present, or if the speaker attempts to present comments regarding an issue in a pending lawsuit or other matter that would authorize the board to recess into executive session. The board chair may also, after a warning, preclude an individual speaker from addressing the board at that meeting and/or at the next regular meeting

of the board for violation of the guidelines set forth herein. The relevant guidelines are described below and are available on the district's website and at all regular meetings of the board or special meetings of the board where public comment is listed as an agenda item.

PUBLIC COMMENT GUIDELINES

- 1. Speakers shall identify themselves by stating their name and address.*
- 2. Speakers shall not engage in political campaigning.*
- 3. Speakers' remarks should be directed to the board chair or the board as a whole and not to any individual board member or member of the public in attendance. Otherwise, the speaker may be ruled out of order and asked to yield the podium. Unless permitted by the board chair, board members will not engage in dialogue with speakers.*
- 4. Speakers shall not refuse to yield the podium when the board chair has advised that their time has expired.*
- 5. The board chair may notify and warn speakers at such time their comments have gone beyond the subject matter for which they had signed up to address, address matters that are not related to district business, or otherwise violate these rules of order and procedure. Speakers are advised to refrain from obscene or vulgar conduct, slanderous remarks, or statements that tend to incite violence or breach of the peace. The board chair may turn off the microphone or recess the meeting if any person persists in interfering with the expeditious or orderly process of the meeting, or fails to conform their remarks to the requirements of these rules of order and procedure after being duly warned to do so. Alternatively, after a warning, the board chair may have the speaker or audience member removed from the meeting and barred from further appearance before the board for the balance of the meeting. The board chair reserves the right to seek the assistance of law enforcement when any speaker or member of the audience refuses to comply with requests to refrain from disruptive behavior.*
- 6. In the event a large group of individuals (more than 20) sign up to speak on one agenda item, the board has the authority to adjust the time limit for each speaker to speak less than the three (3) minutes usually permitted, and/or limit the overall time speakers will be heard on that item.*
- 7. No heckling, shouting comments from the audience, verbal outbursts, or any other disruptive behavior shall be permitted. No signs or placards shall be allowed in the board meeting. No derogatory comments using a person's proper name shall be permitted. Persons exiting a board meeting shall do so quietly so as not to disturb the orderly conduct of the meeting.*
- 8. Personal cellular telephones must be set to silent mode in the meeting room to avoid disruption of the meeting.*



LEGAL REFERENCE:

Idaho Code Sections

33-506 – Organization and Government of Board of Trustees

33-510 – Annual Meetings – Regular Meetings – Boards of Trustees

74-201 *et seq.* – Idaho Open Meeting Act

ADOPTED:

AMENDED:

**Language in text set forth in italics is optional.*

The board of trustees recognizes that all the business and administrative records of the district are public records. Included within those records are hard copy paper records and those records made and/or retained in electronic or other media format. District administration shall determine appropriate procedures to be utilized for the indexing, storage and retrieval of all district records, including those that are in electronic format or other format, to safeguard records and facilitate compliance with the rights of the public to access public records and to comply with other legal requests for access to public records.

Subject to the limitations set forth herein, and as provided by state and federal law, the public has the right to examine and take a copy of any public record of Preston School District No. 201. This policy sets forth the procedure for accessing the district's public records.

The board of trustees confers upon the superintendent the authority to designate a custodian or custodians for all public records of the district. As defined in the Idaho public records law, the custodian is the person or persons having personal custody and control of the public records of the district or authorized access thereto, and includes all delegates of such officials, employees or representatives.

All records of the district will be retained in accordance with the district's records retention policy (Policy 277). A written copy of the minutes from board of trustee meetings will be available to the public within a reasonable time after the meeting in which they are approved. Drafts of the board meeting minutes are considered to be public records and shall be produced upon request. However, such draft minutes will be marked as "unofficial draft minutes not yet reviewed or approved."

DEFINITIONS

"Custodian" means the district employee(s) having physical custody and control of public records of the district, or authorized access thereto, including those employees who have been appointed to respond to requests for public records and other district information on a routine basis, and the designees of all such appointed custodians.

"Public Record" includes, but is not limited to, any writing containing information relating to the conduct or administration of the district's business that is prepared, owned, used, or retained by the district, regardless of the physical form or characteristics, and includes e-mail containing information relating to the conduct and administration of district business.

"Writing" includes, but is not limited to, handwriting, typewriting, printing, photostating, photographing, and every means of recording, including words, pictures, sounds, symbols, or combination thereof, and all papers, maps, magnetic or paper tapes, photographic films and prints, magnetic or punched cards, disks, drums, or other documents.

REQUEST TO EXAMINE PUBLIC RECORDS

The district requires that a request for public records be submitted in writing with the requester's name, mailing address, e-mail address, and telephone number. A request for public records and delivery of the public records may be made by electronic mail. Requests shall describe the public records sought with sufficient specificity to allow the records custodian to locate the records with reasonable effort. The custodian will make no inquiry of any person who requests a public record except to verify the identity of the requester or to ensure that **the requested record or information will not be used for purposes of a mailing or telephone list as prohibited by Idaho Code §74-120**. However, the district may provide the requester information to help the requester narrow the scope of the request or to help the requester make the request more specific when the response to the request is likely to be voluminous or require payment. The custodian will maintain vigilance to ensure that records are not altered or destroyed, but may not review, examine, or scrutinize any copy, photograph, or notes in the person's possession.

Examination of public records must be conducted during regular office or working hours. When necessary, a designated custodian may authorize an examination of records to be done outside of regular working hours. In this event, the persons designated to represent the custodian during such examination will be entitled to reasonable compensation to be paid to them out of funds provided in advance by the person examining the records.

COSTS FOR PROVIDING PUBLIC RECORDS

Except for fees that are authorized or prescribed under other provisions of Idaho law, no fee shall be charged for the first two (2) hours of labor in responding to a request for public records, or for copying the first one hundred (100) pages of paper records that are requested. If the information is also available in publication form, the district may offer the published material to the individual or organization at the standard cost of selling the publication.

This district may charge the actual labor cost associated with locating and copying documents when:

1. The request is for more than one hundred (100) pages of paper records; or
2. The request includes records from which nonpublic information must be deleted; or
3. The actual labor associated with locating and copying documents for a request exceeding two (2) person hours.

Labor fees will not exceed reasonable labor costs necessarily incurred in responding to a public records request. Fees, if charged, will reflect the personnel and quantity of time that are reasonably necessary to process a request. Fees for labor costs will be charged at the per hour pay rate of the lowest paid administrative staff employee who is necessary and qualified to process the request. If a request requires redactions to be made by an attorney the rate charged will be no more than the usual and customary rate of the attorney who is retained by the district for that purpose.

The copying or conversion fee schedule will be made available to those individuals requesting copies and will be updated from time to time as necessary to reflect the actual copying and labor costs to the district.

The district will not charge any cost or fee for copies or labor when the requester demonstrates that the requester's examination and/or copying of public records:

1. Is likely to contribute significantly to the public's understanding of the operations or activities of the government.
2. Is not primarily in the individual interest of the requester including, but not limited to, the requester's interest in litigation in which the requester is or may become a party.
3. If the requester has insufficient financial resources to pay such fees.

The district's statements of fees will be itemized to show per page costs for copies, and hourly rates of employees and attorneys involved in responding to the request, and the actual time spent on the public records request. No lump sum costs will be assigned to any public records request.

The custodian may require advance payment of fees when deemed appropriate. If there is a request to mail copies of documents to an individual, the custodian may request advanced payment for the copies and a stamped, self-addressed envelope large enough for the number of copies. Any portion of an advance payment in excess of the actual costs of labor and copying incurred by the district in responding to the request will be returned to the requester.

A requester may not file multiple requests for public records solely to avoid payment of fees. When the district reasonably believes that one (1) or more requesters is segregating a request into a series of requests to avoid payment of fees authorized pursuant to this section, the district may aggregate such requests and charge the appropriate fees. The district may consider the time period in which the requests have been made in its determination to aggregate the related requests. The district will not aggregate multiple requests on unrelated subjects from one (1) requester.

RESPONSE TO REQUEST FOR EXAMINATION OF PUBLIC RECORDS

The district will either grant or deny a person's request to examine or copy public records within three (3) working days of the date of the receipt of the request for examination or copying. If it is determined by employees of the district that a longer period of time is needed to locate or retrieve the public records, the district will notify the requestor in writing and will provide the public records to the person no later than ten (10) working days following the person's request, if the person is an Idaho resident, and no later than twenty-one (21) working days following a request from a non-resident.

If it is determined the existing electronic record requested will first have to be converted to another electronic format by the district or by a third party and that such conversion cannot be completed within ten (10) working days, the district will notify the requestor in writing. The district will provide the converted public record at a time mutually agreed upon between the district and the

requester, with due consideration given to any limitations that may exist due to the process of conversion or due to the use of a third party to make the conversion.

If no answer is provided by this district within ten (10) working days, the request will be deemed to have been denied.

DENIAL OF REQUESTS

If a request for a record is denied in whole or in part, the person making the request will be notified in writing of the following:

1. A statement that an attorney for the district has reviewed the request, or that the district had the opportunity to consult with an attorney and has chosen not to do so;
2. The statutory basis for the denial;
3. A simple statement of the right to appeal and the time limit for an appeal as set forth in Idaho Code §§74-103 and 74-115.

A certificate of mailing must accompany the notice.

The time limit for filing an appeal is one hundred eighty (180) days from the date the notice of denial is mailed. The sole remedy for protesting the district’s decision is to file a petition in the district court of the county where the records or some part of them are located, requesting the court to compel the district to make the information available or to correct the record.

When a request is denied, the requested records will be retained until the end of the appeal period, until there has been a decision on an appeal, or as otherwise provided by the public records law, whichever is longer. *Whenever a request is denied, there should be some indication made on the record that it must not be purged without the approval of a designated custodian.*

RECORDS EXEMPT FROM DISCLOSURE

The Idaho Legislature has set forth particular records that are exempt from disclosure to the public. All employees should be aware of the following exemptions that apply to this school district. The following list sets forth some of the designated exempt records:

1. Any public record exempt from disclosure by federal or state law or federal regulations to the extent specifically provided for by such law or regulation. This includes, but is not limited to, student records under the Family Educational Rights and Privacy Act (FERPA). Student records protected by FERPA will only be disclosed in accordance with the requirements of that law and district policy.
2. Records relating to the appraisal of real property, timber, or mineral rights, prior to its acquisition, sale, or lease by the district.

3. Any estimate prepared by the district that details the cost of a public project until such time as disclosed or bids are opened, or upon award of the contract for construction of the public project.
4. The records of a library that, when examined alone or when examined with other public records, would reveal the identity of the library patron checking out, requesting, or using an item from the library.
5. Computer programs developed and purchased by or for the district for its own use. For purposes of this policy, computer program does not include:
 - a. The original data including, but not limited to, numbers, texts, voice, graphics, and images;
 - b. Analysis, compilation, and other manipulative forms of the original data produced by use of the program;
 - c. The mathematical or statistical formulas that will be used if the manipulative forms of the original data were to be produced manually.
6. Records of any risk retention or self-insurance program prepared in anticipation of litigation or for analysis of or settlement of potential or actual money damage claims against the district and its employees except as otherwise discoverable under the Idaho or federal rules of civil procedure. These records include, but are not limited to, claims evaluations, investigatory records, computerized reports of losses, case reserves, internal documents and correspondence relating thereto. At the time any claim is concluded, only statistical data and actual amounts paid in settlement will be deemed a public record unless otherwise ordered to be sealed by a court of competent jurisdiction. Provided, however, nothing in this paragraph is intended to limit the attorney-client privilege or attorney work product privilege otherwise available to the district, other public agency or independent public body corporate and politic.
7. Test questions, scoring keys, or other examination data used to administer standardized tests or other academic assessments.
8. Records relevant to a controversy to which the district is a party, but which records would not be available to another party under the rules of pretrial discovery for cases pending resolution.
9. Records, other than public expenditure records, related to proposed or existing critical infrastructure held by or in the custody of the district when the disclosure of such information is reasonably likely to jeopardize the safety of persons, property or public safety. Such records may include emergency evacuation, escape or other emergency response plans, vulnerability assessments, operation and security manuals, plans, blueprints, or security codes. District systems to which this paragraph applies include

electrical, computer and telecommunication, heating, ventilation, and air conditioning.

10. Retired employees' and retired public officials' home addresses, home telephone numbers, and other financial and non-financial membership records.
11. All personnel records of a current or former employee other than the employee's public service or employment history, classification, pay grade and step, longevity, gross salary and salary history, including bonuses, severance packages, other compensation or vouchered and unvouchered expenses for which reimbursement was paid, status, workplace, and employing district. All other personnel information relating to the employee or applicant, including, but not limited to, information regarding sex, race, marital status, birth date, home address and telephone number, social security number, driver's license number, applications, testing and scoring materials, grievances, correspondence, and performance evaluations, will not be disclosed to the public without the employee's or applicant's written consent. An employee or authorized representative may inspect and copy his or her personnel records, except for material used to screen and test for employment.

RECORDS CONTAINING A COMBINATION OF BOTH EXEMPT AND NON-EXEMPT MATERIALS

If any public record contains material which is not exempt from disclosure as well as material which is exempt from disclosure, the district will separate the exempt and nonexempt material and make the nonexempt material available for examination. The district will not deny a request to copy nonexempt material in a public record based upon the fact that the record contains both types of materials.

INSPECTION AND CORRECTION OF AN INDIVIDUAL'S RECORDS

An individual may inspect, copy, and request correction of public records pertaining to that person, except those portions of records that are exempt from disclosure. Such requests will be referred to a designated custodian immediately. Within ten (10) days of the receipt of a written request to amend any record pertaining to that person, the district will either:

1. Make any correction of any portion of the record which the person establishes is not accurate, relevant, or complete; or
2. Inform the person in writing of the refusal to amend with the reasons for the refusal and clearly indicate the person's right to appeal the refusal and the time period for doing so as set forth above in "Denial of Requests" and Idaho Code §§74-103 and 74-115.
- 3.

DISTRIBUTION OR SALE OF MAILING OR TELEPHONE NUMBER LISTS PROHIBITED

This district will not distribute or sell for use as a mailing list or a telephone number list any list of persons, including students and employees, without first securing the permission of those individuals named on the list. This district will verify the identity of a person requesting a record to ensure that the requested record or information will not be used for purposes of a mailing or telephone list.

PENALTY AND IMMUNITY

The public records law provides a penalty of up to one thousand dollars (\$1,000) for a deliberate, bad faith denial of information that should be disclosed. The public records law also provides immunity from liability for the release of records as long as there is a good-faith attempt to comply with the law’s requirements. Therefore, it is important that any questions or any requests that seem doubtful be immediately referred to a designated custodian.



LEGAL REFERENCE:

Idaho Code Sections

74-101 *et seq.* – Public Records Act

34 CFR Part 99 – Family Educational Rights and Privacy Act (FERPA)

Cowles Publishing Company v. Kootenai County Board of Commissioners, et al., 144 Idaho 259, 159 P.3d 896 (2007)

CROSS-REFERENCE:

Record Retention and Destruction – 277

ADOPTED:

AMENDED:

**Language in text set forth in italics is optional.*

This district will provide instruction in comprehensive health education to all students, grades kindergarten through twelve (K-12), consisting of planned, sequential learning experiences that assist students in acquiring knowledge, understanding, attitudes, and practices regarding personal, family, and community health issues. The curriculum will be aligned to the Idaho Health Content Standards *and will focus on positive health habits*. The district's health curriculum will include instruction in physical fitness as required by Idaho law.

Students in grades nine through twelve (9-12) are required to take at least one (1) credit of Health/Wellness. As part of the health/wellness course offered by the district, students will receive a minimum of one (1) class period on CPR training as outlined in the American Heart Association Guidelines for CPR, to include the proper utilization of an automatic external defibrillator (AED).

SEX EDUCATION

Information on family life and sex education, including information about parts of the body, reproduction, sexually transmitted diseases, and related topics will be included in the district's instructional program as appropriate to the grade level and course of study. Any program adopted by the district will be based on a philosophy of sexual abstinence and will provide students with a background of ideals, standards and attitudes that will be valuable to students. The district will involve parents and other community representatives in the planning, development, evaluation and revision of the district's sex education program. In accordance with Idaho law, the district will not allow any individual or organization that is a provider of abortion to furnish any materials or instruction relating to the district's sex education curricula. The district's sex education program will include instruction relating to available adoption resources and current adoption practices in the United States, as a means of providing for the well-being of a child. The district's program will also include information pertaining to Idaho's Safe Haven Act.

For the purposes of this policy, "sex education" means the study of anatomy and the physiology of human reproduction and "abstinence" means the absence of any sexual activity prior to marriage, which activity includes physical contact between individuals involving intimate or private areas of the body that can potentially (i) result in pregnancy; (ii) transmit sexually transmitted diseases and infections; or (iii) present emotional risks.

The board believes that instruction on sexually transmitted diseases, including HIV/AIDS, is most effective when integrated into a comprehensive health education program. Instruction on these topics will be developmentally appropriate to the grade level of the students and will begin no sooner than eighth grade. Teachers who present this instruction will receive continuing in-service training that includes appropriate teaching strategies and techniques.

Parents may ask to review the materials to be used in the district's program. Parents may also request in writing that their child be excused from any planned instruction in sex education. Students who are excused from such instruction will be provided with alternate educational instruction.



LEGAL REFERENCE:

Idaho Code Sections:

- 18-8707 – Abortion-Related Activities Prohibited in School-Based Health Clinics and Sex Education Curricula
- 33-506 – Organization and Government of Board of Trustees
- 33-512 – Governance of Schools
- 33-1605 – Health and Physical Fitness; Effects of Alcohol, Tobacco Stimulants and Narcotics
- 33-1608 *et seq.* – Family Life and Sex Education – Legislative Policy
- 33-1612 – Thorough System of Public Schools
- 39-8201 *et seq.* – Safe Haven Act

IDAPA Sections:

- 08.02.03.104 – Other Required Instruction
- 08.02.03.105 – High School Graduation Requirements
- 08.02.03.160 – Safe Environment and Discipline

ADOPTED:

AMENDED:

**Language in text set forth in italics is optional.*

The district recognizes that the school library is the principal location for students to inquire, to study and evaluate, and to gain new maturity and understanding. The board delegates to the superintendent or designee the authority to select library and resource materials in accordance with this policy. Selection of materials for school libraries will generally be made in consultation with librarians, administrators, and educators, and may allow for input from students, parents/guardians, and patrons of the district, consistent with students' First Amendment constitutional rights.

DEFINITIONS

For purposes of this policy and accompanying procedures (652P), the following definitions shall apply:

“Challenge” means a formal request that a specific library resource be permanently removed from one or more of the schools operated by the district or restricted from access by minors.

“Community Member” means a person who is a full-time resident of the district though such person need not be a property taxpayer.

“Harmful to Minors” includes in its meaning the quality of any material or of any performance or of any description or representation, in whatever form, of nudity, sexual conduct, sexual excitement, or sado-masochistic abuse, when it:

- (a) Appeals to the prurient interest of minors as judged by the average person, applying contemporary community standards; and
- (b) Depicts or describes representations or descriptions of nudity, sexual conduct, sexual excitement, or sado-masochistic abuse which are patently offensive to prevailing standards in the adult community with respect to what is suitable material for minors and includes, but is not limited to, patently offensive representations or descriptions of:
 - (i) Intimate sexual acts, normal or perverted, actual or simulated; or
 - (ii) Masturbation, excretory functions or lewd exhibition of the genitals or genital area.

Nothing in this definition is intended to include or proscribe any matter which, when considered as a whole, and in context in which it is used, possesses serious literary, artistic, political, or scientific value for minors.

“Library Resource” means any specific book, pamphlet, electronic media, etc. contained in a library's inventory of materials.

“Material” means anything tangible which is harmful to minors, whether derived through the medium of reading, observation or sound.

“Parent” means the mother, father, or legal guardian of a student currently enrolled in a school operated by the district, including open enrolled students.

“Student” means a person currently enrolled as a pupil in a school operated by the district.

OBJECTIVES

1. The district will maintain a comprehensive district-wide media program that will provide access to large and varied collections of materials on all levels of difficulty with a diversity of appeal and the presentation of different points of view that will also enrich and support the curriculum and personal needs of the users;
2. Notwithstanding any other provision of law or district policy, schools within the district will not promote, give, or make available to a minor any of the following:
 - a. Any picture, photograph, drawing, sculpture, motion picture film, or similar visual representation or image of a person or portion of the human body that depicts nudity, sexual conduct, or sado-masochistic abuse and that is harmful to minors;
 - b. Any book, pamphlet, magazine, printed matter however produced, or sound recording that contains any matter as described in subsection 2(a) above or explicit and detailed verbal descriptions or narrative accounts of sexual excitement, sexual conduct, or sado-masochistic abuse and that, taken as a whole, is harmful to minors;
or
 - c. Any other material harmful to minors.
3. To the extent any school within the district maintains material harmful to minors, school employees will take reasonable steps to restrict access to such material by minors. Such steps may include, but are not limited to, maintaining such material (a) in a locked cabinet or closet where access to such cabinet or closet is restricted to a school librarian, building principal, or other designated staff; or (b) in a designated “adults only” section, which section is monitored by a school employee or otherwise reasonably restricted from access by minors, including by requiring any person seeking access to such adults only section display a driver’s license, draft card, birth certificate, or other official or apparently official document purporting to establish that the person is 18 years of age or older. School employees may allow a minor to access material that is harmful to minors when the minor is accompanied by his or her parent or legal guardian, or by another adult who represents that he or she is the minor’s parent or legal guardian by a signed written statement.
4. Nothing in this policy is intended to proscribe any material which, when considered as a whole, and in the context in which it is used, possesses serious literary, artistic, political, or scientific value for minors.
5. *Selection of library resources will be made by school librarians and/or other designated persons/groups, taking into account the needs of teachers and students, and will follow the*

accreditation standards and procedures set forth by the Idaho State Board of Education and compiled as the Idaho Standards for Teacher Librarians;

- 6. Gifts of materials, or funds for the media program, if accepted, will be used with no commitment regarding their use. Such materials will be evaluated by the librarian, using the same criteria as materials selected with school district funds. Final disposition of a gift is the responsibility of the librarian in accordance with the needs and best interest of the schools.*

SELECTION CRITERIA

In selecting library resources, the school librarian shall utilize professional resources that provide guidance for ensuring that such resources meet and maintain the highest standards of quality and reflect current awareness of the library field. *In making library resource decisions, school librarians and/or other persons responsible for selecting library resources, such as a panel of teachers of English Language Arts and other well-read employees, will make decisions utilizing guidance from the school library selection criteria recommended by the American Library Association as well as the Idaho Standards for Teacher Librarians to ensure that such resources:*

- 1. Meet high standards in literary, artistic, and aesthetic quality; technical aspects; and physical format;*
- 2. Support and enrich the curriculum and/or students' personal interests and learning;*
- 3. Are appropriate for the subject area and for the age, emotional development, ability level, learning styles, and social, emotional, and intellectual development of the students for whom the library resources are selected;*
- 4. Incorporate accurate and authentic factual content from authoritative sources;*
- 5. Earn favorable reviews in standard reviewing sources and/or favorable recommendations based on preview and examination of materials by professional personnel;*
- 6. Represent differing viewpoints on controversial issues;*
- 7. Include a variety of resources in physical and virtual formats, comprising print and non-print such as electronic and multimedia (including subscription databases and other online products, e-books, educational games, and other forms of emerging technologies); and*
- 8. Balance cost with need.*

School library resource decisions will also consider the following criteria:

- 1. The authenticity will be reviewed, taking into account the accuracy and timeliness of the material. The qualifications of the author or producer will also be taken into account.*

2. *The appropriateness of the material will be reviewed regarding whether the medium is appropriate to the subject matter and whether the vocabulary, content, concepts, and themes are suited to the intended audience.*
3. *The context will be reviewed regarding whether the organization and presentation relate to the needs of the student and are helpful to the user.*
4. *The interest regarding the message contained and the ability to hold the attention of the user should also be taken into account.*
5. *The technical quality such as the format, audiovisual qualities, and ease of handling should be considered.*

SELECTION REVIEW RESOURCES

In selecting library resources, school librarians shall use well-established and highly respected school library reviewing sources, *which may include the following:*

1. *Association for Library Service to Children (ALSC) Notable Children’s Books;*
2. *Booklist;*
3. *School Library Journal; or*
4. *Young Adult Services Association (YALSA) Best Books for Young Adults.*



LEGAL REFERENCE:

Idaho Code Sections

18-1514 – Obscene Materials – Definitions

18-1517B – Children’s School and Library Protection

33-512(8) – School Governance (libraries)

Board of Educ., Island Trees Union Free v. Pico, 102 S. Ct. 2799 (1982)

ADOPTED:

AMENDED:

**Language in text set forth in italics is optional*

CHALLENGES AND REQUESTS FOR RECONSIDERATION OF LIBRARY RESOURCES

Challenges and requests for reconsideration of library resources may be made by an employee, a *currently enrolled* student, or the parent or legal guardian of a *currently enrolled* student. Challenges filed by individuals or organizations not meeting these definitions will not be heard or acted upon by the district. All challenges and requests for reconsideration of library resources shall be directed to the *building principal or designee of the school where the matter in question originates*. The definitions set forth in Policy 652 apply to all challenges and requests for reconsideration. The district encourages community members, employees, students, and parents/guardians to meet informally to address concerns regarding a library resource. In the event the parties are unable to resolve the concerns, a complaint shall be submitted using the form provided by the district.

Challenges by a Parent to a Specific Library Resource

The following procedure applies whenever the district receives a challenge from a parent requesting that his or her child be denied access to a specific library resource:

1. *The building principal or designee will first verify the authenticity of the challenge. If it is determined that the challenge is authentic (i.e. made by a person meeting the definition of "Parent"), the building principal or designee will direct the school librarian to place the name of the student and the resource on the library's "No Access Roster" and take all appropriate steps to ensure that the student concerned does not check out from or otherwise access from the library the resource of concern.*
2. The "No Access Roster" shall be kept by the librarian and building principal in a confidential manner. The "No Access Roster" shall be considered a library record that is exempt from disclosure under Idaho Code §74-108(4). The "No Access Roster" may also be considered an education record of an individual student under the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. §1232g, and will be disclosed only in accordance with FERPA and its implementing regulations.

Challenges to a Specific Library Resource

The following procedure applies whenever the district receives a challenge requesting that a specific library resource be permanently removed from a library, placed on reserved status, or placed on a restricted status and/or moved to an adults-only section of a library:

1. Challenges must be made individually, and each challenge must be listed on a form provided by the district. The form must be filled out in sufficient detail to allow the district to make an informed decision regarding the challenged library resource. Anonymous complaints will not be accepted.

2. *Upon receiving a challenge and verifying the authenticity of the challenging party (e.g., employee, student, or parent/guardian), the superintendent or designee shall convene and act as chair of a review committee consisting of at least one librarian from a school not involved in the challenge, at least one teacher of English Language Arts or a well-read employee, at least one administrator, and at least one parent of a child enrolled in the building where the challenged library resource is located. For challenges at a middle school/junior high school or high school, the committee could also include at least one student. The review panel could also include a public librarian or community member. At his or her discretion, the superintendent may elect to establish an ongoing review panel.*
3. *Within ten (10) days of receipt of the challenge, the committee shall meet and review the challenged library resource. The librarian of the library in which the challenged resource is located or, in the event the challenged resource is in more than one library, each librarian concerned shall appear before the committee and explain why the library resource was selected for inclusion in the library, why it should remain in the library, and whatever other information may be pertinent to the challenge. The person making the challenge shall appear before the committee and state their reasons for making the challenge and provide whatever information they deem supportive of such challenge. If the person making the challenge does not appear before the committee the challenge will be deemed denied and shall not again be considered.*
4. *Upon completion of the committee's consideration, a written recommendation shall be adopted and forwarded to the board by the superintendent detailing why the challenged resource should or should not be removed from the library concerned, placed in a locked area restricted to school librarian or designee, placed on reserve status, or restricted to an adults-only section. The committee's review and recommendation shall be based upon the selection criteria set forth in Policy 652. The superintendent shall then present the recommendation to the board, in open session, at its next regular meeting. Both the librarian(s) and the party making the challenge may elect to address the board directly. Public comments at the board meeting where the committee's recommendation is heard shall follow the board's rules of order and procedure (Policy 262P).*
5. *Following the presentation of the challenge and the review committee's recommendation, the board shall take up the challenge and make its decision as to whether the challenged resource should be removed from the library permanently or placed on reserved or restricted status. The decision of the board is final.*
6. *In the event a challenge is denied by the board, no further challenge of the library resource involved shall be heard by the review committee or board for a period of 12 months.*
7. *During the challenge process, the challenged resource will not be removed from student use.*

REMOVAL PROCEDURE

Any decision to remove a book, material, or resource from a school library will be content-neutral and based on a legitimate exercise of control over pedagogical matters (i.e., educational

suitability). In all cases, neutrality will be demonstrated. Censorship based on the content of a book or resource is considered an extreme measure; prior to removing a book or resource from a school library, other less restrictive measures will be considered, such as placing the item in question on reserved or restricted status.

School staff will be informed of the removal of any book, material, or resource from the district's libraries or classrooms and will no longer use those items.



LEGAL REFERENCE:

Idaho Code Sections

- 18-1514 – Obscene Materials – Definitions
- 18-1517B – Children’s School and Library Protection
- 33-506 – Organization and Government of Board of Trustees
- 33-512(8) – Governance of Schools (Libraries)

ADOPTED:

AMENDED:

**Language in text set forth in italics is optional.*

LIBRARY AND RESOURCE CENTER MATERIALS COMPLAINT FORM

Pursuant to District Policy 652 and its accompanying procedures, 652P, a district employee, *currently enrolled* student, or parent or legal guardian of a student *currently enrolled* in the District’s schools, may file a challenge to school library resources or otherwise comment on school library resources. For challenges on the basis that a library resource is harmful to minors, the following definition applies:

“Harmful to Minors” includes in its meaning the quality of any material or of any performance or of any description or representation, in whatever form, of nudity, sexual conduct, sexual excitement, or sado-masochistic abuse, when it:

- (a) Appeals to the prurient interest of minors as judged by the average person, applying contemporary community standards; and
- (b) Depicts or describes representations or descriptions of nudity, sexual conduct, sexual excitement, or sado-masochistic abuse which are patently offensive to prevailing standards in the adult community with respect to what is suitable material for minors and includes, but is not limited to, patently offensive representations or descriptions of:
 - (i) Intimate sexual acts, normal or perverted, actual or simulated; or
 - (ii) Masturbation, excretory functions, or lewd exhibition of the genitals or genital area.

Nothing in this definition is intended to include or proscribe any matter which, when considered as a whole, and in context in which it is used, possesses serious literary, artistic, political, or scientific value for minors.

Please return this completed form to your building administrator.

Complainant Information			
Student Name:	Name of School:		
Complainant/Parent/Legal Guardian Name:			
Address:			Phone:
City:	State:	Zip:	Email:
Challenged Library Resource Information			
Title:		Author:	
Publisher (if known):		Resource Type (e.g. book, magazine):	

1. Have you discussed this work with the teacher or librarian who ordered it or used it? Yes No
2. What do you understand to be the general purpose for using this work:
 - Provide support for a unit in the curriculum? Yes No
 - Provide a learning experience for the reader in one kind of literature? Yes No
 - Other _____
3. Did the general purpose for the use of the work, as described by the teacher or librarian, seem a suitable one to you? Yes No

If no, please explain: _____

4. What do you think is the general purpose of the author in the library resource? _____

5. In what ways do you think a work of this nature is not suitable for the use the teacher or librarian wishes to carry out? _____

6. Have you been able to learn the students' response to this work? Yes No
If yes, what response did the students give: _____

7. Have you been able to learn from your school library what book reviewers or other students of literature have written about this work? Yes No

8. Would you like the teacher or librarian to give you a written summary of what book reviewers and other students have written about this work? Yes No

9. Do you have negative reviews of this work? Yes No
If yes, where were the reviews published? _____

10. Would you be willing to provide summaries of the critical reviews you have collected? Yes No

11. What brought this title to your attention? _____

12. What would you like the library/school to do about this work? (check all that apply)

Do not assign/lend it to my child
 Return it to the library resource selection committee or department for reevaluation
 Relocate the work to a section designated for adults only or otherwise restrict access to minors
 Other (please explain) _____

13. Please comment on the resource as a whole, as well as being specific on those matters that concern you. (Use other side if needed.) _____

14. What resource(s) do you suggest to provide additional information on the topic, if any? _____

15. Additional Comments: _____

Signature: _____ Date: _____

Recommendation by *School Media Advisory Committee*

Name of Text: _____ Edition: _____

Author(s): _____ Publisher: _____

School(s): _____

In review of the complaint filed on _____ by _____

The committee, by a vote of __ to __, at a meeting held on _____ recommends:

A. Retaining the material for use in its present location.

B. Retaining the material for use on reserved or restricted status.

If restricted status, state conditions (e.g., adults-only section, locked cabinet, restricted to specific student(s), period of restriction, etc.): _____

C. Withdrawing the material from use.

D. Retaining the material under the following conditions:

Specify conditions: _____

Rationale for recommendation: _____

Additional comments: _____

Committee Signatures:

_____ Printed Name: _____ Date: _____

_____ Printed Name: _____ Date: _____

_____ Printed Name: _____ Date: _____

_____ Printed Name: _____ Date: _____

_____ Printed Name: _____ Date: _____

**Language in text set forth in italics is optional.*

AGENDA PREPARATION

The agenda for any board meeting will be prepared by the superintendent and board chair. Items submitted by the board chair or at least two (2) board members will be placed on the agenda. The board clerk, administration, or members of the public residing in the district may also request, in writing, the addition of an item directly related to district business to the agenda of a regular meeting. Such requests must be received by the superintendent or board chair at least 7 days prior to the scheduled board meeting. The request must include the individual's name, address, the reason for the request, and the action requested, if any. The board chair may decline to place an item on the agenda where the person making the request is not a resident of the district; the request was received less than 7 days before the regular board meeting; adding the requested item would cause the meeting to be extended by more than an estimated 30 minutes; the item is not directly related to district business; or the item can properly be heard under another agenda item. Individuals who are not residents of the district may request the addition of agenda items that directly relate to district business which requests may be approved at the discretion of the board chair. Within 48 hours after a written request to place an item on the agenda is received, the superintendent or designee will notify the individual making such request as to whether the item will be placed on the agenda. The decision as to placement of a requested item on the agenda is final.

REGULAR MEETING AGENDAS

The clerk of the board will post an agenda notice 48 hours in advance of each regular meeting in the same manner as the notice of the meeting.

SPECIAL MEETING AGENDAS

Special meetings require a 24 hour meeting and agenda notice. The agenda notice shall include at a minimum the meeting date, time, and place. The clerk will maintain a list of the news media requesting notification of meetings and will make a good faith effort to provide advanced notification to them of the time and place of each special meeting.

AMENDING AGENDAS

The board may amend the agenda, provided that a good faith effort is made to include in the original agenda notice all items known to be probable items of discussion. The agenda may be amended in the following manner:

- 1. Amending the Agenda More Than 48 Hours Before a Regular Meeting or 24 Hours Before a Special Meeting.** If the agenda is amended after it has been posted but there exists forty-eight (48) hours or more prior to the start of a regular meeting, or 24 hour or more prior to the start of a special meeting, the agenda may be amended upon posting of the amended agenda.

2. Amending the Agenda Less Than 48 Hours Before a Regular Meeting or 24 Hours Before a Special Meeting. If an amendment to the agenda is proposed less than forty-eight (48) hours prior to a regular meeting or less than 24 hours prior to a special meeting but prior to the start of the meeting, the clerk will post the proposed amended agenda but it will not become effective until a motion is made at the meeting and the board votes to amend the agenda.

3. Amending the Agenda After the Start of a Meeting. The board may amend the agenda after the start of a meeting upon a motion that states the reason for the amendment and the good faith reason the agenda item was not included in the posted agenda.

ACTION ITEMS

An agenda item that requires a vote of the board will be identified on the agenda as an “action item” to provide notice that action may be taken on that item. Identifying an item as an “action item” on the agenda does not require a vote to be taken on that item. Final action may not be taken on agenda items added after the start of a meeting unless an emergency is declared necessitating action at that meeting. The declaration and justification shall be reflected in the board minutes.

NEGOTIATION MEETING NOTICES

Notice of all negotiation sessions between the district and the local education organization shall be posted at the earliest time practicable on the front page of the district’s website. Additionally, if time permits, the district shall post notice of the negotiation sessions within 24 hours at the same physical locations the district uses for posting its regular meetings.

QUORUM

A quorum for the transaction of business of the board will consist of a majority of the members of the board. In the event of one (1) or more vacancies on the board, the transaction of business shall be permitted if a majority of the remaining members of the board are present. Unless otherwise provided by law, all questions will be determined by a majority of the votes cast. The chairman of the board may vote in all cases.

ORDER OF BUSINESS

The order of business will be determined by the board chair and superintendent with input from the board. Upon consent of the majority of the members present, the order of business at any meeting may be changed.

CONSENT AGENDA

To expedite business at a board meeting, the board approves the use of a consent agenda, which includes those items considered to be routine in nature. Any item which appears on the consent agenda may be removed by a member of the board. Any board member who wishes to remove an item from the consent agenda is encouraged to give advance notice in a timely manner to the board chair and superintendent. The remaining items on the consent agenda will be voted on by a single

motion. The approved motion will be recorded in the minutes, including a listing of all items appearing on the consent agenda.

MINUTES

A complete and accurate set of minutes will be kept of each board meeting. All minutes will be available to the public within a reasonable amount of time after the meeting and will include at least the following information:

1. The date, time, and place of the meeting;
2. All members of the board present and absent;
3. All motions, resolutions, orders, or policies proposed and their dispositions;
4. The result of all votes and, at the request of a member, the vote of each member by name;
5. The legal basis for recessing into executive session, including sufficient detail to identify the purpose and topic of the executive session without compromising the purpose of going into executive session; and
6. Time of adjournment.

If the designated clerk is not available to attend a meeting of the board, the board will appoint a person to act as the temporary clerk. That person will keep the record of the proceedings of the board and certify the same to the clerk, to be entered by him or her.

A typed copy of the minutes will be provided to each board member prior to the next regular meeting. At the next regular meeting of the board, the minutes will be approved. The approved and signed minutes will become part of the official ledger of minutes maintained in the district office, to be made available within a reasonable time after a meeting for inspection upon request.

The board will record written minutes of all executive session meetings. The minutes must specify the specific subsection of Idaho Code §74-206 authorizing the executive session and will also provide sufficient detail to identify the purpose and topic of the executive session without compromising the purpose of going into executive session. The roll call vote to go into executive session will also be recorded in the minutes. Executive session minutes may be recorded in the body of the written minutes of the open session and are a public record.

The district will cause to be taken written minutes in all negotiation sessions between the district and the local education organization. All documentation exchanged between the parties during a negotiation session, including all offers and counteroffers, shall be retained by the district and shall be subject to the public records law.

MEETING CONDUCT

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 use of proxy votes is not permitted. Voting rights are reserved to those board members in attendance. Voting will be by acclamation or show of hands.

PUBLIC PARTICIPATION

Citizens are encouraged to attend meetings of the board and are allowed to address the board and to comment as allowed under these rules of order and procedure. Public comment is allowed only at a regular meeting or where specifically provided for on the agenda of a special meeting. Public comment is limited to items listed on the meeting agenda. Under no circumstances will public comment be permitted on subject matter that would authorize the board to recess into executive session.

Priority for public comments is provided to district employees, current district students (including dually enrolled students), and members of the public residing in the district. If time permits, and at the discretion of the board, public comment may also be taken from members of the public not residing in the district.

Members of the public who wish to speak on an agenda item shall sign up at least seven (7) days prior to the start of the meeting by completing the online form available on the district website, signing a public comment form available at the district office, or emailing the board clerk or designee. Requests to speak should include the person's name, address, email address, and phone number, along with the agenda item on which they wish to be heard and a summary of what will be shared.

Filling out the "request to address the board" form does not guarantee that individuals will be invited to speak at the meeting. Oftentimes, the subject of discussion outlined by an individual requesting to address the Board can be more effectively handled at a lower level in the District, and the request process allows the Board and administration to work together to determine where that communication can be addressed most effectively. The board chair and the superintendent will review the request and respond directly. Responses may include the following: 1) Approval of appearance before the board at the next regular meeting or 2) Referral of the request or concern to the appropriate administrator to resolve.

If the concern is with an individual or group, the best way to resolve it is by communicating directly with those involved or their immediate supervisor. The district grievance process is set up to resolve concerns at the lowest level, where actions can be taken by employees who manage the day-to-day school business. The board, as the policy-setting body, establishes district policies and procedures whose guidelines conform to the law.

If a speaker is granted permission to comment at board meeting on school and education matters, the speaker's comments should be shorter than three (3) minutes. However, a speaker may request that they be permitted to yield their time to another designated speaker who has also signed up to speak on the same agenda item. Speakers must be present at the meeting at the time of the request

to yield their time. The yielded time will be pooled for a maximum of nine (9) minutes for the designated speaker. Speakers are allocated only one opportunity to speak during public comment. In the event that twenty (20) or more speakers express a desire to speak on any given agenda item, the board chair may reduce each individual's time limit or set a maximum time available for all speakers.

The board chair may interrupt and terminate any presentation not deemed to be in accordance with the guidelines set forth herein; for example, if the person providing comments uses profanity or other abusive language against board members or others present, or if the speaker attempts to present comments regarding an issue in a pending lawsuit or other matter that would authorize the board to recess into executive session. The board chair may also, after a warning, preclude an individual speaker from addressing the board at that meeting and/or at the next regular meeting of the board for violation of the guidelines set forth herein. The relevant guidelines are described below and are available on the district's website and at all regular meetings of the board or special meetings of the board where public comment is listed as an agenda item.

PUBLIC COMMENT GUIDELINES

1. Speakers shall identify themselves by stating their name and address.
2. Speakers shall not engage in political campaigning.
3. Speakers' remarks should be directed to the board as a whole and not to any individual board member or member of the public in attendance. Otherwise, the speaker may be ruled out of order and asked to yield the podium. Unless permitted by the board chair, board members will not engage in dialogue with speakers.
4. Speakers shall not refuse to yield the podium when the board chair has advised that their time has expired.
5. The board chair may notify and warn speakers at such time their comments have gone beyond the subject matter for which they had signed up to address, they address matters that are not related to district business, or they otherwise violate these rules of order and procedure. Speakers are advised to refrain from obscene or vulgar conduct, slanderous remarks, or statements that tend to incite violence or breach of the peace. The board chair may recess the meeting or turn off the microphone if any person persists in interfering with the expeditious or orderly process of the meeting, or fails to conform their remarks to the requirements of these rules of order and procedure after being duly warned to do so. Alternatively, after a warning, the board chair may have the speaker or audience member removed from the meeting and barred from further appearance before the board for the balance of the meeting. The board chair reserves the right to seek the assistance of law enforcement when any speaker or member of the audience refuses to comply with requests to refrain from disruptive behavior.
6. In the event a large group of individuals (more than 20) sign up to speak on one agenda item, the board has the authority to adjust the time limit for each speaker to speak less than the

three (3) minutes usually permitted, and/or limit the overall time speakers will be heard on that item.

7. No heckling, shouting comments from the audience, verbal outbursts, or any other disruptive behavior shall be permitted. No signs or placards shall be allowed in the board meeting. No derogatory comments using a person’s proper name shall be permitted. Persons exiting a board meeting shall do so quietly so as not to disturb the orderly conduct of the meeting.

8. Personal cellular telephones must be set to silent mode in the meeting room to avoid disruption of the meeting.



LEGAL REFERENCE:

Idaho Code Sections

33-506 – Organization and Government of Board of Trustees

33-510 – Annual Meetings – Regular Meetings – Boards of Trustees

74-201 *et seq.* – Idaho Open Meeting Act

ADOPTED:

AMENDED: