PRESTON SCHOOL DISTRICT #201

Board of Education

Regular Meeting - November 18, 2026, 6:00 PM
105 East 2nd South
Preston, ID 83263

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Approve/Amend Agenda - Action Item**
4. **Consent Agenda - Action Item**
   A. **Minutes of Regular Board Meeting - October 21, 2026**
   B. **Financial Summary - October 2026**
   C. **Monthly Expenditures - October 2026**
   D. **Personnel Report - October 2026**
5. **Reports - Communication/Follow-up**
6. **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 or signing a public comment form available at the meeting location and giving it to the clerk before the meeting begins.**
7. **Informational Items**
   A. **FFA - Poultry Team**
   B. **Superintendent Report**
      - ISBA Conference
   C. **Math - Preston Junior High**
   D. **Superintendent Vacancy Posting**
8. **Action Items**
   A. **2025-2026 Financial Audit Report**
   B. **Superintendent Hiring Process**
9. **Policy - Action Item**
   A. **Policy 1st Reading**
      - Policy 3050 - Attendance Policy
      - Policy 3225 - Student Clubs Equal Access
      - Policy 3240 - Student Publications
      - Policy 3260 - Bring Your Own Technology Program
      - Policy 3275 - District Provided Mobile Computing Devices
      - Policy 3280 - Equal Education, Nondiscrimation and Sex Equity
      - Policy 3290 - Sexual Harassment Intimidation of Students
      - Policy 3305- Prohibition of Tobacco Possession and Use
      - Policy 3310 - Gangs & Gang Activity
      - Policy 3335 - Academic Honesty
   B. **Policy 2nd Reading**
      - Policy 5335 - Employee Use of Electronic Communications Devices
      - Policy 3020 - Enrollment and Attendance Records

- Policy 3030 - Part-Time Attendance/Dual Enrollment
- Policy 3031 - Extracurricular Activities - Eligibility for Students Not Enrolled
- Policy 3040 - Compulsory Attendance
- Policy 3060 - Education of Homeless Children
- Policy 3080 - Nonresident Student Attendance
- Policy 3090 - Foreign Exchange Students
- Policy 3100 - Programs for At-Risk/Disadvantaged Students
- Policy 3200 - Student Rights and Responsibilities
- Policy 3220 - Student Use of Buildings: Equal Access
- Policy 3230 - Student Government
- Policy 3250 - Distribution and Posting of Materials

C. **Rescind Policies**

- Policy 502 - Student Handbooks
- Policy 508 - Foreign Students
- Policy 509 - Tracking Foreign Students and Foreign Exchange Visitors
- Policy 521 - Attendance Zones
- Policy 522 - School Attendance and Habiutal Truancy
- Policy 523 - Attendance Records
- Policy 630 - Dual Enrollment
- Policy 679.5 - Homeless Student Education

10. **Executive Session -** **Pursuant to Idaho Code 74-206(1)(b) to consider the evaluation, dismissal, or disciplining of or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student**
    - Employee C
11. **Resume Open Session - Action Item**
12. **Board Meeting Summary and Assignment Review**
13. **Adjourn**

Preston Joint School District #201
Board of Education

Regular Meeting

Wednesday, October 21, 2026
6:00 PM

District Office
105 East 2nd South
Preston, ID 83263

Mason Jensen (Zone 3 Trustee):	Present
Chris Jones (Zone 4 Trustee):	Present
Geniel Lyons (Zone 2 Trustee):	Present
Launa Moser (Zone 1 Trustee):	Present
Rachel Randall (Zone 5 Trustee):	Present

1. Call to Order
   Meeting was called to order by Chairman Chris Jones at 6:00pm
2. Pledge of Allegiance
3. Approve/Amend Agenda - Action Item
   Motion to approve the agenda. This motion, made by Launa Moser (Zone 1 Trustee) and seconded by Rachel Randall (Zone 5 Trustee), Carried.
   Mason Jensen (Zone 3 Trustee): Yea, Chris Jones (Zone 4 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Rachel Randall (Zone 5 Trustee): Yea
   Yea: 5, Nay: 0
4. Consent Agenda - Action Item
   Move to approve the consent agenda. This motion, made by Mason Jensen (Zone 3 Trustee) and seconded by Geniel Lyons (Zone 2 Trustee), Carried.
   Mason Jensen (Zone 3 Trustee): Yea, Chris Jones (Zone 4 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Rachel Randall (Zone 5 Trustee): Yea
   Yea: 5, Nay: 0
   4.A. Minutes of Regular Board Meeting - September 16, 2026
   4.B. Financial Summary - September 2026
   4.C. Monthly Expenditures - September 2026
   4.D. Personnel Report - September 2026
5. Reports - Communication/Follow-up
   Superintendent Gary Thomas followed up on the health insurance. We have made the payment and have not heard anything new. Out of the 100+ districts that are a part of the trust, all but 4 made the one-time payment. We believe the other 4 are going to try and fight it. The state is now running that trust. They are going through the claims and trying to get that cleaned up.
   The policy committee reviewed procedure 6100P1 and feels it aligns with what we are doing as a District. When there are new courses or textbooks, they will be brought before the board for approval.
6. 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 or signing a public comment form available at the meeting location and giving it to the clerk before the meeting begins.
   No requests for public comment were received.

7. Informational Items

7.A. Superintendent Report

Superintendent Gary Thomas shared that the teachers attended a professional development in Pocatello with classes on AI in the Classroom and Behavior in the Classroom. It wasn't as well attended as we had hoped it would be. Originally, we were going to host it for our region but it became big enough it was moved to Pocatello. In the future we will probably just put something on within the district.
Next week we will be having a training at the district office for administrators, supervisors and the district office staff on our personalities and how they work together. It is about how you think, how you perceive and how you engage.
The transportation department just finished an audit from the state department that they did very well on. Jeff and Ty do a great job for our district. The area we failed was supervision of student drop off and pickup, which is not their responsibility. Mr. Thomas has talked to the principals and they have a plan to assign staff to be out there during that time.
Mr Thomas shared information about the Education Tax Credit with the school board. They are still in the process of writing all the rules and regulations for it, and it isn't available for another year. This is a federal tax credit that individuals can claim and have $1700 sent to a school district. What you can't do is choose the student. The money goes to a Scholarship Granting Organization and from there parents/students can request funds for specific items. We just don't know what all those items are yet. When the bill was written, it was mainly written for private schools & tuition, which we don't have, so we are not sure yet how it will work. In the future, when we know more, we will send out something to the District patrons.
For the next 5 months we will be hearing about math and what is being done in the District to help improve our students learning in this area. This month we will be starting with Dr. Brady Garner and what changes have been made with the SPED department.

7.B. Co-Teaching

Dr. Garner explained co-teaching and how it will impact special education. This year we are starting at the junior high school and what we are doing is getting rid of our special education classrooms, and we are sending the special ed teacher into the general education classroom. This way, the special ed students get exposed to the general education curriculum, and they have a content expert teaching them the subject. The SPED teacher is in the classroom for support and can pull them into small groups as needed. This way, you have 2 certified teachers in the classroom that can help all the students not just the SPED. The students don't have to wait until their study skills class to get help. It allows the teachers to collaborate, and it also sets higher expectations for the SPED students. They will be exposed to grade level curriculum that can be modified and adjusted to meet their IEP but they will get that exposure. To make this work, we needed teacher by in. The District brought in Dr. Julie Bost from the University of North Carolina Greensboro, who is the President of the Council for Exceptional Children. She is one of the leading experts in the field of co-teaching. We brought in our teachers and paraprofessionals from the junior high and high school that could potentially be involved in this to be trained by her. Dr. Brady Garner believes we will see success with this.

8. Policy - Action Item

8.A. Policy 1st Reading

FYI - there are 3 procedures attached that you have already approved the policy, or it is in the 2nd reading.

- 3270P1 - District Provided Access to Electronic Information, Service, and Networks - Acceptable Use of Electronic Networks
- 5740P1 - Reduction in Force Procedures
- 8170P1 - District Owned Vehicles Procedure

Procedures and forms are reviewed but not approved.

Geniel Lyon asked about 3020P1 and the hours required - clarification was given that even though we only offer full-day kindergarten, the state doesn't require it and if it is offered it still reflects the 1/2 day for attendance. Launa Moser asked about 3270P1 page 3 at the end of the AA it ends with ; and, we need to strike the semicolon and the word AND. In 8170P1 page 4 clarification was given in the first paragraph that if students are being transported a drug and alcohol test will be required. Geniel also asked on 8170P1 if employees are following the no use of cell phone while driving and refrain from eating or engaging in other activities that distract. It was decided to add a reminder to the pre-check driving sheet for them to acknowledge. Policy 3220 - we need to make sure when students organize a meeting they are aware that #6 Non-school persons may not direct, conduct, control or regularly attend activities.

Motion to move policy 5335, 3020, 3030, 3031, 3040, 3060, 3080, 3090, 3100, 3200, 3220, 3230, 3250 to a 2nd reading. This motion, made by Mason Jensen (Zone 3 Trustee) and seconded by Launa Moser (Zone 1 Trustee), Carried.
Mason Jensen (Zone 3 Trustee): Yea, Chris Jones (Zone 4 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Rachel Randall (Zone 5 Trustee): Yea
Yea: 5, Nay: 0

8.B. Policy 2nd Reading

Mason Jensen - Policy 2200 we need to add a #5 Alternative School: 900 hours.

Motion to move the following policies to board policy with the inclusion of adding the alternative school hours of 900 to policy 2200; policy 1303, 2200, 2320, 2420, 2605, 3285, 3295, 3300, 3320, 3345, 3510, 3515, 3530, 4210, 7215, 7218, 7240, 7305, 7500, 7710, 8170, 8200, 8210, 8300, 8320, and 8520. This motion, made by Launa Moser (Zone 1 Trustee) and seconded by Geniel Lyons (Zone 2 Trustee), Carried.
Mason Jensen (Zone 3 Trustee): Yea, Chris Jones (Zone 4 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Rachel Randall (Zone 5 Trustee): Yea
Yea: 5, Nay: 0

8.C. Rescind Policies

Mason Jensen recommended that we don't rescind policy 639, 816, 569 or 904 yet. The newly approved policies don't cover all of the areas of these policies.

Motion to rescind the following policies 312, 350, 352, 356, 415, 420, 445, 450, 452, 455, 456, 457, 459, 462, 466, 656, 677, 677.1, 554, 506, 506.5, 552, 551, 553, 561, 559, 566, 910, 836, 834, 808, 914, and 514. This motion, made by Rachel Randall (Zone 5 Trustee) and seconded by Geniel Lyons (Zone 2 Trustee), Carried.
Mason Jensen (Zone 3 Trustee): Yea, Chris Jones (Zone 4 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Rachel Randall (Zone 5 Trustee): Yea
Yea: 5, Nay: 0

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

Motion to enter executive session Pursuant to Idaho Code 74-206(1)(b). Roll call vote was taken. All school board members were a Yes to enter executive session at 6:43 pm. This motion, made by Launa Moser (Zone 1 Trustee) and seconded by Geniel Lyons (Zone 2 Trustee), Carried.
Mason Jensen (Zone 3 Trustee): Yea, Chris Jones (Zone 4 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Rachel Randall (Zone 5 Trustee): Yea
Yea: 5, Nay: 0
Motion to exit executive session. Time 7:57 pm. This motion, made by Launa Moser (Zone 1 Trustee) and seconded by Mason Jensen (Zone 3 Trustee), Carried.
Mason Jensen (Zone 3 Trustee): Yea, Chris Jones (Zone 4 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Rachel Randall (Zone 5 Trustee): Yea
Yea: 5, Nay: 0

10. Resume Open Session - Action Item

Superintendent Gary Thomas has chosen not to seek an extension of his contract. Chairman Chris Jones thanked him for his service, he has done a great job for the District and has had a great relationship with the board. He will finish his contract that goes until June 30, 2027. Mr. Gary Thomas thanked the trustees for the opportunity to serve the District and the trust they placed in him.

Chairman Chris Jones opened the floor for a motion to authorize him as chairman and all relevant employees to take the necessary steps to post the position.

Motion to authorize the board chair and other district staff to post for a replacement of the superintendent. This motion, made by Launa Moser (Zone 1 Trustee) and seconded by Geniel Lyons (Zone 2 Trustee), Carried.

Mason Jensen (Zone 3 Trustee): Yea, Chris Jones (Zone 4 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Rachel Randall (Zone 5 Trustee): Yea
Yea: 5, Nay: 0

11. Board Meeting Summary and Assignment Review

    Rachel inquired of when they would have more information on the insurance. We are hoping for some follow up information to be available in the December meeting.

12. Adjourn

    Motion to adjourn at 8:02pm. This motion, made by Mason Jensen (Zone 3 Trustee) and seconded by Launa Moser (Zone 1 Trustee), Carried.

    Mason Jensen (Zone 3 Trustee): Yea, Chris Jones (Zone 4 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Rachel Randall (Zone 5 Trustee): Yea
    Yea: 5, Nay: 0

Account Number	Description	Previous Balance	Current Month	Ending Balance
Fund: 100	**GENERAL FUND (M&O) FUND**			
Current Assets				
100 111000	PETTY CASH-GENERAL FUND	205.59	0.00	205.59
100 111100	Cash in Bank	(2,602,514.14)	1,350,664.88	(1,251,849.26)
100 111400	ZIONS BANK ACCOUNT - #4410	1,187,765.67	0.00	1,187,765.67
100 112100	STATE TREAS - GENERAL FUND	18,238,946.22	(3,000,000.00)	15,238,946.22
	Current Assets Subtotal:	16,824,403.34	(1,649,335.12)	15,175,068.22
Other Assets				
100 113000	TAXES RECEIVABLE - GENERAL FUND	14,678.63	0.00	14,678.63
100 114100	STATE SUPPORT RECEIVABLE	454,079.15	0.00	454,079.15
	Other Assets Subtotal:	468,757.78	0.00	468,757.78
	Total Assets and Deferred Outflows of Resources:	17,293,161.12	(1,649,335.12)	15,643,826.00
Current Liabilities				
100 217100	SALARIES PAYABLE - GENERAL FUND	1,526,641.40	0.00	1,526,641.40
100 217200	BENEFITS PAYABLE - GENERAL FUND	316,260.40	0.00	316,260.40
100 218101	FIT PAYABLE	0.00	0.00	0.00
100 218102	STATE PAYABLE	0.00	0.00	0.00
100 218103	FICA PAYABLE	0.00	0.00	0.00
100 218104	RETIREMENT PAYABLE	0.00	0.00	0.00
100 218105	INSURANCE PAYABLE	1,012.84	(57.32)	955.52
100 218106	TSA PAYABLE	0.00	0.00	0.00
100 218108	MISC PAYABLE	2,054.24	0.00	2,054.24
100 221000	DEFERRED REVENUE - GENERAL FUND	120.15	0.00	120.15
	Current Liabilities Subtotal:	1,846,089.03	(57.32)	1,846,031.71
Other Liabilities				
100 223100	SALES TAX PAYABLE	0.00	0.00	0.00
	Other Liabilities Subtotal:	0.00	0.00	0.00
Fund Balance				
100 320100	FUND BALANCE	15,447,072.09	(1,649,277.80)	13,797,794.29
	Fund Balance Subtotal:	15,447,072.09	(1,649,277.80)	13,797,794.29
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	17,293,161.12	(1,649,335.12)	15,643,826.00

Account Number	Description	Previous Balance	Current Month	Ending Balance
Fund: 220	**FOREST RESERVE FUND**			
Current Assets				
220 111100	Cash in Bank	254,315.05	0.00	254,315.05
	Current Assets Subtotal:	254,315.05	0.00	254,315.05
	Total Assets and Deferred Outflows of Resources:	254,315.05	0.00	254,315.05
Fund Balance				
220 320200	Undesignated/Unreserved Fund Balance	254,315.05	0.00	254,315.05
	Fund Balance Subtotal:	254,315.05	0.00	254,315.05
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	254,315.05	0.00	254,315.05

Account Number	Description	Previous Balance	Current Month	Ending Balance
Fund: 238	**STUDENT ACTIVITY FUND**			
Current Assets				
238 111100 106	CASH IN BANK - OAKWOOD ELEMENTARY	14,534.26	0.00	14,534.26
238 111100 116	CASH IN BANK - PIONEER ELEMENTARY	63,183.41	0.00	63,183.41
238 111100 201	CASH IN BANK - PRESTON JUNIOR HIGH	120,815.59	0.00	120,815.59
238 111100 401	CASH IN BANK - PRESTON HIGH SCHOOL	778,500.88	0.00	778,500.88
238 111100 700	CASH IN BANK - FRANKLIN COUNTY HIGH SCHOOL	7,122.99	0.00	7,122.99
	Current Assets Subtotal:	984,157.13	0.00	984,157.13
	Total Assets and Deferred Outflows of Resources:	984,157.13	0.00	984,157.13
Fund Balance				
238 320100	FUND BALANCE - STUDENT ACTIVITY	984,157.13	0.00	984,157.13
	Fund Balance Subtotal:	984,157.13	0.00	984,157.13
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	984,157.13	0.00	984,157.13

Account Number	Description	Previous Balance	Current Month	Ending Balance
Fund: 241	**DRIVERS ED FUND**			
Current Assets				
241 111100	Cash in Bank	(24,535.03)	(4,532.91)	(29,067.94)
	Current Assets Subtotal:	(24,535.03)	(4,532.91)	(29,067.94)
Other Assets				
241 114000	ACCOUNTS RECEIVABLE - DRIVER ED	12,066.84	0.00	12,066.84
	Other Assets Subtotal:	12,066.84	0.00	12,066.84
	Total Assets and Deferred Outflows of Resources:	(12,468.19)	(4,532.91)	(17,001.10)
Current Liabilities				
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	0.00	0.00	0.00
241 218106	TSA PAYABLE	0.00	0.00	0.00
241 218108	MISC PAYABLE	0.00	0.00	0.00
	Current Liabilities Subtotal:	0.00	0.00	0.00
Fund Balance				
241 320100	Designated Fund Balance	(12,468.19)	(4,532.91)	(17,001.10)
	Fund Balance Subtotal:	(12,468.19)	(4,532.91)	(17,001.10)
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	(12,468.19)	(4,532.91)	(17,001.10)

Account Number	Description	Previous Balance	Current Month	Ending Balance
Fund: 243	**PROFESSIONAL TECHNICAL FUND**			
Current Assets				
243 111100	Cash in Bank	21,185.56	(4,765.76)	16,419.80
	Current Assets Subtotal:	21,185.56	(4,765.76)	16,419.80
	Total Assets and Deferred Outflows of Resources:	21,185.56	(4,765.76)	16,419.80
Current Liabilities				
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	0.00	0.00	0.00
243 218105	INSURANCE PAYABLE	0.00	0.00	0.00
	Current Liabilities Subtotal:	0.00	0.00	0.00
Fund Balance				
243 320100	Designated Fund Balance	21,185.56	(4,765.76)	16,419.80
	Fund Balance Subtotal:	21,185.56	(4,765.76)	16,419.80
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	21,185.56	(4,765.76)	16,419.80

Account Number	Description	Previous Balance	Current Month	Ending Balance
Fund: 245	**TECHNOLOGY FUND**			
Current Assets				
245 111100	Cash in Bank	(139,148.44)	(30,549.75)	(169,698.19)
	Current Assets Subtotal:	(139,148.44)	(30,549.75)	(169,698.19)
	Total Assets and Deferred Outflows of Resources:	(139,148.44)	(30,549.75)	(169,698.19)
Fund Balance				
245 320100	Designated Fund Balance	(139,148.44)	(30,549.75)	(169,698.19)
	Fund Balance Subtotal:	(139,148.44)	(30,549.75)	(169,698.19)
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	(139,148.44)	(30,549.75)	(169,698.19)

Account Number	Description	Previous Balance	Current Month	Ending Balance
Fund: 251	**TITLE I-A FUND**			
Current Assets				
251 111100	Cash in Bank	(99,043.64)	83,951.36	(15,092.28)
	Current Assets Subtotal:	(99,043.64)	83,951.36	(15,092.28)
Other Assets				
251 114000	ACCOUNTS RECEIVABLE - TITLE I	356,270.94	0.00	356,270.94
	Other Assets Subtotal:	356,270.94	0.00	356,270.94
	Total Assets and Deferred Outflows of Resources:	257,227.30	83,951.36	341,178.66
Current Liabilities				
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	0.00	0.00	0.00
251 221000	DEFERRED REVENUE	283,875.00	0.00	283,875.00
	Current Liabilities Subtotal:	283,875.00	0.00	283,875.00
Fund Balance				
251 320100	Designated Fund Balance	(26,647.70)	83,951.36	57,303.66
	Fund Balance Subtotal:	(26,647.70)	83,951.36	57,303.66
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	257,227.30	83,951.36	341,178.66

Account Number	Description	Previous Balance	Current Month	Ending Balance
Fund: 257	**IDEA PART B FUND**			
Current Assets				
257 111100	Cash in Bank	(91,378.96)	(22,415.15)	(113,794.11)
	Current Assets Subtotal:	(91,378.96)	(22,415.15)	(113,794.11)
Other Assets				
257 114000	ACCOUNTS RECEIVABLE - TITLE VI-B	915,922.00	0.00	915,922.00
	Other Assets Subtotal:	915,922.00	0.00	915,922.00
	Total Assets and Deferred Outflows of Resources:	824,543.04	(22,415.15)	802,127.89
Current Liabilities				
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	0.00	0.00	0.00
257 218106	TSA PAYABLE	0.00	0.00	0.00
	Current Liabilities Subtotal:	0.00	0.00	0.00
Fund Balance				
257 320100	Designated Fund Balance	824,543.04	(22,415.15)	802,127.89
	Fund Balance Subtotal:	824,543.04	(22,415.15)	802,127.89
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	824,543.04	(22,415.15)	802,127.89

Account Number	Description	Previous Balance	Current Month	Ending Balance
Fund: 258	**IDEA PART B-PRESCHOOL FUND**			
Current Assets				
258 111100	Cash in Bank	(17,927.12)	(1,564.68)	(19,491.80)
	Current Assets Subtotal:	(17,927.12)	(1,564.68)	(19,491.80)
Other Assets				
258 114000	ACCOUNTS RECEIVABLE - PRESCHOOL	13,435.38	0.00	13,435.38
	Other Assets Subtotal:	13,435.38	0.00	13,435.38
	Total Assets and Deferred Outflows of Resources:	(4,491.74)	(1,564.68)	(6,056.42)
Current Liabilities				
258 218103	FICA PAYABLE	0.00	0.00	0.00
258 218104	RETIREMENT PAYABLE	0.00	0.00	0.00
258 218105	INSURANCE PAYABLE	0.00	0.00	0.00
258 221000	DEFERRED REVENUES	141.49	0.00	141.49
	Current Liabilities Subtotal:	141.49	0.00	141.49
Fund Balance				
258 320100	Designated Fund Balance	(4,633.23)	(1,564.68)	(6,197.91)
	Fund Balance Subtotal:	(4,633.23)	(1,564.68)	(6,197.91)
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	(4,491.74)	(1,564.68)	(6,056.42)

Account Number	Description	Previous Balance	Current Month	Ending Balance
Fund: 260	**SCHOOL BASED MEDICAID FUND**			
Current Assets				
260 111100	Cash in Bank	31,657.78	7,456.83	39,114.61
	Current Assets Subtotal:	31,657.78	7,456.83	39,114.61
	Total Assets and Deferred Outflows of Resources:	31,657.78	7,456.83	39,114.61
Fund Balance				
260 320100	Designated Fund Balance	31,657.78	7,456.83	39,114.61
	Fund Balance Subtotal:	31,657.78	7,456.83	39,114.61
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	31,657.78	7,456.83	39,114.61

Account Number	Description	Previous Balance	Current Month	Ending Balance
Fund: 261	**TITLE IV-A FUND**			
Current Assets				
261 111100	Cash in Bank	(3,660.00)	0.00	(3,660.00)
	Current Assets Subtotal:	(3,660.00)	0.00	(3,660.00)
Other Assets				
261 114000	ACCOUNTS RECEIVABLE - TITLE IV	17,355.75	0.00	17,355.75
	Other Assets Subtotal:	17,355.75	0.00	17,355.75
	Total Assets and Deferred Outflows of Resources:	13,695.75	0.00	13,695.75
Current Liabilities				
261 221000	DEFERRED REVENUE - TITLE IV	16,095.75	0.00	16,095.75
	Current Liabilities Subtotal:	16,095.75	0.00	16,095.75
Fund Balance				
261 320100	Designated Fund Balance	(2,400.00)	0.00	(2,400.00)
	Fund Balance Subtotal:	(2,400.00)	0.00	(2,400.00)
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	13,695.75	0.00	13,695.75

Account Number	Description	Previous Balance	Current Month	Ending Balance
Fund: 263	**PERKINS III - PROF/TECH ACT FUND**			
Current Assets				
263 111100	Cash in Bank	(26,378.37)	(507.60)	(26,885.97)
	Current Assets Subtotal:	(26,378.37)	(507.60)	(26,885.97)
Other Assets				
263 114000	ACCOUNTS RECEIVABLE - CARL PERKINS	27,323.00	0.00	27,323.00
	Other Assets Subtotal:	27,323.00	0.00	27,323.00
	Total Assets and Deferred Outflows of Resources:	944.63	(507.60)	437.03
Current Liabilities				
263 221000	DEFERRED REVENUES	944.63	0.00	944.63
	Current Liabilities Subtotal:	944.63	0.00	944.63
Fund Balance				
263 320100	Designated Fund Balance	0.00	(507.60)	(507.60)
	Fund Balance Subtotal:	0.00	(507.60)	(507.60)
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	944.63	(507.60)	437.03

Account Number	Description	Previous Balance	Current Month	Ending Balance
Fund: 270	**Title III - ELL**			
Current Assets				
270 111100	CASH IN BANK	(494.55)	(1,636.20)	(2,130.75)
	Current Assets Subtotal:	(494.55)	(1,636.20)	(2,130.75)
	Total Assets and Deferred Outflows of Resources:	(494.55)	(1,636.20)	(2,130.75)
Fund Balance				
270 320100	DESIGNATED FUND BALANCE	(494.55)	(1,636.20)	(2,130.75)
	Fund Balance Subtotal:	(494.55)	(1,636.20)	(2,130.75)
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	(494.55)	(1,636.20)	(2,130.75)

Account Number	Description	Previous Balance	Current Month	Ending Balance
Fund: 271 TITLE II-A FUND				
Current Assets				
271 111100	Cash in Bank	(55,310.99)	0.00	(55,310.99)
	Current Assets Subtotal:	(55,310.99)	0.00	(55,310.99)
Other Assets				
271 114000	ACCOUNTS RECEIVABLE-TEACHER QUAL	117,032.00	0.00	117,032.00
	Other Assets Subtotal:	117,032.00	0.00	117,032.00
	Total Assets and Deferred Outflows of Resources:	61,721.01	0.00	61,721.01
Current Liabilities				
271 221000	DEFERRED REVENUE- Title II	115,271.01	0.00	115,271.01
	Current Liabilities Subtotal:	115,271.01	0.00	115,271.01
Fund Balance				
271 320100	Designated Fund Balance	(53,550.00)	0.00	(53,550.00)
	Fund Balance Subtotal:	(53,550.00)	0.00	(53,550.00)
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	61,721.01	0.00	61,721.01

Account Number	Description	Previous Balance	Current Month	Ending Balance
Fund: 290	**NUTRITION FUND**			
Current Assets				
290 111100	Cash in Bank	(419,271.61)	0.00	(419,271.61)
290 111100 001	PAYROLL CASH	302,496.91	(41,877.73)	260,619.18
290 111101	CASH IN BANK	448,346.62	41,305.32	489,651.94
	Current Assets Subtotal:	331,571.92	(572.41)	330,999.51
	Total Assets and Deferred Outflows of Resources:	331,571.92	(572.41)	330,999.51
Current Liabilities				
290 217100	SALARIES PAYABLE--FOOD SERVICE	40,815.86	0.00	40,815.86
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	0.00	0.00	0.00
290 218104	RETIREMENT PAYABLE	0.00	0.00	0.00
290 218105	INSURANCE PAYABLE	0.00	0.00	0.00
290 218106	TSA PAYABLE	0.00	0.00	0.00
290 218108	MISC PAYABLE	0.00	0.00	0.00
	Current Liabilities Subtotal:	61,013.65	0.00	61,013.65
Fund Balance				
290 320100	FUND BALANCE - FOOD SERVICE	270,558.27	(572.41)	269,985.86
	Fund Balance Subtotal:	270,558.27	(572.41)	269,985.86
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	331,571.92	(572.41)	330,999.51

Account Number	Description	Previous Balance	Current Month	Ending Balance
Fund: 420	**PLANT FACILITY FUND**			
Current Assets				
420 111100	Cash in Bank	756,923.44	1,229.52	758,152.96
	Current Assets Subtotal:	756,923.44	1,229.52	758,152.96
Other Assets				
420 113000	TAXES RECEIVABLE - PLANT FACILITY	2,061.60	0.00	2,061.60
	Other Assets Subtotal:	2,061.60	0.00	2,061.60
	Total Assets and Deferred Outflows of Resources:	758,985.04	1,229.52	760,214.56
Current Liabilities				
420 221000	DEFERRED REVENUE - PLANT FACILITY	1,502.29	0.00	1,502.29
	Current Liabilities Subtotal:	1,502.29	0.00	1,502.29
Fund Balance				
420 320100	Designated Fund Balance	757,482.75	1,229.52	758,712.27
	Fund Balance Subtotal:	757,482.75	1,229.52	758,712.27
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	758,985.04	1,229.52	760,214.56

Account Number	Description	Previous Balance	Current Month	Ending Balance
Fund: 435	**School District Facilities Fund**			
Current Assets				
435 111100	CASH IN BANK	2,556,236.13	0.00	2,556,236.13
	Current Assets Subtotal:	2,556,236.13	0.00	2,556,236.13
	Total Assets and Deferred Outflows of Resources:	2,556,236.13	0.00	2,556,236.13
Fund Balance				
435 320100	DESIGNATED FUND BALANCE	2,556,236.13	0.00	2,556,236.13
	Fund Balance Subtotal:	2,556,236.13	0.00	2,556,236.13
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	2,556,236.13	0.00	2,556,236.13

Account Number	Description	Previous Balance	Current Month	Ending Balance
Fund: 436	**School Modernization Facilities Fund**			
Current Assets				
436 111100	MODERNIZATION EXPENSE HOLDING	584,210.20	38,764.16	622,974.36
436 111101	CASH IN BANK	10,987,655.24	0.00	10,987,655.24
	Current Assets Subtotal:	11,571,865.44	38,764.16	11,610,629.60
	Total Assets and Deferred Outflows of Resources:	11,571,865.44	38,764.16	11,610,629.60
Fund Balance				
436 320100	DESIGNATED FUND BALANCE	11,571,865.44	38,764.16	11,610,629.60
	Fund Balance Subtotal:	11,571,865.44	38,764.16	11,610,629.60
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	11,571,865.44	38,764.16	11,610,629.60

Account Number	Description	Previous Balance	Current Month	Ending Balance
Fund: 720	**BRIGHT FUND**			
Current Assets				
720 111100	Cash in Bank	151,218.02	(3,444.22)	147,773.80
	Current Assets Subtotal:	151,218.02	(3,444.22)	147,773.80
	Total Assets and Deferred Outflows of Resources:	151,218.02	(3,444.22)	147,773.80
Current Liabilities				
720 218103	FICA PAYABLE	0.00	0.00	0.00
	Current Liabilities Subtotal:	0.00	0.00	0.00
Fund Balance				
720 320100	Designated Fund Balance	151,218.02	(3,444.22)	147,773.80
	Fund Balance Subtotal:	151,218.02	(3,444.22)	147,773.80
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	151,218.02	(3,444.22)	147,773.80

Account Type ID			Revised Budget	Month to Date	Year to Date	Budget Balance
Fund Number	100	GENERAL FUND (M&O) FUND				
8	Revenue		24,254,856.00	23,390.80	10,487,816.44	13,767,039.56
9	Expenditure		24,254,856.00	1,672,668.60	7,336,199.22	16,918,656.78
100	GENERAL FUND (M&O) FUND		0.00	(1,649,277.80)	3,151,617.22	
Fund Number	220	FOREST RESERVE FUND				
8	Revenue		10,000.00	0.00	0.00	10,000.00
9	Expenditure		10,000.00	0.00	0.00	10,000.00
220	FOREST RESERVE FUND		0.00	0.00	0.00	
Fund Number	238	STUDENT ACTIVITY FUND				
8	Revenue		995,000.00	0.00	0.00	995,000.00
9	Expenditure		995,000.00	0.00	0.00	995,000.00
238	STUDENT ACTIVITY FUND		0.00	0.00	0.00	
Fund Number	241	DRIVERS ED FUND				
8	Revenue		58,800.00	450.00	14,250.00	44,550.00
9	Expenditure		58,800.00	4,982.91	31,251.10	27,548.90
241	DRIVERS ED FUND		0.00	(4,532.91)	(17,001.10)	
Fund Number	243	PROFESSIONAL TECHNICAL FUND				
8	Revenue		120,000.00	0.00	10,000.00	110,000.00
9	Expenditure		120,000.00	4,765.76	14,065.69	105,934.31
243	PROFESSIONAL TECHNICAL FUND		0.00	(4,765.76)	(4,065.69)	
Fund Number	245	TECHNOLOGY FUND				
8	Revenue		450,000.00	0.00	2,400.00	447,600.00
9	Expenditure		450,000.00	30,549.75	371,483.88	78,516.12
245	TECHNOLOGY FUND		0.00	(30,549.75)	(369,083.88)	
Fund Number	246	SAFE AND DRUG FREE FUND				
8	Revenue		30,197.00	0.00	0.00	30,197.00
9	Expenditure		30,197.00	0.00	0.00	30,197.00
246	SAFE AND DRUG FREE FUND		0.00	0.00	0.00	
Fund Number	251	TITLE I-A FUND				
8	Revenue		235,201.00	91,550.94	91,550.94	143,650.06
9	Expenditure		235,201.00	7,599.58	34,247.28	200,953.72
251	TITLE I-A FUND		0.00	83,951.36	57,303.66	
Fund Number	257	IDEA PART B FUND				
8	Revenue		441,569.00	0.00	915,922.00	(474,353.00)
9	Expenditure		441,569.00	22,415.15	113,794.11	327,774.89
257	IDEA PART B FUND		0.00	(22,415.15)	802,127.89	
Fund Number	258	IDEA PART B-PRESCHOOL FUND				
8	Revenue		15,425.00	0.00	0.00	15,425.00
9	Expenditure		15,425.00	1,564.68	6,197.91	9,227.09
258	IDEA PART B-PRESCHOOL FUND		0.00	(1,564.68)	(6,197.91)	
Fund Number	260	SCHOOL BASED MEDICAID FUND				
8	Revenue		360,000.00	8,797.48	58,355.69	301,644.31
9	Expenditure		360,000.00	1,340.65	19,241.08	340,758.92
260	SCHOOL BASED MEDICAID FUND		0.00	7,456.83	39,114.61	
Fund Number	261	TITLE IV-A FUND				
8	Revenue		27,710.00	0.00	0.00	27,710.00

Account Type ID			Revised Budget	Month to Date	Year to Date	Budget Balance
9	Expenditure		27,710.00	0.00	2,400.00	25,310.00
261	TITLE IV-A FUND		0.00	0.00	(2,400.00)	
Fund Number	263	PERKINS III - PROF/TECH ACT FUND				
8	Revenue		26,000.00	0.00	0.00	26,000.00
9	Expenditure		26,000.00	507.60	507.60	25,492.40
263	PERKINS III - PROF/TECH ACT FUND		0.00	(507.60)	(507.60)	
Fund Number	270	Title III - ELL				
8	Revenue		25,961.00	0.00	0.00	25,961.00
9	Expenditure		25,961.00	1,636.20	2,130.75	23,830.25
270	Title III - ELL		0.00	(1,636.20)	(2,130.75)	
Fund Number	271	TITLE II-A FUND				
8	Revenue		47,075.00	0.00	0.00	47,075.00
9	Expenditure		47,075.00	0.00	53,550.00	(6,475.00)
271	TITLE II-A FUND		0.00	0.00	(53,550.00)	
Fund Number	290	NUTRITION FUND				
8	Revenue		1,350,000.00	87,330.73	185,995.32	1,164,004.68
9	Expenditure		1,350,000.00	87,903.14	297,582.08	1,052,417.92
290	NUTRITION FUND		0.00	(572.41)	(111,586.76)	
Fund Number	420	PLANT FACILITY FUND				
8	Revenue		500,000.00	1,229.52	3,432.47	496,567.53
9	Expenditure		500,000.00	0.00	0.00	500,000.00
420	PLANT FACILITY FUND		0.00	1,229.52	3,432.47	
Fund Number	435	School District Facilities Fund				
8	Revenue		200,000.00	0.00	1,140,726.00	(940,726.00)
9	Expenditure		200,000.00	0.00	0.00	200,000.00
435	School District Facilities Fund		0.00	0.00	1,140,726.00	
Fund Number	436	School Modernization Facilities Fund				
8	Revenue		450,000.00	38,764.16	151,309.47	298,690.53
9	Expenditure		450,000.00	0.00	0.00	450,000.00
436	School Modernization Facilities Fund		0.00	38,764.16	151,309.47	
Fund Number	720	BRIGHT FUND				
8	Revenue		29,000.00	0.00	0.00	29,000.00
9	Expenditure		29,000.00	3,444.22	4,135.03	24,864.97
720	BRIGHT FUND		0.00	(3,444.22)	(4,135.03)	
Grand Total:			0.00	(1,587,864.61)	4,774,972.60	

Checking Account: 1 GENERAL CHECKING

Check Number	Check Type	Check Date	Vendor		Check Total
764	Automatic Payment	10/13/2026	AMAZONCAPI	AMAZON CAPITAL SERVICES	2,318.57

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
5720210	10/06/2026		Lawn Mower Hose	100 665 410 0000	89.99
5801006	09/16/2026		Post It Notes	100 632 410 0000	23.85
5801006	09/16/2026		Wireless Headset	100 632 410 0000	151.99
5801006	09/16/2026		Toner Cartridge	100 632 410 0000	83.99
6766647	09/23/2026		Maxitrol Gas Valve	100 664 410 0499	217.53
8398647	09/30/2026	Tech 26-27	Tera Android 13 Barcode Scanner (3)	245 623 410 0000	1,711.23
9117815	09/24/2026		Tire/Wheel Dolly/Garden Wagon	100 665 410 0000	39.99

Check Number	Check Type	Check Date	Vendor		Check Total
765	Automatic Payment	10/13/2026	GREATAMERI	GREAT AMERICA FINANCIAL	12,014.61

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
43171230	10/04/2026		Copier Lease	100 641 322 0000	4,607.61
43171231	10/05/2026		Dynabook Laptops	245 623 410 0000	7,407.00

Check Number	Check Type	Check Date	Vendor		Check Total
766	Automatic Payment	10/13/2026	ROCKYMOUN1	ROCKY MOUNTAIN POWER	22,363.54

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
100126	10/02/2026		September 2026 Electricity District	100 661 331 0000	310.29
100126	10/02/2026		September 2026 Electricity PHS	100 661 331 0096	9,824.70
100126	10/02/2026		September 2026 Electricity PJH	100 661 331 0291	3,716.00
100126	10/02/2026		September 2026 Electricity Oakwood	100 661 331 0497	3,518.45
100126	10/02/2026		September 2026 Electricity Pioneer	100 661 331 0499	4,478.05
100126	10/02/2026		September 2026 Electricity FCHS	100 661 331 8844	333.94
100126	10/02/2026		Sept 2026 Electricity Transportation	100 681 331 0000	182.11

Check Number	Check Type	Check Date	Vendor		Check Total
767	Automatic Payment	10/13/2026	VERIZONWIR	VERIZON WIRELESS	58.72

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
6154582346	10/01/2026		Tablet - Thomas, G	100 691 350 0000	20.02
6154582346	10/01/2026		Nurse Mobile Phone	100 691 350 0000	38.70

Check Number	Check Type	Check Date	Vendor		Check Total
768	Automatic Payment	10/13/2026	VISA	VISA	1,952.09

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
100126- Gary	10/01/2026		Flowers	100 631 314 0000	53.00
100126- Gary	10/01/2026		Gary Training	100 632 310 0000	206.44
100126- Gary	10/01/2026		Gary Training	100 632 380 0000	459.12
100126- Gary	10/01/2026		Lunch for Training	100 632 380 0000	30.06
100126- Gary	10/01/2026		Brady Training	100 632 380 0000	150.00
100126- Gary	10/01/2026		Brady Training	100 632 380 0000	278.99
100126- Gary	10/01/2026		Rotary Lunch	100 632 410 0000	155.02
100126-Shelby	10/01/2026		SPED Pen	100 521 421 0000	34.55
100126-Shelby	10/01/2026		Jsign	100 632 410 0000	19.99
100126-Shelby	10/01/2026		Zoom	100 632 410 0000	202.98
100126-Shelby	10/01/2026		Website Supplies	100 632 410 0000	361.94

Checking Account: 1 GENERAL CHECKING

Check Number: 769 Check Type: Automatic Payment Check Date: 10/13/2026 Vendor: WEXBANK WEX BANK Check Total: 2,753.35

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
115553510	10/01/2026		Sept 2026 Activites Fuel	100 532 380 0000	1,192.68
115553510	10/01/2026		Sept 2026 Ag/FFA Fuel	100 532 380 0000	96.57
115553510	10/01/2026		Sept 2026 Maintenance	100 664 410 0000	243.21
115553510	10/01/2026		Sept 2026 Grounds Fuel	100 665 410 0000	699.59
115553510	10/01/2026		Sept 2026 School Bus	100 681 422 0000	265.66
115553510	10/01/2026		Sept 2026 Trans Truck Fuel	100 683 420 0000	117.19
115553510	10/01/2026		Sept 2026 Drivers Ed	241 515 380 0000	138.45

Check Number: 780 Check Type: Automatic Payment Check Date: 10/26/2026 Vendor: AMAZONCAPI AMAZON CAPITAL SERVICES Check Total: 9,732.16

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
0246640	10/13/2026		Multipurpose Paperr	100 632 410 0000	88.84
1699421 & 4783453	10/19/2026	Tech PO 27-27	USB to USB C (5)	245 623 410 0000	44.95
1699421 & 4783453	10/19/2026	Tech PO 27-27	Wall Plate (5)	245 623 410 0000	65.45
1699421 & 4783453	10/19/2026	Tech PO 27-27	Conduit Clamps (10)	245 623 410 0000	71.30
1699421 & 4783453	10/19/2026	Tech PO 27-27	Rack Mount Housing (2)	245 623 410 0000	43.98
1699421 & 4783453	10/19/2026	Tech PO 27-27	HDMI to VGA Adapter	245 623 410 0000	85.17
1699421 & 4783453	10/19/2026	Tech PO 27-27	Screws	245 623 410 0000	5.88
1699421 & 4783453	10/19/2026	Tech PO 27-27	Stud Finder	245 623 410 0000	39.97
1699421 & 4783453	10/19/2026	Tech PO 27-27	Absence Report Form Book	245 623 410 0000	9.99
1699421 & 4783453	10/19/2026	Tech PO 27-27	Drywall Screws	245 623 410 0000	13.98
1699421 & 4783453	10/19/2026	Tech PO 27-27	Mountable Rack	245 623 410 0000	32.28
1699421 & 4783453	10/19/2026	Tech PO 27-27	Cable Backbox	245 623 410 0000	104.76
1699421 & 4783453	10/19/2026	Tech PO 27-27	CAT6 Cable (12)	245 623 410 0000	1,649.88
1699421 & 4783453	10/19/2026	Tech PO 27-27	Filing Cabinet	245 623 410 0000	71.99
1699421 & 4783453	10/19/2026	Tech PO 27-27	CAT6 Cable (4)	245 623 410 0000	549.00
2373834	10/24/2026		Space Heater	100 661 410 0096	70.26
2373834	10/24/2026		Portable Heater	100 661 410 0096	149.99
3091439	10/14/2026		Saltine Crackers	100 611 410 0000	15.00
3091439	10/14/2026		First Aid	100 611 410 0000	6.49
3091439	10/14/2026		Pulse Oximeter	100 611 410 0000	9.89
3091439	10/14/2026		Ziploc Bags	100 611 410 0000	4.19
3091439	10/14/2026		Cups	100 611 410 0000	5.99
3091439	10/14/2026		Baby Wipes	100 611 410 0000	6.13
3091439	10/14/2026		Bandaids	100 611 410 0000	3.18
3091439	10/14/2026		Paper Towel	100 611 410 0000	6.97
3091439	10/14/2026		Triangle First Aid	100 611 410 0000	9.87
3091439	10/14/2026		Bandage Wrap	100 611 410 0000	8.95
3091439	10/14/2026		Handwarmers	100 611 410 0000	19.99
3091439	10/14/2026		Wound Cleaner	100 611 410 0000	8.45

Checking Account: 1 GENERAL CHECKING

3729860	10/13/2026		Brake Caliper Key Kit	100 664 410 0000	32.66
4037043	09/01/2026		Loop Scissors	100 521 421 0000	6.69
4037043	09/01/2026		Therapy Putty	100 521 421 0000	14.00
5149832	10/16/2026		Grabber Reacher	100 665 410 0000	49.99
5633811	10/07/2026		Alkaline Batteries	100 661 410 0096	43.95
5662602 & 2477067	10/19/2026	Tech PO 29-27	Cable Clips with Screws (4)	245 623 410 0000	51.12
5662602 & 2477067	10/19/2026	Tech PO 29-27	Zip Ties	245 623 410 0000	28.49
5662602 & 2477067	10/19/2026	Tech PO 29-27	Plastic Storage Bins (3)	245 623 410 0000	183.27
5662602 & 2477067	10/19/2026	Tech PO 29-27	Pendaflex Files	245 623 410 0000	16.32
9142603	10/19/2026	Tech PO 28-27	ASUS Chromebox (15)	245 623 410 0000	5,782.50
9142603	10/19/2026	Tech PO 28-27	Ethernet Internet Adaptor (4)	245 623 410 0000	320.40

Check Number: 781 Check Type: Automatic Payment Check Date: 10/26/2026 Vendor: IDAHOSTAT5 IDAHO STATE TAX COMMISSION Check Total: 2,147.96

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
093026	10/22/2026		Oakwood Sales Tax	100 223100	3.00
093026	10/22/2026		PJH Sales Tax	100 223100	386.94
093026	10/22/2026		PHS Sales Tax	100 223100	1,743.26
093026	10/22/2026		FCHS Sales Tax	100 223100	14.76

Check Number: 6278 Check Type: Check Check Date: 10/13/2026 Vendor: ALSCO ALSCO Check Total: 83.30

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
LBLA2709619	09/23/2026		Bus Shop Laundry	100 681 330 0000	41.65
LBLA2711403	09/30/2026		Bus Shop Laundry	100 681 330 0000	41.65

Check Number: 6279 Check Type: Check Check Date: 10/13/2026 Vendor: BECKSTEADD BECKSTEAD DAVID B. M.D. Check Total: 110.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
082026	08/20/2026		Physical - Gregersen, L	100 681 260 0000	110.00

Check Number: 6280 Check Type: Check Check Date: 10/13/2026 Vendor: BRYSONSALE BRYSON SALES & SERVICE INC Check Total: 593.76

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
216357	09/29/2026		Decal Rear & Side	100 681 425 0000	41.20
216357	09/29/2026		Decal Emergency Exit	100 681 425 0000	83.28
216357	09/29/2026		Freight	100 681 425 0000	25.33
216422	10/01/2026		Extension Fender	100 681 425 0000	443.95

Check Number: 6281 Check Type: Check Check Date: 10/13/2026 Vendor: CLASSICALS W Grover Wilhelmsen Check Total: 3,191.72

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
26-115	08/21/2026	H7101	String Instrument Repairs	720 515 410 0096 123	3,191.72

Check Number: 6282 Check Type: Check Check Date: 10/13/2026 Vendor: CONSOLIDAT CONSOLIDATED ELECTRICAL DIST. Check Total: 79.50

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
4205-1103423	09/25/2026		SCR CVR	100 664 410 0499	25.33
4205-1103423	09/25/2026		CNCTR 120 Coil	100 664 410 0499	54.17

Checking Account: 1 GENERAL CHECKING

Check Number	Check Type	Check Date	Vendor		Check Total
6283	Check	10/13/2026	DELLFINANC	Dell Financial Services LLC	6,130.42

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
5473743	09/16/2026		September Lease Rental	245 623 314 0000	6,130.42

Check Number	Check Type	Check Date	Vendor		Check Total
6284	Check	10/13/2026	DEXIMAGIN	Dex Imaging	83.53

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
AR16082180	09/24/2026		Staples	100 515 410 0096	47.86
AR16135716	10/01/2026		Staple Cartridge	100 512 410 0499	35.67

Check Number	Check Type	Check Date	Vendor		Check Total
6285	Check	10/13/2026	ELITEMECHA	ELITE MECHANICAL	672.50

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
4340	09/17/2026		AC Replace Fan Motor Labor	100 664 410 0499	187.50
4340	09/17/2026		Blower Motor	100 664 410 0499	485.00

Check Number	Check Type	Check Date	Vendor		Check Total
6286	Check	10/13/2026	ELUMA	eLuma Online Therapy	22,950.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
17478	10/01/2026		SLP Services Technician	100 521 300 0000	22,950.00

Check Number	Check Type	Check Date	Vendor		Check Total
6287	Check	10/13/2026	ENBRIDGE	Enbridge Gas	1,277.51

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
092426	09/24/2026		District/Maintenance Natural Gas	100 661 334 0000	34.59
092426	09/24/2026		PHS Natural Gas	100 661 334 0096	494.92
092426	09/24/2026		PJH Natural Gas	100 661 334 0291	291.46
092426	09/24/2026		Oakwood Natural Gas	100 661 334 0497	105.49
092426	09/24/2026		Pioneer Natural Gas	100 661 334 0499	283.12
092426	09/24/2026		FCHS Natural Gas	100 661 334 8844	37.82
092426	09/24/2026		Transportation Natural Gas	100 681 334 0000	30.11

Check Number	Check Type	Check Date	Vendor		Check Total
6288	Check	10/13/2026	FRANKLINC5	FRANKLIN COUNTY LANDFILL	758.40

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
8017	10/01/2026		Extra Pickup Fee PHS	100 661 336 0096	201.45
8017	10/01/2026		Extra Pickup Fee PJH	100 661 336 0291	201.45
8017	10/01/2026		Extra Pickup Fee Oakwood	100 661 336 0497	201.45
8017	10/01/2026		Extra Pickup Fee Pioneer	100 661 336 0499	154.05

Check Number	Check Type	Check Date	Vendor		Check Total
6289	Check	10/13/2026	GRANITETEL	GRANITE TELECOMMUNICATIONS	1,356.22

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
765248076	10/01/2026		October Landline Services	100 661 350 0000	1,356.22

Check Number	Check Type	Check Date	Vendor		Check Total
6290	Check	10/13/2026	HANSONJANI	HANSON JANITORIAL SUPPLY	3,826.42

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
799481	09/17/2026		Trojan T-125 Battery	100 661 410 0096	950.20
800287	09/28/2026		Angle Broom	100 661 410 0096	14.37
800420	09/28/2026		Lindhause Vac Bags (10)	100 661 410 0096	22.90

Checking Account: 1 GENERAL CHECKING

800420	09/28/2026	Tornado Vac Bags (20)	100 661 410 0096	39.60
800499	09/28/2026	Roll Towel Natural	100 661 410 0291	492.96
800499	09/28/2026	AF79 Restroom Clean	100 661 410 0291	255.74
800499	09/28/2026	Opticore 2 Ply Toilet Tissue	100 661 410 0291	570.60
800499	09/28/2026	Nitrile Black Glove M	100 661 410 0291	72.70
800499	09/28/2026	Nitrile Black Glove L	100 661 410 0291	21.81
800499	09/28/2026	Angle Broom	100 661 410 0291	28.00
800499	09/28/2026	Urinal Screen Diamond Mountain Air	100 661 410 0291	30.20
800501	09/28/2026	Clario Pink Foam Cleanser	100 661 410 0499	44.90
800501	09/28/2026	Nitrile Black Glove M	100 661 410 0499	14.54
800501	09/28/2026	Nitrile Black Glove L	100 661 410 0499	14.54
800501	09/28/2026	Opticore 2 Ply Tissue	100 661 410 0499	114.12
800501	09/28/2026	Melon Mist	100 661 410 0499	43.24
800501	09/28/2026	Mountain Air	100 661 410 0499	41.18
800501	09/28/2026	Enzysan 2000 1 Liter	100 661 410 0499	52.92
800504	09/28/2026	Roll Towel Natural	100 661 410 0497	369.72
800504	09/28/2026	Clario Pink Foam Cleanser	100 661 410 0497	134.70
800563	09/28/2026	Dust Mop Handle	100 661 410 0291	18.48
800564	09/28/2026	Nitrile Black Glove XL (20)	100 661 410 0096	479.00

Check Number: 6291 Check Type: Check Check Date: 10/13/2026 Vendor: HATCHFLOOR HATCH FLOORING LLC Check Total: 126.88

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
3282	08/13/2026		Biscotti Stair Nose	100 661 410 0096	46.88
3282	08/13/2026		Broken Carton Fee	100 661 410 0096	45.00
3282	08/13/2026		Black Mamba Adhesive	100 661 410 0096	35.00

Check Number: 6292 Check Type: Check Check Date: 10/13/2026 Vendor: IDAHOSALVA IDAHO SALVAGE & METALS Check Total: 6.80

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
50072	09/28/2026		3/4 HRR	100 664 410 0000	6.80

Check Number: 6293 Check Type: Check Check Date: 10/13/2026 Vendor: IDHW IDHW Check Total: 1,340.65

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
091426	09/14/2026		September Medicaid Match	260 616 395 0000	1,340.65

Check Number: 6294 Check Type: Check Check Date: 10/13/2026 Vendor: IMLSECURIT IML Security Supply Check Total: 2,118.60

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
5254966	09/29/2026		Storeroom Levers and Cylinders (6)	100 664 410 0000	1,412.40
5254966	09/29/2026		Classroom Cylindrical Lock (3)	100 664 410 0000	706.20

Check Number: 6295 Check Type: Check Check Date: 10/13/2026 Vendor: IMPAKSALES IMPAK SALES INC Check Total: 3,567.25

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
4255	06/11/2026		Carpet Removal in 3 schools	100 664 310 0000	1,944.03
4263	07/01/2026		Remove Carpet	100 664 314 0499	1,430.72

Checking Account: 1 GENERAL CHECKING

4263	07/01/2026		Remove section of ceramic tile	100 664 314 0499	192.50

Check Number: 6296 Check Type: Check Check Date: 10/13/2026 Vendor: JACKSONGRP Jackson Group Peterbilt Check Total: 1,069.59

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
54615PC	09/18/2026		Air Disc Caliper	100 681 425 0000	554.06
54615PC	09/18/2026		Air Disc Rotor	100 681 425 0000	192.62
54615PC	09/18/2026		Drive Seal	100 681 425 0000	31.14
54615PC	09/18/2026		Air Disc Brake Pad	100 681 425 0000	112.02
54615PCX1	09/21/2026		Gasket	100 681 425 0000	4.15
54684PC	09/18/2026		Freight for Bus supplies	100 681 425 0000	175.60

Check Number: 6297 Check Type: Check Check Date: 10/13/2026 Vendor: LAWSONPROD LAWSON PRODUCTS INC Check Total: 99.95

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
9313751138	08/26/2026		Mini Bit Ratchet Tool	100 664 410 0000	26.49
9313751138	08/26/2026		Auto Adjust Pliers	100 664 410 0000	12.18
9313864059	10/07/2026		Index- Tend Pry Bar	100 664 410 0000	32.22
9313864059	10/07/2026		Index- Tend Pry Bar Extends	100 664 410 0000	29.06

Check Number: 6298 Check Type: Check Check Date: 10/13/2026 Vendor: MAPLEDALE Dale Maples Check Total: 150.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
091126	09/11/2026		Reimburse CDL Test	100 681 365 0000	150.00

Check Number: 6299 Check Type: Check Check Date: 10/13/2026 Vendor: MCGRAWHILL MCGRAW-HILL Check Total: 17,173.80

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
142155290001	10/06/2026	DO91426	Inspire Physical Science Digital	100 515 410 0096	14,805.00
142155290001	10/06/2026	DO91426	Inspire Chemistry Digital	100 515 410 0096	2,368.80

Check Number: 6300 Check Type: Check Check Date: 10/13/2026 Vendor: MOUNTAINVI MOUNTAIN VIEW TOXICOLOGY INC Check Total: 520.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
3489	10/01/2026		DOT Drug Test (7)	100 681 260 0000	420.00
3489	10/01/2026		Breath Alcohol (2)	100 681 260 0000	60.00
3489	10/01/2026		Mileage	100 681 260 0000	40.00

Check Number: 6301 Check Type: Check Check Date: 10/13/2026 Vendor: PINEAE PINEAE Check Total: 507.60

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
012560	09/28/2026	H8005	Poinsettia	263 515 410 0096 157	316.00
012560	09/28/2026	H8005	Poinsettia	263 515 410 0096 157	154.00
012560	09/28/2026	H8005	Freight	263 515 410 0096 157	37.60

Check Number: 6302 Check Type: Check Check Date: 10/13/2026 Vendor: PRESTONAUT PRESTON AUTO PARTS Check Total: 402.27

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
317900	10/05/2026		Battery (2)	100 681 426 0000	408.10
317900	10/05/2026		Core Return	100 681 426 0000	(20.00)
317927	10/05/2026		Belts	100 664 410 0096	14.17

Checking Account: 1 GENERAL CHECKING

Check Number	Check Type	Check Date	Vendor	Vendor Name	Check Total
6303	Check	10/13/2026	PRESTONCI3	PRESTON CITY WATER DEPT.	2,980.25

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
093026	10/01/2026		Sept 2026 Water/Sewer PHS	100 661 332 0096	1,019.50
093026	10/01/2026		Sept 2026 Water/Sewer PJH	100 661 332 0291	247.00
093026	10/01/2026		Sept 2026 Water/Sewer Oakwood	100 661 332 0497	338.50
093026	10/01/2026		Sept 2026 Water/Sewer Pioneer	100 661 332 0499	449.00
093026	10/01/2026		Sept 2026 Water/Sewer FCHS	100 661 332 8844	202.00
093026	10/01/2026		Sept 2026 Water/Sewer District	100 661 335 0000	522.25
093026	10/01/2026		Sept 2026 Water/Sewer Transportation	100 681 353 0000	202.00

Check Number	Check Type	Check Date	Vendor	Vendor Name	Check Total
6304	Check	10/13/2026	PRESTONHIG	PRESTON HIGH SCHOOL	3,937.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
1678650	09/24/2026	H8006	Psychology in Everyday Life - Textbooks	100 515 410 0096	3,937.00

Check Number	Check Type	Check Date	Vendor	Vendor Name	Check Total
6305	Check	10/13/2026	PRESTONSC6	PRESTON SCHOOL LUNCH DEPT.	874.50

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
093026	09/30/2026		PHS Adult Lunches	100 710 410 0096	487.60
093026	09/30/2026		PJH Adult Lunches	100 710 410 0291	26.50
093026	09/30/2026		Oakwood Adult Lunches	100 710 410 0497	5.30
093026	09/30/2026		Pioneer Adult Lunches	100 710 410 0499	5.30
093026	09/30/2026		FCHS Adult Lunches	100 710 410 8844	349.80

Check Number	Check Type	Check Date	Vendor	Vendor Name	Check Total
6306	Check	10/13/2026	PRESTONVAL	PRESTON VALLEY COUNTRY STORE	417.91

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
A75497	09/30/2026		Bus Shop Propane Delivery	100 681 423 0000	417.91

Check Number	Check Type	Check Date	Vendor	Vendor Name	Check Total
6307	Check	10/13/2026	PRIESTLEYM	PRIESTLEY MENTAL HEALTH INC	13,538.86

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
082426	08/24/2026		School CBRS Services	100 521 300 0000	13,538.86

Check Number	Check Type	Check Date	Vendor	Vendor Name	Check Total
6308	Check	10/13/2026	QUESTCPASP	QUEST CPAS PLLC	11,825.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
093026	09/30/2026		FY26 Progress Billing Audit	100 632 310 0000	11,825.00

Check Number	Check Type	Check Date	Vendor	Vendor Name	Check Total
6309	Check	10/13/2026	RSDISTRIBU	R & S DISTRIBUTING	275.85

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
127432	09/22/2026		Preserve Roll Towel	100 661 410 0096	275.85

Check Number	Check Type	Check Date	Vendor	Vendor Name	Check Total
6310	Check	10/13/2026	REIDSDRAIN	REIDS DRAIN CLEANING	375.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
091026	09/10/2026		Pioneer Mainline	100 664 314 0499	375.00

Check Number	Check Type	Check Date	Vendor	Vendor Name	Check Total
6311	Check	10/13/2026	RELADYNE	RelaDyne West, LLC	8,236.54

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
1423914-IN	09/28/2026		1400 gal diesel	100 681 422 0000	8,236.54

Checking Account: 1 GENERAL CHECKING

Check Number: 6312 Check Type: Check Check Date: 10/13/2026 Vendor: RONKELLERT RON KELLER TIRE Check Total: 39.50

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
PRET-317833	10/06/2026		Flat Repair	100 664 310 0000	18.50
PRET-63959-01	09/29/2026		Small Tire Labor	100 665 410 0000	10.00
PRET-63959-01	09/29/2026		Tire Tube	100 665 410 0000	11.00

Check Number: 6313 Check Type: Check Check Date: 10/13/2026 Vendor: RYTEL RYTEL Check Total: 2,362.61

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20184	10/01/2026		October 2026 VOIP Services	100 661 350 0000	2,362.61

Check Number: 6314 Check Type: Check Check Date: 10/13/2026 Vendor: SEAMOAARO AARON SEAMONS Check Total: 75.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
15-3	09/21/2026		Troubleshoot Fault Code	100 681 425 0000	75.00

Check Number: 6315 Check Type: Check Check Date: 10/13/2026 Vendor: SOUTHFORKH SOUTH FORK HARDWARE Check Total: 34.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
548814	09/25/2026		Tool Merch	100 664 410 0096	3.99
548814	09/25/2026		14x1 Pan SMS Zinc	100 664 410 0096	7.59
548953	09/28/2026		Nuts, Bolts, Screws, Nails	100 665 410 0000	6.36
549025	09/30/2026		SQ U Bolt	100 665 410 0000	11.58
549327	10/06/2026		1/2x6 Black Nipples	100 665 410 0000	2.49
549327	10/06/2026		Black 90 Elbow	100 665 410 0000	1.99

Check Number: 6316 Check Type: Check Check Date: 10/13/2026 Vendor: STANDARDPL STANDARD PLUMBING SUPPLY CO Check Total: 138.46

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
BGN403	09/24/2026		Grease Faucet	100 664 410 0497	3.59
BGN403	09/24/2026		QT Chrome ANG	100 664 410 0497	8.17
BGN403	09/24/2026		Mouse Trap	100 664 410 0497	4.99
BHRY76	10/06/2026		Faucet Lav Chrome	100 661 410 0096	63.99
BHRY76	10/06/2026		Heavy Duty Drain	100 661 410 0096	57.72

Check Number: 6317 Check Type: Check Check Date: 10/13/2026 Vendor: STANTONS Stanton's Sheet Music Check Total: 252.50

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
2045325	09/29/2026	H8002	The Bones	720 515 410 0096 122	66.15
2045325	09/29/2026	H8002	Sim Shalom	720 515 410 0096 122	73.50
2045325	09/29/2026	H8002	Bandyrowe	720 515 410 0096 122	52.00
2045325	09/29/2026	H8002	Nanuma	720 515 410 0096 122	48.30
2045325	09/29/2026	H8002	Shipping & Handling	720 515 410 0096 122	12.55

Check Number: 6318 Check Type: Check Check Date: 10/13/2026 Vendor: STATEDEPTO STATE DEPT. OF EDUCATION Check Total: 185.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
101326	10/13/2026		Employment - Babb, S	100 632 410 0000	37.00
101326	10/13/2026		Employment - Egbert, B	100 632 410 0000	37.00

Checking Account: 1 GENERAL CHECKING

101326	10/13/2026	Employment - Maples, D	100 632 410 0000	37.00	
101326	10/13/2026	Employment - Sanchez, M	100 632 410 0000	37.00	
101326	10/13/2026	Employment - Skinner, A	100 632 410 0000	37.00	

Check Number: 6319 Check Type: Check Check Date: 10/13/2026 Vendor: STOKESMARK STOKES MARKET PLACE Check Total: 71.54

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
65-573009	09/28/2026		Blu Tape	100 661 410 0291	7.99
65-573009	09/28/2026		Sandpaper	100 661 410 0291	5.29
65-573009	09/28/2026		Glue Stick	100 661 410 0291	7.29
65-573009	09/28/2026		Clearweld	100 661 410 0291	18.98
65-573009	09/28/2026		TC Alcohol Ispropyl	100 661 410 0291	15.88
65-573009	09/28/2026		TC Alcohol Ispropyl	100 661 410 0291	16.11

Check Number: 6320 Check Type: Check Check Date: 10/13/2026 Vendor: TETONSTA Teton Stage Lines Check Total: 1,050.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
23101	09/24/2026		Transportation to Bear Lake	100 532 380 0000	1,050.00

Check Number: 6321 Check Type: Check Check Date: 10/13/2026 Vendor: UTAHSTATEU UTAH STATE UNIVERSITY Check Total: 900.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
202630-1	09/23/2026		FCSE 1350 - Jones, T	100 515 312 0096 315	225.00
202630-1	09/23/2026		FCSE 1350 - Miller, J	100 515 312 0096 315	225.00
202630-1	09/23/2026		FCSE 1350 - Nielson, D	100 515 312 0096 315	225.00
202630-1	09/23/2026		Music 1010 - Smith, C	100 515 312 0096 315	225.00

Check Number: 6328 Check Type: Check Check Date: 10/26/2026 Vendor: ALSCO ALSCO Check Total: 124.95

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
LBLA2713121	10/07/2026		Bus Shop Laundry	100 681 330 0000	41.65
LBLA2714836	10/14/2026		Bus shop Laundry	100 681 330 0000	41.65
LBLA2716560	10/21/2026		Bus Shop Laundry	100 681 330 0000	41.65

Check Number: 6329 Check Type: Check Check Date: 10/26/2026 Vendor: ANDERCHRI1 CHRISTINA ANDERSON Check Total: 208.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
101626	10/16/2026		Meal Reimbursement	100 532 380 0000	62.00
102126	10/21/2026		Meals Reimbursement - Girls Soccer	100 532 380 0000	146.00

Check Number: 6330 Check Type: Check Check Date: 10/26/2026 Vendor: BECKSDIXO Dixon Beckstead Check Total: 133.90

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
100726	10/07/2026		Sterling Urgent Care	100 681 260 0000	133.90

Check Number: 6331 Check Type: Check Check Date: 10/26/2026 Vendor: BOMGAARS BOMGAARS Check Total: 47.46

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261021	10/21/2026		Credit Memo	100 664 410 0000	(51.96)
77119796	09/16/2026		Cleat, Rope	100 664 410 0096	2.99
77120273	09/18/2026		Nutsetter	100 664 410 0096	9.99

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77120273	09/18/2026	Drill Bit	100 664 410 0096	14.99	
77122466	09/25/2026	Fasteners	100 664 410 0096	0.40	
77122477	09/25/2026	Washer, Slip Joint	100 664 410 0497	5.99	
77122477	09/25/2026	Washer, Slip Joint	100 664 410 0497	5.99	
77123494	09/28/2026	Reflective Tape	100 665 410 0000	10.99	
77123494	09/28/2026	Posi-Lock	100 665 410 0000	30.99	
77123840	09/29/2026	Fastener	100 665 410 0000	1.50	
77123840	09/29/2026	Bolts, Nuts, Flat Washers	100 665 410 0000	1.60	
77128787	10/14/2026	Belt	100 661 410 0096	13.99	

Check Number: 6332 Check Type: Check Check Date: 10/26/2026 Vendor: BRYSONSALE BRYSON SALES & SERVICE INC Check Total: 443.95

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
216577	10/12/2026		Extension Fender	100 681 425 0000	443.95

Check Number: 6333 Check Type: Check Check Date: 10/26/2026 Vendor: VALLEYIMPL Valley Implement Check Total: 155.10

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
P9851701	10/21/2026		Bulk Def Fluid	100 681 422 0000	155.10

Check Number: 6334 Check Type: Check Check Date: 10/26/2026 Vendor: DECKERINCS DECKER INC. SCHOOL FIX Check Total: 251.87

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
668693A	10/06/2026		Stainless Steel Bracket	100 664 410 0291	53.70
668693A	10/06/2026		Shipping	100 664 410 0291	61.57
668693B	10/09/2026		Floor Anchored Overhead Pilaster	100 664 314 0291	136.60

Check Number: 6335 Check Type: Check Check Date: 10/26/2026 Vendor: DELLFINANC Dell Financial Services LLC Check Total: 6,130.42

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
5527648	10/02/2026		October Lease Rental	245 623 314 0000	6,130.42

Check Number: 6336 Check Type: Check Check Date: 10/26/2026 Vendor: DEXIMAGIN Dex Imaging Check Total: 148.86

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
AR16179205	10/09/2026		Staple Cartridges	100 512 410 0499	55.66
AR16259021	10/22/2026		Staples Teachers Lounge PJH	100 515 410 0291	93.20

Check Number: 6337 Check Type: Check Check Date: 10/26/2026 Vendor: ELITEMECHA ELITE MECHANICAL Check Total: 240.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
4351	10/19/2026		RTU PHS Library Service Call	100 664 314 0096	125.00
4351	10/19/2026		170 degree Limit Switch	100 664 314 0096	115.00

Check Number: 6338 Check Type: Check Check Date: 10/26/2026 Vendor: HANSONJANI HANSON JANITORIAL SUPPLY Check Total: 3,706.04

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
799284-1	10/23/2026		Chewing Gum Remover	100 661 410 0291	86.23
800723	10/09/2026		Aluminum Wand	100 661 410 0499	126.86
800723	10/09/2026		Easy Glide	100 661 410 0499	102.86
800850	10/09/2026		Glass Cleaner	100 661 410 0096	118.56

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801025	10/09/2026	Pro Link 20-30 gal	100 661 410 0096	151.16
801025	10/09/2026	Pro Link 33 gal	100 661 410 0096	72.84
801025	10/09/2026	Pro Link 60 gal	100 661 410 0096	127.92
801026	10/09/2026	Clario Pink Foam	100 661 410 0096	43.05
801141	10/09/2026	Roll Towel	100 661 410 0499	55.87
801141	10/09/2026	Opticore Toilet Tissue	100 661 410 0499	57.06
801141	10/09/2026	Vac Bags	100 661 410 0499	60.40
801141	10/09/2026	Stix 20% Phosphoric	100 661 410 0499	34.74
801141	10/09/2026	Clario Pink Foam	100 661 410 0499	44.90
801141	10/09/2026	Waterguard Diamond	100 661 410 0499	85.92
801141-1	10/23/2026	Stix 20% Phosphoric	100 661 410 0499	34.74
801142	10/09/2026	Urinal Screen Diamond Melon	100 661 410 0291	362.40
801142	10/09/2026	Mop	100 661 410 0291	46.32
801142	10/09/2026	Waxed Liner	100 661 410 0291	50.24
801142	10/09/2026	Vac Bags	100 661 410 0291	18.10
801142-1	10/23/2026	Fresh Scent Disinfectant	100 661 410 0291	53.70
801143	10/09/2026	Roll Towel Natural	100 661 410 0497	184.86
801143	10/09/2026	Opticore 2 Ply Toilet Tissue	100 661 410 0497	57.06
801143	10/09/2026	Ensysan	100 661 410 0497	317.50
801164	10/09/2026	Towel Roll	100 661 410 0096	337.55
801311	10/23/2026	Labor - solder wires	100 664 314 0291	64.50
801778	10/23/2026	Opticore Toilet Tissue	100 664 410 0499	114.12
801778	10/23/2026	Clario Pink Foam skin Cleanser	100 664 410 0499	89.80
801779	10/23/2026	Pro Link 60 gal	100 661 410 0291	228.76
801779	10/23/2026	Impact Toilet Bowl Brush	100 661 410 0291	24.81
801780	10/23/2026	Clario Pink Foam Skin Cleanser	100 661 410 0497	179.60
801780	10/23/2026	Opticore Toilet Tissue	100 661 410 0497	114.12
801780	10/23/2026	Pro Link 60 gal	100 661 410 0497	152.36
801830	10/23/2026	Pro Link 60 gal	100 661 410 8844	39.13
801830	10/23/2026	Natural Roll Towel	100 661 410 8844	61.62
801830	10/23/2026	Nitrile Black Glove	100 661 410 8844	6.38

Check Number: 6339 Check Type: Check Check Date: 10/26/2026 Vendor: HATCHELECT HATCH ELECTRIC LLC Check Total: 617.50

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
1404	10/12/2026		Motion Relay - heater repair Pioneer	100 664 410 0499	617.50

Check Number: 6340 Check Type: Check Check Date: 10/26/2026 Vendor: HILLMHEAT HEATH HILLMAN Check Total: 200.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
119196	10/12/2026		Shop Door Repair	100 681 426 0000	200.00

Check Number: 6341 Check Type: Check Check Date: 10/26/2026 Vendor: HKAUTOLLC HK AUTO LLC Check Total: 1,852.11

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
15572	09/10/2026		Labor - Drivers Ed Oil Pump	241 515 314 0000	644.00

Checking Account: 1 GENERAL CHECKING

15572	09/10/2026	Oil Pump	241 515 314 0000	267.00	
15572	09/10/2026	Oil	241 515 314 0000	39.00	
15572	09/10/2026	Oil Filter	241 515 314 0000	7.18	
15572	09/10/2026	Supplies	241 515 314 0000	39.99	
15572	09/10/2026	Hazmat Fee	241 515 314 0000	5.00	
15895	10/09/2026	Labor -Drivers Ed 2012 Dodge Journey	241 515 314 0000	230.00	
15895	10/09/2026	KG Dodge Camshaft	241 515 314 0000	514.75	
15895	10/09/2026	KG Dodge Arm	241 515 314 0000	60.20	
15895	10/09/2026	Supplies	241 515 314 0000	39.99	
15895	10/09/2026	Hazmat Fee	241 515 314 0000	5.00	

Check Number: 6342 Check Type: Check Check Date: 10/26/2026 Vendor: HMHEDUCAT HMH Education Company Check Total: 1,636.20

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
956603824	10/21/2026	OE26058	English 3D Student/Teacher License	270 641 410 0000	250.00
956604713	10/22/2026	OE26058	Language Launch Teaching Guide	270 641 410 0000	360.00
956604713	10/22/2026	OE26058	Language Launch Teaching Guide	270 641 410 0000	360.00
956604713	10/22/2026	OE26058	Language Launch Student Edition	270 641 410 0000	150.00
956604713	10/22/2026	OE26058	Language Launch Student Edition	270 641 410 0000	150.00
956604713	10/22/2026	OE26058	English 3D Language Launch Teaching Guid	270 641 410 0000	100.00
956604713	10/22/2026	OE26058	English 3D Language Launch Student Editi	270 641 410 0000	75.00
956604713	10/22/2026	OE26058	Shipping & Handling	270 641 410 0000	191.20

Check Number: 6343 Check Type: Check Check Date: 10/26/2026 Vendor: HORIZONAU Horizon Automotive Check Total: 78.80

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
77081	09/15/2026		Oil Change Labor	100 681 426 0000	25.99
77081	09/15/2026		Oil change 2025 Ford Van	100 681 426 0000	52.81

Check Number: 6344 Check Type: Check Check Date: 10/26/2026 Vendor: HULLWEEDCO HULL WEED CONTROL LLC Check Total: 2,775.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
1823	10/12/2026		Sprayed School Lawns	100 664 310 0000	2,775.00

Check Number: 6345 Check Type: Check Check Date: 10/26/2026 Vendor: IMLSECURIT IML Security Supply Check Total: 7,334.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
5278766	10/14/2026		Cylinders (10)	100 664 410 0000	841.50
5278766	10/14/2026		Levers Key In (10)	100 664 410 0000	775.50
5278766	10/14/2026		Freight	100 664 410 0000	41.68
5281617	10/15/2026		Heavy Duty Grooved Rim Exit Device	100 664 410 0096	2,533.44
5287208	10/20/2026		Heavy Duty Grooved Rim Exit Device (2)	100 664 410 0000	3,141.88

Check Number: 6346 Check Type: Check Check Date: 10/26/2026 Vendor: INTERMOUN1 INTERMOUNTAIN FARMERS ASSOC Check Total: 45.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
1024905924	09/21/2026		Burning Bush	100 665 410 0000	45.00

Check Number: 6347 Check Type: Check Check Date: 10/26/2026 Vendor: JACKSONGRP Jackson Group Peterbilt Check Total: 79.88

Checking Account: 1 GENERAL CHECKING

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
64880PC	10/01/2026		Kit-Shear Adaptor	100 681 425 0000	79.88

Check Number: 6348 Check Type: Check Check Date: 10/26/2026 Vendor: LAWSONPROD LAWSON PRODUCTS INC Check Total: 189.86

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
9313864058	10/07/2026		Tuff-Seal Ring #10 Stud	100 681 425 0000	18.01
9313864058	10/07/2026		Tuff-Seal Ring 1/4 Stud	100 681 425 0000	28.94
9313864058	10/07/2026		Tuff-Seal Ring 5/16 Stud	100 681 425 0000	32.48
9313864058	10/07/2026		Tuff-Seal Ring 3/8 Stud	100 681 425 0000	31.88
9313864058	10/07/2026		Tuff-Seal Ring #10 Stud	100 681 425 0000	18.31
9313864058	10/07/2026		Tuff-Seal Ring1/4 Stud	100 681 425 0000	19.49
9313864058	10/07/2026		Tuff-Seal Ring 5/16 Stud	100 681 425 0000	20.08
9313864058	10/07/2026		Tuff-Seal Ring 3/8 Stud	100 681 425 0000	20.67

Check Number: 6349 Check Type: Check Check Date: 10/26/2026 Vendor: LYONBRAN Brandon Lyon Check Total: 208.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
101626	10/16/2026		Meal Reimbursement Soccer	100 532 380 0000	62.00
102126	10/21/2026		Meals Reimbursement - Girls Soccer	100 532 380 0000	146.00

Check Number: 6350 Check Type: Check Check Date: 10/26/2026 Vendor: NAPAAUTOPA NAPA AUTO PARTS OF PRESTON Check Total: 12.05

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
022864	07/16/2026		Lift Support	100 681 425 0000	(106.70)
030623	10/12/2026		Air Filter	100 681 425 0000	113.36
030920	10/15/2026		Straight Connector	100 681 425 0000	5.39

Check Number: 6351 Check Type: Check Check Date: 10/26/2026 Vendor: PRESTONAUT PRESTON AUTO PARTS Check Total: 56.63

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
318296	10/14/2026		HD15W40 Conv 2.5 Ga	100 664 410 0000	47.99
318408	10/16/2026		Inner Budd Nut	100 664 410 0000	4.11
318408	10/16/2026		Stud	100 664 410 0000	4.53

Check Number: 6352 Check Type: Check Check Date: 10/26/2026 Vendor: PRESTONHIG PRESTON HIGH SCHOOL Check Total: 1,833.78

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
04-15422	10/08/2026	H8008	Food Purchases	243 515 410 0096 090	77.16
100726	10/07/2026		Lodging	100 532 380 0000	110.00
100726	10/07/2026		Meal Reimbursement	100 532 380 0000	32.00
101726	10/17/2026	H8013	Lodging Reimbursement Girls Soccer	100 532 380 0000	1,548.00
VQ7M	10/06/2026	H8007	Basic First Aid Antiseptic	243 515 410 0096 090	3.71
VQ7M	10/06/2026	H8007	Polyester Rope	243 515 410 0096 090	34.95
VQ7M	10/06/2026	H8007	Polyester Rope	243 515 410 0096 090	27.96

Check Number: 6353 Check Type: Check Check Date: 10/26/2026 Vendor: PRESTONVAL PRESTON VALLEY COUNTRY STORE Check Total: 1,140.79

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
100419	10/12/2026		Batteries	100 664 410 0000	19.99

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A75811	10/14/2026	Bus Shop Propane Delivery	100 681 423 0000	548.72	
A75905	10/23/2026	Bus Shop Propane Delivery	100 681 423 0000	572.08	

Check Number: 6354 Check Type: Check Check Date: 10/26/2026 Vendor: RSDISTRIBU R & S DISTRIBUTING Check Total: 275.85

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
127621	10/09/2026		Preserve Roll Towel	100 661 410 0499	275.85

Check Number: 6355 Check Type: Check Check Date: 10/26/2026 Vendor: RELADYNE RelaDyne West, LLC Check Total: 6,417.17

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
1431797-IN	10/15/2026		#2 Diesel Fuel 1171 gal	100 681 422 0000	6,243.76
1431797-IN	10/15/2026		Treatment	100 681 422 0000	75.00
1431797-IN	10/15/2026		Handling Fee	100 681 422 0000	19.95
1431797-IN	10/15/2026		Fuel Surcharge	100 681 422 0000	78.46

Check Number: 6356 Check Type: Check Check Date: 10/26/2026 Vendor: ROBSREPAIR ROB'S REPAIRS AND WINDSHIELDS Check Total: 250.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
006915	10/01/2026		19-1 Glue in Windshield	100 681 425 0000	200.00
006915	10/01/2026		25-3 Chip Repair	100 681 425 0000	25.00
995891	10/10/2026		Rock Chip Repair - Van	100 681 426 0000	25.00

Check Number: 6357 Check Type: Check Check Date: 10/26/2026 Vendor: SOUTHFORKH SOUTH FORK HARDWARE Check Total: 56.45

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
549656	10/12/2026		Nabber PKUP Tl	100 664 410 0000	24.99
549808	10/16/2026		HMR Bit	100 664 410 0291	4.99
549946	10/19/2026		Epoxy Quick Set	100 664 410 0096	4.19
549946	10/19/2026		Battery CR2032	100 664 410 0096	3.29
550159	10/23/2026		Marc 55	100 664 410 0497	18.99

Check Number: 6358 Check Type: Check Check Date: 10/26/2026 Vendor: STANDARDPL STANDARD PLUMBING SUPPLY CO Check Total: 302.18

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
BJHL38	10/12/2026		Regal Repair Kit	100 664 410 0497	43.98
BJLM37	10/13/2026		Everflux Paste	100 664 410 0096	9.26
BJLM37	10/13/2026		3/4 COP FPT Adapt	100 664 410 0096	8.04
BJLM37	10/13/2026		3/4c x 1/2 FPT COP Adapt	100 664 410 0096	10.23
BJLM37	10/13/2026		3/4 COP 90 EL	100 664 410 0096	5.62
BJLM37	10/13/2026		Acid Brush	100 664 410 0096	3.90
BJLM37	10/13/2026		3/4 x 20 Hard COP	100 664 410 0096	91.60
BJNP69	10/14/2026		Ball Valve	100 664 410 0096	26.29
BJNP69	10/14/2026		1x2 1/2 Black Nipple	100 664 410 0096	1.92
BJNP69	10/14/2026		3/4 Copper Tee	100 664 410 0096	51.60
BJP245	10/14/2026		Repair Clamp	100 664 410 0291	15.10
BJP983	10/14/2026		Repair Clamp	100 664 410 0291	12.65
BLK970	10/22/2026		Regal Repair Kit	100 661 410 0096	21.99

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Check Number	Check Type	Check Date	Vendor		Check Total
6359	Check	10/26/2026	STATEDEPTO	STATE DEPT. OF EDUCATION	74.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
102626	10/26/2026		Employment - Heaps, W	100 632 410 0000	37.00
102626	10/26/2026		Employment - Gilmore, S	100 632 410 0000	37.00

Check Number	Check Type	Check Date	Vendor		Check Total
6360	Check	10/26/2026	STATEINSUR	STATE INSURANCE FUND	9,673.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
31513547	10/13/2026		Installment Workers Compensation Premium	100 632 270 0000	9,673.00

Check Number	Check Type	Check Date	Vendor		Check Total
6361	Check	10/26/2026	STOKESMARK	STOKES MARKET PLACE	158.49

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
01-282156	10/15/2026		Boss's Day	100 632 410 0000	18.61
01-286161	10/19/2026		Glue Mouse Board	100 681 426 0000	4.94
02-280598	10/22/2026		Fabuloso Cleaner Lave	100 661 410 0291	25.95
02-280598	10/22/2026		Fabuloso Cleaner AN	100 661 410 0291	10.78
02-280598	10/22/2026		Pinesol Lemon	100 661 410 0291	11.18
02-280598	10/22/2026		Pinesol Pine	100 661 410 0291	17.98
02-280598	10/22/2026		Mouse Trap	100 661 410 0291	3.87
02-280598	10/22/2026		TC Alcohol Isopropyl	100 661 410 0291	19.85
02-280598	10/22/2026		Victor Metal	100 661 410 0291	5.07
65--585306	10/16/2026		Hammer Bit	100 661 410 0096	9.79
65--585306	10/16/2026		Silicone Sealant	100 661 410 0096	10.99
66-807351	10/12/2026		PLAS Weld	100 661 410 0291	9.49
66-807351	10/12/2026		Woodweld	100 661 410 0291	9.99

Check Number	Check Type	Check Date	Vendor		Check Total
6362	Check	10/26/2026	TETONSTA	Teton Stage Lines	5,280.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
23272	10/21/2026		Transportation to Twin Falls Soccer	100 532 380 0000	5,280.00

Check Number	Check Type	Check Date	Vendor		Check Total
18434	Direct Deposit	10/13/2026	HARPEBREE	Breelyn Harper	100.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
092926	09/29/2026		WGU - Mathematics - Continuing Education	100 515 310 0096	100.00

Check Number	Check Type	Check Date	Vendor		Check Total
18435	Direct Deposit	10/13/2026	KELLEKASE	Kasey Keller	1,667.55

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
071326	07/13/2026		U of I - Keller, K	100 515 310 0096	55.00
100526	10/05/2026	H8004	Mileage Reimbursement	243 515 380 0096 030	260.00
100526	10/05/2026	H8004	Meal Reimbursement	243 515 380 0096 030	168.00
100526	10/05/2026	H8004	Lodging Reimbursement	243 515 380 0096 030	902.67
100526	10/05/2026	H8004	Conference Registration	243 515 380 0096 030	281.88

Check Number	Check Type	Check Date	Vendor		Check Total
18436	Direct Deposit	10/13/2026	KNAPPBREN	Brent Knapp	174.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
100126	10/01/2026		Meal Reimbursement - Knapp, B	100 532 380 0000	174.00

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Check Number: 18437	Check Type: Direct Deposit	Check Date: 10/13/2026	Vendor: MCKENSHEL	Shelby McKenna	Check Total:	74.00
Invoice Number	Invoice Date	PO Number	Detail Description		Chart of Account Number	Detail Amount
10012026	10/13/2026		Travel Meal Reimb		100 632 380 0000	74.00
Check Number: 18438	Check Type: Direct Deposit	Check Date: 10/13/2026	Vendor: SMARTLORI	Lori Smart	Check Total:	38.56
Invoice Number	Invoice Date	PO Number	Detail Description		Chart of Account Number	Detail Amount
95-240045	09/22/2026		Soft Facial Tissue (6)		100 681 426 0000	38.56
Check Number: 18439	Check Type: Direct Deposit	Check Date: 10/13/2026	Vendor: THOMAGARY	Gary Thomas	Check Total:	500.00
Invoice Number	Invoice Date	PO Number	Detail Description		Chart of Account Number	Detail Amount
100126	10/13/2026		Travel Reimb & Meals		100 632 380 0000	500.00
Check Number: 18799	Check Type: Direct Deposit	Check Date: 10/26/2026	Vendor: HAMBLINKAY	HAMBLIN KAYLYNN	Check Total:	75.00
Invoice Number	Invoice Date	PO Number	Detail Description		Chart of Account Number	Detail Amount
FY27-0004	10/27/2026		Phone Reimbursement FY27		100 691 350 0000	75.00
Check Number: 18800	Check Type: Direct Deposit	Check Date: 10/26/2026	Vendor: ATKINDAKO	Dakota Atkinson	Check Total:	75.00
Invoice Number	Invoice Date	PO Number	Detail Description		Chart of Account Number	Detail Amount
FY27-0004	10/27/2026		Phone Reimbursement FY27		100 691 350 0291	75.00
Check Number: 18801	Check Type: Direct Deposit	Check Date: 10/26/2026	Vendor: DESPABETS	Betsy Despain	Check Total:	75.00
Invoice Number	Invoice Date	PO Number	Detail Description		Chart of Account Number	Detail Amount
FY27-0003	10/27/2026		Phone Reimbursement FY27		100 691 350 0000	75.00
Check Number: 18802	Check Type: Direct Deposit	Check Date: 10/26/2026	Vendor: GARNEBRAD	Brady Garner	Check Total:	75.00
Invoice Number	Invoice Date	PO Number	Detail Description		Chart of Account Number	Detail Amount
FY27-0004	10/27/2026		Phone Reimbursement FY27		100 691 350 0000	75.00
Check Number: 18803	Check Type: Direct Deposit	Check Date: 10/26/2026	Vendor: HARRITAMA	Tamara Harris	Check Total:	75.00
Invoice Number	Invoice Date	PO Number	Detail Description		Chart of Account Number	Detail Amount
FY27-0004	10/27/2026		Phone Reimbursement FY27		100 691 350 0000	75.00
Check Number: 18804	Check Type: Direct Deposit	Check Date: 10/26/2026	Vendor: HEWARJACL	Jaclyn Heward	Check Total:	75.00
Invoice Number	Invoice Date	PO Number	Detail Description		Chart of Account Number	Detail Amount
FY27-0004	10/27/2026		Phone Reimbursement FY27		100 691 350 0096	75.00
Check Number: 18805	Check Type: Direct Deposit	Check Date: 10/26/2026	Vendor: KEELEAARO	Aaron Keele	Check Total:	75.00
Invoice Number	Invoice Date	PO Number	Detail Description		Chart of Account Number	Detail Amount
FY27-0004	10/27/2026		Phone Reimbursement FY27		100 691 350 0000	75.00
Check Number: 18806	Check Type: Direct Deposit	Check Date: 10/26/2026	Vendor: KUNZCRAI	Craig Kunz	Check Total:	75.00
Invoice Number	Invoice Date	PO Number	Detail Description		Chart of Account Number	Detail Amount
FY27-0004	10/27/2026		Phone Reimbursement FY27		100 691 350 0000	75.00
Check Number: 18807	Check Type: Direct Deposit	Check Date: 10/26/2026	Vendor: MCKENSHEL	Shelby McKenna	Check Total:	75.00
Invoice Number	Invoice Date	PO Number	Detail Description		Chart of Account Number	Detail Amount

Checking Account: 1 GENERAL CHECKING

FY27-0004	10/27/2026		Phone Reimbursement FY27		100 691 350 0000	75.00
Check Number: 18808	Check Type: Direct Deposit		Check Date: 10/26/2026	Vendor: NATEJEFF	Jeffrey Nate	Check Total: 75.00
Invoice Number	Invoice Date	PO Number	Detail Description		Chart of Account Number	Detail Amount
FY27-0004	10/27/2026		Phone Reimbursement FY27		100 691 350 0000	75.00
Check Number: 18809	Check Type: Direct Deposit		Check Date: 10/26/2026	Vendor: PEERYCLIN	Clint Peery	Check Total: 75.00
Invoice Number	Invoice Date	PO Number	Detail Description		Chart of Account Number	Detail Amount
FY27-0004	10/27/2026		Phone Reimbursement FY27		100 691 350 0096	75.00
Check Number: 18810	Check Type: Direct Deposit		Check Date: 10/26/2026	Vendor: SCHMITHOM	Thomas Schmidt	Check Total: 75.00
Invoice Number	Invoice Date	PO Number	Detail Description		Chart of Account Number	Detail Amount
FY27-0004	10/27/2026		Phone Reimbursement FY27		100 691 350 0291	75.00
Check Number: 18811	Check Type: Direct Deposit		Check Date: 10/26/2026	Vendor: THOMAGARY	Gary Thomas	Check Total: 75.00
Invoice Number	Invoice Date	PO Number	Detail Description		Chart of Account Number	Detail Amount
FY27-0004	10/27/2026		Phone Reimbursement FY27		100 691 350 0000	75.00
Check Number: 18812	Check Type: Direct Deposit		Check Date: 10/26/2026	Vendor: BECKSDAVA	Davakay Beckstead	Check Total: 20.00
Invoice Number	Invoice Date	PO Number	Detail Description		Chart of Account Number	Detail Amount
092926	09/29/2026		Drivers Meal Reimbursement		100 532 380 0000	20.00
Check Number: 18813	Check Type: Direct Deposit		Check Date: 10/26/2026	Vendor: BIRDLAUR	Laurel Bird	Check Total: 112.00
Invoice Number	Invoice Date	PO Number	Detail Description		Chart of Account Number	Detail Amount
101326	10/13/2026		Bus Driver Meal Reimbursement		100 532 380 0000	112.00
Check Number: 18814	Check Type: Direct Deposit		Check Date: 10/26/2026	Vendor: CHECKBRIA	Brian Checketts	Check Total: 60.00
Invoice Number	Invoice Date	PO Number	Detail Description		Chart of Account Number	Detail Amount
100926	10/09/2026		Bus Driver Meal Reimbursement		100 532 380 0000	60.00
Check Number: 18815	Check Type: Direct Deposit		Check Date: 10/26/2026	Vendor: CHECKNILE	Nile Checketts	Check Total: 80.00
Invoice Number	Invoice Date	PO Number	Detail Description		Chart of Account Number	Detail Amount
100926	10/09/2026		Bus Driver Meal Reimbursement		100 532 380 0000	80.00
Check Number: 18816	Check Type: Direct Deposit		Check Date: 10/26/2026	Vendor: DESPABETS	Betsy Despain	Check Total: 348.00
Invoice Number	Invoice Date	PO Number	Detail Description		Chart of Account Number	Detail Amount
102026	10/20/2026		Mileage Reimbursement Conference		100 632 380 0000	244.00
102026	10/20/2026		Meal Reimbursement Conference		100 632 380 0000	104.00
Check Number: 18817	Check Type: Direct Deposit		Check Date: 10/26/2026	Vendor: GALEJEFF	Jeffery Gale	Check Total: 60.00
Invoice Number	Invoice Date	PO Number	Detail Description		Chart of Account Number	Detail Amount
092426	09/24/2026		Bus Driver Meal Reimbursement		100 532 380 0000	60.00
Check Number: 18818	Check Type: Direct Deposit		Check Date: 10/26/2026	Vendor: GARNEBRAD	Brady Garner	Check Total: 548.80
Invoice Number	Invoice Date	PO Number	Detail Description		Chart of Account Number	Detail Amount
100926	10/09/2026		Meal Reimbursement - Athletics		100 532 380 0000	64.00

Checking Account: 1 GENERAL CHECKING

100926	10/09/2026	Mileage Reimbursement	100 532 380 0000	190.40	
100926	10/09/2026	Mileage Reimbursement	100 632 380 0000	190.40	
100926	10/09/2026	Conference Meal Reimbursement	100 632 380 0000	104.00	

Check Number: 18819 Check Type: Direct Deposit Check Date: 10/26/2026 Vendor: GUNDELANA Lana Gundersen Check Total: 64.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
092426	09/24/2026		Bus Driver Meal Reimbursement	100 532 380 0000	64.00

Check Number: 18820 Check Type: Direct Deposit Check Date: 10/26/2026 Vendor: LARSECIND Cindy Larsen Check Total: 40.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
100126	10/01/2026		Bus Driver Meal Reimbursement	100 532 380 0000	40.00

Check Number: 18821 Check Type: Direct Deposit Check Date: 10/26/2026 Vendor: LARSEKYLI Kylie Larsen Check Total: 146.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
102126	10/21/2026		Meal Reimbursement Girls Soccer	100 532 380 0000	146.00

Check Number: 18822 Check Type: Direct Deposit Check Date: 10/26/2026 Vendor: OSTLEABIG Abigail Ostler Check Total: 208.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
101626	10/16/2026		Meal Reimbursement - Play in Game	100 532 380 0000	62.00
102126	10/21/2026		Meals Reimbursement - Girls Soccer	100 532 380 0000	146.00

Check Number: 18823 Check Type: Direct Deposit Check Date: 10/26/2026 Vendor: RADACERIC Eric Radack Check Total: 12.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
100826	10/08/2026		Bus Driver Meal Reimbursement	100 532 380 0000	12.00

Check Number: 18824 Check Type: Direct Deposit Check Date: 10/26/2026 Vendor: SCHVAGLAD Glade Schvaneveldt Check Total: 32.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
100226	10/02/2026		Bus Driver Meal Reimbursement	100 532 380 0000	32.00

Check Number: 18825 Check Type: Direct Deposit Check Date: 10/26/2026 Vendor: SMARTBRAD Jeffrey Smart Check Total: 100.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
0000734934	10/21/2026		National Association for Music Education	100 515 310 0096	100.00

Check Number: 18826 Check Type: Direct Deposit Check Date: 10/26/2026 Vendor: WATSOSPEN Spencer Watson Check Total: 20.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
092526	09/25/2026		Bus Driver Meal Reimbursement	100 532 380 0000	20.00

Checking Account: 2 CHILD NUTRITION CHECKING

Check Number: 56 Check Type: Automatic Payment Check Date: 10/26/2026 Vendor: AMAZONCAPI AMAZON CAPITAL SERVICES Check Total: 703.65

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
5305033 & 1107401	10/22/2026	5003	Ink Cartridge	290 710 410 0000	166.21
5305033 & 1107401	10/22/2026	5003	Toner Cartridge	290 710 410 0000	67.51
5305033 & 1107401	10/22/2026	5003	Disposable Gloves	290 710 410 0000	105.96
5305033 & 1107401	10/22/2026	5003	Batteries D	290 710 410 0000	42.84
5305033 & 1107401	10/22/2026	5003	Tape	290 710 410 0000	13.14
5305033 & 1107401	10/22/2026	5003	Batteries C	290 710 410 0000	64.91
5305033 & 1107401	10/22/2026	5003	Whiteboard	290 710 410 0000	38.99
5305033 & 1107401	10/22/2026	5003	Masking Tape	290 710 410 0000	16.04
5305033 & 1107401	10/22/2026	5003	Address Labels	290 710 410 0000	50.18
5305033 & 1107401	10/22/2026	5003	Lrg Envelopes	290 710 410 0000	43.20
5305033 & 1107401	10/22/2026	5003	Scissors	290 710 410 0000	15.98
5305033 & 1107401	10/22/2026	5003	Markers	290 710 410 0000	7.49
5305033 & 1107401	10/22/2026	5003	Pens	290 710 410 0000	6.40
5305033 & 1107401	10/22/2026	5003	Sticky Notes	290 710 410 0000	65.60
5305033 & 1107401	10/22/2026	5003	Credit	290 710 410 0000	(0.80)

Check Number: 57 Check Type: Automatic Payment Check Date: 10/26/2026 Vendor: IDAHOSTAT5 IDAHO STATE TAX COMMISSION Check Total: 31.41

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
093026	10/22/2026		Child Nutrition Sales Tax	290 416100	31.41

Check Number: 1608 Check Type: Check Check Date: 10/13/2026 Vendor: DFADAIRYBR DFA DAIRY BRANDS - MEADOW GOLD DAIRY Check Total: 2,843.01

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
31695212	09/28/2026		Milk Purchases Oakwood	290 710 450 0497 710	337.98
31695213	09/28/2026		Milk Purchases Pioneer	290 710 450 0499 710	379.07
31695215	09/28/2026		Milk Purchases PJH	290 710 450 0291 710	315.45
31695365	10/01/2026		Milk Purchases PHS	290 710 450 0096 710	160.66
31695603	10/05/2026		Milk Purchases Oakwood	290 710 450 0497 710	710.73
31695604	10/05/2026		Milk Purchases -Pioneer	290 710 450 0499 710	512.36
31695608	10/05/2026		Milk Purchases PJH	290 710 450 0291 710	426.76

Check Number: 1609 Check Type: Check Check Date: 10/13/2026 Vendor: ELWOODTROY Troy Elwood Check Total: 17.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
000001	09/29/2026		Food Purchases PJH Tomatoes	290 710 450 0291	17.00

Check Number: 1610 Check Type: Check Check Date: 10/13/2026 Vendor: GARREELIZ Elizabeth Garrett Check Total: 118.40

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
083126	08/31/2026		Mileage Reimbursement	290 710 380 8844	32.00
093026	09/30/2026		Mileage Reimbursement	290 710 380 8844	86.40

Check Number: 1611 Check Type: Check Check Date: 10/13/2026 Vendor: GEMSTATEPA GEM STATE PAPER & SUPPLY Check Total: 723.69

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount

Checking Account: 2 CHILD NUTRITION CHECKING

4146637-01	09/24/2026	Probe Thermometer Wipes	290 710 410 0497	148.00
4147369	09/24/2026	Sanitizer	290 710 410 0096	33.63
4147369	09/24/2026	Oxiclean Laundry Detergent	290 710 410 0096	41.30
4147369	09/24/2026	Consume Bacteria Digest Deodorant	290 710 410 0096	93.77
4147373	09/24/2026	Heavy Duty Foil	290 710 410 0291	49.85
4147373	09/24/2026	Foam Bowl	290 710 410 0291	23.50
4147373	09/24/2026	Cold Cup	290 710 410 0291	46.42
4147374	09/24/2026	Low Density 60 gal	290 710 410 0499	96.66
4147374	09/24/2026	Vinyl Glove Powder Free L	290 710 410 0499	22.90
4147374	09/24/2026	Vinyl Glove Powder Free M	290 710 410 0499	45.80
4147374	09/24/2026	Tallfold Napkin	290 710 410 0499	49.00
4147374	09/24/2026	Optima Facial Tissue	290 710 410 0499	26.94
4147374	09/24/2026	Damp Mop Floor Cleaner	290 710 410 0499	45.92

Check Number: 1612 Check Type: Check Check Date: 10/13/2026 Vendor: GOLDSTARF Gold Star Foods Check Total: 19,352.59

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
1388383	10/09/2026		Food Purchases Credit	290 710 450 0499	(59.85)
3492490	09/29/2026		Food Purchases Oakwood	290 710 450 0497	82.65
3492544	09/29/2026		Food Purchases Oakwood	290 710 450 0497	1,109.30
3492549	09/29/2026		Food Purchases Oakwood	290 710 450 0497	536.13
3493296	09/29/2026		Food Purchases PJH	290 710 450 0291	1,544.77
3493299	09/29/2026		Food Purchases Oakwood	290 710 450 0497	2,642.54
3493300	09/29/2026		Food Purchases Pioneer	290 710 450 0499	1,055.66
3493493	09/29/2026		Food Purchase PHS	290 710 450 0096	50.37
3493496	09/29/2026		Food Purchases PJH	290 710 450 0291	490.15
3493497	09/29/2026		Food Purchases PJH	290 710 450 0291	108.48
3493574	09/29/2026		Food Purchases Oakwood	290 710 450 0497	3,133.53
3493576	10/06/2026		Food Purchases Oakwood	290 710 450 0497	130.50
3493714	10/06/2026		Food Purchases PJH	290 710 450 0291	1,917.02
3493715	10/06/2026		Food Purchases	290 710 450 0291	196.38
3493716	10/06/2026		Food Purchases PJH	290 710 450 0291	93.12
3493718	10/06/2026		Food Purchases Oakwood	290 710 450 0497	1,082.22
3493719	10/06/2026		Food Purchases Oakwood	290 710 450 0497	1,076.48
3493725	10/06/2026		Food Purchases Pioneer	290 710 450 0499	1,171.28
3493726	10/06/2026		Food Purchases Pioneer	290 710 450 0499	412.09
3493727	10/06/2026		Food Purchases Pioneer	290 710 450 0499	46.56
3493768	10/06/2026		Food Purchases PHS	290 710 450 0096	396.54
3494670	10/06/2026		Food Purchases PHS	290 710 450 0096	694.44
3494695	10/06/2026		Food Purchases Oakwood	290 710 450 0497	1,442.23

Check Number: 1613 Check Type: Check Check Date: 10/13/2026 Vendor: NICHOLASCO NICHOLAS & COMPANY Check Total: 2,686.19

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount

Checking Account: 2 CHILD NUTRITION CHECKING

1000180145C	08/18/2026	Food Credit	290 710 450 0096	(15.24)
1000192786C	08/26/2026	Food Credit Pioneer	290 710 450 0499	(30.89)
1000192788C	08/26/2026	Food Credit Oakwood	290 710 450 0497	(30.89)
1000257343	09/29/2026	Food Purchases Pioneer	290 710 450 0499	75.89
1000257344	09/29/2026	Food Purchases PJH	290 710 450 0291	262.58
1000257345	09/29/2026	Food Purchases PHS	290 710 450 0096	514.39
1000257346	09/29/2026	Food Purchases Oakwood	290 710 450 0497	591.22
1000270669	10/06/2026	Food Purchases PJH	290 710 450 0291	265.44
1000270670	10/06/2026	Food Purchases Pioneer	290 710 450 0499	336.12
1000270671	10/06/2026	Food Purchases Oakwood	290 710 450 0497	298.77
1000270672	10/06/2026	Food Purchases PHS	290 710 450 0096	418.80

Check Number: 1614 Check Type: Check Check Date: 10/13/2026 Vendor: PRESTONSC5 PRESTON SCHOOL DISTRICT 201 Check Total: 764.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
100626	10/06/2026		Envelopes with stamps	290 416100	446.00
100726	10/07/2026		Payment Envelopes	290 416100	318.00

Check Number: 1615 Check Type: Check Check Date: 10/13/2026 Vendor: STOKESMARK STOKES MARKET PLACE Check Total: 225.38

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
01-262906	09/28/2026		Food Purchases	290 710 450 0096	18.98
01-263036	09/28/2026		Food Purchases PHS	290 710 450 0096	27.96
01-265120	09/30/2026		Food Purchases PJH	290 710 450 0291	16.69
01-270322	10/05/2026		Food Purchases Pioneer	290 710 450 0499	29.96
02-262310	10/05/2026		Food Purchases PHS	290 710 450 0096	32.47
02-262419	10/05/2026		Batteries (3)	290 710 410 0497	40.47
02-262419	10/05/2026		Bandages (4)	290 710 410 0497	12.76
02-262419	10/05/2026		Food Purchases Oakwood	290 710 450 0497	42.10
03-339910	10/05/2026		2% Milk	290 710 410 0000	3.99

Check Number: 1616 Check Type: Check Check Date: 10/26/2026 Vendor: DFADAIRYBR DFA DAIRY BRANDS - MEADOW GOLD DAIRY Check Total: 3,828.55

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
31694047	09/08/2026		Milk Purchases PJH	290 710 450 0291 710	288.46
31694968	09/24/2026		Milk Purchases PHS	290 710 450 0096 710	131.87
31695754	10/08/2026		Milk Purchases PHS	290 710 450 0096 710	169.17
31696081	10/12/2026		Milk Purchases Oakwood	290 710 450 0497 710	516.22
31696082	10/12/2026		Milk Purchases Pioneer	290 710 450 0499 710	507.30
31696084	10/12/2026		Milk Purchases PJH	290 710 450 0291 710	494.50
31696232	10/15/2026		Milk Purchases PHS	290 710 450 0096 710	215.41
31696470	10/19/2026		Milk Purchases Oakwood	290 710 450 0497 710	558.30
31696471	10/19/2026		Milk Purchases Pioneer	290 710 450 0499 710	495.20
31696473	10/19/2026		Milk Purchases PJH	290 710 450 0291 710	452.12

Checking Account: 2 CHILD NUTRITION CHECKING

Check Number	Check Type	Check Date	Vendor		Check Total
1617	Check	10/26/2026	GEMSTATEPA	GEM STATE PAPER & SUPPLY	375.58

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
4145909-01	10/08/2026		Blue Dish Cloths (12)	290 710 410 0291	99.36
4145913-02	10/08/2026		Blue Dish Cloths (12)	290 710 410 0499	99.36
4147373-01	10/08/2026		Foam Squat Container	290 710 410 0291	7.96
4147373-01	10/08/2026		Full Sheet Pan Liner	290 710 410 0291	168.90

Check Number	Check Type	Check Date	Vendor		Check Total
1618	Check	10/26/2026	GOLDSTARF	Gold Star Foods	11,605.02

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
3492115	10/20/2026		Food Purchases Oakwood	290 710 450 0497	449.28
3493046	10/20/2026		Food Purchases Oakwood	290 710 450 0497	211.72
3494430	10/13/2026		Food Purchases Oakwood	290 710 450 0497	2,186.74
3494432	10/13/2026		Food Purchases Oakwood	290 710 450 0497	117.45
3494673	10/13/2026		Food Purchases PJH	290 710 450 0291	1,928.56
3494696	10/13/2026		Food Purchases Oakwood	290 710 450 0497	172.08
3494699	10/20/2026		Food Purchases Pioneer	290 710 450 0499	1,135.02
3494700	10/13/2026		Food Purchases Pioneer	290 710 450 0499	82.59
3494701	10/13/2026		Food Purchases Pioneer	290 710 450 0499	137.58
3495205	10/20/2026		Food Purchases Oakwood	290 710 450 0497	104.40
3495326	10/13/2026		Food Purchases PHS	290 710 450 0096	421.29
3495327	10/13/2026		Food Purchases PHS	290 710 450 0096	18.08
3495332	10/20/2026		Food Purchases PJH	290 710 450 0291	1,224.86
3495333	10/20/2026		Food Purchases Oakwood	290 710 450 0497	810.25
3495334	10/20/2026		Food Purchases Pioneer	290 710 450 0499	1,677.65
3495335	10/20/2026		Food Purchases Pioneer	290 710 450 0499	48.77
3496014	10/20/2026		Food Purchases PHS	290 710 450 0096	806.72
3496015	10/20/2026		Food Purchases PHS	290 710 450 0096	71.98

Check Number	Check Type	Check Date	Vendor		Check Total
1619	Check	10/26/2026	NICHOLASCO	NICHOLAS & COMPANY	3,281.41

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
1000283484	10/13/2026		Food Purchases PHS	290 710 450 0096	286.57
1000283485	10/13/2026		Food Purchases Pioneer	290 710 450 0499	412.58
1000283486	10/13/2026		Food Purchases PHS	290 710 450 0096	421.71
1000283488	10/13/2026		Food Purchases Oakwood	290 710 450 0497	620.87
1000294553	10/20/2026		Food Purchases PJH	290 710 450 0291	243.94
1000294554	10/20/2026		Food Purchases PHS	290 710 450 0096	321.45
1000294555	10/20/2026		Food Purchases Pioneer	290 710 450 0499	341.26
1000294556	10/20/2026		Food Purchases Oakwood	290 710 450 0497	633.03

Check Number	Check Type	Check Date	Vendor		Check Total
1620	Check	10/26/2026	STOKESMARK	STOKES MARKET PLACE	264.94

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
01-278105	10/12/2026		Food Purchases PHS	290 710 450 0096	78.02
01-278144	10/12/2026		Food Purchases PJH	290 710 450 0291	15.09

Checking Account: 2 CHILD NUTRITION CHECKING

01-286102	10/19/2026	Food Purchases Pioneer	290 710 450 0499	39.76
01-286188	10/19/2026	Food Purchases PHS	290 710 450 0096	73.23
01-293509	10/26/2026	Food Purchases PHS	290 710 450 0096	31.86
04-19263	10/13/2026	C Batteries (2PK)	290 710 410 0000	26.98

*Denotes Expensed Invoice Item Checking Account ID: 2 Total without Voids: 46,820.82

Preston Joint School District No. 201

Personnel Report

Recommended Hires

Name	Position	Department	Location	FTE
Crockett, Paige	Paraprofessional	Title I	Oakwood	0.37

Recommended Acceptance of Resignation/Termination/Retirement

Name	Position	Department	Location	Resign/Retire	FTE

Recommended Acceptance of Change of Assignment

Name	Current Position	Current Location	New Position	New Location	FTE
Stone, Kristen	Paraprofessional	Oakwood	Cleaner	PJH	0.4

QUEST CPAs PLLC
www.qcpas.com

FY26 AUDIT SUMMARY

To: Preston School District No. 201

Auditor's Reports Section

Independent Auditor's Report on…	Opinion / Findings
Financial Statements	**Unmodified / qualification on GASB 75 health ins subsidy**
Internal Controls Over Financial Reporting & Compliance	**No findings**
Compliance for Major Programs & Internal Controls	**Unmodified / no findings**

Financial Performance Section

Fund Name	Increase (Decrease)	Ending Fund Balance	Comments
General	$1,445,229	$10,646,177	Another excellent increase in the general fund. Ending fund balance equal to a strong 6.1-month operating reserve.
Child Nutrition	($24,270)	$381,573	Small decrease in the fund this year, but still has almost a 5-month operating reserve. No concerns with this fund.
Plant Facilities	($1,587,696)	$755,280	Transferred facilities funding to new fund (see next fund).
School District Facilities	$1,415,510	$1,415,510	Fund created to record new facilities distributions from State, to be spent on maintenance and facility improvement.
School District Modernization Facilities	$437,982	$11,459,320	Minimal activity for fund other than additional asphalt for parking lots and interest garnered from funds held with Cache Valley Bank.
Nonmajor Governmental	$271,789	$1,458,343	These are the School's special revenue funds (i.e. Technology, Title I-A, etc.). All funds are performing as expected.

Updates / Other Items Section

New GASB Pronouncements – Two new Governmental Accounting Standards Board Statements, GASB 103, *Financial Reporting Model Improvements*, and GASB 104, *Disclosure of Certain Capital Assets*, became effective for FY26. These standards include updated presentation, terminology, required supplementary information, and note disclosure requirements. The audited financial statements have been updated to conform with these requirements.

IFARMS Account Changes – The State Department of Education has modified the IFARMS chart of accounts by adding expenditure account 617, Medicaid Match, beginning in FY27. This account should be used to record Medicaid match expenditures and will only apply to schools with a Medicaid program.

Thank you for having us perform your audit, and please contact us should you have any questions.

Tim Hoyt, CPA, CMA

Quest CPAs PLLC

Policy 3050 - Attendance Policy

~~3050A1~~
~~Alternative 1~~

~~The entire process of education requires a regular continuity of instruction, classroom participation, learning experiences, and study in order to reach the goal of maximum educational benefits for each individual child. The regular contact of the students with one another in the classroom and their participation in instructional activities under the tutelage of a competent teacher are vital to this purpose. This is an established principle of education that underlies and gives purpose to the requirement of compulsory schooling in this and every other state in the nation. The good things that schools have to offer can only be presented to students who are in attendance. With continued emphasis regarding excellence in education, all parties involved in attendance can better strive for quality in the classroom. Attendance reflects a student's dependability and is a significant factor on the student's permanent record. Future employers are as much concerned about punctuality and dependability as they are about academic record. School success, scholarship, and job opportunity are greatly affected by a good attendance record.~~

~~90% Attendance~~

~~The intent of the Board of Trustees is to have students attend school on a regular basis. Regular and consistent attendance results in increased learning. It is also the intent of the Board of Trustees to have the regular classroom teacher present whenever possible. A student's presence in the classroom with the regular teacher contributes to time on task, and time on task contributes directly to learning.~~

~~All students must be in attendance in each classroom 90% of the time when that class is in session. No credit will be granted to students missing more than nine days per semester or six days per trimester, whichever is applicable. The administration shall adjudicate absences where the total number of days is brought below nine days through doctor's excuses and legitimate illness.~~

~~The ONLY absences that WILL NOT be used in calculating the attendance record are:~~

1. ~~Those that occur due to school-sponsored activities, since these are considered an equivalent educational experience. These exemptions will apply to students participating in sports events, cheerleading, music related events, FFA trips, academic field trips, and others deemed co-curricular;~~
2. ~~Bereavement in the immediate family (grandmother, grandfather, father, mother, sister, brother). Any extended bereavement may be reviewed by the Board;~~

3. Subpoenas to appear in court or court-ordered, out-of-District placements for special services; and

4. Illness or hospitalization verified by a doctor's statement.

Absences which will be counted in the 90% limit will include such areas as: family trips; work days; vacations; visiting friends or relatives; suspension in and out of school; watching tournaments when not an actual participant; hair, medical, dental, or photography appointments; skiing; hunting; court appearances; attending concerts; shopping; or any others not mentioned which are unacceptable to the Board.

Truancy

Attendance at school is more than a legal obligation. It is a privilege. Every child of compulsory school age must be in attendance unless otherwise exempted as provided in Idaho Code §§ 33-204, 205 or as determined by school authorities.

The absence of a student from class or any portion of a class for any reason other than illness, emergency, or activities which have prior approval of the administration is to be considered an unexcused absence and therefore, an act of truancy.

When a student is absent for any reason except for a school-sponsored or an administration-approved absence, an adequate acceptable excuse must be provided within two school days following return to school; otherwise, the absence is classified as unexcused. Parents/guardians, doctors, or other responsible persons should provide excuses for all students except married students or those of age 18 with a current signed parent consent form on file, who may speak for themselves. An advance excused absence for trips, work, hunting, etc. may be provided to students who are passing. An advance excused absence must be approved prior to the absence by the principal and must include adequate provision to make up class work. Students with poor academic standing or who have been truant in the current or preceding semester are ineligible for advance excuses. An advance excused absence requires the prior approval of each of the student's teachers and the principal.

Any student who is a truant for the first time will have their parent contacted and serve [one Saturday detention]. The second truancy will result in a student-parent/guardian-principal conference and the student may be placed on suspension. Four truancies will result in a recommendation to the Board of Trustees for expulsion from school and the prosecuting attorney will be notified for purposes of filing a complaint against the parent, guardian, or other person responsible for the care of the child in a court of competent jurisdiction. Any parent or guardian of a public school pupil who is found to have knowingly allowed such pupil to become a habitual truant shall be guilty of a misdemeanor.

A student who has been expelled for attendance violations may petition the Board for reinstatement. Such petition may be granted upon presentation of a firm and unequivocal commitment to maintain regular attendance.

90% Attendance Appeal Process

If a student has lost credit due to excessive absences and the parent/guardian feels there is an extenuating circumstance, he or she may appeal to the Board of Trustees.

In reviewing written documentation during the appeal hearing, the Board of Trustees will consider the following:

1. Attendance for the preceding semester and/or year;
2. Grade(s) earned in the class(es) where credit was lost and other grades;
3. Make-up work completed and the student's attitude toward school; and
4. Extenuating circumstances. The Board decision and acceptance or rejection of extenuating circumstances is final.

3050A2
Alternative 2

Students are expected to attend all assigned classes each day. Teachers shall keep a record of absence and tardiness. Before the end of the school day, each school shall attempt to contact every parent, guardian, or custodian whose child is absent from school but who has not reported the child as absent for the school day, to determine whether the parent, guardian, or custodian is aware of the child's absence from school.

The following are valid excuses for absence and tardiness. Missed work assignments and activities may be made up in the manner provided by the teacher.

1. **Participation in school-approved activity:** To be excused, this absence must be authorized by a staff member and the affected teacher(s) must be notified prior to the absence, unless it is clearly impossible to do so.
2. **Absence caused by illness, health condition, or family emergency:** When possible, the parent is expected to notify the school office on the morning of the absence and send a signed note of explanation with the student upon his/her return to school. A student shall be allowed one makeup day for each day of absence. "Emergency" shall be defined as unforeseen and unexpected circumstances which create an air of crisis or extreme need. Such circumstances must present a grave and clear danger which could result in irremediable harm or

immediate disaster.

3. **Absence for parental-approved activities:** This category of absence shall be counted as excused for purposes agreed upon by the principal and the parent. An absence may not be approved if it causes a serious adverse effect on the student's educational progress. In participation-type classes (e.g., certain music and physical education classes), the student may not be able to achieve the objectives of the unit of instruction as a result of absence from class. In such a case, a parent-approved absence would have an adverse effect on the student's educational progress, which would ultimately be reflected in the grade for such a course.

4. **Absence resulting from disciplinary actions or short-term suspension:** Students who are removed from a class or classes as a disciplinary measure, or students who have been placed on short-term suspension, shall have the right to make up assignments or exams missed during time they were denied entry to the classroom.

Extended Illness or Health Condition

If a student is confined to home or hospital for an extended period, the school shall arrange for the accomplishment of assignments at the place of confinement whenever practicable. If the student is unable to do his/her schoolwork, or if there are major requirements of a particular course that cannot be accomplished outside of class, the student may be required to take an incomplete or withdraw from the class without penalty.

Excused Absence for Chronic Health Condition

Students with a chronic health condition which interrupts regular attendance may qualify for placement in a limited attendance and participation program. The student and his or her parent shall apply to the principal or counselor, and a limited program shall be written following the advice and recommendations of the student's medical advisor. The recommended limited program shall be approved by the principal. Staff shall be informed of the student's needs, though the confidentiality of medical information shall be respected at the parent's request. Absence verified by a medical practitioner may be sufficient justification for home instruction.

Unexcused Absences

1. Each unexcused absence shall be followed by a warning letter to the parent of the student. A student's grade shall not be affected if no graded activity is missed during such an absence.

2. When a student evidences repeated truancies, a conference shall be held among the parent, student and principal. At such a conference, the Principal, student and parent shall consider adjusting the student's program or transferring the student to another school or engaging in family counseling.

3. If the above action fails to correct the truancy problem, the student shall be declared an habitual truant. The attendance administrator shall interview the student and his or her family and prescribe corrective action, which may include expulsion, and/or filing a complaint against the parent, guardian, or other person responsible for the care of the child in a court of competent jurisdiction. A student who has been expelled for attendance violations may petition the Board for reinstatement. Such petition may be granted upon presentation of a firm and unequivocal commitment to maintain regular attendance.

Students are expected to be in class on time. When a student's tardiness becomes frequent or disruptive, the student shall be referred to the principal or counselor. If counseling, parent conference, or disciplinary action is ineffective in changing the student's attendance behavior, he/ she may be suspended from the class.

All sanctions imposed for failure to comply with the attendance policies and procedures shall be implemented in conformance with state and District regulations regarding corrective action or punishment.

3050A3
Alternative 3

In order to graduate from any {{Full_District_Name}} High School, a student must complete ____ credits. Completion of a course at any {{Full_District_Name}} high school will be defined as 65% mastery of the material and attendance to include not more than ten absences per semester. This attendance criteria is based on the theory that prompt and regular attendance in school is the beginning of dependability in adult business, personal, and social life. Furthermore, regular attendance is important, because valuable skills and information gained in the classroom may or may not show up on tests or be reflected in an academic grade. The general welfare of all students is best served by regular attendance.

1. A student will be allowed ten absences per class, per semester. Any absence beyond that number may mean a loss of credit in those subjects missed.

2. The ONLY absences that WILL NOT be used in calculating the attendance record are:

    A. Those that occur due to school-sponsored activities, since these are considered an equivalent educational experience. These exemptions will apply to students participating in sports events, cheerleading, music related events, FFA trips, academic field trips, and others deemed co-curricular.

    B. Bereavement in the immediate family (grandmother, grandfather, father, mother, sister, brother). Any extended bereavement may be reviewed by the Attendance Board;

    C. Subpoenas to appear in court or court-ordered, out-of-district placements for special services; and

    D. Illness or hospitalization verified by a doctor's statement.

3. Absences which will be counted in the ten-day limit will include such areas as: family trips, work days, vacations, visiting friends or relatives, suspension in and out of school, watching tournaments when not an actual participant, hair, medical, dental, or photography appointments, skiing, hunting, court appearances, attending concerts, shopping, or any others not mentioned which are unacceptable to the Attendance Board.

4. After five absences from school/class, a letter will be sent to the student's home, indicating the school policy and the number of days missed.

5. After seven absences, another letter will be sent, indicating the severity of the situation and explaining in detail the alternatives for non-compliance.

6. After going over the tenth absence, the student may have credit withheld. That student, with parental accompaniment, must appear before the Attendance Board, consisting of the high school principal, the guidance counselor, and those teachers whose classes the student has exceeded the allowable number of absences.

7. This Board will review the absence report to determine if the student will have credit withheld, which will occur unless extenuating circumstances surface.

8. The Attendance Board can, after hearing a student's/parent's appeal for retention of credit, deny credit or put certain stipulations on a student whose credit will be dependent upon an agreement reached with the student and parents concerning attendance for the rest of the semester.

9. ~~Any decision to withhold credit can be appealed to the Superintendent and/or to the Board. If the appeal is rejected, one can assume the Board feels the absence could have been avoided.~~
10. ~~If the appeal is not granted, the student will remain in that particular class period for the remainder of the semester or be placed in study hall. If disciplinary problems occur in that subject, the student will be suspended from school.~~
11. ~~If the appeal is granted, the student will return to class with the Attendance Board's stipulations. If the stipulations are violated, a loss of credit will result.~~
12. ~~The Attendance Board may also decide to make decisions regarding the student's participation in extracurricular activities.~~

3050A4
Alternative 4

A telephone call or a note from either parent or guardian is necessary when a student is absent or late for any reason. Notes must be given immediately to the attendance secretary. Teachers will have a list of admits. When a student arrives late or after an absence, the student is required to report directly to class. All absences and tardies will be recorded on the report card.

Activities or Preplanned Absences

It is the student's responsibility to notify teachers prior to being absent. Teachers may require the work to be completed and turned in prior to departure. If not requested by a teacher, students will have one day to make up work for each day missed, upon return.

Absences for school-sponsored activities are excused, but students are held responsible for the work missed. In order to participate in an extracurricular activity, including practice, students must be in school during the afternoon of the date of the event or in the afternoon on the last school day prior to the activity, if the activity falls on a non-school day. Exceptions may be made by the administration.

Excused Absences

An absence shall be excused when the absent is due to:

1. Illness;
2. Bereavement; or

3. Other reasons prescribed by the policies of the Board, including medical or legal appointments or family emergencies.

Verification should be available prior to requesting an admit slip. School work missed during an excused absence can be made up at full credit, even those beyond ~~ten~~ eight (8) days (see ~~Ten~~ Eight - Day Policy). Time allotted for makeup work is stated in each school's student handbook.

Unexcused Absences

Unexcused absences are not acceptable in the District. An unexcused absence is an absence for some other reason than specified in the Activities/Preplanned Absence or Excused Absence sections or an absence for which the student did not receive prior approval from the building administrator. Each building administrator shall have the authority to determine the appropriate penalty for any student whose absence is considered unexcused.

~~Ten~~-Eight Day Policy

Students can accumulate ~~ten~~ eight (8) absences each semester. This includes excused and unexcused, but does not include extracurricular absences. When students miss more than ~~ten~~ eight (8) days in a semester, they will be penalized two (2) percentage points on their quarter/semester grade for each absence beyond the ~~tenth~~ eighth day, if valid documentation excusing the absence is not provided. The student has two (2) days after the absence to provide supporting documentation that the absence was due to medical, legal, bereavement, school activities, or other acceptable reasons as approved by the building administrator. After the ~~tenth~~ eighth absence, a note from parents is not sufficient. Written notification from a medical person, legal staff, or other pertinent persons of authority verifying the student's reason for missing school must be obtained by parent or student. Upon return, an excused absence will be provided if this documentation is in hand, and no penalty will be incurred. If the student does not have that documentation, an unexcused admit will be issued, and the student will have two (2) days to obtain the necessary paperwork. Upon receipt of proper documentation, the attendance office will consider the absence excused. Failure to provide documentation within two (2) days will result in a permanent unexcused absence, and two (2) percentage points will be deducted on the quarter/semester grade for each day of the unexcused absence. The ~~ten~~ eight (8) days are computed on a semester basis; the grades are computed quarterly/semester, depending on the school. Administration reserves the right to extend this policy, after parent consultation, in extenuating circumstances.

Tardies

Classroom tardies are recorded by the teacher ~~should be handled by the teacher~~ and

handled by the building administrative office. ~~Excessive tardies may be referred to the building administrator's office.~~

Legal Reference:

Legal References	Description
IC § 33-202	Attendance at Schools - School Attendance Compulsory
IC § 33-204	Attendance at Schools - Exemption for Cause
IC § 33-205	Denial of School Attendance
IC § 33-207	Attendance at Schools - Proceedings Against Parents or Guardians
Id. Const. art. IX, § 9	Compulsory Attendance at School

Cross References:

Code	Description
2440	Online Courses and Alternative Credit Options
2605	Advancement Requirements (6 through 9)

Adopted:
Revised:
Reviewed:

Policy 3225 – Student Clubs: Equal Access

The Board of Trustees regards student clubs and organizations as an important part of the education and development of students.

Preston ~~Joint~~ School District #201 ~~Board of Education~~ maintains a "limited open forum" for clubs pursuant to the following guidelines.

Curriculum clubs are authorized in grades K-12. ~~Curriculum clubs are sponsored by District schools and may receive leadership, direction, and support from the school and the District.~~ Non-curriculum clubs are authorized in grades 6-12.

~~Non-curriculum clubs are authorized in grades 6-12 under state and federal laws and regulations for the purpose of granting a place on the school's premises for students to meet during non-instructional time. Non-curriculum clubs are student-initiated. Their meetings, ideas, and activities are not sponsored or endorsed in any way by the Board, the schools, or by school or District employees. The District does not accept any responsibility or liability for non-curriculum clubs. The District shall not sponsor clubs which advocate religions, political beliefs, or ideas.~~

~~Authority~~

~~This policy is authorized by and based on:~~

~~A. Federal Equal Access Act, 20 U.S.C. §4071~~

~~B. Idaho Code 33-1608 through 33-1612~~

~~Definitions~~

~~As used in this policy:~~

~~1. "Administrator" means the school principal or assistant principal.~~

~~2. "Advisor" means the faculty member working with curriculum or non-curriculum club to ensure compliance with this policy.~~

~~3. "Board" means the Preston Joint School District Board of Trustees.~~

~~4. "Closed forum" means allowing only curriculum clubs.~~

~~5. "Club" means any student organization that meets during non-instructional time.~~

~~6. "Curriculum club" means a club:~~

~~i. Whose subject matter is taught or will soon be taught in a regular course;~~

~~ii. Whose subject matter concerns the body of courses as a whole; or~~

~~iii. That may receive leadership, direction, and support from the school and the District.~~

~~7. "District" means Preston Joint School District.~~

~~8. "Limited open-forum" means allowing both curriculum and lawful non-curriculum clubs.~~

~~9. "Non-curriculum club" means any club whose subject or purpose is not included in the definition of a curriculum club. Non-curriculum clubs are student initiated. Their meetings, ideas and activities are not sponsored or endorsed in any way by the Board, the school, or District employees.~~

~~10. "Non-instructional time" means time set aside by the school before actual classroom instruction begins, at lunch, or after actual classroom instruction ends.~~

~~11. "Non-participating capacity" shall mean a person may not promote or lead any meeting.~~

~~12. "Superintendent" means the Superintendent of Preston Joint School District.~~

Definitions

As used in this policy:

1. “School” shall mean any school in the Preston School District #201;
2. “Club” shall mean a curriculum club or a non-curriculum group of students of the school who wish to organize and meet to form common goals, objectives, or purposes, but do not include school activities;
3. “Curriculum Club” shall mean a club which is directly under the sponsorship, direction, and control of the school and whose subject matter is taught or will soon be taught in a regular course, or concerns the body of courses as a whole;
4. “Non-curriculum club” shall mean a student initiated club which is not under the sponsorship, direction, or control of the school or any student initiated club that does not directly relate to the body of courses offered by the school;
5. “Non-participating capacity” shall mean a person may not promote, lead, or participate in any meeting;
6. “Limited open-forum” shall mean allowing both curriculum and lawful non-curriculum clubs; and
7. “Closed forum” shall mean allowing only curriculum clubs.

The school within the District shall provide equal access and a fair opportunity for clubs to organize and to meet on school premises during the times established for such meetings.

Curriculum clubs shall be advised by a member of the faculty, staff, or administration of the school. The District shall not sponsor clubs which advocate particular religious or political beliefs or ideas. Any such clubs shall be non-curriculum, and must engage a school employee to monitor their activities while on the premises. The school and the School District shall not be identified or associated with the goals, objectives, activities, beliefs, or opinions of any non-curriculum clubs or its members.

~~Application for Authorization for Curriculum and Non-Curriculum Clubs~~

~~The following general guidelines will be observed in approving, establishing, and operating student clubs at Preston Joint School District schools.~~

~~A. Authorization for Curriculum Clubs~~

~~1. Curriculum clubs shall have a minimum of five (5) members.~~

~~2. Faculty members (curriculum clubs) or students (curricular or non-curriculum clubs) proposing clubs must submit a written application for authorization on the District Club Authorization Form no later than the end of the first semester of the year of the club's inception.~~

~~3. Written application for authorization of curriculum clubs must include:~~

~~i. Proposed club name;~~

~~ii. Statement of the club's purpose, goals, and activities indicating all of the following that may apply:~~

~~• athletic~~
~~• business/economic/technology~~
~~• agriculture~~
~~• art/music/performance~~
~~• leadership~~
~~• science~~
~~• community service/social justice~~
~~• professional technical~~
~~• other~~

~~4. Proposed meeting times, dates, and places; and~~

~~5. The proposed club charter, constitution, or bylaws which shall include at least:~~

~~i. The rules of organization,~~

~~ii. The election of officers,~~

~~iii. Voting procedures,~~

iv. Objective membership criteria,
v. Meeting rules of order,
vi. Procedures for amending the rules,
vii. Attendance requirements,
viii. Financial statement

6. A statement as to the identity and role of the faculty advisor.

B. Annual Authorization for Non-Curriculum Clubs

1. Non-curriculum clubs should have a minimum of five (5) members. Students proposing non-curriculum clubs must submit written application for authorization on the District Club Authorization Form no later than the end of the first semester of the year of the club's inception. Written application for authorization of non-curriculum clubs must include:

2. Proposed club name;

3. Statement of the club's purpose, goals, and activities indicating all of the following that may apply:

i. Athletic
ii. Business/economic/technology
iii. Agriculture
iv. Art/music/performance
v. Leadership
vi. Science
vii. Religious
viii. Community service/social justice
ix. Professional technical
x. Other

4. Proposed meeting times, dates, and places; and

5. The proposed club charter, constitution, or bylaws which shall include at least:

i. The rules of organization,
ii. The election of officers,
iii. Voting procedures,
iv. Objective membership criteria,
v. Meeting rules of order,
vi. Procedures for amending the rules,
vii. Letter award requirements, and
viii. Financial statement

6. A statement as to the identity and role of the faculty advisor.

Review and approval of a non-curricular club must occur on an annual basis. If a non-curricular club is seeking renewal for a third consecutive school year, those seeking to continue the club may submit the prior written application for authorization rather than submitting a new document. If the non-curricular club is proposing any modifications to its operations, a new written application shall be submitted.

If a faculty advisor chooses to discontinue association with the non-curricular club, no meetings of the non-curricular club may occur until such time as a new faculty advisor has volunteered for the position as is approved by the building principal. If no new faculty member is willing to assume this role, the club will discontinue operations.

Review of Applications for Curriculum and Non-Curriculum Clubs

A. Application Approval

Applications will first be reviewed by the Faculty Advisor.

Final club approval is through the school administrator.

1. Procedures for Reviewing Applications for Curriculum Clubs

The administrator shall review applications for authorization of curriculum clubs on a case-by-case basis. Before granting authorization, the administrator must find: (1) that the proposed club would meet this policy's definition of curriculum club and (2) that the proposed club's purpose and activities comply with this policy.

The administrator may request additional information from the faculty advisor, or from students proposing the club.

2. Determining Curriculum Relatedness

The administrator determines curriculum relatedness by strictly applying this policy's definition of curriculum club to the club application. If the administrator finds that the proposed club is a curriculum club, the administrator shall continue to review the application as an application for a curriculum club. If the administrator finds that the proposed club is a non-curriculum club, the administrator may return the application to the faculty member or students proposing the club for amendment, or review the application as an application for a non-curriculum club.

3. Purpose and Activities for Curriculum Clubs

The administrator shall deny authorization to any club or require changes prior to granting authorization if the administrator finds that its purpose or activities would:

i. Violate the law, regulation or administrative rules or advocate such imminent violation of laws, regulations or administrative rules or involving presentations in violation of laws, regulations or administrative rules or contrary to the District's curriculum or privacy rights of individuals or families. This restriction does not apply to:

- Appropriate discussions concerning the changing of laws, regulations or rules, or to actions taken through appropriate channels or procedures to effectuate such changes.
- Discussion as to Sexual Orientation including such subjects as combating unfair treatment, prejudices or stereotypes.

ii. Harass or denigrate any person or advocate such imminent action.

iii. Intend to cause a person to fear to freely exercise or enjoy any right secured by the Constitution or laws of the United States or the state of Idaho, or advocate such imminent action.

iv. Include any effort to engage in or conduct mental health therapy, medical services, counseling, or psychological services for which a license would be required.

v. The administrator may request information and shall require changes in a club's proposed purpose or activities which the administrator finds necessary to:

- Prevent any material and/or substantial interference with the orderly operation of the school;
- Protect the well-being of students and faculty;
- Ensure compliance with all applicable state and federal laws, rules, regulations and policies;
- Maintain order and discipline;
- Protect the rights of parents and students;
- Maintain boundaries of socially appropriate behavior; or

vi. Restrict activities harmful to the school's educational mission.

In deciding the purpose and activities of clubs, students should consider ways in which the club can be of service to the school or community.

4. Names for Curriculum Clubs

The administrator shall approve the proposed names of curriculum clubs, as stated in the club application, consistent with law and policy.

Procedures for Reviewing Applications for Non-Curriculum Clubs

~~The administrator shall review applications for authorization of non-curriculum clubs on a case-by-case basis. Before granting authorization, the administrator must find: (1) the proposed club's purpose and activities are lawful and comply with this policy and (2) the application otherwise complies with all other provisions and requirements of this policy. The administrator may request additional information from the individuals who are proposing the club.~~

~~A. Purpose and Activities of Non-Curriculum Clubs~~

~~The administrator shall deny authorization to any club or require changes prior to granting authorization if the administrator finds that its purpose or activities could:~~

~~1. Violate the law, regulation or administrative rules or advocate such imminent violation of laws, regulations or administrative rules or involving presentations in violations of law, regulations or administrative rules or contrary to the District's curriculum or privacy rights of individuals or families. This restriction does not apply to:~~

~~• Appropriate discussions concerning the changing of laws, regulations, or rules, or to actions taken through appropriate channels or procedures to effectuate such changes.~~

~~• Discussion as to Sexual Orientation including such subjects as combating unfair treatment, prejudices, or stereotypes.~~

~~2. Harass or denigrate any person or advocate such imminent action.~~

~~3. Intend to cause a person to fear to freely exercise or enjoy any right secured by the Constitution or laws of the United States or the state of Idaho, or advocate such imminent action.~~

~~4. Include any effort to engage in or conduct mental health therapy, medical services, counseling, or psychological services for which a license would be required.~~

~~5. The administrator may request information and shall require changes in a club's proposed purpose or activities which the administrator finds necessary to:~~

~~• Prevent any material and/or substantial interference with the orderly operation of the school;~~

~~• Protect the well-being of students and faculty;~~

~~• Ensure compliance with all applicable laws, rules, regulations, and policies;~~

~~• Maintain order and discipline;~~

- Protect the rights of parents and students;
- Maintain boundaries of socially appropriate behavior; or
- Restrict activities harmful to the school's educational mission.

6. In deciding the purpose and activities of clubs, students should consider ways in which the club can be of service to the school or community.

7. The school or District name will not be identified with the aims, policies, or opinions of the student organization or its members.

8. The District shall not be identified or associated in any way with the goals, objectives, activities, or opinions of non-curriculum clubs to raise money.

Names for Non-Curriculum Clubs

The administrator shall deny authorization of a club's name, or require changes prior to granting authorization if the administrator finds that the proposed name:

A. Does not reasonably reflect the nature, purposes, and activities of the club,

B. Implies violation of (1)(A) of this section, or

C. Implies inappropriate association with outside organizations or groups and/or engaged in a patent, copyright, or trademark infringement.

Granting or Denying Authorization

The administrator shall grant authorization to proposed curriculum and non-curriculum clubs whose applications are found to meet the requirements of this policy and shall deny authorization to proposed clubs which do not. The superintendent or assistant superintendent will be notified of all clubs denied or approved.

Authorized Curriculum and Non-Curriculum Clubs

A. Faculty Oversight

There must be a volunteer faculty member for each curriculum and non-curriculum club to provide oversight consistent with this policy and the needs of the school. If there is not any faculty volunteer the club may not exist.

1. Curriculum Clubs

Faculty advisors organize and direct the purpose and activities of the curriculum club and ensure compliance with the approved club charter, constitution or bylaws and with all applicable laws, rules, and policies of the District.

2. Non-Curriculum Clubs

Faculty advisors provide oversight and active supervision to ensure compliance with the approved club charter, constitution, or bylaws and with applicable laws, rules, and this policy.

B. Insurance/High Risk

If the District's insurance carrier considers the club or organization to be high risk and is likely to increase the district's insurance rate as a result of adding the club or organization, the administrator and/or director will not approve.

Facilities

The administrator will determine and assign facilities for curriculum-related and non-curriculum-related clubs consistent with the facility availability and facility needs of the school.

A. Curriculum Clubs

1. In assigning facilities, the administrator may give priority to curriculum clubs over non-curriculum clubs.

2. The school may provide financial or other support to curriculum clubs.

B. Non-Curriculum Clubs

1. No preference or priority shall be given among non-curriculum clubs. All shall be treated the same and there shall be no discrimination between clubs in making such determinations.

2. The school shall provide only the space for non-curriculum club meetings. No other expenditure of public funds is authorized or will occur.

Equal Access Regulations

A. Student participation in club activities and attendance at club meetings shall be voluntary and shall be limited to those students who are currently enrolled in the School District. All student groups meeting on school premises are required to open membership to all interested and/or eligible students. Clubs shall be allowed to meet on school premises before school, during the noon hour, and after school on days when school is in session. The time and place of all club meetings shall be subject to available space, conflicting activities and programs, and the availability of the faculty sponsor or monitor. Students shall be responsible for ensuring the presence of a faculty sponsor or monitor prior to every meeting. Clubs will be allowed to meet on school premises during other times of the day only in extraordinary or exceptional circumstances as may be determined by the principal or designee.

1. All clubs must comply with the provisions of the school's student constitution, if applicable.

~~2. No hazing of students shall be permitted.~~

~~3. The principal or designee may deny the opportunity of any club to meet on school premises and may deny permission of any non-school person to meet with or speak to a club on school premises, when there exists a substantial likelihood of material and substantial interference with the orderly conduct of educational activities within the school, or if the meeting or activities in the meeting are, or will be, in violation of any law or ordinance.~~

~~4. The principal or designee may temporarily or permanently terminate the opportunity of any club to meet on school premises in the future if the club has materially or substantially interfered with the orderly conduct of educational activities within the school, if the activities of the club have violated any law or ordinance, or if the club has violated any provision of this policy.~~

~~B. Each approved curriculum and non-curriculum club must complete and submit a request form to the principal or designee stating the name of the club, meeting purpose, meeting dates, and meeting times before any meeting may occur.~~

The following general guidelines will be observed in approving, establishing, and operating student clubs at Preston School District #201 schools.

1. Each proposed club must complete and submit a request form to the club advisor stating the name, specific purpose of the club, the membership requirements, the activities of the club, and meeting dates and times. Each proposed club shall have the student group perform a risk management assessment of the proposed club activities using Form 3225F. The club advisor shall first review the request and submit it to the School Administrator or designee. The School Administrator or designee shall approve or deny the request, designate the club as either a curriculum club or non-curriculum club, and send a copy of the request and decision to the Superintendent for informational purposes.
2. Student participation in club activities and attendance at club meetings shall be voluntary and shall be limited to those students who are currently enrolled in the School District. All student groups meeting on school premises are required to open membership to all interested and/or eligible students. Clubs shall be allowed to meet on school premises before school, during the lunch hour, and after school on days when school is in session. The time and place of all club meetings shall be subject to available space, conflicting activities and programs, and the availability of the advisor. Students shall be responsible for ensuring the presence of an advisor prior to every meeting. Clubs will be allowed to meet on school premises during other times of the day only in extraordinary or exceptional circumstances as may be determined by the School Administrator or designee.

3. Every student must have a signed written permission from a parent or guardian before joining or taking part in any school club. The club advisor is responsible for collecting the permission forms and keeping a current record of them.
4. All clubs must comply with the provisions of the school's student constitution, if applicable.
5. No hazing of students shall be permitted.
6. The School Administrator or designee may deny the opportunity of any club to meet on school premises, and may deny permission of any non-school person to meet with or speak to a club on school premises, when there exists a substantial likelihood of material and substantial interference with the orderly conduct of educational activities within the school, or if the meeting or activities in the meeting are, or will be, in violation of any law or ordinance.
7. The School Administrator or designee may temporarily or permanently terminate the opportunity of any club to meet on school premises in the future if the club has materially or substantially interfered with the orderly conduct of educational activities within the school, if the activities of the club have violated any law or ordinance, or if the club has violated any provision of this policy.

For curriculum clubs, the following guidelines will apply:

1. Each curriculum club will have a faculty or staff member appointed as advisor. The advisor shall be approved by the School Administrator or designee;
2. All activities of the club must have prior approval of the advisor;
3. Club funds shall be subject to deposit, audit, and disbursement in accordance with the regulations of the District; and
4. The content and placement of club posters or advertisements shall be approved by the club advisor.

For non-curriculum clubs, the following guidelines will apply:

1. The formation of non-curriculum clubs shall be student initiated. Non-school persons may not direct, conduct, control, or regularly attend activities;
2. Recognition by the Preston School District #201 of a non-curriculum club is not an endorsement of the aims, policies, or opinions of the student organization or its members;
3. The school or District's name will not be identified with the aims, policies, or opinions of the student organization or its members;
4. Notices of meetings of non-curricular student organizations may be posted only on a designated bulletin board used by all non-school sponsored organizations. No announcements shall be made over the public address system or in any school-sponsored publications;

5. No funds will be expended by the school for any such meeting beyond the incidental cost associated with providing a meeting place;
6. Every non-curriculum club must have a District employee volunteer as an advisor to the club. The advisor shall be responsible for monitoring the meetings to assure that attendance at the meetings is voluntary, to assure that the meetings do not materially and substantially interfere with the orderly conduct of educational activities within the school, and to assure that order and discipline are maintained. Advisors shall attend the meetings of non-curriculum clubs that are political or religious in nature in a non-participatory capacity;
7. No school employee shall be compelled to be an advisor of a non-curriculum club;
8. Club posters or flyers need to have a disclaimer as set out in Procedure 3225P1, and poster content and placement shall be approved by the School Administrator or designee; and
9. The Preston School District #201 shall not be identified or associated in any way with the goals, objectives, activities, or opinions of any non-curriculum clubs to raise money.

~~Membership~~

~~A. Curriculum Club~~

~~1. Each student must meet all eligibility requirements including:~~

~~i. Academic,~~

~~ii. Drug and alcohol,~~

~~iii. Student handbook regulations,~~

~~iv. Membership is limited to students who are currently registered in the District, and~~

~~v. Parent or Guardian Permission.~~

~~2. Membership in individual curriculum clubs is governed by the following guidelines:~~

~~i. Clubs may require that prospective members try out based on objective criteria outlined in the application materials.~~

~~ii. Try-outs shall not require activities that violate laws, policies, or regulations of the State or District.~~

~~iii. Membership may not be limited on the basis of race, religion, gender, ethnicity, national origin, disability, or any other state or federally recognized protected classification as such may change or grow from time to time.~~

~~B. Non-Curriculum Clubs~~

1. Each student must meet all eligibility requirements including:
    i. Academic,
    ii. Drug and alcohol,
    iii. Student handbook regulations, and
    iv. Parent or Guardian permission.

C. Membership in individual non-curriculum clubs is governed by the following guidelines:

1. Membership is limited to students who are currently registered in the school. Outside individuals may be granted membership depending upon administrator approval.

2. Clubs may require that prospective members try out based on objective criteria outlined in the application materials. Try-outs shall not require activities which violate laws, policies, or regulations of the State or District.

3. Membership may not be limited on the basis of race, religion, gender, ethnicity, national origin, or disability or any other state or federally recognized protected classification as such may change or grow from time to time.

4. Attendance or participation in club meetings or activities is limited to in-district students, except that non-school persons may attend on occasion to make presentations if approved in advance by the administrator. Non-school persons shall not direct, conduct, control, or regularly attend meetings or activities of clubs.

Communications

A. Curriculum Clubs

Each administrator shall determine what access curriculum clubs shall be given to the school newspaper, yearbook, bulletin boards, public address system, etc. Access for all curriculum clubs shall be equal and there shall be no discrimination between clubs in making any such access or use determinations.

B. Non-Curriculum Clubs

Access for all non-curriculum clubs shall be equal and there shall be no discrimination between clubs in making any such access or use determinations. Notices of meetings of non-curriculum clubs may be posted only on designated bulletin boards used by all non-curriculum clubs. No announcements shall be made over the public address system or in school-sponsored publications.

Review of Authorization

The administrator shall investigate any report or allegation that an authorized curriculum or non-curriculum club is participating in activities beyond the scope of its charter,

~~constitution, or bylaws, or is in violation of any applicable law, rule, regulation, or policy. After meeting with the faculty advisor and the students involved, the administrator may do any of the following:~~

~~A. Allow the original charter, constitution, or bylaws to be modified to include the activities if they are in compliance with the law, rules, regulations or policies;~~

~~B. Instruct the advisor not to allow similar violations in future;~~

~~C. Suspend the club's authorization pending further corrective action as determined by the administrator; or~~

~~D. Terminate the club's authorization.~~

~~Appeal of Decisions Affecting Curriculum and Non-Curriculum Clubs~~

~~Any student directly affected by a decision made under this policy may appeal the decision by writing to the District Assistant Superintendent.~~

Right to Close the Forum

The Board reserves the right to create a "closed forum" at any time during the school year or at any other time by allowing curriculum clubs only. Closed forum would need a majority board vote during a public board meeting.

Procedures

The Superintendent or designee shall maintain Procedure 3225P1, which sets out club applications, review standards, membership, communications, investigations and appeals.

Legal Reference:

Federal Equal Access Act, 20 U.S.C. §4071

Idaho Code 33-1608 through 33-1612

Cross Reference:

3225P1	Student Clubs Procedure
3225F	Student Club Risk Management Plan

ADOPTED: December 13, 2023

AMENDED:

Policy 3225P1 – Student Clubs: Equal Access Procedure

This procedure implements Policy 3225. Terms defined in Policy 3225 have the same meanings in this procedure. Where this procedure and the policy differ, the policy controls.

Definitions

In addition to the terms defined in Policy 3225, as used in this procedure:

1. "Advisor" means the District employee assigned to a club. The advisor is the first reviewer of the club's application and oversees the club consistent with Policy 3225. A curriculum club's advisor is a faculty or staff member approved by the School Administrator; a non-curriculum club's advisor is a District employee who volunteers and is approved by the School Administrator.
2. "Board" means the Preston Joint School District #201 Board of Trustees.
3. "District" means Preston Joint School District #201.
4. "Non-instructional time" means time set aside by the school before actual classroom instruction begins, at lunch, or after actual classroom instruction ends.
5. "School Administrator" means the building principal or assistant principal of the school where the club will meet, and includes a designee. The School Administrator is the approving authority for all clubs under this procedure.
6. "Superintendent" means the Superintendent of Preston Joint School District #201 or designee. The Superintendent receives approved and denied club applications for informational purposes only.

Application for Authorization for All Clubs

A. **Authorization for Curriculum Clubs**

1. Curriculum clubs shall have a minimum of five (5) members.
2. Faculty members (curriculum clubs) or students (curricular or non-curriculum clubs) proposing clubs must submit a written application for authorization on the District Club Authorization Form, together with Form 3225F (Student Club Risk Management Plan), no later than the end of the first semester of the year of the club's inception.
3. Written application for authorization of curriculum clubs must include:

a. Proposed club name;

b. Statement of the club's purpose, goals, and activities indicating all of the following that may apply: athletic; business/economic/technology; agriculture; art/music/performance; leadership; science; community service/social justice; professional technical; other;

c. Proposed meeting times, dates, and places;

d. The proposed club charter, constitution, or bylaws which shall include at least: the rules of organization; the election of officers; voting procedures; objective membership criteria; meeting rules of order; procedures for amending the rules; attendance requirements; and financial statement; and

e. A statement as to the identity and role of the advisor.

B. **Annual Authorization for Non-Curriculum Clubs**

1. Non-curriculum clubs shall have a minimum of five (5) members. Students proposing non-curriculum clubs must submit written application for authorization on the District Club Authorization Form, together with Form 3225F, no later than the end of the first semester of the year of the club's inception. Written application for authorization of non-curriculum clubs must include the items listed in A.3, with "religious" added.
2. If an advisor chooses to discontinue association with the non-curricular club, no meetings of the non-curricular club may occur until such time as a new advisor has volunteered for the position and is approved by the School Administrator. If no new employee is willing to assume this role, the club will discontinue operations.

Review of Applications for All Clubs

A. **Application Review.** Applications will first be reviewed by the club advisor. The advisor reviews the application for completeness and for consistency with Policy 3225 and this procedure, signs it, and submits it to the School Administrator. The School Administrator then reviews the application under this procedure and approves or denies it. The School Administrator's decision is final, subject to appeal under this procedure. After deciding, the School Administrator sends a copy of the application and the decision to the Superintendent for informational purposes. Superintendent and Board approval are not required.

B. **Procedures for Reviewing Applications for Curriculum Clubs.** The School Administrator shall review applications for authorization of curriculum clubs on a case-by-case basis. Before granting authorization, the School Administrator must find: (1) that the proposed club would meet the policy's definition of curriculum club and (2) that the proposed club's purpose and activities comply with the policy and this procedure. The School Administrator may request additional information from the advisor, or from students proposing the club.

C. **Procedures for Reviewing Applications for Non-Curriculum Clubs.** The School Administrator shall review applications for authorization of non-curriculum clubs on a case-by-case basis. Before granting authorization, the School Administrator must find: (1) the proposed club's purpose and activities are lawful and comply with the policy and (2) the application otherwise complies with all other provisions and requirements of

the policy and this procedure. The School Administrator may request additional information from the individuals who are proposing the club.

D. **Determining Curriculum Relatedness.** The School Administrator determines curriculum relatedness by strictly applying the policy's definition of curriculum club to the club application. If the School Administrator finds that the proposed club is a curriculum club, the School Administrator shall continue to review the application as an application for a curriculum club. If the School Administrator finds that the proposed club is a non-curriculum club, the School Administrator may return the application to the faculty member or students proposing the club for amendment, or review the application as an application for a non-curriculum club. The School Administrator makes the final designation.

E. **Purpose and Activities of All Clubs.** The School Administrator shall deny authorization to any club or require changes prior to granting authorization if the School Administrator finds that its purpose or activities would:

1. Violate the law, regulation or administrative rules or advocate such imminent violation of laws, regulations or administrative rules or involving presentations in violation of laws, regulations or administrative rules or violate the privacy rights of individuals or families. This restriction does not apply to: (a) appropriate discussions concerning the changing of laws, regulations or rules, or to actions taken through appropriate channels or procedures to effectuate such changes; or (b) discussion as to sexual orientation including such subjects as combating unfair treatment, prejudices or stereotypes.
2. Harass or denigrate any person or advocate such imminent action.
3. Intend to cause a person to fear to freely exercise or enjoy any right secured by the Constitution or laws of the United States or the state of Idaho, or advocate such imminent action.
4. Include any effort to engage in or conduct mental health therapy, medical services, counseling, or psychological services for which a license would be required.

   The School Administrator may request information and shall require changes in a club's proposed purpose or activities which the School Administrator finds necessary to:

- Prevent any material and/or substantial interference with the orderly operation of the school;
- Protect the well-being of students and faculty;
- Ensure compliance with all applicable state and federal laws, rules, regulations and policies;
- Maintain order and discipline;
- Protect the rights of parents and students;

- Maintain boundaries of socially appropriate behavior; or
- Restrict activities harmful to the school's educational mission.

These standards apply to every club without regard to the religious, political, philosophical, or other content of the club's speech.

In deciding the purpose and activities of clubs, students should consider ways in which the club can be of service to the school or community.

Club Names

A. **Curriculum Clubs.** The School Administrator shall approve the proposed names of curriculum clubs, as stated in the club application, consistent with law and policy.

B. **Non-Curriculum Clubs.** The School Administrator shall deny authorization of a club's name, or require changes prior to granting authorization, if the School Administrator finds that the proposed name:

1. Does not reasonably reflect the nature, purposes, and activities of the club;
2. Implies violation of Review of Applications, item E; or
3. Implies inappropriate association with outside organizations or groups and/or would be a patent, copyright, or trademark infringement.

Granting or Denying Authorization

The School Administrator shall grant authorization to proposed clubs whose applications are found to meet the requirements of the policy and this procedure, and shall deny authorization to proposed clubs which do not. The School Administrator shall notify applicants of the decision in writing, with reasons for any denial, and shall send a copy of each approved or denied application to the Superintendent for informational purposes.

Authorized Curriculum and Non-Curriculum Clubs

A. **Oversight.** There must be an advisor for each club to provide oversight consistent with the policy and the needs of the school. If there is not any advisor, the club may not meet.

1. **Curriculum Clubs.** Advisors organize and direct the purpose and activities of the curriculum club and ensure compliance with the approved club charter, constitution or bylaws and with all applicable laws, rules, and policies of the District.
2. **Non-Curriculum Clubs.** Advisors carry out the duties in Policy 3225 and attend meetings of religious or political clubs in a non-participating capacity.

B. **Insurance/High Risk.** The School Administrator shall use the club's Form 3225F to identify clubs to review with the District's insurance carrier. If the District's insurance carrier considers the club or organization to be high risk and is likely to increase the district's insurance rate as a result of adding the club or organization, the School Administrator will not approve the club.

Facilities

The School Administrator will determine and assign facilities for clubs consistent with the facility availability and facility needs of the school.

A. **Curriculum Clubs**

1. In assigning facilities, the School Administrator may give priority to curriculum clubs over non-curriculum clubs.
2. The school may provide financial or other support to curriculum clubs.

B. **Non-Curriculum Clubs**

1. No preference or priority shall be given among non-curriculum clubs. All shall be treated the same and there shall be no discrimination between clubs in making such determinations.

Meetings

A. Each approved club must complete and submit a request form to the School Administrator or designee stating the name of the club, meeting purpose, meeting dates, and meeting times before any meeting may occur.

Membership

A. **Curriculum Clubs.** Each student must meet all eligibility requirements including:

1. Academic,
2. Drug and alcohol,
3. Student handbook regulations, and
4. Parent or guardian permission.

B. Membership in individual curriculum clubs is governed by the following guidelines:

1. Clubs may require that prospective members try out based on objective criteria outlined in the application materials.
2. Try-outs shall not require activities that violate laws, policies, or regulations of the State or District.
3. Membership may not be limited on the basis of race, religion, gender, ethnicity, national origin, disability, or any other state or federally

recognized protected classification as such may change or grow from time to time.

C. **Non-Curriculum Clubs.** Each student must meet all eligibility requirements including:

1. Academic,
2. Drug and alcohol,
3. Student handbook regulations, and
4. Parent or guardian permission.

D. Membership in individual non-curriculum clubs is governed by the following guidelines:

1. Membership is limited to students who are currently registered in the District.
2. Clubs may require that prospective members try out based on objective criteria outlined in the application materials. Try-outs shall not require activities which violate laws, policies, or regulations of the State or District.
3. Membership may not be limited on the basis of race, religion, gender, ethnicity, national origin, or disability or any other state or federally recognized protected classification as such may change or grow from time to time.
4. Attendance or participation in club meetings or activities is limited to in-district students, except that non-school persons may attend on occasion to make presentations if approved in advance by the School Administrator.

E. Signed parent or guardian permission forms are kept by the advisor, who verifies that every member has one before participating (see Form 3225F).

Communications

A. **Curriculum Clubs.** Each School Administrator shall determine what access curriculum clubs shall be given to the school newspaper, yearbook, bulletin boards, public address system, etc. Access for all curriculum clubs shall be equal and there shall be no discrimination between clubs in making any such access or use determinations.

B. **Non-Curriculum Clubs.** Access for all non-curriculum clubs shall be equal and there shall be no discrimination between clubs in making any such access or use determinations.

C. **Disclaimer.** Every non-curriculum club poster or flyer must state: “This is a student-initiated club. It is not sponsored or endorsed by Preston Joint School District #201.”

Review of Authorization

The School Administrator shall investigate any report or allegation that an authorized club is participating in activities beyond the scope of its charter, constitution, or bylaws, or is in violation of any applicable law, rule, regulation, or policy. After meeting with the advisor and the students involved, the School Administrator may do any of the following:

A. Allow the original charter, constitution, or bylaws to be modified to include the activities if they are in compliance with the law, rules, regulations or policies;

B. Instruct the advisor not to allow similar violations in future;

C. Suspend the club's opportunity to meet pending further corrective action as determined by the School Administrator; or

D. Terminate the club's opportunity to meet under Policy 3225 and withdraw its approval, notifying the Superintendent for informational purposes.

Appeal of Decisions Affecting Clubs

Any student directly affected by a decision made under Policy 3225 or this procedure may appeal the decision by writing to the District Assistant Superintendent within ten (10) school days. The Assistant Superintendent's decision may be appealed in writing to the Board, whose decision is final.

Reviewed:

Policy 3240 – Student Publications

Journalistic experience in a school setting should be calculated to develop the background of skills and understanding which will equip a student for the responsibilities of the free press in our society. Students must recognize, however, that a school-sponsored newspaper or student publication is unique and different from other ~~newspapers~~ publications in at least four ways.

1. It is an instructive tool in addition to a means of student self-expression;
2. It is read not just by the intended audience of fellow students, but by parents and many citizens outside the school;
3. It is partially supported by tax funds; and
4. It is an influence on the public relations of the entire District since its content is read by many not simply as expressions of individual students, but as expressions representative of the entire student body and approved by the administration.

The concept of "freedom of the press" under the First Amendment has application with regard to ~~school-sponsored~~ student publications. However, the United States Supreme Court has established that school districts may exercise editorial control over the style and content of ~~school-sponsored newspapers~~ student publications without violating the First Amendment. All ~~school-sponsored~~ student publications shall comply with the ethics and rules of responsible journalism. Text that is libelous, obscene, vulgar, lewd, invades the privacy of others, conflicts with the basic educational mission of the school, is socially inappropriate, is inappropriate due to the maturity of the students, or is materially disruptive to the educational process will not be tolerated.

The District recognizes that there are valid and necessary reasons to exercise such prepublication editorial control and to impose reasonable restrictions on student speech in ~~school-sponsored~~ District approved publications. Thus, the following guidelines apply to all ~~school-sponsored~~ District approved student publications.

1. ~~School-sponsored~~ District approved publications are those publications, including, but not limited to, school newspapers, magazines, yearbooks, and athletic programs; whether they are printed or online, which may fairly be characterized as part of the District's curriculum, whether or not they occur in a traditional classroom setting. Generally they include student publications which are supervised or advised by a faculty member and are designed to impart particular knowledge or skills to student participants and audiences. However, they also may include publications which students, parents, and members of the public reasonably perceive to be sponsored or approved by the District. The author's name will accompany personal opinions and editorial statements. An opportunity for the expression of differing opinions from those

published/produced will be provided within the same media.

2. The District will not restrict student freedom of expression when such expression is within the rules of responsible journalism and is consistent with the four factors outlined below. The principal of each school shall meet with the publication advisor, student editors, and student writers to establish guidelines ~~for achieving a maximum~~ that promote the greatest possible freedom of student ~~freedom of~~ expression subject to the limitations set forth in this policy.

3. All publications must be reviewed and approved by the ~~building principal~~ advisor prior to distribution. The building principal shall have the authority to determine the appropriateness of any ~~particular~~ item for publication. In exercising such authority, material will not be considered suitable for publication that is:

    A. Ungrammatical;
    B. Inadequately researched;
    C. Obscene;
    D. Defamatory;
    E. Advocates prejudice based on race, religion, sexual orientation, or gender identity or expression;
    F. Invades the privacy rights of others;
    G. Is unsuitable for the audiences for which the publication is intended;
    H. Contributes to the disruption or interruption of the educational process or the operation of the school; or
    I. Otherwise is contrary to District policy or applicable federal or State law.

The school principal may also exclude material that may serve to associate the District with any position other than neutrality on matters of political controversy.

4. The principal of each secondary school shall have the authority to determine whether advertising will be accepted for inclusion in school-sponsored student publications. The District has an important interest in avoiding the impression that it has endorsed a viewpoint at variance with its educational mission. Consequently, if advertising is accepted, each school principal shall have authority to exclude certain categories of advertising. For example, drug, drug paraphernalia, alcoholic beverage advertisements, or any other advertisements that may be viewed as encouraging action that might endanger the health and welfare of students may be excluded. Similarly, advertisements may be excluded if they are:

    A. Factually inaccurate;
    B. Defamatory;
    C. Obscene;

D. Advocate prejudice based on race, religion, sexual orientation, or gender identity or expression;
E. Contain either explicit or implicit sexual content or overtones; ~~or a~~
F. Are of poor production quality.

The school principal may also exclude advertising that may serve to associate the District with any position other than neutrality on matters of political controversy.

5. In the event the building principal determines that material is not suitable for publication, students may appeal such decision to the Superintendent or his or her designee. The decision of the Superintendent or his or her designee will be final.

6. Copies of each issue of the student publication shall be sent to the Superintendent and each member of the Board of Trustees.

Legal Reference:

Legal References	Description
484 U.S. 260 (1988).	Hazelwood School District et al. v. Kuhlmeier et al.

Adopted:
Revised:
Reviewed:

Policy 3260 – Bring Your Own Technology Program

The District recognizes the importance and potential educational benefits of technology. The use of portable electronic devices in the classroom can add educational value when such devices deliver content and extend, enhance, or reinforce the student learning process. Classroom teachers shall determine the appropriateness of in-class use of electronic devices, consistent with District instructional objectives, District policies, and with the approval of the building principal.

The Board directs the Superintendent to work with appropriate stakeholders to ensure that Board-approved Bring Your Own Technology (BYOT) programs are implemented in a way that is mindful of available and required infrastructure, digital equity issues, student and system safety issues, and the need for all students to be able to access a device. The Superintendent may convene a taskforce including such members as teachers, administrators, parents, technology staff, and/or students to set guidelines about the use of BYOT devices

The District respects each family's right to decide whether or not to provide the student with a device for this program.

~~**[SELECT ONE OF THE FOLLOWING]**~~

Students at the high school level are permitted to use approved personal electronic devices for educational purposes under the direction of a classroom teacher.

~~**OR**~~

~~**Students at the middle and high school level are permitted to use approved personal electronic devices for educational purposes under the direction of a classroom teacher**~~**.**

Neither the District nor any of its schools is liable for any device stolen, lost, or damaged on District property or proceeding to or from District property, whether due to the action/inaction of the student or that of any third party. The student and his or her parent/guardian shall be solely responsible for any such loss, theft, or damage. If a device is stolen or damaged, it will be handled through the administrative office as other personal items that are stolen or damaged. It is recommended that skins, decals, and other school appropriate custom touches be used to identify physically a student's device from others. Additionally, protective cases for technology are encouraged.

<u>Rules Regarding Use of BYOT Devices</u>

Personal electronic devices may only be used in a responsible and legal manner, and

may not be used in a manner that disrupts the educational process and/or is contrary to any District policy, procedure, or rule. Students using their own devices are subject to District acceptable use guidelines, BYOT guidelines, student conduct and discipline rules, and all other Board policies and procedures and school rules. Failure to adhere to these guidelines may result in the revocation of the privilege of using personal electronic devices in the classroom and in disciplinary action as appropriate.

Students may only use a personally-owned device as part of the BYOT program once a Form 3260F Bring Your Own Technology Permission Form and Form 3270F Internet Access Conduct Agreement, signed by both the student and parent/guardian, are on file with the school.

The following personal electronic devices may be used in BYOT programs:

1. Laptop computers;
2. Tablet PCs;
3. E-readers;
4. ~~[LIST OTHER DEVICES AS APPROPRIATE].~~

To ensure compliance with the Children's Internet Protection Act, students using their own electronic devices may access only the wireless Internet provided by the District. Internet access from outside sources, such as using a data plan associated with a personally-owned device, is not permitted on school grounds. Students are prohibited from attempting to bypass the District's Internet gateway, and are directed to report any inappropriate content and conduct to their classroom teacher. If a student accesses the Internet from outside sources, at a minimum, the student will lose the privilege to participate in the BYOT program.

Students may only access files and sites that are relevant to the classroom curriculum and suggested or authorized by a teacher. Teachers shall closely supervise students to ensure appropriate use of technology in the classrooms.

BYOT activities are implemented at the discretion of classroom teachers and building administrators. BYOT devices shall be turned off unless students have been directed to use them. Students are to turn off and keep BYOT devices in the sight of the teacher during assessments unless otherwise directed by a teacher. Any teacher's instruction to shut down BYOT devices or to close the screen is to be followed immediately. All BYOT devices must be kept in silent mode unless otherwise directed by the classroom teacher.

Students shall charge all BYOT devices prior to school every day. Because power cords stretched across classrooms can become a safety issue both for the students and devices, charging the device in any classroom, hallway, or any other location that may be a safety concern is prohibited. Personal devices cannot be left on school grounds

before or after school hours.

The District will not service, repair, or maintain any non-District owned technology brought to and used at school by students.

When electronic devices are used to enhance learning in the classroom, students without an approved, charged personal device will be provided access to an appropriate District-owned digital device. Students may not share any BYOT device with another student unless their parent/guardian has approved this in writing and the teacher has directed it.

Violations of any Board policies, regulations, or school rules involving a student's personal electronic device may result in the loss of use of the device in school and/or disciplinary action. The school reserves the right to inspect a student's personal electronic device if there is reason to believe that the student has violated Board policies, regulations, school rules or has engaged in other misconduct while using their personal electronic device. Any search will be conducted in compliance with Board policies.

The controls on electronic communication devices contained in this policy do not apply to special education or Section 504 students or students with an Individualized Education Plan when any of these or other such similar plans conflict with uses outlined herein.

Legal Reference:

Legal References	Description
Pub. L. 106-554	Children's Internet Protection Act (CIPA)

Cross References

Code	Description
3270	District-Provided Access to Electronic Information, Services, and Networks
3270-P(1)	District-Provided Access to Electronic Information, Services, and Networks - Acceptable Use of Electronic Networks
3270-F(1)	District-Provided Access to Electronic Information, Services, and Networks - INTERNET ACCESS CONDUCT AGREEMENT
3275	District Provided Mobile Computing Devices (Alternatives)
3275-F(1)	District Provided Mobile Computing Devices (Alternatives) - AGREEMENT

Code	Description
3295	Hazing, Harassment, Intimidation, Bullying, and Inappropriate Online Behavior
3295-P(1)	Hazing, Harassment, Intimidation, Bullying, and Inappropriate Online Behavior
3295-F(1)	Hazing, Harassment, Intimidation, Bullying, and Inappropriate Online Behavior - COMPLAINT FORM
3370	Searches and Seizure
3370-P(1)	Searches and Seizure

Adopted:
Revised:
Reviewed:

Policy 3275 – District Provided Mobile Computing Devices

~~3275A1~~
~~Alternative 1:~~ Students Allowed to Take Devices Home

The Preston School District #201 is committed to providing a safe, rigorous, and engaging learning environment that prepares all students to be career and college ready. Accessing and using technological resources is one of the cornerstones of a 21st century education. This document describes the rules for acceptable use of District-issued mobile computing devices on and off District premises. Using these resources responsibly will promote educational excellence by facilitating resource sharing, fostering creativity, and promoting communication in a safe, secure environment for all users.

Distributing Mobile Computing Devices

Before they are issued a mobile computing device, each student must submit an executed Student Agreement for Mobile Computing Device Use and a copy of the Internet Access Conduct Agreement. Each form must be signed by the student and by their parent or guardian if they are less than 18 years of age.

The District may provide parent orientations on the mobile computing device program. A student's parents/guardians are encouraged to attend an orientation before the student takes a device home with them.

~~**[OPTIONAL]** Parents or guardians of students may use the school-issued device, and their involvement in student learning through technology is strongly encouraged. However, use of school-issued technology outside of this purpose, such as for personal gain or activities unrelated to student learning, is prohibited. Both parent and student use of the District's device, network, and software may be subject to a public records request depending upon the content of the document or communication, including email.~~

~~Students may take the devices out of Idaho at the discretion of the building principal. The District directs the Superintendent to establish procedures for students to request permission to take the device with them.~~

At the end of the school year, the school will collect all devices from students. At the school's discretion, students may be issued devices to support summer school programs.

The ~~Superintendent~~ school shall establish procedures for the maintenance of records regarding the devices, including tracking device inventory and which device is issued to which student.

Care and Safety

Students are responsible for the general care of the device they have been issued by the District and are expected to observe the following precautions:

1. No food or drink is allowed next to a device while it is in use;
2. Insert and remove cords, cables, and removable storage devices carefully;
3. Shut down the device when not in use to conserve battery life;
4. Stickers, drawings, or permanent markers may not be used on the device;
5. Do not vandalize the devices or any other school property;
6. Devices must never be left in any unsupervised area.
7. Students are responsible for keeping their device's battery charged for school each day;
8. Do not place anything near the device that could put pressure on the screen;
9. Clean the screen with an anti-static cloth or any other soft, dry cloth;
10. Devices should not be stored in a student's vehicle, or anyplace else subject to extreme temperatures;
11. ~~**[INSERT ADDITIONAL PRECAUTIONS SUGGESTED BY MANUFACTURER]**~~

The Superintendent will designate an individual or office at the school level where the devices must be taken if they break or fail to work properly.

~~Use at School~~

~~Devices are intended for use at school each day. Students are responsible for bringing their device to all classes, unless specifically advised not to do so by their teacher. Devices must be brought to school each day in a fully charged condition. Power cords must stay with the device at all times. Repeated failures to comply with these requirements will result in disciplinary action.~~

~~If students leave their device at home, they may phone their parent/guardian to bring it to school. Students without a device will use a computer in the classroom or a device from the lending pool depending upon availability and at the administrator's discretion. This includes students whose devices are undergoing repair.~~

~~Sound must be muted or headsets must be used at all times unless the teacher directs otherwise.~~

~~Students may use printers in classrooms, the library, and computer labs with a teacher's permission during class or breaks. All printing should be limited to educational purposes.~~

Personalizing Mobile Computing Devices

~~**CHOOSE ONE OPTION FROM THE FOLLOWING:**~~

~~**[OPTION 1]** While at no time does the device become the personal property of students or staff; students may place individualized items on the device, which are limited to music, pictures, and other items that do not hinder the network or device functionality. Students may be permitted to select their own screen savers and backgrounds provided they are appropriate. Screensavers, backgrounds, or other pictures containing guns, weapons, pornographic materials, inappropriate language, alcohol, drugs, gang related symbols or pictures, the student's password or other items deemed inappropriate by the administration will result in disciplinary actions.~~

~~Students may not add options or upgrades to the device, change the operating system, or add unauthorized software or safety controls.~~

~~Should students or parents/guardians place personalized items on the device, such items may be accessed or viewed by District staff at any time, for any reason, including randomly selected device reviews. No content placed on District provided devices is privileged or confidential~~.

~~**[OPTION 2]**~~ Students may not add options or upgrades to the device, change the operating system, or add unauthorized software or safety controls.

Should students or parents/guardians place personalized items on the device in violation of this policy such items may be accessed or viewed by District staff at any time, for any reason, including randomly selected device reviews. No content placed on District provided devices is privileged or confidential.

Managing Files

Once details are known about the availability of file space that is shared or is backed up automatically, the Superintendent will set a procedure for where students and teachers should save important documents.

Students should also back up their work. It is the student's responsibility to ensure that work is not lost due to mechanical failure or accidental deletion. Device malfunctions are not an acceptable excuse for not submitting work.

Software

The software originally installed by the District must remain on the device in usable condition and be easily accessible at all times.

From time to time the school may add or update software applications. The licenses for

this software sometimes require that the software be deleted from devices at the completion of a course. Periodic reviews of devices will be made to ensure that students have deleted software that is no longer required in class and that the school has not exceeded its licenses.
All devices will be equipped with anti-virus protection software which will be upgraded regularly.

It is the responsibility of individual students to be aware of additional software programs and files loaded onto their device which are required for classes or school activities. Students wishing to load additional software onto a device must first obtain the permission of the school's technology department. Any additional software must be appropriate for the school environment and comply with the Internet Access Conduct Agreement. Violent games and device images containing obscene or pornographic material are banned. The technology department shall determine whether a game is violent, and the student may appeal this decision to the principal. Each student is responsible for ensuring that only licensed software is loaded onto their device.

Students shall refrain from downloading the TikTok app onto any District issued device. If TikTok has already been downloaded onto a device issued to a student, the student shall delete the app or seek assistance from District technology personnel OR the building principal in deleting it.

Inspection and Filtering

Filtering software will be used to prevent access to material considered inappropriate or harmful to minors.

~~**[OPTIONAL]** Internet filtering software or other technology-based protection systems may be disabled by a supervising teacher or school administrator, as necessary, for purposes of bona fide research or other educational projects being conducted by students age 18 and older.~~

Students may be selected at random or for cause to provide their device for inspection. If technical difficulties occur or unauthorized software or any other violation of District policy is discovered, all files and the hard drive may be reformatted. Only authorized software will be installed. The District does not accept responsibility for the loss of any software or other materials deleted due to a reformat and reimage.

Electronic mail, network usage, and all stored files shall not be considered confidential and may be monitored at any time by designated District staff to ensure appropriate use. The District will cooperate fully with local, State, or federal officials in any investigation concerning or relating to violations of law.

Remote Access of Devices

Devices may be equipped with the ability to be accessed remotely in the case of technical problems requiring remote assistance, missing or stolen devices, or other for any other appropriate District purpose. A student does not need to be asked for permission prior to remote software maintenance.

Acceptable Use

Access to the devices is a privilege and not a right. Each employee, student, and parent will be required to follow the Internet Access Conduct Agreement and the Acceptable Use of Electronic Networks Policy. Violation of these policies, whether by the student or another party, while the device is in student custody may result in disciplinary action for the student, possible revocation of device privileges, and/or contacting law enforcement authorities.

Protecting and Storing Devices

Students are expected to password protect their devices and shall keep their password confidential.

When students are not using their devices, the devices should be stored in their lockers. Students are encouraged to take their devices home every day after school.

Under no circumstances should devices be left in unsupervised areas. Unsupervised areas include the school grounds, the cafeteria, computer lab, locker rooms, library, unlocked classrooms, dressing rooms, and hallways. Unsupervised devices will be confiscated by staff and taken to the building principal's office. Disciplinary action may be taken for leaving a device in an unsupervised location.

Repair of Devices

Students are to report all device problems to ~~**[District technology personnel OR the building principal].**~~ the teacher.

The Superintendent will issue a document clarifying student or parent responsibility for lost and damaged devices when the details of the District's insurance policy are known.

~~3275A2~~
~~Alternative 2: Students Not Allowed to Take Devices Home~~

~~The {{Full_District_Name}} is committed to providing a safe, rigorous, and engaging learning environment that prepares all students to be career and college ready. Accessing and using technological resources is one of the cornerstones of a 21st century education. This document describes the rules for acceptable use of school-~~

issued mobile computing devices. Using these resources responsibly will promote educational excellence by facilitating resource sharing, fostering creativity, and promoting communication in a safe, secure environment for all users.

Distributing Mobile Computing Devices

Before they are issued a device, each student must submit a Student Mobile Computing Device Agreement and a copy of the Internet Access Conduct Agreement. Each form must be signed by the student and by their parent or guardian if they are less than 18 years of age.

At the end of the school year, the school will collect all devices from students. At the school's discretion, students may be issued devices to support summer programs.

The Superintendent shall establish procedures for the maintenance of records regarding the devices, including tracking device inventory, and which device is issued to which student.

Care and Safety

Students are responsible for the general care of the device they have been issued by the District and are expected to observe the following precautions:

1. No food or drink is allowed next to a device while it is in use;
2. Insert and remove cords, cables, and removable storage devices carefully;
3. Shut down the device when not in use to conserve battery life,
4. Stickers, drawings, or permanent markers may not be used on the device;
5. Do not vandalize the device or any other school property;
6. The device must never be left in any unsupervised area,
7. Do not place anything near the device that could put pressure on the screen;
8. Clean the screen with a soft, dry cloth or anti-static cloth;
9. The device should not be stored anyplace that is subject to extreme temperatures;
10. **[INSERT ADDITIONAL PRECAUTIONS SUGGESTED BY MANUFACTURER]**

The Superintendent will designate an individual or office at the school level where devices must be taken if they break or fail to work properly.

Use at School

The devices are intended for use at school each day. Students are responsible for bringing their device to all classes, unless specifically advised not to do so by their teacher. Power cords must stay with the device at all times, and the device must be returned for recharging at the end of each school day. Repeated failures to comply with

these requirements will result in disciplinary action.

Students without a device will use a computer in the classroom or a device from the lending pool depending upon availability and the administrator's discretion. This includes students whose devices are undergoing repair.

Sound must be muted or headsets must be used at all times unless the teacher directs otherwise.

Students may use printers in classrooms, the library, and computer labs with a teacher's permission during class or breaks. All printing should be limited to educational purposes.

CHOOSE ONE OPTION FROM THE FOLLOWING:

[OPTION 1] While at no time does the device become the personal property of students or staff; students may place individualized items on the device, which are limited to music, pictures, and other items that do not hinder the network or device functionality.

Students may be permitted to select their own screen savers and backgrounds provided they are appropriate. Screensavers, backgrounds, or other pictures containing guns, weapons, pornographic materials, inappropriate language, alcohol, drugs, gang related symbols or pictures, the student's password or other items deemed inappropriate by the administration will result in disciplinary actions.

Student may not add options or upgrades to the device, change the operating system, or add unauthorized software or safety controls.

Students shall refrain from downloading the TikTok app onto any District issued device. If TikTok has already been downloaded onto a device issued to a student, the student shall delete the app or seek assistance from **[District technology personnel OR the building principal]** in deleting it.

Should students or parents/guardians place personalized items on the device, such items may be accessed or viewed by District staff at any time, for any reason, including randomly selected device reviews. No content placed on District provided devices is privileged or confidential.

[OPTION 2] Students may not add options or upgrades to the device, change the operating system, or add unauthorized software or safety controls.

Students shall refrain from downloading the TikTok app onto any District issued device. If TikTok has already been downloaded onto a device issued to a student, the student shall delete the app or seek assistance from **[District technology personnel OR the**

building principal] in deleting it.

Should students or parents/guardians place personalized items on the device in violation of this policy such items may be accessed or viewed by District staff at any time, for any reason, including randomly selected device reviews. No content placed on District provided devices is privileged or confidential.

Managing Files

Once details are known about the availability of file space that is shared or is backed up automatically, the Superintendent will set a procedure for where students and teachers should save important documents.

Students should also back up their work. It is the student's responsibility to ensure that work is not lost due to mechanical failure or accidental deletion. Device malfunctions are not an acceptable excuse for not submitting work.

Software

The software originally installed by the District must remain on the device in usable condition and be easily accessible at all times.

From time to time the school may add or update software applications. The licenses for such software sometimes require that the software be deleted from devices at the completion of a course. Periodic checks of devices will be made to ensure that students have deleted software that is no longer required in class and that the school has not exceeded its licenses.

All devices will be equipped with anti-virus protection software which will be upgraded regularly

It is the responsibility of individual students to be aware of additional software programs and files loaded onto their device which are required for classes or school activities.

Students wishing to add additional software onto a device must first obtain the permission of the school's technology department. Any additional software must be appropriate for the school environment and comply with the Internet Access Conduct Agreement. Violent games and computer images containing obscene or pornographic material are banned. The technology department shall determine whether a game is violent, and the student may appeal this decision to the building principal. Each student is responsible for ensuring that only licensed software is loaded onto their device.

Inspection and Filtering

~~Filtering software will be used to prevent access to material considered inappropriate or harmful to minors.~~

~~**[OPTIONAL]**~~
~~The internet filtering software or other technology-based protection systems may be disabled by a supervising teacher or school administrator, as necessary, for purposes of bona fide research or other educational projects being conducted by students age 18 and older.~~

~~Students may be selected at random or for cause to provide their device for inspection. If technical difficulties occur or unauthorized software or any other violation of District policy is discovered, all files and the hard drive may be reformatted. Only authorized software will be installed. The school does not accept responsibility for the loss of any software or other materials deleted due to a re-format and re-image.~~

~~Electronic mail, network usage, and all stored files shall not be considered confidential and may be monitored at any time by designated District staff to ensure appropriate use. The District will cooperate fully with local, State, or federal officials in any investigation concerning or relating to violations of law.~~

~~Remote Access of Devices~~

~~Devices may be equipped with the ability to be accessed remotely in the case of technical problems requiring remote assistance, missing or stolen devices, or other for any other appropriate District purpose. A student does not need to be asked for permission prior to remote software maintenance.~~

~~Acceptable Use~~

~~Access to the devices is a privilege and not a right. Each student and/or parent will be required to follow the Internet Access Conduct Agreement and the Mobile Computing Device Acceptable Use Policy. Violation of these policies, whether by the student or another party, while the device is in student custody may result in disciplinary action for the student, possible revocation of device privileges, and/or contacting law enforcement authorities.~~

~~Protecting and Storing Devices~~

~~Students are expected to password protect their devices and shall keep their password confidential.~~

~~When students are not using their devices, the devices should be stored in their lockers. Students will return the devices for storage and recharging each day at the end of the school day.~~

~~Under no circumstances should devices be left in unsupervised areas. Unsupervised areas include the school grounds, the cafeteria, computer lab, locker rooms, library, unlocked classrooms, dressing rooms, and hallways. Unsupervised devices will be confiscated by staff and taken to the building principal's office. Disciplinary action may be taken for leaving a device in an unsupervised location.~~

~~Repair of Devices~~

~~Students are to report all device problems to **[District technology personnel OR the principal]**.~~

~~The Superintendent will issue a document clarifying student or parent responsibility for lost and damaged devices when the details of the District's insurance policy are known.~~

Legal Reference:

Legal References	Description
47 USC § 254(h)	Telecommunications Services for Certain Providers
47 USC § 254(l)	Internet Safety Policy Requirement for Schools and Libraries
IC § 18-6726	TikTok Use by State Employees on a State-Issued Device Prohibited
Idaho Executive Order	2022-06
Pub. L. 106-554	Children's Internet Protection Act (CIPA)

Cross References

Code	Description
3260	Bring Your Own Technology Program
3260-F(1)	Bring Your Own Technology Program - Permission Form
3270	District-Provided Access to Electronic Information, Services, and Networks
3270-P(1)	District-Provided Access to Electronic Information, Services, and Networks - Acceptable Use of Electronic Networks
3270-F(1)	District-Provided Access to Electronic Information, Services, and Networks - INTERNET ACCESS CONDUCT AGREEMENT

Adopted:
Revised:
Reviewed:

STUDENTS **3275F**

Students Allowed to Take Devices Home

MOBILE COMPUTING DEVICE AGREEMENT

This Agreement is valid for the _____ school year only.

Every student, regardless of age, must read and sign below:

I have read, understand, and agree to abide by the terms of the Preston School Distict's policies regarding District-provided mobile computing devices (Policy No. 3275). Should any violation or misuse of the device occur while it is in my custody, I understand and agree that I may lose access to the device, or may lose the privilege of taking it home, and will forfeit any fees paid for use of the device, regardless of whether the misuse was committed by me or another person.

I accept full responsibility for the safe and secure handling of the device for this school year. I accept full responsibility for the proper use and safeguarding of the device under all applicable policies. I understand that it is my responsibility to immediately report any damage, theft, or problems with the device to a teacher or administrator.

User's Name (Print)_____ Home Phone:_____

User's Signature: _____ Date: _____

Address:_____

Status: ____ I am 18 or older _____ I am under 18

If I am signing this policy when I am under 18, I understand that when I turn 18, this policy will continue to be in full force and effect and agree to abide by this policy.

Parent or Legal Guardian: If the applicant is under 18 years of age, a parent/legal guardian must also read and sign this agreement.

As the parent/guardian of the above student, I understand my child's responsibility in the use and care of the device and my financial responsibility in the event my student loses the device or is found to be the cause of deliberate or negligent damage to it. I understand that if he or she is found to be responsible for deliberate or negligent

damage or for the loss of the device, I will be financially responsible for reasonable repair/replacement cost.

I have read the District Policy No. 3275 and explained it to my child. I understand that if any violation or misuse of the device occurs while it is in my child's custody, his or her access privileges to the internet or use of a mobile computing device can be suspended or terminated, that he or she will forfeit any fees paid for use of the device, and that he or she may face other disciplinary measures, regardless of whether the misuse was committed by him or her or by another person.

I also understand that I will be responsible for monitoring my student's use of the device outside the school setting.

_____I do not wish my son/daughter to take the device home at this time.

Parent/Legal Guardian (Print): _____

Signature: _____

Home Phone: _____

Address: _____

Date: _____

Policy 3280 – Equal Education, Nondiscrimination and Sex Equity

Equal educational opportunities shall be available for all students without regard to race, color, national origin, ancestry, sex, gender identity, sexual orientation, ethnicity, age, language barrier, religious beliefs, physical and mental handicap or disability, economic or social conditions, or actual or potential marital or parental status or status as a homeless child.

No student shall, on the basis of sex, be denied equal access to programs, activities, services, or benefits or be limited in the exercise of any right, privilege, advantage, or denied equal access to educational and extracurricular programs and activities.

Inquiries regarding discrimination should be directed to the District Title IX or Nondiscrimination Coordinator. An individual with a complaint alleging a violation of this policy shall follow the Uniform Grievance Procedure.

In compliance with federal regulations, the District will notify annually all students, parents, staff, community members, and unions or professional organizations the District holds a collective bargaining agreement with of this policy and the designated coordinator to receive inquiries. Notification should include the name and location of the coordinator, as well as a statement that the District will provide equal access to the Boy Scouts and other designated youth groups. The notification will be provided in all handbooks.

The District will not tolerate hostile or abusive treatment, derogatory remarks, or acts of violence because of disability against students, staff, or volunteers with disabilities. The District considers this behavior to constitute discrimination on the basis of disability in violation of State and federal law.

Legal Reference:

Legal References	Description
20 USC §§ 1681 - 1682	Title IX of the Education Amendments of 1972
29 USC § 794	Section 504 of the Rehabilitation Act of 1973 - Nondiscrimination under Federal Grants and Programs
42 USC § 6101, et seq.	Age Discrimination in Federally Assisted Programs
42 USC §§ 12101, et seq., & 12131, et seq.	The Americans with Disabilities Act of 1990
IC § 67-5909	Commission on Human Rights - Acts Prohibited

~~Cross References~~

~~Code~~	~~Description~~
~~3281~~	~~Gender Identity and Sexual Orientation~~

Adopted:
Revised:
Reviewed:

Policy 3290 – Sexual Harassment/Intimidation of Students

Sexual harassment is a form of sex discrimination and is prohibited in the District. An employee, District agent, or student engages in sexual harassment whenever he or she makes unwelcome advances; requests sexual favors; or engages in other verbal, non-verbal, or physical conduct of a sexual or sex-based nature, imposed on the basis of sex, that:

1. Denies or limits the provision of educational aid, benefits, services, opportunities, or treatment, or that makes such conduct a condition of a student's academic status; or
2. Has the purpose or effect of:

    A. Substantially interfering with the student's educational environment;
    B. Creating an intimidating, hostile, or offensive educational environment;
    C. Depriving a student of educational aid, benefits, services, opportunities or treatment; or
    D. Making submission to or rejection of such unwelcome conduct the basis for academic decisions affecting a student.

The terms "intimidating," "hostile," and "offensive" include conduct which has the effect of humiliation, embarrassment, or discomfort. Examples of sexual harassment include, but are not limited to, unwelcome touching; crude jokes or pictures; discussions of sexual experiences; pressure for sexual activity; intimidation by words, actions, insults, or name calling; teasing related to sexual characteristics; and spreading rumors related to a person's alleged sexual activities.

Students who believe that they may have been sexually harassed or intimidated should contact a counselor, teacher, Title IX coordinator, or administrator who will assist them in the complaint process, per Policy 3085 and Procedure 3085P. Supervisors or teachers who knowingly condone, or fail to report or assist a student to take action to remediate such behavior of sexual harassment or intimidation, may themselves be subject to discipline.

Any District employee who is determined, after an investigation, to have engaged in sexual harassment will be subject to disciplinary action up to and including discharge. Any student of the District who is determined, after an investigation, to have engaged in sexual harassment will be subject to disciplinary action, including, but not limited to, suspension and expulsion, consistent with the discipline policy. Any person who knowingly making a false accusation regarding sexual harassment will likewise be subject to disciplinary action up to and including discharge with regard to employees, or suspension and expulsion with regard to students.

Any individual seeking further information should contact the Superintendent for the

name of the current Title IX Coordinator for the District. The Superintendent shall ensure that the student and employee handbooks identify the name, address, and telephone number of the individual responsible for coordinating the District's compliance efforts.

An individual with a complaint alleging a violation of this policy which does not fall within the scope of allegations addressed by Procedure 3085P shall follow the Uniform Grievance Procedure.

Legal Reference:

Legal References	**Description**
20 USC §§ 1681 - 1682	Title IX of the Education Amendments of 1972
34 CFR Part 106	Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance
IC § 67-5909	Commission on Human Rights - Acts Prohibited
IDAPA 08.02.03.160	Safe Environment and Discipline

Cross References	
Code	**Description**
3085	Sexual Harassment, Discrimination, and Retaliation Policy
3085-P(1)	Sexual Harassment, Discrimination, and Retaliation Policy - Title IX Sexual Harassment Grievance Procedure, Requirements, and Definitions
3085-F(1)	Sexual Harassment, Discrimination, and Retaliation Policy - Notice of Investigation & Allegation Template
3085-F(2)	Sexual Harassment, Discrimination, and Retaliation Policy - Reporting Form for Students
~~3281~~	~~Gender Identity and Sexual Orientation~~
4120	Uniform Grievance Procedure
4120-F(1)	Uniform Grievance Procedure
5275	Adult Sexual Misconduct

Adopted:
Revised:
Reviewed:

STUDENTS **3290F**

Harassment Reporting Form for Students

School_____Date _____

Student'sName_____

(If you feel uncomfortable leaving your name, you may submit an anonymous report, but please understand that an anonymous report will be much more difficult to investigate. We assure you that we'll use our best efforts to keep your report confidential.)

Who was responsible for the harassment or incident(s)?

_____

_____

_____

Describe the incident(s):

_____

_____

_____

Date(s), time(s), and place(s) the incident(s) occurred:

_____

_____

_____

Were other individuals involved in the incident(s)? ☐ yes ☐ no

If so, name the individual(s) and explain their roles:

_____

_____

_____

_____
_____

Did anyone witness the incident(s)? ☐ yes ☐ no

If so, name the witnesses:

_____
_____
_____

Did you take any action in response to the incident? ☐ yes ☐ no

If yes, what action did you take?

_____
_____
_____

Were there any prior incidents? ☐ yes ☐ no

If so, describe any prior incidents:

_____
_____
_____

Signature of complainant_____

Signatures of parents/legal guardian_____

Policy 3305 – Prohibition of Tobacco Possession and Use

The Board recognizes that tobacco use by students presents a health and safety hazard that can have serious consequences for both users and nonusers and the school environment.

The Board prohibits tobacco use and possession by students at any time in a school building or on any school property, buses, vans, or vehicles that are owned, leased, or controlled by the District. Tobacco use and possession by students is also prohibited at school-sponsored activities that are held off school property.

The District may initiate discipline according to the District's Student Discipline policy and/or prosecution of a student who possesses or uses tobacco in violation of this policy.

Definition

For the purposes of this policy, tobacco use shall be defined as the use and/or possession of a lighted or unlighted cigarette, cigar, pipe, smokeless tobacco in any form, and other smoking products specifically including electronic cigarettes, electronic nicotine delivery systems, or vaporizer smoking devices.

Legal Reference:

Legal References	Description
IC § 39-5703	Prevention of Minors' Access to Tobacco -Possession, Distribution or Use by a Minor
IDAPA 08.02.03.160	Safe Environment and Discipline

Cross References

Code	Description
3300	Drug Free School Zone
3330	Student Discipline
4300	Conduct on School Property

Adopted:
Revised:
Reviewed:

Policy 3310 – Gangs & Gang Activity

The Board is committed to ensuring a safe and orderly environment, where learning and teaching may occur without physical or psychological disruptions, unlawful acts, or violations of school regulations. Gang activities create an atmosphere of intimidation in the entire school community. Both the immediate consequences of gang activity and the secondary effects are disruptive and obstructive to the process of education and school activities. Groups of individuals which meet the definition of gangs below shall be restricted from school grounds or school activities.

Definitions

"Gang" shall refer to any group of three or more persons, whether formal or informal, that has a common name or common identifying sign or symbol, and associate together to advocate, conspire, or commit:

1. One or more criminal acts; or
2. Acts which threaten the safety or well-being of property or persons, including, but not limited to, harassment and intimidation.

It also includes gangs as defined in Idaho Code.

Students on school property or at any school-sponsored activity shall not:

1. Wear, possess, use, distribute, or sell any clothing, jewelry, emblem, badge, symbol, sign, or other items which are evidence of membership in or affiliation with any gang and/or representative of any gang;

2. Display tattoos which may be affiliated with any gang and/or representative of any gang;

3. Engage in any act, whether verbal or nonverbal, including gestures or handshakes, showing membership in or affiliation with any gang and/or that is representative of any gang; or

4. Engage in any act furthering the interest of any gang or gang activity, including, but not limited to:

    A. Soliciting membership in or affiliation with any gang;
    B. Soliciting any person to pay for protection or threatening another person, explicitly or implicitly, with violence or with any other illegal or prohibited act;
    C. Painting writing, or otherwise inscribing gang-related graffiti, messages, symbols, or signs on school property; or

D. Engaging in violence, extortion, or any other illegal act or other violation on school property.

Violations of this policy shall result in disciplinary action, up to and including suspension, expulsion, and/or notification of police.

Legal Reference:

Legal References	Description
IC § 33-210	Attendance at Schools —Students Using or Under the Influence of Alcohol or Controlled Substances
IDAPA 08.02.03.160	Safe Environment and Discipline
Pub. L. 100-690	The Anti-Drug Abuse Act of 1988 (as amended)

Cross References

Code	Description
3255	Student Dress

Adopted:
Revised:
Reviewed:

Policy 3335 – Academic Honesty

All schoolwork submitted for the purpose of meeting course requirements must represent the efforts of the individual student. Any form of academic dishonesty is prohibited. Academic dishonesty includes, but is not limited to plagiarism, cheating, forgery, copying or stealing another person's work, allowing another person to copy one's own work, doing another person's class work, creating more than one copy of one's work for distribution, intentionally accessing another's material for the purpose of using it as one's own, downloading information from other sources and presenting it as one's own, unauthorized copying of software, unauthorized use of hard copy or software to develop one's own software. Faculty and building administrators will be responsible for monitoring the above actions.

Where appropriate, parents shall be contacted as soon as practicable to report any alleged academic dishonesty on the part of students. Teachers are granted authority, with the direction and advice of their principals, to exercise their good judgment in applying a range of academic consequences for violations of this policy. Student and parent appeals of any consequences resulting from violations of this policy should be addressed to building administrator(s).
All teachers, beginning especially at the elementary grades, will educate students as to what constitutes academic dishonesty and what is acceptable and unacceptable behavior in our schools. A copy of the Academic Honesty Policy shall be included in student handbooks and shall be distributed to parents via district publications at least annually.

<u>Cheating</u>

Cheating includes, but is not limited to, the following:

1. Copying or attempting to copy another student's homework, quiz, test, essay, or lab report;
2. Cheating on tests through such means as cheat sheets, use of unauthorized electronic devices, and discussion of test information with other students;
3. Obtaining test questions and/or copies of tests outside the classroom test setting;
4. Lending and/or copying from another student's work (homework, tests, projects, assignments);
5. Altering or interfering with grading (forging signatures, changing or inserting answers on work after grading);
6. Allowing another student to copy answers during a test situation;
7. Collaborating with other students on an assignment in direct violation of a teacher's instructions;
8. Using books and electronic information in generating an assignment in direct violation of teacher's instructions;

9. Accessing, taking, and benefiting from copies of tests and quizzes previously used or to be used by teachers unless provided as study guides by the teacher; and
10. Submitting work previously presented in this course or in another course.

Plagiarism

Plagiarism is defined as and includes, but is not limited to, the following:

1. Copying material from the source, including internet sources, without citing the source, or citing the source but omitting quotation marks;
2. Paraphrasing the source without proper citation;
3. Copying stories, in whole or part, which appear in books, magazines, television, or film;
4. Copying directly, without making any changes, alterations, or adaptations from a drawing, painting, illustration, photographic image, or graphic symbol without citing the source;
5. Submitting papers written in whole or part by someone else, including internet sources;
6. Submitting papers on which the student has received substantial assistance from peers and/or adults that dramatically changes the character of the work so that it is no longer the student's own; and
7. Submitting a paper purchased from a research or term paper service, including, but not limited to internet sources.

Legal Reference:

Cross References

Code	Description
8705	Generative Artificial Intelligence

Adopted:
Revised:
Reviewed:

Policy 5335 – Employee Use of Electronic Communications Devices

Staff Allowed to Take Devices Home

The Board recognizes that employees may carry electronic communications devices, either District-issued or personally owned, and hereby adopts this policy.

District-Issued Communications Devices

Communication devices issued by the District may include, for example, cell phones; walkie-talkies; laptop computers; and CB radios, either installed in vehicles or hand-held.

Employees in receipt of District-issued equipment shall be held responsible for the safekeeping of the equipment and for the exercise of reasonable efforts to see that the equipment is not lost, stolen, or damaged. Reckless or irresponsible use of District equipment resulting in loss or damage may result in the employee having to reimburse the District for any associated costs of replacement or repair.

Any such devices issued shall be with the expectation that they are to be used, almost exclusively, for District-related business purposes and are not intended for personal use except in emergencies involving employee health or safety.

Staff members shall refrain from downloading the TikTok app onto any District issued device. If TikTok has already been downloaded onto a device issued to a staff member, they shall delete the app or seek assistance from District technology personnel in deleting it. The District shall take measures to prevent the downloading of TikTok or accessing of the TikTok website onto any District devices or via the District's electronic network.

District-issued equipment shall be used in a manner that does not disrupt instruction or other work-related activities unless there is a reason of personal health or safety involved.

Use of this equipment for local education association activities, as described in Policy 5296, shall be prohibited.

Any District-issued equipment is to be surrendered to the District immediately upon request.

Electronic Communications with Students

Electronic communications between any District employee and any District student must

be via a District-approved device and via a District-approved platform. The following are devices approved by the District:

1. District-issued electronic devices;
2. A personal staff cell phone, provided the staff member notified the building principal or their supervisor they will be using the device for this purpose.

The following are platforms approved by the District:

1. A District-issued email account
2. Preston School District App
3. PowerSchool
4. Google Classroom
5. Canvas
6. Huddle
7. Band
8. Remind
9. GroupMe

Both an approved device and approved platform must be used for any electronic communication between staff and students.

The Board delegates to the Superintendent the ability to temporarily approve additional platforms and devices. The Superintendent shall report such temporary approvals at the next board meeting. The Board may then revise this policy to include such devices or platforms permanently or direct the Superintendent to discontinue approval of them.

Personally-Owned Communications Devices

Employees may carry and use personally-owned electronic communication devices during the school day on school property Except that personally owned hand-held CB radios, portable police scanners, and long or short-range walkie-talkies should not be used or carried by employees on school property during the school day unless by specific permission of their immediate supervisor based on a personal health or safety need.

Personal electronic communications devices should not be used during the employee's normal duty times to send or receive messages of a personal nature, but such use is allowable during normal break times, lunch times, and preparation times. Use of personal electronic communication devices should be curtailed during instructional time or at school-sponsored programs, meetings, in-services, parent/guardian conferences, or any other time when there would be a reasonable expectation of quiet attentiveness.

Any employee violating the above rules may be subject to disciplinary action.

Legal References:

Adopted:
Revised:
Reviewed:

5335F1

Electronic Communications Device Agreement

Every staff member must read and sign below:

I have read, understand, and agree to abide by the terms of the Preston School District's policies regarding District-provided electronic communications devices (Policy No. 5335). Should any violation or misuse of the device occur while it is in my custody, I understand that I may be subject to disciplinary action, and will forfeit any fees paid for use of the device, regardless of whether the misuse was committed by me or another person.

I accept full responsibility for the safe and secure handling of the device for this school year. I accept full responsibility for the proper use and safeguarding of the device under all applicable policies. I understand that it is my responsibility to immediately report any damage, theft, or problems with the device to the designated administrator.

_____I do not wish to take the device home at this time.

User's Name (Print)_____ Home Phone:_____

User's Signature: _____ Date: _____

Address:_____

Signature: _____

Policy 3020 – Enrollment and Attendance Records

Since accurate enrollment and attendance records are essential both to obtain State financial reimbursement and to fulfill the District's responsibilities under the attendance laws, staff shall be diligent in maintaining such records.

Legal Reference:

Legal References	Description
IC § 33-1001	Foundation Program — State Aid —Apportionment – Definitions
IC § 33-1002E	Pupils Attending School in Another State
IDAPA 08.02.01.250.03	Day in Session When Counting Pupils in Attendance
IDAPA 08.02.01.250.04	Day of Attendance – Kindergarten
IDAPA 08.02.01.250.05	Day of Attendance (ADA) – Grades One Through Twelve (1-12)Through Twelve (1-12)

Adopted:
Revised:
Reviewed:

Policy 3020P1 – Enrollment and Attendance Records – Average Daily Attendance

A day of attendance is one in which a pupil is physically present for a full day (at least four hours for grades 1 through 12 and at least two and one-half hours for kindergarten) under the guidance and direction of a teacher or other authorized school personnel while school is in session or is a homebound student under the instruction of a teacher employed by the District.

Average Daily Attendance (ADA) is the aggregate number of days enrolled students are present divided by the number of days of school in the reporting period. A student attending school in another state bordering the student's resident district shall be counted for purposes of ADA. Students for whom no Idaho school district is a home district shall not be counted for purposes of ADA. Funding for districts is based on ADA and must be accurate.

Attendance Accounting

Days present and absent for every student are to be recorded in each building for the purpose of informing parents of a student's attendance record.

Legal Reference:

Legal References	Description
IC § 33-1001	Foundation Program — State Aid —Apportionment – Definitions
IC § 33-1002E	Pupils Attending School in Another State
IDAPA 08.02.01.250.03	Day in Session When Counting Pupils in Attendance
IDAPA 08.02.01.250.04	Day of Attendance – Kindergarten
IDAPA 08.02.01.250.05	Day of Attendance (ADA) – Grades One Through Twelve (1-12)Through Twelve (1-12)

Adopted:
Revised:
Reviewed:

Policy 3030 – Part-Time Attendance/Dual Enrollment

For purposes of this policy the term “non-public school student” is any student who is enrolled in a non-public school (including a home school or private school), enrolled in a public charter school, or enrolled in a post-secondary institution.

Any non-public school student will be allowed to enroll in the District and be entitled to participate in any curricular or extracurricular program, subject to the same requirements as other students who are enrolled full-time in the District and subject to the requirements set forth below in this policy.

Additionally, the District shall have an option for joint enrollment in a regular public school and in an alternative school.

Non-public school students admitted to the District shall only be on school property during the hours of enrollment or as otherwise indicated by the Superintendent or principal. The District will not be responsible for the student during non-enrollment hours or times. Any transportation needs for such students not provided for otherwise under this policy during the school day shall be the sole responsibility of the student and their parents/guardian.

Admittance

The parent/legal guardian of any non-public school student wishing to admit their son or daughter in this District for any academic or nonacademic program must register the student and provide the following prior to acceptance of any such student:

1. Birth certificate;
2. Evidence of residency within the District;
3. Immunization records or an appropriate waiver as described in Policy 3525; and
4. Student records from the previously attended public school, if any, and any other records providing academic background information.

Dual enrolled students may enter any program available to other students subject to the same responsibilities and standards of behavior and performance that apply to any student’s participation.

Extracurricular Activities

Participation in extracurricular activities shall be subject to Policy 3031.

Average Daily Attendance

Students who are dual enrolled (i.e., enrolled on a part-time basis) shall be used in

calculating the District's State fund, but only to the extent of the student's participation in District programs.

Priority

Priority for enrollment, when school programs reach maximum capacities, will be given to students enrolled on a regular full-time basis. If a number of non-public school students request admission into the same class, they will be accepted on a first-come basis. In the event the class enrollment position of a non-public school student is needed for a regular full-time student during the course of the year, the full-time student will have priority for the position beginning with the semester after the need is identified.

Transportation

All non-public school students will be eligible for District transportation services. A public charter school student or nonpublic student, upon admission to a school in this District, may ride a school bus on regularly scheduled routes, including activity bus routes, and use regularly established bus stops or stops which would require no deviation from the regularly established bus route. No alteration of routes will be made to specially accommodate a dual enrollment student. If a dual enrollment student attends only part time, the District may furnish transportation at the regularly scheduled time closest to the time period for which a student is enrolled (i.e., morning busing for a.m. classes or afternoon busing for p.m. classes). The District will not provide such transportation if there is no available space, if the furnishing of such transportation would cause a deviation or alteration of the regularly established bus routes or stops, or if the furnishing of such transportation would require the purchase of additional or substitute equipment.

Graduation

In order to graduate from this District, all non-public school students must meet the same grade and other graduation requirements as regular full-time students as outlined in policy, unless exceptions are made as described in policy.

Mixed Curriculum

If a public charter school student or nonpublic student wishes to attend activities or programs in a particular discipline, in a class or grade where the curriculum is merged or integrated, such request shall be made in writing particularizing the subject matter presentation which the student desires to attend (i.e., art instruction in a third grade class). The teacher and principal of that school shall, upon request, provide scheduling information to the dual enrollment student. It shall be the dual enrollment student's responsibility to contact the District and ascertain when such subject matter will be presented. Where certain subject matter is integrated into a mixed curriculum, no

change in the presentation of that curriculum needs to be made because of a nonpublic student's request for attendance. It is also the intent of this policy to ensure that the teacher's right to integrate disciplines and be flexible in planning and modifying the daily classroom presentations shall not be hindered or restricted in any way.

IDEA/ADA/Section 504 Students

Parents who wish to have a dual enrollment student's disability accommodated by the District via a 504 Plan or who wish to have their student enrolled in special programs must comply with the requirements of the Individuals with Disabilities Education Act (IDEA) and the Americans with Disabilities Act (ADA) or Section 504 of the Rehabilitation Act of 1973 (Section 504).

If a dual-enrolled student or a student enrolled part-time at a District school is found to be eligible for a 504 Plan, the District's process to create and implement a 504 Plan for a student shall be followed.

Whether the District is responsible for assessing a student's need for special education services and for maintaining and implementing an IEP for the student depends on factors including, but not limited to what other type of school the student is enrolled in, if any; whether the student lives in the District; and whether a private school they attend is located in the District. The District shall provide such assessment and related services when required by state or federal law or administrative rules.

Legal Reference:

Legal References	**Description**
IC § 33-1001	Foundation Program — State Aid —Apportionment – Definitions
IC § 33-203	Attendance at Schools - Dual Enrollment
IC § 33-512	District Trustees - Governance of Schools
IDAPA 08.02.03.111.13	Assessment in the Public Schools – Dual Enrollment
Other References	**Description**
Idaho State Department of Education	Idaho Special Education Manual, current edition
Idaho State Department of Education	Dual Enrollment Q&A
Idaho State Government	Private Schools Quick Guide

Cross References

Code	**Description**
2400	Special Education
2410	Section 504 of the Rehabilitation Act of 1973
2410-P(1)	Section 504 of the Rehabilitation Act of 1973 - "Section 504"
2440	Online Courses and Alternative Credit Options

3031	Extracurricular Activities—Eligibility for Students Not Enrolled
3525	Immunization Requirements

Adopted:
Revised:
Reviewed:

Policy 3031 – Extracurricular Activities – Eligibility for Students Not Enrolled

The following rules apply for non-public school students who wish to participate in nonacademic school activities, such as extracurricular activities, for which public school students must demonstrate academic proficiency or eligibility. For the purposes of this policy, "non-public school student" means a student who attends a public charter school, home school, or private school, regardless of whether they are dually enrolled for academic or instructional activities as described in Policy 3030:

1. Non-public school students must meet the same eligibility standards as full-time District students;

2. The non-public school student must, on any State Board of Education recognized achievement test, portfolio, or other mechanism, demonstrate composite grade-level academic proficiency;

3. The non-public school student must achieve a minimum composite, core, or survey test score within the average or higher than average range as established by the test service utilized on any nationally-normed test. The minimum score on each assessment is the fifth stanine for the battery total score. The parents/guardian of a dual enrollment student are responsible for obtaining third party testing for their child at their expense in accordance with I.C. 33-203 and State Board of Education rules. Demonstrated proficiency shall be used to determine eligibility for the current and next school year, not to exceed a period of 12 months from the date the test results are released;

4. Non-public school students must be provided the opportunity to take State tests or other standardized tests given to all regularly enrolled public school students when pre-arranged with the principal of the building where the student is registered.

5. A non-public school student will be subject to the same requirements as public school students regarding school attendance on the date of an activity. If the non-public school student is not scheduled to attend academic courses in the District on activity days, the non-public school student's primary education provider shall provide assurance to the District that such student has met the attendance requirements in the non-public school academic setting. The primary education provider shall also be responsible for the oversight of any other academic standards relating to participation in nonacademic activities.

Legal Reference:

Legal References	Description
IC § 33-203	Attendance at Schools - Dual Enrollment
IC § 33-512	District Trustees - Governance of Schools

Other References	Description
IHSAA	Rules and Regulations on Eligibility

Cross References

Code	Description
3030	Part-Time Attendance/Dual Enrollment

Adopted:
Revised:
Reviewed:

3031F – Extracurricular Activities – Eligibility for Students Not Enrolled

School Year: _____

Student Information

Student Name: _____

Date of Birth: _____ Grade: _____

Parent/Guardian: _____

Address: _____

Phone: _____ Email: _____

Parent/Guardian Certification

I certify that my child is educated through a homeschool program and is eligible to participate in extracurricular activities under Idaho law and Idaho

High School Activities Association (IHSAA) rules. Please initial each statement below:

_____ My child is homeschooled and is not enrolled in any public school, including any traditional public school, public charter school, or public

online school.

_____ My child is performing at or above grade level as required for participation in extracurricular activities.

_____ My child has successfully passed all required grade-level assessments or testing necessary to demonstrate academic eligibility.

_____ I am responsible for maintaining documentation supporting my child's academic eligibility and will provide documentation to Preston School

District #201 upon request.

_____ I will immediately notify Preston School District #201 if my child's academic performance changes in a manner that may affect eligibility.

_____ I will immediately notify Preston School District #201 if my child enrolls in any public school, including a traditional public school, charterschool, or online public school.

_____ I understand that it is my responsibility to ensure my child continues to meet all eligibility requirements established by Idaho law and the

IHSAA, and that failure to do so may result in immediate ineligibility for participation.

_____ I certify that all information provided on this form is true and accurate. I understand that providing false or misleading information may result

in my child's loss of eligibility to participate in extracurricular activities.

Parent/Guardian Signature

Printed Name: _____

Signature: _____ Date: _____

District Use Only

Received By: _____

Date Received: _____

Approved for Participation: Yes _____ No _____

Administrator Signature: _____ Date: _____

This form is intended to document parent certification of homeschool eligibility for extracurricular participation. Parents are responsible for ensuring continued compliance with applicable Idaho law and IHSAA eligibility requirements.

Reviewed:

Policy 3040 – Compulsory Attendance

The parent or guardian of any child who has attained the age of seven years, but not the age of 16 years shall cause that child to be instructed in subjects commonly and usually taught in the public schools. Unless the child is otherwise comparably instructed, the parent or guardian shall cause the child to attend a public, private, or parochial school for a period each year equal to that during which the public schools are in session.

-Idaho Code § 33-202

Attendance

Parents or guardians are required to have children ages seven through 16 enrolled in and attending a public, private, or parochial school. This school must meet the certification and standard requirements of the State of Idaho, per Idaho Code 33-202 through 205.

The Board of Trustees is responsible for the education of all school-aged children within District boundaries. Therefore, it reserves the right to ensure comparability of services at all other schools.

Whenever it is determined by the Board or the Board's designee under the provisions of due process of law that the parents/guardians of any child who is not enrolled in the public schools are failing to meet the requirements of Idaho Code § 33-202, an authorized representative of the Board or designee shall notify in writing the prosecuting attorney in the county of the pupil's residence and recommend that a petition shall be filed in the magistrates division of the District Court of the county of the pupil's residence, in such form as the court may require under the provisions of Idaho Code § 20-510.

Legal Reference:

Legal References	**Description**
IC § 33-201	Attendance at Schools - School Age
IC § 33-202	Attendance at Schools - School Attendance Compulsory
IC § 33-207	Attendance at Schools - Proceedings Against Parents or Guardians
Id. Const. art. IX, § 9	Compulsory Attendance at School

Adopted:
Revised:
Reviewed:

Policy 3040F1 – Compulsory Attendance Letter

STUDENTS **3040F1**

(Prepare on School District Letterhead)

[DATE]
_____ County Prosecutor's Office
[Address]

To the Office of the County Prosecutor:

This letter is to inform your office of the continued absence of _____. Enclosed is the Truancy Referral Form for the student. I have provided all of the information available on this student and his or her family. This form will be updated if any new information becomes available.

Thank you for your assistance. Please contact me if you have any questions.

Sincerely,

[SIGNATURE]
[TITLE]

Reviewed:

Policy 3040F2 – School Truancy Referral Form

STUDENTS **3040F2**

School Truancy Referral Form

PART I

Student: _____,_____
(last name) (first name) (middle name)

Grade: _____ Age: _____ DOB: _____

Sex: _____ Race: _____ Language: _____

Mother's Name: _____ DOB: _____

Phone: _____ Wk. Phone: _____

Address: _____ City: _____ Zip: _____

Father's Name: _____ DOB: _____

Phone: _____ Wk. Phone: _____

Address: _____ City: _____ Zip: _____

Child resides with: _____

Address (if different than above): _____ Zip: _____

Phone: _____

Policy 3060 – Education of Homeless Children

It is the policy of the District to ensure that:

1. Each child of a homeless individual and each homeless child has equal access to the same free, appropriate public education, including a public preschool education, as provided to other students;

2. Homelessness does not in any way separate homeless students from the mainstream school environment; and

3. Homeless children and youths have access to the education and other services that such children and youths need to ensure that such children and youths have an opportunity to meet the same challenging state academic standards to which all students are held.

The Board of Trustees directs all District schools to admit children who are homeless regardless of residence and irrespective of whether the homeless child is able to produce records normally required for enrollment. The Board shall not enter into an out-of-District attendance and tuition agreement with another district for a homeless child.

All schools and employees of the District shall work to ensure that children and youth who are homeless are free from discrimination, segregation, and harassment. The District will also strive to prevent stigma against students who are homeless.

Definitions

For the purposes of this Policy, the following definitions shall apply.

The terms “enroll” and “enrollment” includes attending classes and participating fully in all school activities.

The terms “homeless,” “homeless individual,” and “homeless person” include:

1. Children and youths who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; or are abandoned in hospitals;

2. Children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;

3. Children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings;

4. Migratory children who qualify as homeless for the purposes of this part because the children are living in circumstances described in clauses 1 through 3 above; and

5. An unaccompanied student living in any of the circumstances described in clauses 1 through 3 above.

“Children and youth in transition” is defined as children and youth who are otherwise legally entitled to or eligible for a free public education, including preschool, and who lack a fixed, regular, and adequate nighttime residence.

“Unaccompanied youth” is defined as a youth not in the physical custody of a parent/guardian who is in transition as defined above.

The term “school of origin” is defined as the school the student attended when permanently housed, or the school in which the student was last enrolled, including a preschool. When a student completes the final grade level served by the students “school of origin;” the “school of origin” shall progress to the designated receiving school at the next grade level for all of its feeder schools the same as for all students attending one school and progressing to another school in the District.

In General

The District shall ensure the following is provided according to the homeless student's best interest:

1. That the homeless student's education continues in the school of origin for the duration of homelessness:

    A. In any case in which a family becomes homeless between academic years or during an academic year; and
    B. For the remainder of the academic year, if the student becomes permanently housed during an academic year; or
2. That the homeless student is eligible to enroll in the same schools as non-homeless students who live in the same attendance area where the homeless student is actually living.

Placement Choice

The choice regarding placement shall be made regardless of whether the child or youth lives with the homeless parents or has been temporarily placed elsewhere.

When addressing school placement, the student may attend a school different than the school of attendance from before the student became homeless or the school last attended by the student, if such is the choice of the student's parent and such is feasible.

When addressing school placement, the District's liaison shall work with the family to address the student's transportation needs.

School Stability

In determining the best interest of the homeless student each school within the District shall:

1. Presume that keeping the student in the school of origin is in the student's best interest, except when doing so is contrary to the request of the student's parent/guardian, or (in the case of an unaccompanied youth) the student;

2. Consider student-centered factors related to the student's best interest, including factors related to the impact of mobility on achievement, education, health, and safety of homeless students, giving priority to the request of the student's parent/guardian or (in the case of an unaccompanied youth) the student;

3. If, after conducting the best interest determination based on consideration of the above presumptions, the Superintendent determines that it is not in student's best interest to attend the school of origin or the school requested by the parent or guardian, or (in the case of an unaccompanied student) the student, provide the student's parent/guardian or the unaccompanied student with a written explanation of the reasons for their determination, which will be provided in a manner and form understandable to such parent/guardian, or unaccompanied student, including information regarding the right to appeal under "Enrollment Disputes", below; and

4. In the case of an unaccompanied student, ensure that the District's liaison designated under "District Liaison," below, assists in placement or enrollment decisions under this subparagraph, gives priority to the views of such unaccompanied student, and provides notice to such student of the right to appeal under "Enrollment Disputes," below.

Immediate Enrollment:

1. **In General:** The school selected in accordance with this policy shall immediately enroll the homeless student, even if the student:

A. Is unable to produce records normally required for enrollment, such as previous academic records, records of immunization and other required health records, proof of residency, or other documentation;

B. Has missed application or enrollment deadlines during any period of homelessness; or

C. Has outstanding fees or fines, including fees associated with extracurricular activities.

2. **Relevant Academic Records:** The enrolling school shall immediately contact the school last attended by the student to obtain relevant academic and other records.

3. **Relevant Health Records:** If the student needs to obtain immunizations or other required health records, the enrolling school shall immediately refer the parent/guardian of the student, or (in the case of an unaccompanied student) the student, to the District's liaison designated under "District Liaison," below, who shall assist in obtaining all necessary immunizations and/or screenings, or other required health records, in accordance with "Records," below. Additionally, exemption from these immunization requirements is available as described in Policy 3525 and IC 39-4802.

Records

Any record ordinarily kept by the school, including immunization or other required health records, academic records, birth certificates, guardianship records, and evaluations for special services or programs, regarding each homeless student shall be maintained:

1. So that the records involved are available, in a timely fashion, when the student enters a new school or school district; and
2. In a manner consistent with FERPA, applicable Idaho law, and District policy.

When a student transfers schools, the District shall help to keep the student academically on track by providing appropriate credit for full or partial coursework satisfactorily completed while attending a prior school or when transferring to a new school.

Disputes

If a dispute arises over eligibility, school selection or enrollment in a particular school, or any other issue addressed in this policy:

1. The student shall be immediately enrolled in the school in which enrollment is sought, pending final resolution of the dispute, including all available appeals.

The student shall receive educational services for which the student is eligible, such as attending classes and full participation in all school activities

2. The parent/guardian of the student or (in the case of an unaccompanied student) the student shall be provided with a written explanation identifying the basis for any decisions related to school selection or enrollment made by the District, or other entity, including the rights of the parent/guardian or unaccompanied student to appeal such decisions;

3. The parent/guardian or unaccompanied student shall be referred to the local educational agency liaison designated under “District Liaison” below, and upon being informed of the dispute, the liaison shall, within 10 days, initiate an appeal with the District and, if unsuccessful, to the state coordinator of the dispute regarding the educational placement of the homeless student; and

4. In the case of an unaccompanied student, the liaison shall ensure that the student is immediately enrolled in the school in which the student seeks enrollment pending resolution of the student’s dispute.

5. If an agreement cannot be reached between the parties regarding the educational placement of enrollment status of the student, then the District shall seek further assistance from the State Coordinator of Homeless Education to review and determine within ten business days how the student’s best interests will be served. The decision of the State Department of Education shall constitute final resolution.

Privacy

Information about a homeless student’s living situation shall be treated as a student education record and shall not be deemed to be disclosable “directory information” under the Family Education Records Privacy Act (“FERPA”).

Contact Information

Nothing in this policy shall prohibit the District and/or the enrolling school from requiring the parent/guardian of a homeless student to submit contact information.

Comparable Services

Each homeless student in the District shall be provided services comparable to those services provided to other students in the school attended by the homeless student, including but not limited to the following:

1. Transportation services. Students may be provided with additional transportation services if needed to ensure the student's full participation in the District's education program;

2. Educational services for which the student meets eligibility criteria, such as services provided under Title I of the Elementary and Secondary Education Act of 1965, or similar State or District sponsored programs, educational programs for children with disabilities, and educational programs for English Learners;

3. Programs in career and technical education;

4. Programs for gifted and talented students; and

5. School nutrition programs. Upon enrollment, the student's name shall immediately be submitted to the District's Nutrition Services Department as eligible for free meals, which eligibility commences at the time of enrollment.

District Liaison

For purposes of this policy, the Superintendent shall designate a District employee to serve as its liaison to serve homeless students in accordance with the following provisions. The liaison for homeless students designated by the Superintendent shall ensure that:

1. All homeless students in and out of school are identified by school personnel through outreach and coordination activities with other entities and agencies;

2. The District tracks academic and enrollment data on homeless students;

3. All homeless students are enrolled in, and have a full and equal opportunity to succeed the same as non-homeless students of the District;

4. Homeless families and homeless students have access to and receive educational services for which such families and students are eligible, including services through Head Start programs (including Early Head Start programs), early intervention services under part C of the Individuals with Disabilities Education Act, and other preschool programs administered by the District;

5. All homeless families and homeless students receive referrals to health care services, dental services, mental health and substance abuse services, housing services, and other appropriate services;

6. The parents/guardians of homeless students are informed of the educational and related opportunities available to their children and are provided with meaningful

opportunities to participate in the education of their children;

7. All unaccompanied students and youth who receive any credits for classes attended shall be informed by the Liaison of their status as an "independent student" for purposes of the student's Free Application for Federal Student Aid ("FAFSA"). The Liaison shall also provide the required "verification" of the student's status in connection with their application for Federal Student Aid.

8. Public notice of the educational rights of homeless students is disseminated in locations frequented by parents/guardians of such students, and unaccompanied students, including schools, shelters, public libraries, and soup kitchens, in a manner and form understandable to the parents/guardians of homeless students and unaccompanied students;

9. Eligibility, school selection, or enrollment disputes are mediated in accordance with "Disputes," above;

10. The parent/guardian of a homeless student, and any unaccompanied student, is fully informed of all transportation services, including transportation to the student's school of origin, and is assisted in accessing transportation to the student's assigned school;

11. School personnel receive annual professional development and other support; and

12. Unaccompanied homeless students:
    A. Are enrolled in school;

    B. Have opportunities to meet the same challenging state academic standards as the State establishes for other students; and

    C. Are informed of their status as independent students under 20 USC § 1087vv(d), and that such students may obtain assistance from the District Liaison to obtain verification of such status for purposes of the Free Application for Federal Student Aid.

Local and State Coordination

The District's liaison(s) for homeless students shall, as a part of their duties, coordinate and collaborate with the Idaho State Office of the Coordinator for Education of Homeless Children and Youths, as well as with community and school personnel who are responsible for the provision of education and related services to homeless students. These shall include public and private agencies, the transportation department, the State Coordinator for the Education of Homeless Children and Youth,

and others. Such coordination shall include collecting and providing to the State Coordinator the reliable, valid, and comprehensive data needed to meet the requirements of 42 USC § 11432(f)(1) and (3).

Homeless Status

The District's Liaison who receives training provided by the Idaho State Office of the Coordinator for Education of Homeless Children and Youths may authorize a homeless student who is eligible for and participating in a program provided by the District, or the immediate family of such student, who otherwise meets the eligibility requirements Federal Housing Assistance (see 42 USC §§ 11360 et. seq.), to do so without approval or other agency action by or on behalf of the Department of Housing and Urban Development.

Title 1, Part A

Any student who is homeless and attends school within the District is eligible for Title 1, Part A services. The District shall set aside funding to provide homeless students who attend schools that do not participate in Title 1, Part A with services comparable to those provided by participating schools. Funding may also be set aside to provide targeted assistance to homeless students who attend participating schools.

Legal Reference:

Legal References	**Description**
20 USC § 6311, et seq.	Improving Basic Programs Operated by Local Educational Agencies (Subchapter I, Part A, of the Elementary and Secondary Education Act)
20 USC §§ 1400 – 82	Individuals with Disabilities Education Act (IDEA)
42 USC § 11301, et seq.	McKinney-Vento Homeless Assistance Act of 1987
42 USC § 1758	School Lunch Programs – Program Requirements
IC § 39-4801	Immunization - Exemptions
Pub. L. 110–134	Improving Head Start for School Readiness Act of 2007

Cross References:

Code	**Description**
3000	Student Policy Guiding Principles
3005	Entrance, Placement, and Transfer
3525	Immunization Requirements
4110	Public Complaints
4120	Uniform Grievance Procedure
4120-F(1)	Uniform Grievance Procedure
4160	Parents Right-to-Know Notices
8100	Transportation

Adopted:
Revised:
Reviewed:

Policy 3080 – Nonresident Student Attendance Policy

Students who reside in another state may attend a District school when an out-of-state school district and the Preston School District #201 mutually agree, provided such transfer would not exceed the limits on attendance set by 3010P at the classroom, program, or school level.

District Students Attending School in Another State

The Board of Trustees may agree in writing, on an annual basis, that a resident student attend school in the nearest appropriate school district in a neighboring state. Such agreement shall state the rate of tuition and cost of transportation, if any, to be paid by the District. The agreement will be entered into the records of the Board of Trustees. A copy must be filed with the State Board of Education.

Out of State Students Attending School in the District

The Board of Trustees may, upon approval of the State Board of Education, enter into an agreement with the governing body of a school district in another state for education and/or transportation of an out-of-state student. The rate of tuition, cost of transportation as well as other appropriate costs shall be specifically addressed in the agreement. The agreement will be entered into the records of the Board of Trustees with a copy to be filed with the State Board of Education.

Legal Reference:

Legal References	Description
IC § 33-1400, et seq.	Transfer of Pupils
IC § 33-205	Denial of School Attendance
IDAPA 08.02.01.550.01	Out of State Tuition

Cross References

Code	Description
3010	Open Enrollment
3010-P(1)	Open Enrollment - Procedures

Adopted:
Revised:
Reviewed:

Policy 3090 – Foreign Exchange Students

Philosophy

The District believes that foreign exchange students add to the richness of the high school setting for both District and foreign students. Thus, the District is willing to enroll a manageable number of foreign exchange students.

To protect the interests of the District and students, the District has adopted the following policies. It should be realized that foreign exchange students are educated at the expense of the taxpayers of the District and the State of Idaho.

1. The foreign exchange student must be 18 years of age or younger at the time of enrollment.

2. The foreign exchange student must reside with a legal resident of the District. Exceptions may be granted.

3. The foreign exchange student must have sufficient knowledge of the English language to enable effective communication and to use instructional materials and textbooks printed in English.

    A. An English proficiency test of the District's own choosing may be administered and will supersede all other tests;

    B. If an organization places a student who, upon arrival, is deemed by the District to be deficient in English language proficiency, the organization will do one of the following:
        1. Terminate the student's placement; or
        2. Provide, and pay for, tutorial help until the student reaches proficiency, as determined by the District.

Academic Standards and Graduation

1. The foreign exchange student will be expected to meet all appropriate standards required of any student enrolled in the District; and

2. Foreign exchange students who complete their senior year in the school district may graduate and receive a diploma from Preston High School if it is determined by the administration that they have completed all of the criteria and requirements of the state and school district to graduate. Foreign exchange students who complete the school year, but not the graduation requirements, will be recognized at graduation but are not eligible to participate in the ceremonies and may not walk at graduation.

Orientation by the Exchange Organization

1. Orientation, both pre-departure and upon arrival in the United States, must be provided to the exchange student.

2. Orientation must also be provided to the host family in advance of the exchange student's arrival. The family should be advised of potential problems in hosting an exchange student and provided with suggestions for coping with these problems.

3. The student's host family and the District must be provided written information which includes at least:

    A. The name, address, and phone number of both local and area coordinators for the exchange organization; and
    B. A 24-hour emergency telephone number for immediate assistance by the exchange organization.

Supervision

1. The sponsoring foreign student exchange organization must assume the final responsibility for resolving problems, including, if necessary, the changing of host families or the early return home of the exchange student because of personal, family, or school difficulties.

2. The sponsoring foreign student exchange organization must contact the exchange student and host family periodically throughout the exchange visit to ensure that problems are dealt with promptly and effectively.

3. The host family must be available and willing to meet with school personnel when functions or conditions require it.

District Expectations—Student Opportunities/Responsibilities

1. **Required Courses:** Foreign exchange students will be expected to be enrolled as full-time students while attending Preston High School.

2. **Athletic Program:** Foreign exchange students are eligible to participate in the Preston High School Activities Program. Guidelines for participation are set by District policy and by the Idaho High School Activities Association (IHSAA), as follows:

A. **Recognition:** The student must be a participant of an "official Foreign Exchange Program" as defined in the publication from the National Association of Secondary School Principals, entitled, "Advisory List of International Educational Travel and Exchange Programs".
B. **Graduation:** The student cannot have graduated or received a diploma in his or her own country.

3. **Student Fees:** Foreign exchange students are expected to pay all incurred expenses that are expected of other students enrolled in Preston High School.

4. **Achievement and Discipline:** Foreign exchange students must maintain passing grades in all classes, follow the rules and regulations of District student policies, and show satisfactory discipline and attendance. Failure to comply with these expectations shall result in dismissal of the student from the District's Foreign Exchange Program.

5. **Scholarship(s):** The District will not include names of foreign exchange students in its formal class-rank listing based on cumulative grade point average, nor will foreign exchange students be eligible to apply for any local scholarship.

Placement Quotas for Foreign Student Exchange Organizations

1. Preston High School will accept a maximum of one half of a percent (.005) of enrollment numbers as sponsored exchange students. No more than two (2) exchanges students will be accepted by the same agency/organization.

2. The fact that a foreign exchange organization has located a host family within the District does not imply the District will automatically enroll the student. While the organization may develop such an agreement with a host family, the family should be advised it is contingent upon admission to Preston High School.

Legal Reference:

Legal References	Description
20 USC § 221, et seq.	Foreign and Exchange Students
IDAPA 08.02.03.105.03	Foreign Exchange Students

Adopted:
Revised:
Reviewed:

Policy 3100 – Programs for At-Risk/disadvantaged Students

The District will designate one at-risk coordinator to collect and disseminate data regarding drop-outs in the District and to coordinate the District's program for students who are at high risk of dropping out of school.

Each school year, the at-risk coordinator will prepare a dropout reduction plan that identifies:

1. The number of District students who dropped out in the preceding regular school term;
2. The number of students in grades 1-12 who are at risk of dropping out;
3. The District's dropout rate goal for the next school year; and
4. The dropout reduction programs, resources, and strategies to be used during the school year.

The Board will review and approve the plan annually.

At-Risk Students

In determining whether a student is at high risk of dropping out of school, the District will consider the student's academic and attendance performance as well as whether the student is adjudged delinquent; abuses drugs or alcohol; is a student of limited English proficiency; receives compensatory or remedial education; is sexually, physically or psychologically abused; is pregnant or a parent; is an emancipated youth; is a previous drop-out, is a court or agency referral; stops attending school before the end of the school year; is an underachiever; is unmotivated; or exhibits other characteristics that indicate the student is at high risk of dropping out of school.

Programs and District Plan

The District will provide a remedial and support program for any student who is at risk of dropping out of school.

The District will have a plan designed to retain students in a school setting. The District plan will be the responsibility of the Superintendent or the designated at-risk coordinator and will:

1. Emphasize a comprehensive team approach that includes the Superintendent, principal, parent/guardian, teacher, student, community service provider, business representative, or others;
2. Include objectives designed to meet the identified needs of at-risk students and to retain those students in school;

3. Be designed to use community resources that are available to serve at-risk youth;
4. Provide for parental involvement, such as participation in developing student academic plans and training programs for parents; and
5. Provide for review of individual profiles for at-risk students.

The District plan may also:

1. Include alternatives; and
2. Provide for the referral of students who drop out to other programs.

Alternative high school programs conducted during the school year will be conducted off-site or scheduled at a time when school is not in session and shall comply with the State Board of Education Rules Governing Thoroughness (IDAPA 08.02.03.110).

Legal Reference:

Legal References	Description
IDAPA 08.02.03.110	Alternative Secondary Programs

Adopted:
Revised:
Reviewed:

Policy 3200 – Student Rights and Responsibilities

All students are entitled to enjoy the rights protected by the Federal and State Constitutions and laws for persons of their age and maturity in a school setting. Students should exercise these rights reasonably and avoid violating the rights of others. Students who violate the rights of others or violate District policies or rules will be subject to disciplinary measures.

These rights and responsibilities may be described at greater length in student handbooks. All student handbooks are approved policy of the Board. The complete student handbook for each school is on file at the District administration office and at the respective schools.

Students who violate the provisions of the applicable student handbook will be disciplined in accordance with the District policies.

Legal Reference:

Legal References	Description
393 U.S. 503 (1969)	Tinker v. Des Moines Ind. Sch. Dist.
478 U.S. 675 (1986)	Bethel School District v. Fraser
551 U.S. 393 (2007)	Morse v. Frederick
IC § 33-205	Denial of School Attendance
IC § 33-512	District Trustees - Governance of Schools

Cross References:

Code	Description
2140	Student and Family Privacy Rights
2140-F(1)	Student and Family Privacy Rights - Consent Form
3330	Student Discipline
3370	Searches and Seizure
3370-P(1)	Searches and Seizure

Adopted:
Revised:
Reviewed:

Policy 3220 – Student Use of Buildings: Equal Access

Non-curriculum related secondary school student organizations may conduct meetings on school premises without intervention on the basis of the religious, political, philosophical, or other content of the meeting.

The following criteria must be met:

1. The meeting is voluntary and student-initiated;
2. There is no sponsorship of the meeting by the school, the government, or its agents or employees;
3. The meeting must occur during non-instructional time on regular school days;
4. Employees or agents of the school or government are present only in a non-participatory capacity;
5. The meeting does not materially and substantially interfere with the orderly conduct of educational activities within the school; and
6. Non-school persons may not direct, conduct, control, or regularly attend activities.

Although the school assumes no sponsorship of these kinds of meetings, all meetings held on school premises must be scheduled and approved by the principal.

This policy pertains to student meetings. The school has the authority, through its agents or employees, to maintain order and discipline on school premises and to protect the well-being of students and faculty.

Legal Reference:

Legal References	Description
20 USC § 4071 et seq.	The Equal Access Act
496 U.S. 226 (1990)	Westside Community Board of Education v. Mergens

Adopted:
Revised:
Reviewed:

Policy 3230 – Student Government

The Board encourages the function of student councils in the District's secondary schools. Student councils shall assist in improving the general welfare of all students and give students the opportunity to participate in the orderly workings of the democratic process.

Student councils shall not have authority to make policies or procedures for the District or the school. However, they may make recommendations to the administration on any topic of student concern.

Eligibility rules for candidates and rules for conducting campaigns and elections should be published, widely announced, and uniformly enforced.

Legal Reference:

Legal References	Description
I.C. § 33-506(1)	District Trustees - Organization and Government of Board of Trustees

Adopted:
Revised:
Reviewed:

Policy 3270P1 – District-Provided Access to Electronic Information, Service, and Networks – Acceptable Use of Electronic Networks

Acceptable Use of Electronic Networks

All use of electronic networks shall be consistent with the District's goal of promoting educational excellence by facilitating resource sharing, innovation, and communication. These procedures do not attempt to state all required or proscribed behaviors by users. However, some specific examples are provided. **Failure of any user to follow these procedures will result in the loss of privileges, disciplinary action, and/or appropriate legal action.**

Terms and Conditions

1. Educational Purposes Only**:** All use of the District's electronic network must be either in support of education or research and in furtherance of the District's stated educational goals; or for a legitimate school business purpose. Use is a privilege, not a right. Students have no expectation of privacy in any materials that are stored, transmitted, or received via the District's electronic network or District computers. The District reserves the right to access, monitor, inspect, copy, review, and store, at any time and without prior notice, any and all usage of the computer network and internet access and any and all information transmitted or received in connection with such usage, including email and other messages.

2. Privileges: The use of the District's electronic networks is a privilege, not a right, and Inappropriate use of the District's electronic networks may result in cancellation of those privileges. The system administrator and/or building principal will make all decisions regarding whether or not a user has violated these procedures, and may deny, revoke, or suspend access at any time. An appeal of such decisions may be made to the Superintendent within seven days. Their decision is final.

3. Unacceptable Uses: The user is responsible for their actions and activities involving the network. Some examples of unacceptable uses are the following:

    A. Using the network for any illegal activity, or to access websites encouraging illegal activity including violation of copyright or of contracts, or transmitting any material in violation of any U.S. or State law;
    B. Accessing sites which allow or promote online gambling;
    C. Accessing information pertaining to the manufacture of weapons or the promotion of illegal weapons;
    D. Downloading the TikTok app or visiting the TikTok website;
    E. Uses that cause harm to others or damage property;

F. Unauthorized downloading, installation, or copying of software, regardless of whether it is copyrighted or checked for viruses;
G. Downloading copyrighted material or trade secret information;
H. Viewing, transmitting, or downloading pornographic materials, materials harmful to minors, or other sexually explicit materials;
I. Using the network for private financial or commercial activities;
J. Wastefully using resources, such as file space or a printer;
K. Hacking, attempting to bypass security systems, or gaining unauthorized access to files, resources, or entities;
L. Uploading a worm, virus, or other harmful form of programming and other uses the jeopardize the security of the network;
M. Invading the privacy of individuals, which includes the unauthorized disclosure, dissemination, and use of information of a personal nature about anyone;
N. Using another user's account or password or some other user identifier that misleads message recipients into believing that someone other than you is communicating;
O. Posting material authored or created by another person, or pictures of another person, or another person's private information or messages without his or her consent;
P. Posting anonymous messages or messages using a name other than one's own;
Q. Using the network for commercial or private advertising;
R. Uses that are commercial transactions;
S. Accessing, submitting, posting, publishing, sending, or displaying any inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, or illegal material;
T. Accessing sites which promote violence or depict or describe graphic violence. This includes promotion of self-harm;
U. Accessing sites which advocate discrimination or which promote intolerance.
V. Uses amounting to harassment, sexual harassment, bullying, or cyber-bullying;
W. Uses that cause harm to others or damage their property, person, or reputation, including but not limited to engaging in defamation;
X. Using the network while access privileges are suspended or revoked;
Y. Promotion of political, personal, or religious causes in a way that presents such opinions as the view of the District;
Z. Disclosing identifying personal information or arranging to meet persons met on the internet or by electronic communications;
AA. Students are prohibited from using e-mail unless authorized to do so by District staff. Students are prohibited from joining chat rooms or using school equipment or school systems for any such activity, unless it

is a teacher-sponsored activity

4. Network Etiquette – The user is expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following:

    A. Be polite. Do not become abusive in messages to others.
    B. Use appropriate language. Do not swear or use vulgarities or any other inappropriate language.
    C. Do not reveal personal information (including the addresses or telephone numbers) of other students or staff.
    D. Recognize that District email is not private. People who operate the system have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities.
    E. Do not use the network in any way that would disrupt its use by other users.

5. Security: Network security is a high priority. If the user can identify a security problem with the District's electronic devices or services, the user must notify the system administrator, Internet Safety Coordinator, or building principal. The user shall not demonstrate the problem to other users. Users shall keep their account and passwords confidential. Users shall not use another individual's account. Attempts to log on to the internet as a system administrator will result in cancellation of user privileges. Any user identified as a security risk may be denied access to the network.

6. Telephone Charges: The District assumes no responsibility for any unauthorized charges or fees, including telephone charges.

7. Copyright Web Publishing Rules: Copyright law and District policy prohibit the republishing of text or graphics found on the internet or on District websites or file servers, without explicit written permission.

    A. For each republication on a website or file server of a graphic or text file that was produced externally, there must be a notice at the bottom of the page crediting the original producer and noting how and when permission was granted. If possible, the notice should also include the website address of the original source.

    B. Students engaged in producing website pages must provide library media specialists with email or hard copy permissions before the website pages are published. Evidence of the status of "public domain" documents must

be provided.

C. The absence of a copyright notice may not be interpreted as permission to copy the materials. Only the copyright owner may provide the permission. The manager of the website displaying the material is not necessarily authorized to act as a source of permission.

D. The “fair use” rules governing student reports in classrooms are less stringent and permit limited use of graphics and text.

E. Student work may only be published if there is written permission from both the parent/guardian and the student.

F. Violation of the copyright web publishing rules may result in denial of access to the network.

8. Use of Email

A. The District’s email system, and its constituent software, hardware, and data files, are owned and controlled by the District. The District provides email to aid students in fulfilling their duties and responsibilities and as an education tool.

B. Email could be subject to public records requests and disclosures depending upon the subject matter of the contents of the email.

C. The District reserves the right to access and disclose the contents of any account on its system, without prior notice or permission from the account’s user. Unauthorized access by any student to an email account is strictly prohibited.

D. Each person should use the same degree of care in drafting an electronic email message that would be put into a written memo or document. Nothing should be transmitted in an email that would be inappropriate in a letter or memorandum.

E. Email sent from a District account carry with them an identification of the user’s internet domain. This domain name identifies the author as being with the District. Great care should be taken, therefore, in the composition of such messages and how such messages might reflect on the name and reputation of this District. Users will be held personally responsible for the

content of any and all emails transmitted to external recipients.

F. Any message received from an unknown sender should treated with caution and handled as directed by the system administrator. Downloading any file attached to any electronic based message is prohibited unless the user is certain of that message's authenticity and the nature of the file so transmitted.

G. Use of the District's email system constitutes consent to these regulations.

Internet Safety

1. Internet access is limited to only those "acceptable uses," detailed in these procedures.

2. Staff members shall supervise students while students are using District internet access at school, to ensure that the students abide by the Terms and Conditions for Internet Access contained in these procedures.

3. Each District computer with internet access shall be equipped with a filtering device that blocks materials that are obscene, pornographic, or harmful or inappropriate for students as defined by the Children's Internet Protection Act and as determined by the Superintendent or designee. The filter may also block other materials students are prohibited from accessing by District policy or procedure. The Superintendent or designee shall enforce the use of such filtering devices. Students must use the District's filtered network for all online activities on school grounds or using District equipment. Such filter shall also block access to the TikTok website. Measures shall also be undertaken to prevent the downloading of TikTok onto any District device or via the District's electronic network.

4. The system administrator, Internet Safety Coordinator, and/or building principals shall monitor student internet access.

Student Use of Social Media

Students will be held accountable for the content of the communications that they post on social media locations and are responsible for complying with District policy and procedures for content posted using a District computer, network, or software or when posted during school hours when the student is in attendance at school. Student posts on social media locations outside of school hours and school grounds using a personal computer, network, and software shall be private as long as they do not enter into the educational setting and interfere with the orderly operation of the school. Posts to social network sites using a District computer, network, or software may be subject to public

records requests. Students may not disrupt the learning atmosphere, educational programs, school activities, or the rights of others.

All of the requirements and prohibitions in District policy and procedure apply to the use of social media on school grounds, through the District network or using District equipment, or as part of a class assignment.

Legal References:

Legal References	Description
20 USC § 7131	Internet Safety
20 USC § 9134(f)	State Plans - Internet Safety
IC § 18-1514(6)	Obscene Materials — Definitions
IC § 18-6726	TikTok Use by State Employees on a State-Issued Device Prohibited
IC § 33-132	Local School Boards — Internet Use Policy Required
IC § 33-2508	Digital and Online Library Resources for K-12 Students
Idaho Executive Order	2022-06

Cross References

Code	Description
2335	Digital Citizenship and Safety Education
2395	Idaho Digital Learning Academy Classes
3085	Sexual Harassment, Discrimination, and Retaliation Policy
3085-P(1)	Sexual Harassment, Discrimination, and Retaliation Policy - Title IX Sexual Harassment Grievance Procedure, Requirements, and Definitions
3085-F(1)	Sexual Harassment, Discrimination, and Retaliation Policy - Notice of Investigation & Allegation Template
3085-F(2)	Sexual Harassment, Discrimination, and Retaliation Policy - Reporting Form for Students
3260	Bring Your Own Technology Program
3260-F(1)	Bring Your Own Technology Program - Permission Form
3265	Student Owned Electronic Communication Devices
3275	District Provided Mobile Computing Devices (Alternatives)
3275-F(1)	District Provided Mobile Computing Devices (Alternatives) - AGREEMENT
3330	Student Discipline
5325	Employee Use of Social Media Sites, Including Personal Sites
8705	Generative Artificial Intelligence

Reviewed:

Policy 5740P1 – Reduction in Force Procedures

As used in this procedure, “teacher” means any employee of the District who holds a certificate issued by the State Board of Education who is employed in a teaching or administrative position, below the rank of Superintendent.

1. Prior to commencing action to terminate teacher contracts under this procedure, the Board will give due consideration to its ability to effectuate position elimination and/or reduction in staff by:

    A. Voluntary retirements;
    B. Voluntary resignations;
    C. Transfer of existing staff members; or
    D. Voluntary leaves of absence.

2. In the event a reduction in force is required, teachers who are retained pursuant to these procedures may be reassigned if suitable position openings are available in instructional areas for which the principal has approved transfer pursuant to Idaho Code.

3. When determining which individuals will be released pursuant to the reduction in force, the Board will consider the criteria set out below. Each criterion shall be considered in terms of the total context when selecting those employees who are to be considered for release pursuant to the provisions of these procedures. The following criteria will be considered:

    A. The positions classified by the District as hard to fill that the teacher is certified and qualified to fill;
    B. Number of areas in which the teacher is certified;
    C. Educational or degree status;
    D. Whether the teacher is certified to teach a course necessary for high school graduation requirements;
    E. Whether the teacher is certified to teach a course necessary for middle school advancement;
    F. Contribution and/or involvement in extracurricular or co-curricular positions with students;
    G. Compliance with Professional Standards and Conduct over the course of their employment with the District; and
    H. The teacher's evaluation, including components required by Idaho Code to be included in teacher evaluations.

The Board will consider each of the above criteria be given a point value for consideration in the implementation of this reduction in force. The appended chart, which is adopted and incorporated as part of these procedures, identifies the specific point values for each of these areas of consideration.

For each teacher subject to reduction in force consideration based upon the Board's method of implementation, a teacher profile shall be developed by the Human Resources Department, applying the criteria to each respective teacher.

The factors for consideration shall be reviewed periodically by the District's administration to determine whether factors should be added, eliminated, or weighted differently. Such recommendations for modification will then be brought before the Board for consideration.

4. The Human Resources Department shall advance notice of the possible reduction in force to all teachers who may be released, based upon the number of teachers who may be released, in whole or in part, and the school programs, teacher positions or categories of positions that may be affected.

5. With this notification, the Human Resources Department shall provide a copy of the teacher's profile, utilizing the established point system, and the steps a teacher should take if they believe that there is an error in their individual teacher profile.

6. If a teacher receiving a teacher profile believes that an error has been made on their individual profile, the teacher shall notify the Human Resources Department of their concern of an error, in writing, by the close of the school day on the third school day after the teacher profile has been delivered to the teacher or the teacher's mailbox or emailed to the teacher. This written notice shall specifically identify what element or elements of the teacher profile are believed to be erroneous and explain specifically why the element(s) is believed to be in error.

7. If the Human Resources Department receives notice of possible error, each such written notice, timely received, shall be individually reviewed for possible reconsideration or evaluation of the information used to create the Teacher Profile. This may include a member of the administration communicating directly with the teacher to obtain more information or documentation relating to the alleged error.

    A. If the Human Resources Department determines that an error was made in completion of the teacher profile, a new profile will be created and forwarded to the teacher in question.

B. If the Human Resources Department determines that no error was made in completion of the teacher profile, the teacher shall be notified of this determination.

C. The teacher shall have a period of three school days to file written notice of an appeal of this decision to the District's Superintendent. Thereafter the Superintendent or the Superintendent's designee shall review the dispute, in whatever manner the Superintendent or designee deems appropriate for the circumstance, and make a final decision on the issue of the appeal and alleged error in the teacher profile.

8. If the Board determines that a reduction in force in fact will be implemented, the Superintendent shall submit a list of the teachers recommended for release, through use of the above process, and shall make recommendation to the Board as to what due process, if any, the Board needs to implement for each individual personnel situation.

9. All releases shall be done in conformance with the applicable provisions of Idaho Code, and all affected teachers will be promptly notified, in writing, of the Board's decision and of actions that need to be taken by the Board relating to applicable due process activities, if any.

Legal References:

Legal Reference	Description
IC § 33-514	Issuance of Annual Contracts – Supports Programs – Categories of Contracts – Optional Placement
IC § 33-515	Issuance of Renewable Contracts
IC § 33-522	Financial Emergency
IC § 33-522A	District Trustees - Reduction in Force

Adopted:
Revised:
Reviewed:

Policy 8170P1 – District Owned Vehicles Procedure

The Board adopts this procedure to establish guidelines, obligations, and expectations of employees who, within the scope of their employment, have occasion to operate District-owned vehicles and equipment or personal vehicles for official District purposes.

District Vehicles and Equipment

Authorization for Use

Preston School District #201 employees shall operate District owned vehicles and equipment only when the employee:

1. Is authorized by their position and/or supervisor to act as the operator of a vehicle or piece of equipment;

2. Holds a valid Idaho operator's license for each class of vehicle or piece of equipment they are approved to operate. The District may verify the employee's license status by checking motor vehicle records; and

3. Has demonstrated to the supervisor's satisfaction that they are qualified to operate the vehicle or piece of equipment.

Responsibilities of Vehicle or Equipment Operator

Employees operating District vehicles and equipment shall:

1. Inspect vehicles or equipment before operating as described in Policy 8170 to ensure the vehicle or equipment will function in a safe manner;

2. Refrain from eating or engaging in other activities which may distract an individual from safely operating a vehicle or piece of equipment;

3. Operate such vehicles and equipment in a safe, responsible manner, and in compliance with State laws and regulations governing vehicle use;

4. Pull off to a safe area and stop driving to use a cell phone in a vehicle;

5. Be personally responsible for traffic fines and/or penalties arising from their violation of traffic laws while operating District vehicles or equipment;

6. Refrain from operating any District vehicles or equipment when under the influence of controlled substances, medications, or mental or physical conditions which could impair their ability to properly operate a vehicle or piece of

equipment;

7. Return such vehicles and equipment daily to the District facility designated for that vehicle or piece of equipment unless it is taken to the operator's residence as authorized in this procedure;

8. If the vehicle or piece of equipment is taken to the operator's residence as authorized by this procedure, the operator shall ensure the vehicle or equipment is made available for routine maintenance as well as unscheduled maintenance when required;

9. Report any loss, redaction, or suspension of their operator license or endorsements status to their supervisor as soon as they are notified of the licensing status change;

10. Report all accidents immediately to the supervisor so that they can be reported to the District's insurance carrier. All Commercial Driver's License holders shall comply with federal and State laws regarding the reporting of accidents, citations, or driving convictions and shall immediately report such occurrences to their supervisor;

11. Use of District fueling cards and facilities, maintenance and repair facilities, and supplies shall be limited to bonafide District vehicles and equipment. District materials and facilities shall not be used for personal benefit;

12. Not allow others to use their refueling card or request that others allow them to use refueling cards which are not assigned to them; and

13. Be evaluated in connection with their use of District vehicles and equipment as part of their annual job performance review.

Prohibited Conduct of Vehicle/Equipment Operator

Any employee involved in one or more of the following circumstances while operating District vehicles and equipment will immediately lose their operational authorization:

1. Unlawful use, distribution, dispensing, manufacture, or possession of a controlled substance;
2. Operating any District vehicle or piece of equipment while under the influence of alcohol, any drug, or the combined influence of alcohol and any drug;
3. Use of any District vehicle or piece of equipment for illegal or unauthorized purposes;
4. Operating a vehicle or piece of equipment in a manner which endangers the safety or life of others;

5. Any negligent use of District owned vehicles or pieces of equipment.

Any employee who has engaged in any of the items listed in the above section of this procedure, regardless of whether it occurred while operating a District vehicle or piece of equipment, may be permanently prohibited from operating District vehicles and equipment, and/or subject to disciplinary action, up to and including termination.

Emergency Callout

In specific instances, the Superintendent and/or department directors may establish specific positions and/or classes of employees who are subject to emergency callout. These employees or classes of employees may be assigned a District vehicle to keep at their personal residence in order to respond more quickly to emergencies. Which employees are assigned to keep a vehicle at their residence may be changed at any time by the Superintendent and/or department director without consultation or negotiation with the affected employee or classes of employees. When an employee is designated to have a District vehicle at their residence for emergency callout use, the vehicle shall not be used for personal purposes.

Disposal of Vehicles and Equipment

All vehicles and equipment shall be disposed of only by sales events and methods which are approved by the Board and by rules adopted by the State for disposal of District property. Each sales event must be approved individually by the Board. Revenue received from the sale of school buses will be placed in a separate account and used only for the purchase of school buses.

Accident Management Procedures

Preston School District #201 establishes the following guidelines for reporting, investigating, and documenting all accidents, collisions, and incidents involving District vehicles and equipment:

1. All accidents, collisions, or vandalism (herein collectively referred to as “accidents”) involving District vehicles, regardless of the amount of damages or personal injuries sustained, shall be reported immediately to the driver’s supervisor and/or any other identified District personnel. Failure to report an accident shall be cause for disciplinary action;

2. Drivers shall report all school bus accidents to local school authorities and the appropriate law enforcement agency in accordance with Title 49, Chapter 13 of Idaho Code. Subsequent to the accident or incident, a Uniform School Bus Accident/Injury or appropriate Incident Report Form shall be completed by the driver or transportation supervisor and submitted to the State Department of

Education within 15 days.

3. An employee involved in any accident while operating District vehicles or equipment may be required to submit to a drug and alcohol test. Any employee involved in any accident while transporting students will be required to submit to a drug and alcohol test. Failure to submit to a drug and alcohol test; or testing positive for drug use; or prohibited levels of alcohol as outlined in applicable law; shall be subject to disciplinary action, up to and including termination;

4. An accident report shall be completed within 24 hours of any accident regardless of the amount of damage sustained to any District vehicle or equipment;

5. All accidents shall be investigated by a designated District Safety Coordinator or their designee;

6. All accidents involving any personnel injury and/or accidents for which the estimated damages exceed $1,000 shall be reviewed by the Safety Committee;

7. The Safety Committee shall hold a fact-finding meeting to determine if the accident was preventable or non-preventable.

    A. The driver involved in the accident has the right to attend the fact-finding meeting to explain the situation and answer the Committee's questions;
    B. The Committee shall inform the driver of their findings in a timely manner; and
    C. An employee may appeal the findings and recommendations of the Committee by following the appeals procedure outlined in the District Grievance Procedure.

8. Administrative actions shall be taken based on the findings and recommendations of the Committee as follows:

    A. If the accident was non-preventable, a statement to that effect shall be included in the employee’s personnel file and no disciplinary action will be recommended.

    B. If the accident was preventable, procedures of remediation and disciplinary action shall be implemented according to the degree of culpability, severity of the accident, and service record of the employee.

9. Driver Education instructors shall not be disciplined under these driver accident guidelines for vehicle accidents resulting from the actions of student drivers who

are operating District vehicles under the instructor's supervision, as part of the District Driver Education course unless a valid investigation by the District or a court of law finds the instructor was grossly negligent in their instruction or driving supervision.

Definitions

"Equipment" for purposes of this procedure means utility vehicles, and construction and lawn equipment.

"Vehicle" for purposes of this procedure means buses, vans and passenger vehicles, and maintenance and delivery trucks.

Legal Reference:

Legal References	Description
IC § 33-1501	Transportation Authorized
IC § 33-1506	Inspection of School Authorized Vehicles
IC § 33-1509	School Bus Drivers – Definition – Qualification – Duties
IC 33-1006	Transportation Support Program
IC 33-1504	Authorized Vehicles
IC 33-1515	Requirements for Authorized Vehicles for the Transportation of Pupils to and from School and School-Related Events
IDAPA 08.02.02.160	Maintenance Standards and Inspections Standards for Idaho School Buses and Operations
Other References	**Description**
10.2.6	Idaho Commercial Drivers License Manual
Idaho State Department of Education	Standards for Idaho School Buses and Operations
Idaho State Department of Education	Idaho's School Bus Driver Training - Classroom Curriculum

Adopted:
Revised:
Reviewed: