



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

Regular Meeting

Wednesday, August 20, 2025
7:00 PM

District Office
105 East 2nd South
Preston, ID 83263

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

1. Call to Order
2. Pledge of Allegiance
3. Appoint Clerk - Action Item
4. Approve Agenda - Action Item
5. Consent Agenda - Action Item
 - 5.A. Minutes of Regular Board Meeting - July 16, 2025
 - 5.B. Financial Summary - July 2025
 - 5.C. Monthly Expenditures - July 2025
 - 5.D. Personnel Report - July 2025
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>
7. Information Items
 - 7.A. Superintendent Report
 - 7.A.i. ISAT Summary
 - 7.B. PACE Guide (Athletic Procedures)
 - 7.C. Fee Amendment
8. Action Items
 - 8.A. Donation - Weight Room Equipment
 - 8.B. PowerSchool Litigation
9. Board Meeting Summary and Assignment Review
10. Adjourn



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

Regular Meeting

Wednesday, July 16, 2025
7:00 PM

District Office
105 East 2nd South
Preston, ID 83263

1. Call to Order
2. Pledge of Allegiance
3. Appointment of Temporary Clerk - Action Item
Appoint Shelby as temporary clerk. This motion, made by Launa Moser (Zone 1 Trustee) and seconded by Geniel Lyons (Zone 2 Trustee), Carried.
Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0
- 3.A. Approval of bank signage for Franklin County High School and Preston High School - Action Item
Make ammendments to update the signers on the bank accounts for FCHS and PHS. This motion, made by Chris Jones (Zone 4 Trustee) and seconded by Susan Yardley (Zone 5 Trustee), Carried.
Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0
4. Approve Agenda - Action Item
Motion to approve the agenda. This motion, made by Susan Yardley (Zone 5 Trustee) and seconded by Launa Moser (Zone 1 Trustee), Carried.
Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0
5. Consent Agenda - Action Item
Move to approve the consent agenda as presented. This motion, made by Launa Moser (Zone 1 Trustee) and seconded by Chris Jones (Zone 4 Trustee), Carried.
Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0
- 5.A. Minutes of Regular Board Meeting - June 18, 2025
- 5.B. Financial Summary - June 2025
- 5.C. Monthly Expenditures - June 2025
- 5.D. Personnel Report - June 2024
6. Public Requests to Address the Board - Members of the public who wish to speak shall sign up prior to the start of the meeting by either 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.

On July 1, 2025, a law went into effect that removed the restriction limiting public comments in board meetings to agenda items. This means that community members can address the board on any school-related matter, not just those listed on the agenda.

Idaho Code 33-510 now reads, in part:

(5) Each board of trustees shall provide the opportunity for members of the public residing in the school district to comment on school and education matters at regular meetings of the board of trustees. Each board of trustees shall hear public comment, if offered by a member of the public, prior to taking action on an agenda item. Nothing in this subsection restricts a board of trustees from establishing reasonable standards for the public comment period of the meeting, including time limits and conduct standards.

(6) Public comment related to subject matter that would authorize the board of trustees to enter an executive session pursuant to section 74-206(1), Idaho Code, shall not be permitted.

Tonight, the board will most likely finalize the "reasonable standards for the public comment period of board meetings" to follow in future meetings if the "Board Meeting Rules of Order and Procedure #262P" is approved after the second reading.

7. Information Items

7.A. Superintendent Report

- Mr. Thomas gave an update to the board on a previous question in regard to the Maise Technology bill. Verified that the contract is no longer active.
- Updated the board on the new administrative assistant, Terri Fredrickson.
- Mr. Thomas notified the board that he has met with the Interagency committees, met with supervisors, and that there will be a kickoff meeting for employees on August 11th.
- Mr. Thomas gave thanks to Dr. Harrison, Dr. Garner, Tamara Harris, and Shelby McKenna, along with expressing his excitement on joining the team.
- Mr. Chris Jones asked Mr. Thomas what the board could do to assist him.
 - Mr. Thomas responded by discussing aligning educational goals and the portrait of a graduate. Discussed that his focus for his first year will be on the knowledge and skills of students. Mr. Thomas discussed his plans for future meetings with his administrators and the goals for those meetings.

8. Action Items

8.A. Employee Handbook

Approve the employee handbook. This motion, made by Susan Yardley (Zone 5 Trustee) and seconded by Chris Jones (Zone 4 Trustee), Carried.

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

8.B. Uniform Guidance for Federal Awards

Uniform Guidance for Federal Awards - 2 CFR Part 200

To deliver on the promise of a 21st-Century government that is more efficient, effective, and transparent, the Office of Management and Budget (OMB) is streamlining the Federal government's guidance on Administrative Requirements, Cost Principles, and Audit Requirements for Federal awards. These modifications are a key component of a larger Federal effort to more effectively focus Federal resources on improving performance and outcomes while ensuring the financial integrity of taxpayer dollars in partnership with non-Federal stakeholders. This guidance provides a government-wide framework for grants management which will be complemented by additional efforts to strengthen program outcomes through innovative and effective use of grant-making models, performance metrics, and evaluation. This reform of OMB guidance will reduce administrative burden for non-Federal entities receiving Federal awards while reducing the risk of waste, fraud and abuse.

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) at 2 CFR Part 200 supersedes and streamlines requirements found in eight separate OMB Circulars.

Federal Programs Receiving Grants

The Idaho Department of Education, after setting aside necessary and allowable reservations for state administration and other state-level activities (as described in the ESSA), allocates the remainder of grants as flow-through subawards to Idaho school districts and Local Education Agencies (LEAs).

The following programs receive these grants:

- Title I, Part A - Improving Basic Programs
- Title I, Part A (Sec. 1003) - School Improvement
- Title I, Part C - Education of Migratory Children
- Title I, Part D - Prevention and Intervention Programs for Children and Youth who are Neglected, Delinquent, or at Risk
- Title II, Part A - Supporting Effective Instruction
- Title III - Language Instruction for English Learners and Immigrant Students
- Title V, (Sec. 5003) - Rural Education Initiative
- Title IX - Education for the Homeless

Approve the Uniform Guidance for Federal Awards. This motion, made by Launa Moser (Zone 1 Trustee) and seconded by Geniel Lyons (Zone 2 Trustee), Carried.

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

9. Policy - Action Items

9.A. Policy 1st Reading

631 - Open Enrollment. The legislature this year amended Idaho Code §§33-205 and 33-1402 to provide additional reasons why a student can be denied enrollment at the home school and denied open enrollment. This policy is updated to include those additional reasons, both in the application section and in a new "Revocation of Open Enrollment" section. We also deleted duplicative language relating to when notice of intent to reapply must be received.

631P - Open Enrollment Procedures. Like the amendments to policy 631, we have included the updated reasons for which an open enrollment application may be denied or revoked. We have also made other minor clarifications.

Move 631 and 631P to board policy. This motion, made by Chris Jones (Zone 4 Trustee) and seconded by Geniel Lyons (Zone 2 Trustee), Carried.

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

9.B. Policy 2nd Reading

Ms. Launa Moser asked clarifying questions on changing the wording for the board minutes to be an electronic copy.

Approve 262P, 276, 276F3, 544, 648, 648F1, 684, 912, 914, and 942 policy with the ammendment to add the clairyfing phrase that the minutes will be electronically delivered instead of typed. This motion, made by Launa Moser (Zone 1 Trustee) and seconded by Geniel Lyons (Zone 2 Trustee), Carried.

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

9.C. Policy 3rd Reading

All the "Field Trip Procedures" from #576P were combined into the "Field Trip

Policy," so now all that information is in one document,
Approve and Move Policy 576 - Field Trips to Board Policy. This motion, made by Launa Moser (Zone 1 Trustee) and seconded by Geniel Lyons (Zone 2 Trustee), Carried.
Chris Jones (Zone 4 Trustee): Yea, Dax Keller (Zone 3 Trustee): Yea, Geniel Lyons (Zone 2 Trustee): Yea, Launa Moser (Zone 1 Trustee): Yea, Susan Yardley (Zone 5 Trustee): Yea
Yea: 5, Nay: 0

10. Board Meeting Summary and Assignment Review

Mr. Dax Keller expressed appreciation for Mr. Thomas.

11. Adjourn

Motion to Adjourn. This motion, made by Chris Jones (Zone 4 Trustee) and seconded by Launa Moser (Zone 1 Trustee), Carried.

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

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 100 GENERAL FUND (M&O) FUND				
<u>Current Assets</u>				
100 111000	PETTY CASH-GENERAL FUND	205.59	0.00	205.59
100 111100	Cash in Bank	1,421,455.43	1,504,557.43	2,926,012.86
100 111400	ZIONS BANK ACCOUNT - #4410	1,107,071.45	44,202.46	1,151,273.91
100 112100	STATE TREAS - GENERAL FUND	8,631,269.95	(3,000,000.00)	5,631,269.95
	Current Assets Subtotal:	11,160,002.42	(1,451,240.11)	9,708,762.31
<u>Other Assets</u>				
100 113000	TAXES RECEIVABLE - GENERAL FUND	20,384.71	0.00	20,384.71
100 114100	STATE SUPPORT RECEIVABLE	783,919.41	0.00	783,919.41
100 161100	Less: Revenue Received	0.00	(80,749.24)	(80,749.24)
	Other Assets Subtotal:	804,304.12	(80,749.24)	723,554.88
Total Assets and Deferred Outflows of Resources:		11,964,306.54	(1,531,989.35)	10,432,317.19
<u>Current Liabilities</u>				
100 217100	SALARIES PAYABLE - GENERAL FUND	1,415,105.64	0.00	1,415,105.64
100 217200	BENEFITS PAYABLE - GENERAL FUND	343,207.68	0.00	343,207.68
100 218101	FIT PAYABLE	0.00	0.00	0.00
100 218102	STATE PAYABLE	(2,694.87)	0.00	(2,694.87)
100 218103	FICA PAYABLE	0.00	0.00	0.00
100 218104	RETIREMENT PAYABLE	0.00	0.00	0.00
100 218105	INSURANCE PAYABLE	(638.64)	0.00	(638.64)
100 218106	TSA PAYABLE	0.00	0.00	0.00
100 218108	MISC PAYABLE	680.06	0.00	680.06
100 221000	DEFERRED REVENUE - GENERAL FUND	7,914.94	0.00	7,914.94
	Current Liabilities Subtotal:	1,763,574.81	0.00	1,763,574.81
<u>Other Liabilities</u>				
100 223100	SALES TAX PAYABLE	(22.97)	0.00	(22.97)
100 261100	Less: Expenditures to Date	0.00	(1,531,989.35)	(1,531,989.35)
	Other Liabilities Subtotal:	(22.97)	(1,531,989.35)	(1,532,012.32)
<u>Fund Balance</u>				
100 320100	FUND BALANCE	10,200,754.70	0.00	10,200,754.70
	Fund Balance Subtotal:	10,200,754.70	0.00	10,200,754.70
Total Liabilities, Deferred Inflows of Resources, and Fund Equity:		11,964,306.54	(1,531,989.35)	10,432,317.19

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 220 FOREST RESERVE FUND				
<u>Current Assets</u>				
220 111100	Cash in Bank	204,238.03	0.00	204,238.03
	Current Assets Subtotal:	<u>204,238.03</u>	<u>0.00</u>	<u>204,238.03</u>
	Total Assets and Deferred Outflows of Resources:	<u>204,238.03</u>	<u>0.00</u>	<u>204,238.03</u>
<u>Fund Balance</u>				
220 320200	Undesignated/Unreserved Fund Balance	204,238.03	0.00	204,238.03
	Fund Balance Subtotal:	<u>204,238.03</u>	<u>0.00</u>	<u>204,238.03</u>
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	<u>204,238.03</u>	<u>0.00</u>	<u>204,238.03</u>

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

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 238 STUDENT ACTIVITY FUND				
<u>Current Assets</u>				
238 111100 106	CASH IN BANK - OAKWOOD ELEMENTARY	12,515.58	0.00	12,515.58
238 111100 116	CASH IN BANK - PIONEER ELEMENTARY	50,532.72	0.00	50,532.72
238 111100 201	CASH IN BANK - PRESTON JUNIOR HIGH	93,736.83	0.00	93,736.83
238 111100 401	CASH IN BANK - PRESTON HIGH SCHOOL	620,168.38	0.00	620,168.38
238 111100 700	CASH IN BANK - FRANKLIN COUNTY HIGH SCHOOL	3,576.06	0.00	3,576.06
	Current Assets Subtotal:	780,529.57	0.00	780,529.57
	Total Assets and Deferred Outflows of Resources:	780,529.57	0.00	780,529.57
<u>Fund Balance</u>				
238 320100	FUND BALANCE - STUDENT ACTIVITY	780,529.57	0.00	780,529.57
	Fund Balance Subtotal:	780,529.57	0.00	780,529.57
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	780,529.57	0.00	780,529.57

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 240 SCHOOL BUILDING MAINTENANCE				
<u>Current Assets</u>				
240 111100	CASH IN BANK	35,947.34	0.00	35,947.34
	Current Assets Subtotal:	<u>35,947.34</u>	<u>0.00</u>	<u>35,947.34</u>
	Total Assets and Deferred Outflows of Resources:	<u>35,947.34</u>	<u>0.00</u>	<u>35,947.34</u>
<u>Fund Balance</u>				
240 320100	DESIGNATED FUND BALANCE	35,947.34	0.00	35,947.34
	Fund Balance Subtotal:	<u>35,947.34</u>	<u>0.00</u>	<u>35,947.34</u>
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	<u>35,947.34</u>	<u>0.00</u>	<u>35,947.34</u>

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 241 DRIVERS ED FUND				
<u>Current Assets</u>				
241 111100	Cash in Bank	1,570.53	(17,411.17)	(15,840.64)
	Current Assets Subtotal:	<u>1,570.53</u>	<u>(17,411.17)</u>	<u>(15,840.64)</u>
	Total Assets and Deferred Outflows of Resources:	<u><u>1,570.53</u></u>	<u><u>(17,411.17)</u></u>	<u><u>(15,840.64)</u></u>
<u>Current Liabilities</u>				
241 218101	FIT PAYABLE	0.00	0.00	0.00
241 218102	STATE PAYABLE	0.00	0.00	0.00
241 218103	FICA PAYABLE	0.00	0.00	0.00
241 218104	RETIREMENT PAYABLE	0.00	0.00	0.00
241 218105	INSURANCE PAYABLE	0.00	0.00	0.00
241 218106	TSA PAYABLE	0.00	0.00	0.00
241 218108	MISC PAYABLE	2.37	0.00	2.37
	Current Liabilities Subtotal:	<u>2.37</u>	<u>0.00</u>	<u>2.37</u>
<u>Other Liabilities</u>				
241 261100	Less: Expenditures to Date	0.00	(17,411.17)	(17,411.17)
	Other Liabilities Subtotal:	<u>0.00</u>	<u>(17,411.17)</u>	<u>(17,411.17)</u>
<u>Fund Balance</u>				
241 320100	Designated Fund Balance	1,568.16	0.00	1,568.16
	Fund Balance Subtotal:	<u>1,568.16</u>	<u>0.00</u>	<u>1,568.16</u>
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	<u><u>1,570.53</u></u>	<u><u>(17,411.17)</u></u>	<u><u>(15,840.64)</u></u>

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 243 PROFESSIONAL TECHNICAL FUND				
<u>Current Assets</u>				
243 111100	Cash in Bank	9,158.13	(2,865.91)	6,292.22
	Current Assets Subtotal:	9,158.13	(2,865.91)	6,292.22
	Total Assets and Deferred Outflows of Resources:	9,158.13	(2,865.91)	6,292.22
<u>Current Liabilities</u>				
243 218101	FIT PAYABLE	0.00	0.00	0.00
243 218102	STATE PAYABLE	0.00	0.00	0.00
243 218103	FICA PAYABLE	0.00	0.00	0.00
243 218104	RETIREMENT PAYABLE	97.39	0.00	97.39
	Current Liabilities Subtotal:	97.39	0.00	97.39
<u>Other Liabilities</u>				
243 261100	Less: Expenditures to Date	0.00	(2,865.91)	(2,865.91)
	Other Liabilities Subtotal:	0.00	(2,865.91)	(2,865.91)
<u>Fund Balance</u>				
243 320100	Designated Fund Balance	9,060.74	0.00	9,060.74
	Fund Balance Subtotal:	9,060.74	0.00	9,060.74
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	9,158.13	(2,865.91)	6,292.22

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 245 TECHNOLOGY FUND				
<u>Current Assets</u>				
245 111100	Cash in Bank	(135,015.21)	133,654.52	(1,360.69)
	Current Assets Subtotal:	<u>(135,015.21)</u>	<u>133,654.52</u>	<u>(1,360.69)</u>
<u>Other Assets</u>				
245 161100	Less: Revenue Received	0.00	(255,979.64)	(255,979.64)
	Other Assets Subtotal:	<u>0.00</u>	<u>(255,979.64)</u>	<u>(255,979.64)</u>
	Total Assets and Deferred Outflows of Resources:	<u>(135,015.21)</u>	<u>(122,325.12)</u>	<u>(257,340.33)</u>
<u>Other Liabilities</u>				
245 261100	Less: Expenditures to Date	0.00	(122,325.12)	(122,325.12)
	Other Liabilities Subtotal:	<u>0.00</u>	<u>(122,325.12)</u>	<u>(122,325.12)</u>
<u>Fund Balance</u>				
245 320100	Designated Fund Balance	(135,015.21)	0.00	(135,015.21)
	Fund Balance Subtotal:	<u>(135,015.21)</u>	<u>0.00</u>	<u>(135,015.21)</u>
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	<u>(135,015.21)</u>	<u>(122,325.12)</u>	<u>(257,340.33)</u>

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 246 SAFE AND DRUG FREE FUND				
<u>Current Assets</u>				
246 111100	Cash in Bank	(39,992.50)	0.00	(39,992.50)
	Current Assets Subtotal:	<u>(39,992.50)</u>	<u>0.00</u>	<u>(39,992.50)</u>
	Total Assets and Deferred Outflows of Resources:	<u>(39,992.50)</u>	<u>0.00</u>	<u>(39,992.50)</u>
<u>Fund Balance</u>				
246 320100	Designated Fund Balance	(39,992.50)	0.00	(39,992.50)
	Fund Balance Subtotal:	<u>(39,992.50)</u>	<u>0.00</u>	<u>(39,992.50)</u>
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	<u>(39,992.50)</u>	<u>0.00</u>	<u>(39,992.50)</u>

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 250 ESSER III FUND				
<u>Current Assets</u>				
250 111100	Cash in Bank	(261,198.67)	0.00	(261,198.67)
	Current Assets Subtotal:	<u>(261,198.67)</u>	<u>0.00</u>	<u>(261,198.67)</u>
<u>Other Assets</u>				
250 114000	ACCOUNTS RECEIVABLE - ESSER III (ARP)	1,327,225.27	0.00	1,327,225.27
	Other Assets Subtotal:	<u>1,327,225.27</u>	<u>0.00</u>	<u>1,327,225.27</u>
	Total Assets and Deferred Outflows of Resources:	<u><u>1,066,026.60</u></u>	<u><u>0.00</u></u>	<u><u>1,066,026.60</u></u>
<u>Current Liabilities</u>				
250 218105	INSURANCE PAYABLE	8.82	0.00	8.82
250 221000	DEFERRED REVENUE - ESSER III (ARP)	420,955.33	0.00	420,955.33
	Current Liabilities Subtotal:	<u>420,964.15</u>	<u>0.00</u>	<u>420,964.15</u>
<u>Fund Balance</u>				
250 320000	BUDGET BALANCE CARRY FORWARD - ESSER III	(41,708.89)	0.00	(41,708.89)
250 320100	Designated Fund Balance	686,771.34	0.00	686,771.34
	Fund Balance Subtotal:	<u>645,062.45</u>	<u>0.00</u>	<u>645,062.45</u>
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	<u><u>1,066,026.60</u></u>	<u><u>0.00</u></u>	<u><u>1,066,026.60</u></u>

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 251 TITLE I-A FUND				
<u>Current Assets</u>				
251 111100	Cash in Bank	(257,010.56)	0.00	(257,010.56)
	Current Assets Subtotal:	<u>(257,010.56)</u>	<u>0.00</u>	<u>(257,010.56)</u>
<u>Other Assets</u>				
251 114000	ACCOUNTS RECEIVABLE - TITLE I	279,176.00	0.00	279,176.00
	Other Assets Subtotal:	<u>279,176.00</u>	<u>0.00</u>	<u>279,176.00</u>
	Total Assets and Deferred Outflows of Resources:	<u><u>22,165.44</u></u>	<u><u>0.00</u></u>	<u><u>22,165.44</u></u>
<u>Current Liabilities</u>				
251 218105	INSURANCE PAYABLE	84.73	0.00	84.73
251 221000	DEFERRED REVENUE	89,704.16	0.00	89,704.16
	Current Liabilities Subtotal:	<u>89,788.89</u>	<u>0.00</u>	<u>89,788.89</u>
<u>Fund Balance</u>				
251 320100	Designated Fund Balance	(67,623.45)	0.00	(67,623.45)
	Fund Balance Subtotal:	<u>(67,623.45)</u>	<u>0.00</u>	<u>(67,623.45)</u>
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	<u><u>22,165.44</u></u>	<u><u>0.00</u></u>	<u><u>22,165.44</u></u>

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 257 IDEA PART B FUND				
<u>Current Assets</u>				
257 111100	Cash in Bank	(539,359.26)	(181,965.48)	(721,324.74)
	Current Assets Subtotal:	<u>(539,359.26)</u>	<u>(181,965.48)</u>	<u>(721,324.74)</u>
<u>Other Assets</u>				
257 114000	ACCOUNTS RECEIVABLE - TITLE VI-B	465,478.00	0.00	465,478.00
	Other Assets Subtotal:	<u>465,478.00</u>	<u>0.00</u>	<u>465,478.00</u>
Total Assets and Deferred Outflows of Resources:		<u>(73,881.26)</u>	<u>(181,965.48)</u>	<u>(255,846.74)</u>
<u>Current Liabilities</u>				
257 218101	FIT PAYABLE	0.00	0.00	0.00
257 218102	STATE PAYABLE	0.00	0.00	0.00
257 218103	FICA PAYABLE	0.00	0.00	0.00
257 218104	RETIREMENT PAYABLE	0.00	0.00	0.00
257 218105	INSURANCE PAYABLE	0.00	0.00	0.00
257 218106	TSA PAYABLE	0.00	0.00	0.00
257 218108	MISC PAYABLE	248.08	0.00	248.08
	Current Liabilities Subtotal:	<u>248.08</u>	<u>0.00</u>	<u>248.08</u>
<u>Other Liabilities</u>				
257 261100	Less: Expenditures to Date	0.00	(181,965.48)	(181,965.48)
	Other Liabilities Subtotal:	<u>0.00</u>	<u>(181,965.48)</u>	<u>(181,965.48)</u>
<u>Fund Balance</u>				
257 320100	Designated Fund Balance	(74,129.34)	0.00	(74,129.34)
	Fund Balance Subtotal:	<u>(74,129.34)</u>	<u>0.00</u>	<u>(74,129.34)</u>
Total Liabilities, Deferred Inflows of Resources, and Fund Equity:		<u>(73,881.26)</u>	<u>(181,965.48)</u>	<u>(255,846.74)</u>

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 258 IDEA PART B-PRESCHOOL FUND				
<u>Current Assets</u>				
258 111100	Cash in Bank	(5,912.99)	(1,466.59)	(7,379.58)
	Current Assets Subtotal:	<u>(5,912.99)</u>	<u>(1,466.59)</u>	<u>(7,379.58)</u>
<u>Other Assets</u>				
258 114000	ACCOUNTS RECEIVABLE - PRESCHOOL	15,127.00	0.00	15,127.00
	Other Assets Subtotal:	<u>15,127.00</u>	<u>0.00</u>	<u>15,127.00</u>
	Total Assets and Deferred Outflows of Resources:	<u><u>9,214.01</u></u>	<u><u>(1,466.59)</u></u>	<u><u>7,747.42</u></u>
<u>Current Liabilities</u>				
258 218103	FICA PAYABLE	0.00	0.00	0.00
258 218104	RETIREMENT PAYABLE	0.00	0.00	0.00
258 218105	INSURANCE PAYABLE	30.60	0.00	30.60
	Current Liabilities Subtotal:	<u>30.60</u>	<u>0.00</u>	<u>30.60</u>
<u>Other Liabilities</u>				
258 261100	Less: Expenditures to Date	0.00	(1,466.59)	(1,466.59)
	Other Liabilities Subtotal:	<u>0.00</u>	<u>(1,466.59)</u>	<u>(1,466.59)</u>
<u>Fund Balance</u>				
258 320100	Designated Fund Balance	9,183.41	0.00	9,183.41
	Fund Balance Subtotal:	<u>9,183.41</u>	<u>0.00</u>	<u>9,183.41</u>
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	<u><u>9,214.01</u></u>	<u><u>(1,466.59)</u></u>	<u><u>7,747.42</u></u>

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 260 SCHOOL BASED MEDICAID FUND				
<u>Current Assets</u>				
260 111100	Cash in Bank	43,089.61	23,357.56	66,447.17
	Current Assets Subtotal:	<u>43,089.61</u>	<u>23,357.56</u>	<u>66,447.17</u>
<u>Other Assets</u>				
260 161100	Less: Revenue Received	0.00	(34,521.94)	(34,521.94)
	Other Assets Subtotal:	<u>0.00</u>	<u>(34,521.94)</u>	<u>(34,521.94)</u>
	Total Assets and Deferred Outflows of Resources:	<u>43,089.61</u>	<u>(11,164.38)</u>	<u>31,925.23</u>
<u>Other Liabilities</u>				
260 261100	Less: Expenditures to Date	0.00	(11,164.38)	(11,164.38)
	Other Liabilities Subtotal:	<u>0.00</u>	<u>(11,164.38)</u>	<u>(11,164.38)</u>
<u>Fund Balance</u>				
260 320100	Designated Fund Balance	43,089.61	0.00	43,089.61
	Fund Balance Subtotal:	<u>43,089.61</u>	<u>0.00</u>	<u>43,089.61</u>
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	<u>43,089.61</u>	<u>(11,164.38)</u>	<u>31,925.23</u>

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 261 TITLE IV-A FUND				
<u>Current Assets</u>				
261 111100	Cash in Bank	(67,466.95)	0.00	(67,466.95)
	Current Assets Subtotal:	<u>(67,466.95)</u>	<u>0.00</u>	<u>(67,466.95)</u>
<u>Other Assets</u>				
261 114000	ACCOUNTS RECEIVABLE - TITLE IV	31,431.00	0.00	31,431.00
	Other Assets Subtotal:	<u>31,431.00</u>	<u>0.00</u>	<u>31,431.00</u>
	Total Assets and Deferred Outflows of Resources:	<u><u>(36,035.95)</u></u>	<u><u>0.00</u></u>	<u><u>(36,035.95)</u></u>
<u>Other Liabilities</u>				
261 261100	Less: Expenditures to Date	0.00	0.00	0.00
	Other Liabilities Subtotal:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<u>Fund Balance</u>				
261 320100	Designated Fund Balance	(36,035.95)	0.00	(36,035.95)
	Fund Balance Subtotal:	<u>(36,035.95)</u>	<u>0.00</u>	<u>(36,035.95)</u>
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	<u><u>(36,035.95)</u></u>	<u><u>0.00</u></u>	<u><u>(36,035.95)</u></u>

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 263 PERKINS III - PROF/TECH ACT FUND				
<u>Current Assets</u>				
263 111100	Cash in Bank	(17,400.80)	0.00	(17,400.80)
	Current Assets Subtotal:	<u>(17,400.80)</u>	<u>0.00</u>	<u>(17,400.80)</u>
<u>Other Assets</u>				
263 114000	ACCOUNTS RECEIVABLE - CARL PERKINS	24,352.59	0.00	24,352.59
	Other Assets Subtotal:	<u>24,352.59</u>	<u>0.00</u>	<u>24,352.59</u>
	Total Assets and Deferred Outflows of Resources:	<u><u>6,951.79</u></u>	<u><u>0.00</u></u>	<u><u>6,951.79</u></u>
<u>Fund Balance</u>				
263 320100	Designated Fund Balance	6,951.79	0.00	6,951.79
	Fund Balance Subtotal:	<u>6,951.79</u>	<u>0.00</u>	<u>6,951.79</u>
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	<u><u>6,951.79</u></u>	<u><u>0.00</u></u>	<u><u>6,951.79</u></u>

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 270 Title III - ELL				
<u>Current Assets</u>				
270 111100	CASH IN BANK	18,302.60	0.00	18,302.60
	Current Assets Subtotal:	<u>18,302.60</u>	<u>0.00</u>	<u>18,302.60</u>
	Total Assets and Deferred Outflows of Resources:	<u>18,302.60</u>	<u>0.00</u>	<u>18,302.60</u>
<u>Fund Balance</u>				
270 320100	DESIGNATED FUND BALANCE	18,302.60	0.00	18,302.60
	Fund Balance Subtotal:	<u>18,302.60</u>	<u>0.00</u>	<u>18,302.60</u>
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	<u>18,302.60</u>	<u>0.00</u>	<u>18,302.60</u>

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 271 TITLE II-A FUND				
<u>Current Assets</u>				
271 111100	Cash in Bank	(14,226.20)	0.00	(14,226.20)
	Current Assets Subtotal:	<u>(14,226.20)</u>	<u>0.00</u>	<u>(14,226.20)</u>
<u>Other Assets</u>				
271 114000	ACCOUNTS RECEIVABLE-TEACHER QUAL	68,699.00	0.00	68,699.00
	Other Assets Subtotal:	<u>68,699.00</u>	<u>0.00</u>	<u>68,699.00</u>
	Total Assets and Deferred Outflows of Resources:	<u><u>54,472.80</u></u>	<u><u>0.00</u></u>	<u><u>54,472.80</u></u>
<u>Current Liabilities</u>				
271 221000	DEFERRED REVENUE- Title II	54,873.24	0.00	54,873.24
	Current Liabilities Subtotal:	<u>54,873.24</u>	<u>0.00</u>	<u>54,873.24</u>
<u>Fund Balance</u>				
271 320100	Designated Fund Balance	(400.44)	0.00	(400.44)
	Fund Balance Subtotal:	<u>(400.44)</u>	<u>0.00</u>	<u>(400.44)</u>
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	<u><u>54,472.80</u></u>	<u><u>0.00</u></u>	<u><u>54,472.80</u></u>

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 283 CULTIVATING READERS FUND				
<u>Current Assets</u>				
283 111100	Cash in Bank	(16,030.31)	10,261.01	(5,769.30)
	Current Assets Subtotal:	(16,030.31)	10,261.01	(5,769.30)
<u>Other Assets</u>				
283 114000	ACCOUNTS RECEIVABLE - CULTIVATING READERS	4,663.08	0.00	4,663.08
283 161100	Less: Revenue Received	0.00	(11,468.87)	(11,468.87)
	Other Assets Subtotal:	4,663.08	(11,468.87)	(6,805.79)
	Total Assets and Deferred Outflows of Resources:	(11,367.23)	(1,207.86)	(12,575.09)
<u>Current Liabilities</u>				
283 221000	DEFERRED REVENUE - CULTIVATING READERS	4,663.08	0.00	4,663.08
	Current Liabilities Subtotal:	4,663.08	0.00	4,663.08
<u>Other Liabilities</u>				
283 261100	Less: Expenditures to Date	0.00	(1,207.86)	(1,207.86)
	Other Liabilities Subtotal:	0.00	(1,207.86)	(1,207.86)
<u>Fund Balance</u>				
283 320100	Designated Fund Balance	(16,030.31)	0.00	(16,030.31)
	Fund Balance Subtotal:	(16,030.31)	0.00	(16,030.31)
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	(11,367.23)	(1,207.86)	(12,575.09)

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 290 NUTRITION FUND				
<u>Current Assets</u>				
290 111100	Cash in Bank	31,533.61	0.00	31,533.61
290 111100 001	PAYROLL CASH	(414,703.57)	(39,616.48)	(454,320.05)
290 111101	CASH IN BANK - NEW AS OF JAN 2023	929,669.60	(6,447.93)	923,221.67
	Current Assets Subtotal:	546,499.64	(46,064.41)	500,435.23
Total Assets and Deferred Outflows of Resources:		546,499.64	(46,064.41)	500,435.23
<u>Current Liabilities</u>				
290 217100	SALARIES PAYABLE--FOOD SERVICE	40,546.44	0.00	40,546.44
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	220.15	0.00	220.15
290 218105	INSURANCE PAYABLE	1,728.07	0.00	1,728.07
290 218106	TSA PAYABLE	0.00	0.00	0.00
290 218108	MISC PAYABLE	75.12	0.00	75.12
	Current Liabilities Subtotal:	62,767.57	0.00	62,767.57
<u>Other Liabilities</u>				
290 261100	Less: Expenditures to Date	0.00	(46,064.41)	(46,064.41)
	Other Liabilities Subtotal:	0.00	(46,064.41)	(46,064.41)
<u>Fund Balance</u>				
290 320100	FUND BALANCE - FOOD SERVICE	483,732.07	0.00	483,732.07
	Fund Balance Subtotal:	483,732.07	0.00	483,732.07
Total Liabilities, Deferred Inflows of Resources, and Fund Equity:		546,499.64	(46,064.41)	500,435.23

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 420 PLANT FACILITY FUND				
<u>Current Assets</u>				
420 111100	Cash in Bank	1,870,253.77	174,302.86	2,044,556.63
	Current Assets Subtotal:	<u>1,870,253.77</u>	<u>174,302.86</u>	<u>2,044,556.63</u>
<u>Other Assets</u>				
420 113000	TAXES RECEIVABLE - PLANT FACILITY	288,399.36	0.00	288,399.36
420 161100	Less: Revenue Received	0.00	(174,302.86)	(174,302.86)
	Other Assets Subtotal:	<u>288,399.36</u>	<u>(174,302.86)</u>	<u>114,096.50</u>
Total Assets and Deferred Outflows of Resources:		<u>2,158,653.13</u>	<u>0.00</u>	<u>2,158,653.13</u>
<u>Current Liabilities</u>				
420 221000	DEFERRED REVENUE - PLANT FACILITY	38,343.21	0.00	38,343.21
	Current Liabilities Subtotal:	<u>38,343.21</u>	<u>0.00</u>	<u>38,343.21</u>
<u>Fund Balance</u>				
420 320100	Designated Fund Balance	1,397,185.03	0.00	1,397,185.03
420 320200	FUND BALANCE - PLANT FACILITY	723,124.89	0.00	723,124.89
	Fund Balance Subtotal:	<u>2,120,309.92</u>	<u>0.00</u>	<u>2,120,309.92</u>
Total Liabilities, Deferred Inflows of Resources, and Fund Equity:		<u>2,158,653.13</u>	<u>0.00</u>	<u>2,158,653.13</u>

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 424 BUS DEPRECIATION FUND				
<u>Current Assets</u>				
424 111100	Cash in Bank	(317,238.00)	0.00	(317,238.00)
	Current Assets Subtotal:	<u>(317,238.00)</u>	<u>0.00</u>	<u>(317,238.00)</u>
	Total Assets and Deferred Outflows of Resources:	<u>(317,238.00)</u>	<u>0.00</u>	<u>(317,238.00)</u>
<u>Fund Balance</u>				
424 320100	Designated Fund Balance	(317,238.00)	0.00	(317,238.00)
	Fund Balance Subtotal:	<u>(317,238.00)</u>	<u>0.00</u>	<u>(317,238.00)</u>
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	<u>(317,238.00)</u>	<u>0.00</u>	<u>(317,238.00)</u>

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 435 School District Facilities Fund				
<u>Current Assets</u>				
435 111100	CASH IN BANK	304,100.13	0.00	304,100.13
	Current Assets Subtotal:	<u>304,100.13</u>	<u>0.00</u>	<u>304,100.13</u>
	Total Assets and Deferred Outflows of Resources:	<u>304,100.13</u>	<u>0.00</u>	<u>304,100.13</u>
<u>Fund Balance</u>				
435 320100	DESIGNATED FUND BALANCE	304,100.13	0.00	304,100.13
	Fund Balance Subtotal:	<u>304,100.13</u>	<u>0.00</u>	<u>304,100.13</u>
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	<u>304,100.13</u>	<u>0.00</u>	<u>304,100.13</u>

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 436 School Modernization Facilities Fund				
<u>Current Assets</u>				
436 111100	CASH IN BANK	11,021,337.89	0.00	11,021,337.89
	Current Assets Subtotal:	11,021,337.89	0.00	11,021,337.89
	Total Assets and Deferred Outflows of Resources:	11,021,337.89	0.00	11,021,337.89
<u>Other Liabilities</u>				
436 261100	LESS: EXPENDITURES TO DATE	0.00	0.00	0.00
	Other Liabilities Subtotal:	0.00	0.00	0.00
<u>Fund Balance</u>				
436 320100	DESIGNATED FUND BALANCE	11,021,337.89	0.00	11,021,337.89
	Fund Balance Subtotal:	11,021,337.89	0.00	11,021,337.89
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	11,021,337.89	0.00	11,021,337.89

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 720 BRIGHT FUND				
<u>Current Assets</u>				
720 111100	Cash in Bank	147,244.42	0.00	147,244.42
	Current Assets Subtotal:	<u>147,244.42</u>	<u>0.00</u>	<u>147,244.42</u>
	Total Assets and Deferred Outflows of Resources:	<u>147,244.42</u>	<u>0.00</u>	<u>147,244.42</u>
<u>Fund Balance</u>				
720 320100	Designated Fund Balance	147,244.42	0.00	147,244.42
	Fund Balance Subtotal:	<u>147,244.42</u>	<u>0.00</u>	<u>147,244.42</u>
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	<u>147,244.42</u>	<u>0.00</u>	<u>147,244.42</u>

Revenue/Expenditure Summary Report with Profit and Loss

08/14/2025 04:56 PM

User ID: MCKENSHEL

Account Type ID		Revised Budget	Month to Date	Year to Date	Budget Balance
Fund Number 100	GENERAL FUND (M&O) FUND				
8	Revenue	0.00	80,749.24	80,749.24	(80,749.24)
9	Expenditure	0.00	1,531,989.35	1,531,989.35	(1,531,989.35)
100	GENERAL FUND (M&O) FUND	0.00	(1,451,240.11)	(1,451,240.11)	
Fund Number 241	DRIVERS ED FUND				
9	Expenditure	0.00	17,411.17	17,411.17	(17,411.17)
241	DRIVERS ED FUND	0.00	(17,411.17)	(17,411.17)	
Fund Number 243	PROFESSIONAL TECHNICAL FUND				
9	Expenditure	0.00	2,865.91	2,865.91	(2,865.91)
243	PROFESSIONAL TECHNICAL FUND	0.00	(2,865.91)	(2,865.91)	
Fund Number 245	TECHNOLOGY FUND				
8	Revenue	0.00	255,979.64	255,979.64	(255,979.64)
9	Expenditure	0.00	122,325.12	122,325.12	(122,325.12)
245	TECHNOLOGY FUND	0.00	133,654.52	133,654.52	
Fund Number 257	IDEA PART B FUND				
9	Expenditure	0.00	181,965.48	181,965.48	(181,965.48)
257	IDEA PART B FUND	0.00	(181,965.48)	(181,965.48)	
Fund Number 258	IDEA PART B-PRESCHOOL FUND				
9	Expenditure	0.00	1,466.59	1,466.59	(1,466.59)
258	IDEA PART B-PRESCHOOL FUND	0.00	(1,466.59)	(1,466.59)	
Fund Number 260	SCHOOL BASED MEDICAID FUND				
8	Revenue	0.00	34,521.94	34,521.94	(34,521.94)
9	Expenditure	0.00	11,164.38	11,164.38	(11,164.38)
260	SCHOOL BASED MEDICAID FUND	0.00	23,357.56	23,357.56	
Fund Number 261	TITLE IV-A FUND				
9	Expenditure	0.00	0.00	0.00	0.00
261	TITLE IV-A FUND	0.00	0.00	0.00	
Fund Number 283	CULTIVATING READERS FUND				
8	Revenue	0.00	11,468.87	11,468.87	(11,468.87)
9	Expenditure	0.00	1,207.86	1,207.86	(1,207.86)
283	CULTIVATING READERS FUND	0.00	10,261.01	10,261.01	
Fund Number 290	NUTRITION FUND				
9	Expenditure	0.00	46,064.41	46,064.41	(46,064.41)
290	NUTRITION FUND	0.00	(46,064.41)	(46,064.41)	
Fund Number 420	PLANT FACILITY FUND				
8	Revenue	0.00	174,302.86	174,302.86	(174,302.86)
420	PLANT FACILITY FUND	0.00	174,302.86	174,302.86	
Fund Number 436	School Modernization Facilities Fund				
9	Expenditure	0.00	0.00	0.00	0.00
436	School Modernization Facilities Fund	0.00	0.00	0.00	
Grand Total:		0.00	(1,359,437.72)	(1,359,437.72)	

Checking Account: 1

GENERAL CHECKING

Check Number:	Check Type:	Check Date:	Vendor:		Check Total:
478	Automatic Payment	07/10/2025	AMAZONCAPI	AMAZON CAPITAL SERVICES	61,690.89
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
1GN3-NKG9-GWV9	07/03/2025	Tech 04-26	Microsoft Surface Qty 40	245 623 410 0000	32,599.60
47K6	06/30/2025	Tech 02-26	Mini PC Qty 60	245 623 410 0000	11,483.40
47K6	06/30/2025	Tech 02-26	Mini PC Qty 10	245 623 410 0000	2,023.90
6GT4	06/30/2025	Tech 03-26a	Asus Pro Qty 19	245 623 410 0000	10,602.00
9N7P	06/23/2025	Maint 6.23.25	Motion Sensor Light Switch	100 664 410 0000	26.99
9N7P	06/23/2025	Maint 6.23.25	Fan Motor	100 664 410 0000	47.99
C99Q	06/30/2025	Maint 6.30.25	Dolphin Component Run tap	100 664 410 0000	14.95
H36Y	05/21/2025	Maint 5.21.25	Repl Handle Assm	100 664 410 0000	40.34
H3R6	06/30/2025	Tech 07-26	Monitor Qty 2, Dell Laptop Qty 1	245 623 410 0000	1,757.23
JDD6	07/09/2025		Smart 2.0	283 621 400 0000	65.98
KLFR	06/16/2025	Tech 05-26	Owl Zoom Setup	100 631 311 0000	2,159.40
NN46	06/16/2025	Maint 6.16.25	Light bulb	100 664 410 0000	48.00
TTGN	07/01/2025	Tech 03-26	Intel Asus Qty 1	245 623 410 0000	560.00
V4ND	07/08/2025		Smart 2.0	283 621 400 0000	261.11
479	Automatic Payment	07/10/2025	ROCKYMOUN1	ROCKY MOUNTAIN POWER	14,372.42
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
06272025	06/27/2025		July 2025 Electric	100 661 331 0000	14,230.71
06272025	06/27/2025		July 2025 Electric	100 681 331 0000	141.71
480	Automatic Payment	07/10/2025	VISA	VISA	2,709.04
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
07012025-Shelby	07/01/2025		SPED Manual	100 521 421 0000	54.60
07012025-Shelby	07/01/2025		J-Sign	100 632 410 0000	19.99
07012025-Shelby	07/01/2025		Zoom	100 632 410 0000	202.98
07012025-Shelby	07/01/2025		Retirement Lunch	100 632 410 0000	42.18
070125-Lori	07/01/2025		Stamps	100 632 410 0000	2,226.40
20250701-Lance	07/01/2025		Interagency Meeting	100 632 410 0000	99.69
20250701-Lance	07/01/2025		Brady/Lance Superintendent Activity	100 632 410 0000	63.20
481	Automatic Payment	07/10/2025	WEXBANK	WEX BANK	3,301.90
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
105766930	06/30/2025		June 2025 Activity Fuel	100 532 380 0000	1,275.49
105766930	06/30/2025		June 2025 Maintenance Fuel	100 664 410 0000	227.18
105766930	06/30/2025		June 2025 Grounds Fuel	100 665 410 0000	733.63
105766930	06/30/2025		June 2025 Admin Fuel	100 681 422 0000	191.58
105766930	06/30/2025		June 2025 Drivers Ed Fuel	241 515 380 0000	874.02
4950	Check	07/10/2025	AIDISTRIB	A & I Distributors	1,170.56
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
88499-00	06/12/2025		Bulk Shell Synthetic Blend	100 681 425 0000	813.45

Detail Check Register

Checking Account: 1		GENERAL CHECKING					
88499-00	06/12/2025		55 Gallon Antifreeze	100 681 425 0000		319.99	
88499-00	06/12/2025		Water and Oil Measure	100 681 425 0000		28.17	
88499-00	06/12/2025		Delivery Fee	100 681 425 0000		8.95	
Check Number: 4951	Check Type: Check	Check Date: 07/10/2025	Vendor: ALSCO	ALSCO	Check Total:	245.55	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
LBLA2589623	06/04/2025		Nurse Laundry	100 632 310 0000	9.08		
LBLA2589623	06/04/2025		Bus Shop Laundry	100 681 330 0000	40.03		
LBLA2591379	06/11/2025		Nurse Laundry	100 632 310 0000	9.08		
LBLA2591379	06/11/2025		Bus Shop Laundry	100 681 330 0000	40.03		
LBLA2593072	06/18/2025		Nurse Laundry	100 632 310 0000	9.08		
LBLA2593072	06/18/2025		Bus Shop Laundry	100 681 330 0000	40.03		
LBLA2594776	06/25/2025		Nurse Laundry	100 632 310 0000	9.08		
LBLA2594776	06/25/2025		Bus Shop Laundry	100 681 330 0000	40.03		
LBLA2596506	07/02/2025		Nurse Laundry	100 632 310 0000	9.08		
LBLA2596506	07/02/2025		Bus Shop Laundry	100 681 330 0000	40.03		
Check Number: 4952	Check Type: Check	Check Date: 07/10/2025	Vendor: ANDERSONJU	ANDERSON JULIAN & HULL LLP	Check Total:	120.00	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
98545	06/30/2025		May 2025 Legal Services	100 632 315 0000	120.00		
Check Number: 4953	Check Type: Check	Check Date: 07/10/2025	Vendor: BEACONCOMM	BEACON COMMERCIAL DOOR & LOCK	Check Total:	3,803.58	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
S1032329	06/16/2025		Classroom Lock and Shipping	100 664 410 0000	3,773.58		
S1032329	06/16/2025		Shipping	100 664 410 0000	30.00		
Check Number: 4954	Check Type: Check	Check Date: 07/10/2025	Vendor: BECKSTEADD	BECKSTEAD DAVID B. M.D.	Check Total:	110.00	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
062725	06/27/2025		Physical- L. Smart	100 681 260 0000	110.00		
Check Number: 4955	Check Type: Check	Check Date: 07/10/2025	Vendor: BORDERSTAT	BORDER STATES INDUSTRIES INC	Check Total:	500.37	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
930660957	06/30/2025	Tech 06-26	Drill Rod	245 623 410 0000	500.37		
Check Number: 4956	Check Type: Check	Check Date: 07/10/2025	Vendor: CHEMSEARCH	CHEMSEARCH	Check Total:	830.34	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
9212611	06/27/2025		Contract Water Treatment Program	100 664 410 0096	830.34		
Check Number: 4957	Check Type: Check	Check Date: 07/10/2025	Vendor: VALLEYIMPL	Valley Implement	Check Total:	8.32	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
P7003401	06/23/2025		Track Sprinkler	100 665 410 0000	8.32		
Check Number: 4958	Check Type: Check	Check Date: 07/10/2025	Vendor: CONSOLIDAT	CONSOLIDATED ELECTRICAL DIST.	Check Total:	2,492.40	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
4205-1077188	05/30/2025		PJH Conductor	100 664 410 0291	59.76		

Checking Account: 1		GENERAL CHECKING				
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
4205-1077196	06/05/2025		Keybl	100 664 410 0291	101.25	
4205-1077196	06/05/2025		Keybl	100 664 410 0499	101.25	
4205-1077531	06/06/2025		PJH Light	100 664 410 0291	993.75	
4205-1077728	06/11/2025		PJH Lights	100 664 410 0291	353.50	
4205-1077814	06/12/2025		PJH Lights	100 664 410 0291	17.84	
4205-1077928	06/13/2025		PJH Lights	100 664 410 0291	688.30	
4205-1078259	06/20/2025		Pioneer Light	100 664 410 0499	176.75	
Check Number: 4959	Check Type: Check	Check Date: 07/10/2025	Vendor: DEXIMAGIN	Dex Imaging	Check Total:	175.00
AR13533398	06/25/2025		Pioneer Staples	100 632 314 0000	100.00	
AR13533399	06/25/2025		Pioneer Staples	100 632 314 0000	75.00	
Check Number: 4960	Check Type: Check	Check Date: 07/10/2025	Vendor: ELUMA	eLuma Online Therapy	Check Total:	150,609.60
16160	07/01/2025		SLP Online Services	257 521 300 0000	150,609.60	
Check Number: 4961	Check Type: Check	Check Date: 07/10/2025	Vendor: ENBRIDGE	Enbridge Gas	Check Total:	1,547.26
062425	06/24/2025		Shop/Admin Natural Gas	100 661 334 0000	206.73	
062425	06/24/2025		PHS Natural Gas	100 661 334 0096	784.91	
062425	06/24/2025		PJH Natural Gas	100 661 334 0291	230.96	
062425	06/24/2025		Oakwood Natural Gas	100 661 334 0497	76.76	
062425	06/24/2025		Pioneer Natural Gas	100 661 334 0499	182.37	
062425	06/24/2025		FCHS Natural Gas	100 661 334 8844	36.95	
062425	06/24/2025		Bus Shop Natural Gas	100 681 334 0000	28.58	
Check Number: 4962	Check Type: Check	Check Date: 07/10/2025	Vendor: FRANKLINC5	FRANKLIN COUNTY LANDFILL	Check Total:	142.20
6999	06/30/2025		Oakwood Garbage Pickup	100 661 336 0497	142.20	
Check Number: 4963	Check Type: Check	Check Date: 07/10/2025	Vendor: GREATAMERI	GREAT AMERICA FINANCIAL	Check Total:	4,467.85
39606291	07/04/2025		July Copier Lease	100 641 322 0000	4,467.85	
Check Number: 4964	Check Type: Check	Check Date: 07/10/2025	Vendor: HANSEGLAS	HANSEN GLASS & PAINT	Check Total:	63.00
5805	07/01/2025		Choir Room Paint	100 664 410 0096	63.00	
Check Number: 4965	Check Type: Check	Check Date: 07/10/2025	Vendor: HANSONJANI	HANSON JANITORIAL SUPPLY	Check Total:	10,209.18
777308-778525-779377	06/06/2025		777308-1	100 661 410 0096	742.88	
777308-778525-779377	06/06/2025		778525	100 661 410 0096	128.29	
777308-778525-779377	06/06/2025		779377	100 661 410 0096	128.29	

Detail Check Register

Checking Account: 1		GENERAL CHECKING			
777308-778525-779377	06/06/2025	779349	100 661 410 0096	1,272.96	
777308-778525-779377	06/06/2025	779350	100 661 410 0096	71.61	
777308-778525-779377	06/06/2025	779392	100 661 410 0096	584.20	
777308-778525-779377	06/06/2025	779789	100 661 410 0096	159.69	
777308-778525-779377	06/06/2025	774884	100 661 410 0096	4,203.30	
779181	06/06/2025	Oakwood 06.04 Order	100 661 410 0497	1,753.73	
779267-779555-779812	06/10/2025	779267	100 661 410 0291	75.75	
779267-779555-779812	06/10/2025	779555	100 661 410 0291	138.31	
779267-779555-779812	06/10/2025	779812	100 661 410 0291	206.96	
779267-779555-779812	06/10/2025	779817	100 661 410 0291	305.82	
779856	06/23/2025	FCBS 6.18 Order	100 661 410 8844	437.39	
Check Number: 4966	Check Type: Check	Check Date: 07/10/2025	Vendor: HULLWEEDCO	HULL WEED CONTROL LLC	Check Total: 351.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
2820	06/20/2025		Weed Spraying	100 665 410 0000	351.00
Check Number: 4967	Check Type: Check	Check Date: 07/10/2025	Vendor: IDAHOSALVA	IDAHO SALVAGE & METALS	Check Total: 10.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
25825:48386	07/02/2025		Used Metal Track Sprinkler	100 665 410 0000	10.00
Check Number: 4968	Check Type: Check	Check Date: 07/10/2025	Vendor: IDHW	IDHW	Check Total: 11,164.38
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
063025	07/07/2025		June Match Funds	260 616 395 0000	11,164.38
Check Number: 4969	Check Type: Check	Check Date: 07/10/2025	Vendor: ILASERIT	ILASER IT	Check Total: 40.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
2313	06/16/2025		Pioneer-Oakwood Numbers	100 664 410 0499	40.00
Check Number: 4970	Check Type: Check	Check Date: 07/10/2025	Vendor: JACKSONGRP	Jackson Group Peterbilt	Check Total: 1,887.30
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
46881PC	05/30/2025		Bus Shop Heavy Truck Tire	100 681 426 0000	1,784.58
47372PC	06/26/2025		Filter-Oil	100 681 426 0000	102.72
Check Number: 4971	Check Type: Check	Check Date: 07/10/2025	Vendor: ISBA	ISBA	Check Total: 100.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
21176	05/12/2025		C. Jones Board Training	100 631 311 0000	100.00
Check Number: 4972	Check Type: Check	Check Date: 07/10/2025	Vendor: LINDEGASEQ	LINDE GAS & EQUIPMENT INC	Check Total: 5.92
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
48501899-1	03/08/2025		Tax and Finance Charge	100 664 410 0000	5.92
Check Number: 4973	Check Type: Check	Check Date: 07/10/2025	Vendor: MENDETYSO	Tyson Mendenhall	Check Total: 350.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
06302025	06/30/2025		Student Parking Lot Concrete Repair	100 665 314 0000	350.00

Detail Check Register

Checking Account: 1		GENERAL CHECKING						
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>			
Check Number: 4974	Check Type: Check	Check Date: 07/10/2025	Vendor: NAPAAUTOPA	NAPA AUTO PARTS OF PRESTON	Check Total:	55.99		
987877	06/18/2025		Fuel Filter	100 681 425 0000	55.99			
Check Number: 4975	Check Type: Check	Check Date: 07/10/2025	Vendor: POWERSCHOO	POWERSCHOOL	Check Total:	4,717.84		
INV449127	06/09/2025		School Messenger	100 632 310 0000	3,157.78			
Q-136820-4	06/30/2025		Universal Rostering Connector Canvas	245 623 314 0000	1,560.06			
Check Number: 4976	Check Type: Check	Check Date: 07/10/2025	Vendor: PRESTONAUT	PRESTON AUTO PARTS	Check Total:	976.50		
6546-297670	06/10/2025		Battery	100 681 426 0000	451.72			
6546-297993	06/16/2025		Belts PJH	100 661 410 0291	45.38			
6546-298090	06/18/2025		Battery	100 681 426 0000	451.72			
6546-298457	06/25/2025		Belt Dressing	100 664 410 0000	8.57			
6546-298738	07/01/2025		Battery Box	100 664 410 0000	19.11			
Check Number: 4977	Check Type: Check	Check Date: 07/10/2025	Vendor: PRESTONCIT	PRESTON CITIZEN	Check Total:	688.72		
06257437	06/30/2025		Budget and Legal Notice	100 632 410 0000	688.72			
Check Number: 4978	Check Type: Check	Check Date: 07/10/2025	Vendor: PRESTONVAL	PRESTON VALLEY COUNTRY STORE	Check Total:	49.05		
93575 & 93809	06/30/2025		Lubricant	100 664 410 0000	49.05			
Check Number: 4979	Check Type: Check	Check Date: 07/10/2025	Vendor: PRIESTLEYM	PRIESTLEY MENTAL HEALTH INC	Check Total:	10,486.11		
06262025	06/26/2025		May CBRS Services	100 521 300 0000	10,486.11			
Check Number: 4980	Check Type: Check	Check Date: 07/10/2025	Vendor: REDROVER	Red Rover Technologies	Check Total:	8,715.72		
INV13410	07/01/2025		Absent Management	100 632 310 0000	8,715.72			
Check Number: 4981	Check Type: Check	Check Date: 07/10/2025	Vendor: ROBSREPAIR	ROB'S REPAIRS AND WINDSHIELDS	Check Total:	305.00		
062525	06/25/2025		DW 2009 Windshield	100 681 320 0000	305.00			
Check Number: 4982	Check Type: Check	Check Date: 07/10/2025	Vendor: RYTEL	RYTEL	Check Total:	2,331.78		
14126	06/30/2025		July 2025 Services	100 661 350 0000	2,331.78			
Check Number: 4983	Check Type: Check	Check Date: 07/10/2025	Vendor: SILVERCREEE	SILVER CREEK SUPPLY	Check Total:	1,097.76		
0021141375-001	06/10/2025		Track Sprinkler	100 665 410 0000	739.95			
0021243416-001	06/17/2025		Track Sprinkler	100 665 410 0000	357.81			

Detail Check Register

Checking Account: 1		GENERAL CHECKING						
Check Number: 4984	Check Type: Check	Check Date: 07/10/2025	Vendor: SOFTWAREUN	SOFTWARE UNLIMITED INC	Check Total:	8,030.00		
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>			
20250428-0919	04/26/2025		Annual Fees	100 651 360 0000	8,030.00			
Check Number: 4985	Check Type: Check	Check Date: 07/10/2025	Vendor: SOUTHFORKH	SOUTH FORK HARDWARE	Check Total:	154.11		
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>			
523408	06/05/2025		Gym Washer and Screw	100 664 410 0096	14.24			
523724	06/09/2025		New Gym	100 664 410 0096	6.71			
524048	06/13/2025		Lumber/Drywall/Polyplastic	100 661 410 0096	68.68			
524362 & 520371	06/17/2025		Track Sprinkler	100 665 410 0000	33.11			
524362 & 520371	06/17/2025		Pallet Deposit	100 665 410 0000	(30.00)			
524529	06/19/2025		Brass Hose Cap	100 665 410 0000	4.59			
524529	06/19/2025		Mender Hose	100 665 410 0000	11.97			
524529	06/19/2025		Hose Shut-off	100 665 410 0000	9.59			
524863	06/23/2025		Track Sprinkler	100 665 410 0000	24.44			
525562	07/03/2025		MXF Cut-Off	100 665 410 0000	10.78			
Check Number: 4986	Check Type: Check	Check Date: 07/10/2025	Vendor: STANDARDPL	STANDARD PLUMBING SUPPLY CO	Check Total:	334.95		
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>			
YQH041	05/27/2025		Track Plug	100 665 410 0000	2.00			
YQM978	05/28/2025		Big Field	100 664 410 0096	81.70			
YRPL19	06/05/2025		Track Sprinkler	100 665 410 0000	165.05			
YRY228	06/09/2025		Track Sprinkler	100 665 410 0000	10.95			
YTDT52	06/10/2025		Track Sprinkler	100 665 410 0000	19.97			
YTH948	06/11/2025		Track Sprinkler	100 665 410 0000	17.49			
YTHX25	06/20/2025		Track	100 665 410 0000	16.50			
YTKX40	06/12/2025		PHS Multi Surf Ant Bait	100 661 410 0096	6.99			
YVC757	06/18/2025		Track	100 665 410 0000	9.02			
YVV197	06/24/2025		Sprinkler	100 665 550 0000	5.28			
Check Number: 4987	Check Type: Check	Check Date: 07/10/2025	Vendor: STATEDEPAR	STATE DEPARTMENT OF EDUCATION	Check Total:	169.50		
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>			
070725	07/07/2025		Employment- Cowley, M.	100 632 314 0000	28.25			
070725	07/07/2025		Employment- Gleason, L.	100 632 314 0000	28.25			
070725	07/07/2025		Employment- Jones, D.	100 632 314 0000	28.25			
070725	07/07/2025		Employment- Cox, N	100 632 314 0000	28.25			
070725	07/07/2025		Employment- Parrish, N.	100 632 314 0000	28.25			
070725	07/07/2025		Employment- Rose, J.	100 632 314 0000	28.25			
Check Number: 4988	Check Type: Check	Check Date: 07/10/2025	Vendor: STOKESMARK	STOKES MARKET PLACE	Check Total:	944.35		
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>			
01-413120	06/03/2025		Supplies for Inter agency meeting	100 632 410 0000	43.44			
01-420920	06/10/2025		Cleaning Supplies	100 661 410 0291	51.51			

Detail Check Register

Checking Account: 1		GENERAL CHECKING				
02-428977	06/26/2025		Board Dinner	100 631 314 0000	180.66	
04-344228	06/09/2025		Cleaning Vinegar	100 661 410 0497	10.47	
66-359398	06/11/2025		PHS Supplies	100 661 410 0096	19.99	
66-364933	06/17/2025		Supplies	100 661 410 0096	23.99	
66-368021	06/20/2025		Lever	100 664 410 0000	503.91	
66-370852	06/23/2025		Hardware and Mop	100 661 410 0291	41.41	
66-374407	06/27/2025		Cleaning Supplies	100 661 410 0000	68.97	
Check Number: 4989	Check Type: Check	Check Date: 07/10/2025	Vendor: SUMMITFIRE	Summit Fire & Security LLC	Check Total: 2,982.00	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
3341487	06/26/2025		Fire Alarm Inspection	100 664 410 0000	2,982.00	
Check Number: 4990	Check Type: Check	Check Date: 07/10/2025	Vendor: TIMEMANAGE	TIME MANAGEMENT SYSTEMS	Check Total: 15,488.00	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
339549	07/02/2025		TMS Buyout	100 651 310 0000	15,488.00	
Check Number: 4991	Check Type: Check	Check Date: 07/10/2025	Vendor: VERIZONWIR	VERIZON WIRELESS	Check Total: 577.71	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
6117220168	06/28/2025		Transportation Charge	100 681 354 0000	52.49	
6117220168	06/28/2025		T. Schmidt Travel Charge	100 691 350 0000	108.00	
6117220168	06/28/2025		J. Heward Travel Charge	100 691 350 0000	60.00	
6117220168	06/28/2025		Mobile Phone Charges	100 691 350 0000	357.22	
Check Number: 4992	Check Type: Check	Check Date: 07/10/2025	Vendor: WATTSHYDR	Watts Hydraulics Acquisition Corp	Check Total: 418.29	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
7342743	05/28/2025		Pressure Washer Repair	100 681 428 0000	418.29	
Check Number: 4993	Check Type: Check	Check Date: 07/10/2025	Vendor: WAXIESANIT	WAXIE SANITARY SUPPLY	Check Total: 552.72	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
83314499	06/19/2025		Waxie 3000 Clean & Soft	100 661 410 0497	387.08	
83314499	06/19/2025		Urinal Screen	100 661 410 0497	98.22	
83314499	06/19/2025		Urinal Screen	100 661 410 0497	67.42	
Check Number: 4994	Check Type: Check	Check Date: 07/10/2025	Vendor: WONDOOR	Won-Door Corporation	Check Total: 6,190.61	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
174262	06/25/2025		Oakwood Accordion Door	100 664 410 0497	6,190.61	
Check Number: 4995	Check Type: Check	Check Date: 07/10/2025	Vendor: 95PERCENT	95 Percent Group LLC	Check Total: 720.50	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
INV169262	07/09/2025		Smart 2.0	283 621 400 0000	720.50	
Check Number: 5007	Check Type: Check	Check Date: 07/30/2025	Vendor: ALSCO	ALSCO	Check Total: 149.96	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
LBLA2598227	07/09/2025		Nurse Laundry	100 632 310 0000	9.08	
LBLA2598227	07/09/2025		Bus Shop Laundry	100 681 330 0000	40.03	

Checking Account: 1		GENERAL CHECKING			
77962207	06/27/2025		Utility Blades	100 661 410 0499	9.99
77963473	06/30/2025		Extension, Riser, Cut Off	100 664 410 0497	4.14
77963781	07/01/2025		Electrical Tape	100 664 410 0000	12.99
77964160	07/02/2025		Grinder	100 661 410 0096	189.99
77964601	07/03/2025		Riser, Cut Off 1/2x6 in	100 665 410 0000	6.90
77964601	07/03/2025		Riser, Cut Off 1/2x12 in	100 665 410 0000	7.45
77966162	07/07/2025		Sprayhead, hardtop, 15' Adjust (11)	100 665 410 0000	80.19
77966995	07/09/2025		Dewalt Ratchet	100 664 410 0000	39.98
77967099	07/09/2025		Sandpaper	100 664 410 0497	6.99
77967099	07/09/2025		Gorilla Adhesive	100 664 410 0497	12.99
77967433	07/10/2025		Line Heads Bump Head	100 665 410 0000	26.99
Check Number: 5012	Check Type: Check	Check Date: 07/30/2025	Vendor: BORDERSTAT	BORDER STATES INDUSTRIES INC	Check Total: 5,424.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
930679165	07/02/2025	Tech PO 06-26	TPP Blank Steel White	245 623 410 0000	5,424.00
Check Number: 5013	Check Type: Check	Check Date: 07/30/2025	Vendor: BRYSONSALE	BRYSON SALES & SERVICE INC	Check Total: 518.10
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
208520	07/02/2025		Cover, Hi Bk BRN	100 681 426 0000	518.10
Check Number: 5014	Check Type: Check	Check Date: 07/30/2025	Vendor: BUETTSEFENC	BUETTS FENCE COMPANY LLC	Check Total: 4,070.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
01253	07/23/2025		Repairs at Ag Shop, Pioneer, Jr High	100 664 410 0000	4,070.00
Check Number: 5015	Check Type: Check	Check Date: 07/30/2025	Vendor: CAXTONPRIN	CAXTON PRINTERS LTD.	Check Total: 300.48
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
1059460	07/09/2025		HM Math Exp	100 512 410 0499	156.00
1059461	07/09/2025		HM Intro RDG RD ALD Set	100 512 410 0499 312	144.48
Check Number: 5016	Check Type: Check	Check Date: 07/30/2025	Vendor: CLASSLINKI	CLASSLINK INC	Check Total: 10,264.40
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
21885	09/01/2025		Annual License	245 623 310 0000	10,264.40
Check Number: 5017	Check Type: Check	Check Date: 07/30/2025	Vendor: CONSOLIDAT	CONSOLIDATED ELECTRICAL DIST.	Check Total: 304.35
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
4205-1079240	07/08/2025		Light Bulbs	100 664 410 0291	127.60
4205-1079498	07/22/2025		1930 LM 15W LED 5K TYP B	100 664 410 0291	176.75
Check Number: 5018	Check Type: Check	Check Date: 07/30/2025	Vendor: DAVIDTIDWE	David R. Tidwell Wood Floor Services	Check Total: 4,351.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
10111	07/10/2025		Recoat HS Gym Floor	100 664 314 0096	4,351.00
Check Number: 5019	Check Type: Check	Check Date: 07/30/2025	Vendor: DEXIMAGIN	Dex Imaging	Check Total: 185.60
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
13632188	07/14/2025		Oakwood Toner & Staples- Teacher Lounge	100 512 410 0497	100.00

Detail Check Register

Checking Account: 1		GENERAL CHECKING				
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
13647750	07/16/2025		Staples Cartridge- Teacher Lounge	100 512 410 0497	85.60	
Check Number: 5020	Check Type: Check	Check Date: 07/30/2025	Vendor: ELITEMECHA	ELITE MECHANICAL	Check Total:	630.00
3953	07/17/2025		Service Call	100 664 410 0499	125.00	
3953	07/17/2025		Additional Labor	100 664 410 0499	125.00	
3953	07/17/2025		Drain Pan	100 664 410 0499	115.00	
3953	07/17/2025		Misc. Parts	100 664 410 0499	20.00	
3954	07/17/2025		Service Call Oakwood	100 664 410 0497	125.00	
3954	07/17/2025		Refrigerant	100 664 410 0497	120.00	
Check Number: 5021	Check Type: Check	Check Date: 07/30/2025	Vendor: ERICKKATH1	KATHY ERICKSON	Check Total:	294.92
07132025	07/13/2025		Power School Training Reimb	100 632 380 0000	294.92	
Check Number: 5022	Check Type: Check	Check Date: 07/30/2025	Vendor: HANSONJANI	HANSON JANITORIAL SUPPLY	Check Total:	466.74
779393-1	07/18/2025		Rust Remover	100 661 410 0499	8.54	
780196	07/02/2025		Stix Phosphoric 1 Qt	100 661 410 0096	130.38	
780196	07/02/2025		Glass Cleaner	100 661 410 0096	118.56	
780196	07/02/2025		Blue Scrubbing Pad	100 661 410 0096	18.65	
780196	07/02/2025		White Polish Pad	100 661 410 0096	18.64	
780196	07/02/2025		Red Buff Floor Pad	100 661 410 0096	18.64	
780196	07/02/2025		Ph7Q Dual FD DisFinfe	100 661 410 0096	153.33	
Check Number: 5023	Check Type: Check	Check Date: 07/30/2025	Vendor: HORIZONAU	Horizon Automotive	Check Total:	1,691.55
73279	06/18/2025		Dist Car Labor	100 681 320 0000	239.50	
73279	06/18/2025		Dist CaAir Conditioning Recharge & Parts	100 681 320 0000	143.82	
73279	06/18/2025		Dist Car Fees	100 681 320 0000	19.16	
73279	06/18/2025		Dist Car Oil Change	100 681 341 0000	74.77	
74096	06/16/2025		Dist Car Brake Cleaner	100 681 341 0000	7.23	
74096	06/16/2025		Dist Car Brake Kit	100 681 341 0000	189.99	
74096	06/16/2025		Dist Car Labor	100 681 341 0000	440.00	
74096	06/16/2025		Dist Car Brake Kit	100 681 341 0000	205.99	
74096	06/16/2025		Dist Car Remanufactured Brake Caliper	100 681 341 0000	118.99	
74096	06/16/2025		Dist Car Remanufactured Brake Caliper	100 681 341 0000	118.99	
74096	06/16/2025		Dist Car Brake Fluid	100 681 341 0000	6.50	
74096	06/16/2025		Dist Car Fees	100 681 341 0000	25.00	
74096	06/16/2025		Dist Car Brake Cleaner	100 681 341 0000	7.23	
74241	07/02/2025		Dist Car Labor	100 681 341 0000	24.50	
74241	07/02/2025		Dist Car Oil Change	100 681 341 0000	42.89	
74241	07/02/2025		Dist Car Air Filter	100 681 341 0000	26.99	

Detail Check Register

Checking Account: 1

GENERAL CHECKING

Check Number	Check Type	Check Date	Vendor		Check Total
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
5024	Check	07/30/2025	ILASERIT	ILASER IT	30.00
2328	07/14/2025		Desk name plates	100 632 410 0000	30.00
5025	Check	07/30/2025	JACKSONGRP	Jackson Group Peterbilt	117.35
47005PC	07/07/2025		Housing	100 681 426 0000	117.35
5026	Check	07/30/2025	LAWSONPROD	LAWSON PRODUCTS INC	322.98
9312646764	07/16/2025		15 Gal .7 Millo-Dens BLK Linrs	100 681 425 0000	62.54
9312646764	07/16/2025		Gloss Black Maintenance Paint	100 681 425 0000	84.12
9312646764	07/16/2025		Torsion Impact Bit Star	100 681 425 0000	2.66
9312646764	07/16/2025		Torsion Impact Bit Star	100 681 425 0000	10.64
9312646764	07/16/2025		Torsion Impact Bit Phillips	100 681 425 0000	2.25
9312646764	07/16/2025		Torsion Impact Bit Phillips	100 681 425 0000	2.25
9312653868	07/18/2025		Zep TNT 4x1 gal	100 681 425 0000	158.52
5027	Check	07/30/2025	PINECOVECO	PINE COVE CONSULTING LLC	44,279.00
24642C	07/16/2025		Airtame 2 Collaboration platform	245 623 410 0000	44,279.00
5028	Check	07/30/2025	POWERSCHOO	POWERSCHOOL	1,364.04
456204	06/27/2025		School Messenger	100 632 310 0000	92.88
456221	06/27/2025		Universal Rostering Connector Subscripti	245 623 314 0000	1,271.16
5029	Check	07/30/2025	PRESTONAUT	PRESTON AUTO PARTS	369.29
6546-299182	07/10/2025		Clamp & Radiator Hose	100 664 410 0499	44.08
6546-299528	07/23/2025		Battery Floor Scrubber	100 664 410 8844	305.98
6546-299608	07/21/2025		Belts	100 661 410 0096	19.23
5030	Check	07/30/2025	PRESTONCI3	PRESTON CITY WATER DEPT.	2,451.75
20250722	06/30/2025		June 2025 Water/Sewer	100 661 332 0096	837.50
20250722	06/30/2025		June 2025 Water/Sewer	100 661 332 0291	224.00
20250722	06/30/2025		June 2025 Water/Sewer	100 661 332 0497	483.00
20250722	06/30/2025		June 2025 Water/Sewer	100 661 332 0499	224.00
20250722	06/30/2025		June 2025 Water/Sewer	100 661 332 8844	179.00
20250722	06/30/2025		June 2025 Water/Sewer	100 661 335 0000	325.25
20250722	06/30/2025		June 2025 Water/Sewer	100 681 353 0000	179.00
5031	Check	07/30/2025	RSDISTRIBU	R & S DISTRIBUTING	1,783.62

Checking Account: 1

GENERAL CHECKING

<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
122770	07/07/2025		Vacuum Brush Clarke Upright 18	100 661 410 0096	39.73
122770	07/07/2025		Vacuum Pre Filter	100 661 410 0096	4.94
122770	07/07/2025		Chassis 18"/455	100 661 410 0096	67.42
122770	07/07/2025		Labor	100 661 410 0096	85.00
122845	07/14/2025		Vacuum Brush Clarke Upright 18	100 661 410 0096	39.73
122887	07/16/2025		Hillyard Opti Core 36/rl 865/s	100 661 410 0096	841.50
122887	07/16/2025		Preserve Roll Towel 800' Brown	100 661 410 0096	641.50
122887	07/16/2025		Urinal Screens	100 661 410 0096	63.80

Check Number: 5032 Check Type: Check Check Date: 07/30/2025 Vendor: SCHOLASTI1 SCHOLASTIC MAGAZINES Check Total: 577.50

<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
M7600858	07/08/2025	024195	Larsen, Murdock, Seamons	100 512 410 0497 312	577.50

Check Number: 5033 Check Type: Check Check Date: 07/30/2025 Vendor: SILVERCREE SILVER CREEK SUPPLY Check Total: 2,248.28

<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
0021605106-001	07/01/2025		SCH 40 PVC 90 Elbow Slip 3"	100 665 410 0000	29.40
0021605106-001	07/01/2025		SCH 40 PVC Tee SXSXF 3"x3"x 3/4"	100 665 410 0000	18.70
0021605106-001	07/01/2025		SCH 40 PVC Bushing & Reducer Bushing SPI	100 665 410 0000	8.56
0021605106-001	07/01/2025		SCH 40 PVC Tee SLIP 2"	100 665 410 0000	9.96
0021605106-001	07/01/2025		SCH 40 PVC Bushing & Reducer Bushing SP	100 665 410 0000	15.84
0021605106-001	07/01/2025		SCH 40 PVC 90 Elbow SLIP 2"	100 665 410 0000	4.52
0021605106-001	07/01/2025		SCH 40 PVC Tee SXSXF & Reducer Tee SLIP	100 665 410 0000	20.28
0021605106-001	07/01/2025		SCH 40 PVC Bushing SPXF & Reducer Bushin	100 665 410 0000	9.48
0021605106-001	07/01/2025		SCH 40 PVC Bushing SPXF	100 665 410 0000	16.31
0021605106-001	07/01/2025		SCH 40 PVC Tee Reducer 1-1/2 x 1 1-1/2	100 665 410 0000	30.87
0021605106-001	07/01/2025		SCH 40 PVC Bushing & Reducer Bushing SPI	100 665 410 0000	4.88
0021605106-001	07/01/2025		SCH 40 PVC Tee & Reducer Tee SLIP	100 665 410 0000	13.30
0021605106-001	07/01/2025		SCH 40 PVC Bushing & Reducer Bushing SPI	100 665 410 0000	4.76
0021605106-001	07/01/2025		SCH 40 PVC Bushing MXF & Reducer Bushing	100 665 410 0000	24.60
0021605106-001	07/01/2025		PVC Pipe SCH 40 White BE	100 665 410 0000	56.61
0021605106-001	07/01/2025		PVC PIPE SCH 40 White BE BELL END 2"x20	100 665 410 0000	189.00
0021605106-001	07/01/2025		PVC PIPE SCH 40 White BE BELL END 1"x20	100 665 410 0000	181.61
0021605106-001	07/01/2025		Hunter 1-20 Ultra PC/FC Rotor W/CK	100 665 410 0000	312.80
0021605106-001	07/01/2025		Hunter 1-40 Ultra Rotor SS W/CV	100 665 410 0000	991.44
0021605106-001	07/01/2025		Hunter MP Rotator 210-270	100 665 410 0000	19.56
0021605106-001	07/01/2025		Hunter MP Rotator 360 Multiple Rotating	100 665 410 0000	117.36
0021605106-001	07/01/2025		Hunter MP Rotator Left Corner Strip	100 665 410 0000	13.04
0021605106-001	07/01/2025		Hunter MP Rotator Right Corner Strip	100 665 410 0000	13.04
0021605106-001	07/01/2025		Hunter MP Rotator ADJ Tool	100 665 410 0000	1.96
0021605106-001	07/01/2025		Hunter MP Rotato 90-120 Black Rotating N	100 665 410 0000	130.40
0021605106-001	07/01/2025		Fuel Surcharge	100 665 410 0000	10.00

Checking Account: 1

GENERAL CHECKING

Check Number	Check Type	Check Date	Vendor	Vendor Name	Check Total
5034	Check	07/30/2025	SOFTWAREUN	SOFTWARE UNLIMITED INC	500.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20250714-15	07/23/2025		Report Writer Prorated Annual Fee	100 651 360 0000	500.00
5035	Check	07/30/2025	SOUTHFORKH	SOUTH FORK HARDWARE	253.39
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
525821	07/07/2025		Flex Riser	100 665 410 0000	9.56
525873	07/08/2025		SWNG Pipe	100 665 410 0000	23.90
525985	07/09/2025		Hex Bond	100 661 410 0096	7.99
526053	07/10/2025		3/4 MT x S PVC Male	100 665 410 0000	5.90
526053	07/10/2025		3/4 SXS PVC Coupling	100 665 410 0000	5.90
526406	07/15/2025		Great Stuff Gaps & Cracks	100 664 410 0096	12.31
526406	07/15/2025		General Merchandise	100 664 410 0096	2.49
526462	07/16/2025		5 gal bucket	100 661 410 0096	7.99
526462	07/16/2025		Z-Pro Ram HD 5gl bucket	100 661 410 0096	5.35
526462	07/16/2025		9" Wooster Super DOO-Z Cover	100 661 410 0096	3.99
526607	07/18/2025		5/16" multi carbide	100 664 410 0096	19.98
526607	07/18/2025		General Merchandise	100 664 410 0096	24.80
526824	07/22/2025		Nuts, Bolts, Screws, Nails	100 665 410 0000	14.97
526824	07/22/2025		Nuts, Bolts, Screws, Nails	100 665 410 0000	4.78
526824	07/22/2025		Nuts, Bolts, Screws, Nails	100 665 410 0000	11.00
526824	07/22/2025		Nuts, Bolts, Screws, Nails	100 665 410 0000	0.84
526824	07/22/2025		Nuts, Bolts, Screws, Nails	100 665 410 0000	3.52
526840	07/22/2025		Nuts, Bolts, Screws, Nails	100 665 410 0000	7.60
526900	07/23/2025		Brad Nail	100 664 410 0497	4.59
526902	07/23/2025		Industrial Choice Strip	100 661 410 0096	31.95
527041	07/24/2025		Nuts, bolts, screws, nails	100 665 410 0000	43.98
5036	Check	07/30/2025	STANDARDPL	STANDARD PLUMBING SUPPLY CO	55.58
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
YZB891	07/28/2025		Faucet Lav Chrm 1H LL	100 661 410 0096	53.99
YZB891	07/28/2025		Hole Cover	100 661 410 0096	1.59
5037	Check	07/30/2025	STATEOFIDA	STATE OF IDAHO	125.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
H000322	07/24/2025		Elevator Safety Program	100 664 314 0096	125.00
5038	Check	07/30/2025	STOKESMARK	STOKES MARKET PLACE	189.62
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
01-459556	07/15/2025		TC Alcohol Isopropyl	100 661 410 0291	37.11
01-459556	07/15/2025		Swiffer, Fabulso Cleaner	100 661 410 0291	69.08
02-448441	07/15/2025		Distilled Water	100 664 410 0000	11.94
03-419784	07/01/2025		Pail, Grout Brushes, Tray	100 661 410 0497	15.75

Checking Account: 1		GENERAL CHECKING				
03-419784	07/01/2025		Bleach	100 661 410 0497	15.98	
65-292150	07/24/2025		Hardware, Dry Texture	100 661 410 0291	39.76	
Check Number: 5039	Check Type: Check	Check Date: 07/30/2025	Vendor: SUMMITFIRE	Summit Fire & Security LLC	Check Total:	2,266.56
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
3400730	07/23/2025		Alarm -Standard Hours - Tech	100 664 410 8844	465.00	
3400730	07/23/2025		SIGA-HCD Detector Intelligent Heat	100 664 410 8844	1,204.32	
3400730	07/23/2025		Edwards SIGA-OSCD Detector Multi Sensor	100 664 410 8844	206.99	
3400730	07/23/2025		Edwards SIGA-OSCD Detector Multi Sensor	100 664 410 8844	315.25	
3400730	07/23/2025		Freight Charge	100 664 410 8844	75.00	
Check Number: 5040	Check Type: Check	Check Date: 07/30/2025	Vendor: TASBINC	TASB INC	Check Total:	3,250.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
677515	07/14/2025		Subscription 09/01/25 -08/31/26	100 631 360 0000	3,250.00	
Check Number: 5041	Check Type: Check	Check Date: 07/30/2025	Vendor: TURNITINLL	TURNITIN LLC	Check Total:	2,696.76
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
IN-TII-1641-4	07/23/2025		Originality Check	100 622 430 0096	2,157.41	
IN-TII-1641-4	07/23/2025		Turnitin Originality	100 622 430 0096	539.35	
Check Number: 12356	Check Type: Direct Deposit	Check Date: 07/10/2025	Vendor: HARRISONLA	Lance Harrison	Check Total:	606.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
072025	07/09/2025		H.S. State Cheer	100 532 380 0000	338.00	
072025	07/09/2025		H.S. State Basketball	100 632 380 0000	96.00	
072025	07/09/2025		Philanthropy Dept	100 632 380 0000	96.00	
072025	07/09/2025		Regional Superintendent Meeting	100 632 380 0000	12.00	
072025	07/09/2025		CFSGA	100 632 380 0000	22.00	
072025	07/09/2025		Covey Leadership	100 632 380 0000	42.00	
Check Number: 12357	Check Type: Direct Deposit	Check Date: 07/10/2025	Vendor: SMITHCYNT	Cynthia Smith-Murray	Check Total:	160.27
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
00105	07/07/2025		Lanyards Qty 100	283 621 400 0000	160.27	
Check Number: 12655	Check Type: Direct Deposit	Check Date: 07/30/2025	Vendor: CHECKNILE	Nile Checketts	Check Total:	24.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
20250722	06/20/2025		June 2025 Bus Driver Meals	100 532 410 0000	24.00	
Check Number: 12656	Check Type: Direct Deposit	Check Date: 07/30/2025	Vendor: HARRITAMA	Tamara Harris	Check Total:	1,148.87
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
071325	07/13/2025		Power School Training Reimb	100 632 380 0000	1,148.87	
Check Number: 12657	Check Type: Direct Deposit	Check Date: 07/30/2025	Vendor: KUNZCRAI	Craig Kunz	Check Total:	38.90
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
20250730	07/24/2025		Lunch/Equipment Pickup	100 632 410 0000	38.90	

Detail Check Register

Checking Account: 1

GENERAL CHECKING

Check Number: 12658	Check Type: Direct Deposit	Check Date: 07/30/2025	Vendor: MEEKJENN	Jennifer Meek	Check Total: 552.90
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
071325	07/23/2025		Power School Training	100 632 380 0000	552.90

*Denotes Expensed Invoice Item

Checking Account ID: 1

Total without Voids: 433,925.43

Detail Check Register

Checking Account: 2

CHILD NUTRITION CHECKING

<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
Check Number: 1391 Check Type: Check Check Date: 07/10/2025 Vendor: NICHOLASCO NICHOLAS & COMPANY Check Total: 4,653.79					
9204591	06/03/2025		Food Purchases	290 710 410 0497	125.86
9204591	06/03/2025		Food Purchases	290 710 450 0497	2,037.10
9212565	06/10/2025		Food Purchases	290 710 450 0497	1,346.10
9220714	06/17/2025		Food Purchases	290 710 450 0497	295.47
9228906	06/24/2025		Food Purchases	290 710 450 0497	328.33
9237163	07/01/2025		Food Purchases	290 710 450 0497	520.93
Check Number: 1392 Check Type: Check Check Date: 07/10/2025 Vendor: STOKESMARK STOKES MARKET PLACE Check Total: 43.34					
01-438752	06/26/2025		Oakwood CN Battery	290 710 410 0497	23.56
03-39335	06/04/2025		Mayo Gallon	290 710 410 0497	19.78
Check Number: 1393 Check Type: Check Check Date: 07/10/2025 Vendor: WHOLESALLES WHOLESAL SUPPLY Check Total: 433.50					
5007	05/21/2025		Liquid Live Bacteria	290 710 410 0000	149.50
5008	05/21/2025		Liquid Live Bacteria	290 710 410 0000	284.00
Check Number: 1394 Check Type: Check Check Date: 07/30/2025 Vendor: NICHOLASCO NICHOLAS & COMPANY Check Total: 832.30					
9253379	07/15/2025		Food Purchase Oakwood	290 710 450 0497	832.30
Check Number: 1395 Check Type: Check Check Date: 07/30/2025 Vendor: TARBECOLE COLE TARBET Check Total: 200.00					
1348	06/30/2025		Free/Reduced Online Application	290 710 390 0096	200.00
Check Number: 1396 Check Type: Check Check Date: 07/30/2025 Vendor: WHOLESALLES WHOLESAL SUPPLY Check Total: 285.00					
3623	03/02/2021		Liquid Live Bacteria (2021 invoice)	290 710 410 0000	142.50
3801	08/24/2021		Liquid Live Bacteria	290 710 410 0000	142.50

*Denotes Expensed Invoice Item

Checking Account ID: 2

Total without Voids: 6,447.93

Preston Joint School District No. 201

Personnel Report

Recommended Hires

<u>Name</u>	<u>Position</u>	<u>Department</u>	<u>Location</u>	<u>FTE</u>
Anderson, Emilee	Cleaner	Maintenance	Oakwood	0.4
Cazier, Taylor	Paraprofessional	SPED	Pioneer	0.75
Chatterton, DelLona	Paraprofessional	SPED	Oakwood	0.75
Christensen, Ida RaNae	Paraprofessional	Connections	Pioneer	0.75
Cox, Krista	Paraprofessional	Computers/Title I	Oakwood	0.75
Downs, Jennifer	Paraprofessional	SPED	Oakwood	0.75
Jensen, Burgundy	Cleaner	Maintenance	PHS	0.4
Keller, Heidi	Paraprofessional	SPED	Oakwood	0.75
Krmpotich, Jayden	OT/PT	SPED	District	0.75
Manson, Michael	Cleaner	Maintenance	Oakwood	0.4
Pablo, Charlotte	Paraprofessional	SPED	Oakwood	0.75
Reese, Brandt	Head Football Coach	Athletics	PHS	
Schwartz, Brittany	Baker	Child Nutrition	PHS	0.5
Smith, Kaylin	Paraprofessional	SPED	Pioneer	0.75
Smith, Taysha	Paraprofessional	Playground	Pioneer	0.55
Stewart, Emma	Paraprofessional	SPED	PJH	0.75
Wolford, Marilyn	Salad/Fruit	Child Nutrition	Oakwood	0.4

Recommended Acceptance of Resignation/Termination/Retirement

<u>Name</u>	<u>Position</u>	<u>Department</u>	<u>Location</u>	<u>Resign/Retire</u>	<u>FTE</u>
Baker, Kassandra	Cleaner/Salad-Fruit	Maint/CN	Oakwood	Resign	0.75
Harrison, Brooke	OT/PT	SPED	District	Resign	0.75
Oswald, Samantha	Paraprofessional	SPED	Oakwood	Resign	0.75
Zoellner, Ashlyn	Cleaner	Maintenance	Oakwood	Resign	0.4

Recommended Acceptance of Change of Assignment

<u>Name</u>	<u>Current Position</u>	<u>Current Location</u>	<u>New Position</u>	<u>New Location</u>	<u>FTE</u>
-------------	-------------------------	-------------------------	---------------------	---------------------	------------





TABLE OF CONTENTS

Welcome Letter

Intro Page: Preston Athletic Mission Statement and Values

PHS Foundational Rules for High School Leaders

SECTION 1 - FINANCES

General Financial Information

Activities Fee Chart

Athletics Fees

Booster Clubs

Donations

Fundraisers

SECTION 2 - PURCHASING

General Purchasing

Contracts

Emoluments

Purchasing Advisories

SECTION 3 - TRAVEL

PSD Travel Guidelines

Summer Transportation

Trip Assignments

Returning From State

SECTION 4 - CAMPS AND CLINICS

School Sponsored Activities

Non-School Sponsored Activities



SECTIONS 5 - FACILITY USE

Priorities for School Facility Use & Rental

Reservation Requirements

SECTION 6 - STUDENTS, PARENTS, AND ATHLETES

Chain of Command Communication

Chain of Command Guidelines

Eligibility and Participation in Activities

IDHSAA Eligibility Standards

Preston High School Eligibility Standards

Home School Eligibility in PSD

Franklin High School Eligibility

Online School Eligibility

Consequences of Playing While Ineligible

Attendance Policy

Drug Testing

NCAA Eligibility Basics

Parent Involvement Ideas

SECTION 7 - COACHES AND ADVISORS

Coaching Expectations and Agreement

Hiring Assistant Coaches

Out of Season Facility Use

Required Certifications

Preston Pride Athletic Contract

Coach Evaluations



SECTION 8 - TRAINER

Duties

Hours

Coverage

Travel

SECTION 9 - ATHLETIC TRAINERS

Duties

Training Room Hours

Sport Coverage

Summer Expectations

Travel

SECTIONS 10 - MISCELLANEOUS

Activities Director & Athletic Director Responsibilities

Title IX

Cancellations

Emergency Evacuation Procedures

General Emergency Tips for All Venues

Hall of Fame



To the Preston community,

As part of our commitment to maintaining a safe, inclusive, and productive educational environment, we have diligently worked on consolidating essential guidelines and protocols that will assist our educators, coaches, and advisors in navigating their roles effectively. This guide is intended to provide clear instructions, best practices, and insights to foster a cohesive educational and extra-curricular experience for both students and staff.

The policies and procedures outlined in this guide encompass a wide range of critical areas, including student welfare, communication protocols, ethical conduct, student-teacher interactions, safety measures, and overall professional expectations. Our aim is to align our practices with state regulations and educational standards, ensuring a high level of consistency and excellence throughout the district.

We believe that a well-informed and well-equipped team of educators and facilitators contributes significantly to the holistic development of our students. By providing a structured framework for day-to-day operations, decision-making processes, and collaboration among staff members, we strive to enhance the overall experience within our district.

Thank you for your time and effort. We look forward to fostering a collaborative and informed educational and extra-curricular environment that empowers both our educators, advisors, coaches, and students.

INTRODUCTION

PACE includes policies and procedures for athletics and other extra-curricular activities in Preston School District. It is the responsibility of the Activities Director to annually educate administrators, athletic supervisors, advisors and coaches on all policies and procedures found



in PACE. Coaches and advisors will acknowledge their training/education of PACE through communication with the athletic director.

For questions about PACE contact:

Brady Garner (District Athletic Director) – brady.garner@psd201.org

Brent Knapp (HS - Athletic Supervisor) – brent.knapp@psd201.org

Clint Peery (HS - Principal) – clint.peery@psd201.org

PSD ATHLETIC/ACTIVITY MISSION STATEMENT

To create an inclusive environment that develops passionate leaders committed to growth and the promotion of change.

ATHLETIC VALUES

We will:

Unite instead of divide

Have uncompromising integrity

Be proud of our effort and discipline

Commit to a growth mindset

Exhibit strength and resilience

PHS FOUNDATIONAL RULES FOR HIGH SCHOOL LEADERS

1. Promote Academic Excellence
2. Maintain Professional Conduct
3. Enforce Fair Play and Good Sportsmanship
4. Avoid being alone with students
5. Be Financially Responsible. Avoid taking money.
6. Keep your keys on or near you.



7. Develop Athletic Skills and Character
8. Plan and Organize Practices Efficiently
9. Handle Disciplinary Issues Appropriately
10. Encourage Positive Parental Involvement
11. Stay Updated with Coaching Education
12. Evaluate and Reflect on Performance



—SECTION 1—

FINANCES

SCHOOL FEES

FEES CHART

TICKET PRICES & PASSES

DONATIONS

FUNDRAISERS





SECTION 1 - FINANCES

Advisors, coaches, and educators may not at any time purchase items for personal use with school funds.

SCHOOL FEES

1. It is the intent of Preston School District to disclose all required fees to parents and students **before** participation in an activity.
2. All money directed toward activity fees collected from parents will go through the finance office. Parents are encouraged to keep receipts as proof of purchase.
3. Advisors, coaches, and educators should not handle money or accept money from participants in any form. This includes Venmo.
4. The coach or advisor is responsible for ensuring that students have paid required fees prior to participation.
5. Advisors will monitor their accounts with the assistance of the school financial secretary and are responsible for ensuring that fees charged are sufficient to cover expenses.

TICKET PRICES AND SEASON PASSES

Adult Tickets: \$7.00

Seniors (65+): \$5.00

Students/Kids (9-12): \$5.00

Students/Kids (K-8): \$4.00

District Employees: Free w/card

20 event, regular season punch pass: \$100

Work 5 Events: \$25 per event and 20 event, regular season punch pass

Family Pass: \$300 (Entrance into all regular season home events for you, your spouse, and children under 18).



Donor's Pass: Price is dependent upon the number of banners purchased and where the banners will be located.

DONATIONS

Donations are defined as a voluntary gift or contribution. These unsolicited contributions are given to and managed through the High School Financial Secretary and dispersed appropriately.

1. Donations given to the school become property of the district and may not be removed without permission.
2. Donations cannot be directed toward an individual student, but may be given to a specific program or purpose. A donor may express the desire for funds to be directed toward a specific purpose and will work with the school to use donations in accordance with the donors' instructions as long as it is in compliance with district regulations. If no instructions are provided, donations are relinquished to the control of the school in partnership with advisors, coaches, and educators.
3. Outside groups or donors cannot purchase items to circumvent District purchasing procedures. Coaches that wish to receive donations must communicate with the District Athletic Director for instructions as to how to receive items. For example, a donor cannot:
 - Pay a vendor directly for items purchased for a program without communication with the program and Activities Director.
 - Purchase equipment from a vendor to avoid receiving bids from competing companies.
 - Fund construction projects or field improvements by paying a vendor directly without communication with school leadership.

FUNDRAISERS

A Fundraiser is defined as a legitimate process of collecting money by soliciting or requesting donations from individuals/businesses. The fundraiser guidelines are as follows:



Approved by the activities director, building principal, and superintendent.

Complete fundraising form at least three (3) weeks prior to the event.

<https://form.jotform.com/222294153056048>

Provide detailed explanation of the purpose of fundraising.

Develop fundraising that is service oriented.

No door-to-door soliciting.

Fundraisers should break even or show a profit.

If merchandise is to be sold, it must be purchased from local vendors, if possible.

Each organization will be limited to four (2) fundraisers per school year. *Events that directly benefit the growth of your program (such as youth camps, tournaments, or leagues) will not be considered a fundraiser.*

All funds must be deposited in school accounts.

All money will be disbursed through school accounts.

**All general financial donations to the school or contributions to a specific program will be given to the front office of Preston High School.*



—SECTION 2—

PURCHASING

GENERAL PURCHASING
CONTRACTS
EMOLUMENTS
PURCHASING ADVISORIES



SECTION 2 - PURCHASING

GENERAL PURCHASING

No purchases may occur without approval from school administration and the Athletic

Director. Below are suggested guidelines for purchases:

1. A Purchase Request (PR) must be completed before purchasing anything with District or PHS funds. You are not allowed to go over the amount on the PR without submitting a new PR. Once the PR is submitted, it will go through the approval process.
2. The head advisor or coach of a program is responsible for completing a PR before items are purchased. No other individual associated with a program has permission to make purchases.
3. The only exception to this is special/emergency use of classroom funds. If classroom funds are used without a PR and approval, sales tax will not be reimbursed.
4. If purchasing from a website or an entity that won't take a purchase order, a school credit card will be checked out to you after the PO process is approved. You will also be given the District's Tax Exempt number. You can then use them to make the purchase.
5. If you wish to purchase something from Amazon, a school account must be used. You may work with the front office to purchase items from Amazon. It will require the PO and name as part of the checkout process.
6. Please plan on 48 hours from the time you turn in your purchase request to complete your purchase.
7. If purchases amount to more than \$50,000, multiple bids will be required.

CONTRACTS

Only the Business Manager, in coordination with purchasing and the school supervisor, is authorized to enter in and sign any type of contract involving incentives or rewards based upon



past purchases. Do not accept gifts, food, clothing or payments from vendors or potential vendors in excess of \$25 total during a single calendar year.

Contact the Purchasing Department for directions on how to use or enter into contracts for athletic equipment and uniforms.

EMOLUMENTS

It is unlawful for an employee engaging in obtaining a procurement item to ask, receive, offer to receive, accept, or ask for a promise to receive, an emolument, gratuity, contribution, loan, or reward for the employee's own use or benefit.

PURCHASING ADVISORIES

1. A person is guilty of receiving or soliciting a bribe if that understanding or agreement that the purpose or intent is to influence an action, decision, opinion, person asks for, solicits, accepts, or receives, directly or indirectly, any benefit with the recommendation, judgment, vote, nomination, or exercise of discretion, of a public servant, party official, or voter.
2. As per district policy, employees of PSD shall neither offer nor accept gifts which might reasonably be interpreted as an attempt to influence the conduct of district business.
3. Promotional items or advertising items may be accepted provided the item is widely distributed to other individuals, districts, and firms having essentially the same business relationship with those offering.
4. When any reasonable doubt or question exists about the acceptance of a gratuity, speak with the administrator.
5. When a gratuity is offered under circumstances which might reasonably be interpreted as an attempt to influence the conduct of district business, it should immediately be reported to the school administration.



6. A coach/advisor should not accept gifts, food, clothing, services or payments from vendors or potential vendors in excess of \$25 total during a single calendar year.
7. A coach/advisor may receive a gift in any form from a student, team member or their families as long as it does not exceed \$25 in value.
8. District employees may not use the district as a purchasing agent for personal purchases even if the employee intends to reimburse the district.



—SECTION 3—

TRAVEL

TRAVEL GUIDELINES
TRANSPORTATION REQUESTS
SUMMER TRANSPORTATION
TRIP ASSIGNMENTS
BUS CLEANLINESS





SECTION 3 - TRAVEL

School transportation may be used in connection with the operation and support of extracurricular and student activities upon approval of the superintendent or designee. A use charge will be charged against the activity or sponsoring student group requesting the Transportation.

DISTRICT TRANSPORTATION SCHEDULING

To submit a travel request, you must:

1. Submit your request 10 days in advance.
2. Go to the district website and find the transportation request form.
3. Fill out the form for your group. Be as accurate as possible with your departure and arrival times, as bus drivers are prohibited from driving a certain amount of hours

PSD TRAVEL GUIDELINES

Students are expected to ride the bus to and from scheduled activities. (The building administrator can make an exception.) Students on such trips are required to comply with the rules and regulations governing daily school transportation.

1. Transportation will be provided by the school/district for all sponsored activities. Students will not transport themselves to district sponsored activities.
2. Parents may transport their own child to or from an event or activity with the permission of the school/coach. Coaches may require student-athletes to ride with the team.
3. Students are prohibited from transporting themselves to or from sponsored activities.
4. Role will be taken by the supervisor on all trips to make sure students are accounted for.



5. The supervising teacher/coach is to be on the bus to monitor and respond to student misbehavior.
6. Coaches and Advisors have options for transportation besides using a school bus. Details and guidelines for those options may be discussed with school and district administration.
7. Friends and family members of student-athletes and coaches are not approved to travel with the team, unless given approval by the administration and are covered by district insurance.
8. Students are required to return home on the same day as their last competition unless given permission by the administration.
9. Overnight trips within the state of Idaho:
 - *Trips within the state of Idaho are approved by the school principal.*
 - *Students are not to remain overnight if it is practical to return home.*
10. Family Members accompanying coaches/advisors on out of state trips:
 - *Accompanying family members should be approved before traveling with a program.*
 - *Coaches/Advisors are expected to accompany their group and therefore should not bear the financial burden of paying for their associated trip expense. If you choose to bring a family member on a trip, the advisor/coach must pay for any expense related to that family member.*
 - *Coaches/Advisors should not use any money raised by student fundraisers or other means to obtain a partial or entire free trip for a family member.*

SUMMER TRANSPORTATION

Ensuring safe and efficient transportation to summer events is a top priority, and we have several options for teams to consider. These are the summer travel options:



1. School Bus:

- **Cost:** \$3.00 per mile/ hourly pay for district bus driver
- **Details:** Teams opting to travel by school bus will incur a cost of \$3.00 per mile.
 - This option includes a bus driver and can accommodate larger groups of athletes and equipment.
 - Teams should coordinate with the athletic department to schedule bus travel in advance.

2. District Vans/Cars:

- **Cost:** \$0.40 per mile
- **Details:** For smaller teams or groups, district vans and cars are available at a rate of \$0.40 per mile.
 - This option is more cost-effective for shorter distances or smaller groups.
 - Coaches or approved district personnel must drive these vans.

3. Carpooling:

- **Cost:** Varies (determined by families)
- **Details:** Teams may choose to carpool using private vehicles. If teams decide to carpool:
 - It is the responsibility of the families to arrange transportation.
 - The school and coaches cannot assist in organizing or planning these rides.
 - Parents must ensure that their children arrive at the event safely and on time.
 - The school is not responsible for any damages that occur.

**Important Notes*

1. Planning: Teams should decide on their preferred mode of travel well in advance to ensure availability and coordination with the athletic department.



2. **Responsibility:** When using district vehicles, coaches and team managers are responsible for ensuring that all travel arrangements adhere to district policies.
3. **Liability:** The school district and coaching staff are not liable for any incidents or issues that arise during carpooling. Parents assume full responsibility for their children when arranging private transportation.

TRIP ASSIGNMENTS

While assigning trips, the Transportation Supervisor will do so in a manner that makes sure all Transportation laws can be followed.

The buses and vehicles used to transport students and staff will be assigned by the transportation supervisor based upon sensible rotation, safety, available drivers, equipment needing to be transported, available vehicles in the fleet, and cost.

RETURNING FROM STATE

This policy outlines the expectations and requirements for student-athletes, participants, and staff returning home from high school state-level athletic and activity competitions sponsored by [Your School District Name]. The purpose is to ensure timely, safe, and cost-effective return travel once competition obligations have concluded.

1. **Scope:** This policy applies to all high school athletic teams, activity groups (e.g., debate, band, drama), coaches, advisors, and chaperones attending state-level competitions where overnight stays are required and district funds are utilized for accommodation.
2. **Hotel Accommodation:** Preston School District will cover the cost of hotel accommodations for each night that a high school team or activity group is actively competing at a state event. This includes nights preceding and during the competition dates for which the team/individual is eligible and scheduled to participate.
3. **Return Travel Requirement:** Upon the completion of their scheduled competition (when the team/group is no longer eligible to advance or participate further in the state



event), high school athletics and activities programs are required to return home to Preston in a timely manner.

4. **Exceptions to Immediate Return:** Exceptions to the immediate return requirement are rare and must be approved in advance by administration.



—SECTION 4—

CAMPS/CLINICS

SCHOOL SPONSORED ACTIVITIES
NON-SCHOOL SPONSORED
TICKET PRICES & PASSES
DONATIONS
FUNDRAISERS





SECTION 4 - CAMPS AND CLINICS

The purpose of these guidelines is to provide direction and procedures for camps and clinics. These guidelines define when a coach is acting within the scope of employee duties with respect to school district activities (sponsored duties) and when an employee provides or participates in private but public education related (non-sponsored) activities outside of their public education employment. These guidelines also define the employee's responsibility, whether these activities occur on or off school premises, and identifies when an employee does not represent the school district, and provides notice to employees regarding disclosure duties.

SCHOOL SPONSORED ACTIVITIES

School Sponsored Activities include activities, fundraising events, clubs, camps, clinics or other events or activities that are authorized by a specific school which supports the District or an authorized school club, activity, sport, class or program that also satisfies at least one of the following conditions:

1. It is managed or supervised by the District or public school, or District or public school employee.
2. It uses the District or public school's facilities, equipment, or other school resources.
3. It is supported or subsidized by public funds, including the public school's activity funds.
4. Any team camp is school sponsored and must follow school sponsored procedures.

Camps, clinics, and other activities involving school sanctioned groups such as teams, performing arts, or other school employee groups, must be handled as "District Sponsored Events." When an event is sponsored by a coach or instructor at the school, the public believes that the event is sponsored by the school.



1. All district sponsored events must be pre-approved by school administration.
Employees must submit planned events well in advance, preferably on an annual basis.
Pre-approval must be obtained before any public or parent meetings.
2. Merely having a key does not grant permission to use facilities.
3. The school's financial secretary must collect all fees for camps, clinics, or other activities sponsored by the school district. Teachers or coaches that collect fees must turn them in as soon as possible. All costs associated with camp, clinic or other activity must also be submitted to the financial secretary for payment.
4. Coaches, teachers, and advisors should avoid being alone with money given to them as a protection to their integrity and future with the district.
5. A roll with attendance must be kept for all camps and clinics.
6. Overnight activities must have the approval of the administration. If funds are provided by the district, the Board must approve the event.
7. Any non-district employee must be fingerprinted before performing services for the district if the employee will be working one-on-one with the students and must abide by district guidelines.
8. Coaches, advisors and other school personnel cannot increase vendor fees for camps, clinics, workshops, etc. to help increase personal remuneration.
9. School sponsored activities shall be reasonably equal for boys and girls.

NON-SCHOOL SPONSORED ACTIVITIES

Non-sponsored activities include activities in which a Preston School District employee participates and may/may not receive compensation directly from current or prospective students of the school district. Such activities include but are not limited to:

1. Tutoring
2. Lessons
3. Travel opportunities (club play)
4. Camps and Clinics (non-team camps)



—SECTION 5—

FACILITY USE

PRIORITIES
RESTRICTIONS
FEES
NON-USAGE FEE
FACILITY USE APPLICATION



SECTION 5 - FACILITY USE

PRIORITIES FOR SCHOOL FACILITY USE/RENTAL

1. Students at the school - in season sports and activities
2. Students at the school - out of season sports and activities
3. City and feeder programs
4. Others

Coaches, teachers, and advisors must communicate their desire to utilize school facilities in advance. Practices, games, performances, and other events must be scheduled in advance with the front office.

The Preston Joint School District #201 recognizes the community's capital investment in school buildings and facilities and believes such facilities should be used for legitimate community purposes. This public investment in school facilities and sites and the general community welfare justify using school buildings and grounds by responsible organizations, associations, and civic groups for educational, cultural, civic, and recreational purposes outside school hours. Such use will not conflict with or handicap the school program, be unlawful, or, in the Superintendent's or designee's judgment, present an unreasonable risk to the property of the district employees or students.

The use of school facilities for district purposes has precedence over all other uses. Student and school-related organizations shall be granted the use of school facilities at no cost. The use of district facilities is offered as a service to the community; however, operational costs while the facility is being used should be at the expense of the third party and not at the expense of the district. Fees charged for using facilities are intended for the recovery of operational costs only.

Groups and organizations who are allowed to use district facilities shall be required to indemnify and hold harmless the district, the Board, and all employees of the district against any and all claims, liabilities, damages, losses, actions, or causes of action that may be



sustained to persons or property resulting from the occupancy and use of district facilities and/or equipment. They must also provide the district with a copy of sufficient liability insurance as determined by the district for the third-party event.

District employees who desire to use school facilities for uses other than district business are considered community users and must follow the same procedures as others in the community.

RESTRICTIONS

Use of district facilities by a third party will be pursuant to written permission issued by the superintendent or designee. The activity conducted in the building or on the grounds shall not be harmful to people nor present unreasonable risk, cause or threaten to cause undue wear upon district property.

The district reserves the right to refuse permission for building use.

During the term of the license, the Superintendent or designee may enter the facilities occupied by the third party.

FEES

The facility fees will be \$50 an hour for the time the group will be in the building or complex, which includes facility use and custodial fees. A daily rate of \$350 per facility is also available. Facilities can only be rented between 8 am to 8 pm Monday through Saturday. (The building administrator and head custodian can extend the rental time outside those hours if they determine appropriate school supervision, set-up, and clean-up can be secured without creating a hardship to the district) If additional staff is needed, such as but not limited to Technician, Light & Sound Crew, Cook, EMT, or Police, the third-party renting facility is responsible for their wages. Payment for facility use must be made 3 days before the event along with proof of appropriate insurance. Additional hours beyond the facility agreement will be charged double.



A memorandum of understanding and a facility use agreement may be established between Preston City and Preston School District that follows a different rental agreement. Please contact the Activities director or the Assistant Superintendent to determine if one is in place.

NON-USAGE FEE

Local organizations and groups directly affiliated with the public schools, such as school clubs, parent-teacher association groups, and employee associations may be permitted to use the district facilities without charge, depending on the nature of the activity. If the group charges a fee for others to attend their event, the group using the facility may need to pay a rental fee to the district, which would be determined by the superintendent designee at the facility.

PLEASE COMPLETE THE ATTACHED FORM BELOW 14 DAYS BEFORE THE EVENT.

Facility Request Application

The facility rental application can be found online and must be completed for both school-sponsored and non-school-sponsored activities.



—SECTION 6—

STUDENTS & ATHLETES

CHAIN OF COMMAND

ELIGIBILITY & PARTICIPATION

IDHSAA ELIGIBILITY STANDARDS

PHS ELIGIBILITY STANDARDS

FRANKLIN ELIGIBILITY

ONLINE ELIGIBILITY

ATTENDANCE POLICY

NCAA ELIGIBILITY

PARENT INVOLVEMENT



SECTION 6 - STUDENTS, PARENTS, AND ATHLETES

CHAIN OF COMMAND COMMUNICATION

There is a clear and organized chain of command for addressing concerns or inquiries related to the high school athletic program. This structured approach ensures efficient communication and resolution while respecting the roles and responsibilities of key individuals within the school community.

1. LEVEL 1/ Coach:

- In the event of concerns related to a specific athletic team or program, students are encouraged to initiate communication with the respective coach first. If the issue isn't resolved between the coach and the athlete, parents are invited to communicate their concerns.
- Coaches are responsible for addressing and resolving team-specific issues, providing information, and maintaining open lines of communication with stakeholders.

2. LEVEL 2/ Athletic Director/ Assistant Superintendent:

- If concerns persist or if the issue is not satisfactorily resolved at the coach level, individuals are encouraged to contact the Athletic Director/Assistant Superintendent..
- The Athletic Supervisor will serve as the next point of contact for matters pertaining to overall athletic program management, compliance, and department-wide issues.

CHAIN OF COMMAND GUIDELINES:

1. Timely Resolution:



- Each level of the chain of command is expected to address concerns promptly and efficiently. Coaches, Athletic Supervisors, the Activities Director, and the Assistant Superintendent are committed to resolving issues in a timely manner.
2. Respectful Communication:
- All communication at each level should be conducted with respect and professionalism. It is expected that individuals express their concerns in a constructive and courteous manner.
3. Documentation:
- Parties involved in the chain of command process may be required to provide relevant documentation to support their concerns or decisions. This may include emails, written statements, or other pertinent information.
4. Confidentiality:
- Information shared during the chain of command process will be treated with confidentiality to the extent permitted by law and district policies.

By adhering to this chain of command policy, the school community aims to foster effective communication, collaboration, and resolution within the framework of the athletic program's organizational structure.

ELIGIBILITY AND PARTICIPATION IN ACTIVITIES

All students at Preston High School are encouraged to participate in some extracurricular activities. All students will be able to find an area of interest whether that is a sport or a club and will be able to make a contribution and develop their talents. This district will follow all current and subsequent eligibility requirements as set forth by the Idaho High School Activities Association (Board Policy 572).



IDHSAA ELIGIBILITY STANDARDS

1. Be enrolled full-time and have received passing grades and earn credits in at least six (6) full credit subjects, or the equivalency, in the previous semester/trimester or grading period for which credit is earned.
2. An approved course is one that is taken for credit toward graduation. Released Time does not count as a class. For example, if 7 classes are available, the student must pass at least 5.
3. If a student receives a “No Credit” or “NC”, the student has not received credit and the NC will be considered as a failing grade. If a student does not meet this requirement, he/she automatically will sit out the entire semester.

PRESTON HIGH SCHOOL ELIGIBILITY STANDARDS

1. Students who represent Preston High School must have a minimum 2.0 grade point average and no F's. They also need to conform to the attendance guidelines. This applies to athletics, clubs, music, and school plays.
2. Included are non-school time activities that are associated with and considered an essential part of classes taken during regular school hours. Students may not be failing any class to miss instruction time. This includes classes such as Art, Band, FCCLA, Orchestra, Vocal Music etc.
3. All competitors and performers are required to be in attendance at school all day on the day of the game/performance or he/she will not be allowed to participate in the event. To miss any school or class periods on the day of a game or event, the athlete must clear through the Activities Director/Administration his/her absence before missing school.
4. To be eligible for athletics and extracurricular activities at Preston High School a student must meet the eligibility standards as set by the IHSAA as previously outlined
5. Eligibility is based on weekly grade checks conducted by the coaches/advisor of each activity assisted by the Athletic Director and the Athletic Secretary



6. To be eligible a student during weekly grade checks must have a 2.00 GPA and no F's in order to participate in athletic contests or games
7. When a student raises his/her grades to the standards set by the PHS Athletic Department they will be eligible to play in games
8. Students who are not eligible at the end of a semester, or end the school year ineligible; meaning, their semester GPA is less than a 2.0 or they have any F's, the student will not be eligible to participate the first month of the new semester (*as of January 2025*).
9. Students who end a semester or the school year with a GPA below 2.0 and at least one F are ineligible to compete in the following semester (*as of January 2025*).
10. Coaches and advisors are responsible for confirming the eligibility of athletes before they participate in an extra-curricular activity. They are responsible to let the students know if they are ineligible and cannot participate.
11. The Athletic Supervisor and Athletic Secretary will monitor and provide information regarding grades to the coach or advisor
12. With Activities Director approval, the coach, if he/she deems it necessary, can develop contract with the student athlete at any time during the season for the purpose of eligibility or athletic code of conduct violations
13. It is understood that the head coach/advisor of the sport or activity may establish higher standards for which the student athlete is accountable, as long as these standards are not in violation of the standards already established by the athletic department.
14. With the approval of the coach or advisor, a student may practice with the team during the time while working on their grades. A student may not travel with, dress for, or participate in any school sponsored extracurricular activity during the period of ineligibility

Eligibility checks at the beginning of each semester will be conducted by the coaches and will begin on the third week of the new semester. If grade check day falls on a game day, a 1-day



variance will be given to get the grade up. In other words, the athlete would have until the next day to get it raised.

HOME SCHOOL ELIGIBILITY IN PSD

1. A full-time homeschool student is eligible to participate in IDHSAA activities if they live within the boundaries of the school.
2. A part-time homeschool student is eligible provided they live within PHS boundaries.
3. Home school students may be charged an increased activities and/or pay-to-play fee.

FRANKLIN HIGH SCHOOL ELIGIBILITY

1. Franklin high school students are eligible to participate in activities as long as they have passed two consecutive blocks.
2. If a student fails or drops a single block they become ineligible.

ONLINE SCHOOL ELIGIBILITY

1. If a student is enrolled full-time in an online program, they are not a Preston High student; therefore, they are ineligible to compete in athletics programs.
2. Online students may be eligible to participate in athletics upon completion of the IDHSAA dual-enrollment form.
3. Online students may be charged an increased activities and/or pay-to-play fee.

CONSEQUENCE OF PLAYING WHILE INELIGIBLE

It is the responsibility of the coach to ensure that all student-athletes are aware of their eligibility status. Students who are ineligible due to attendance or academics are not permitted to participate. Athletes that fail to sitout while ineligible will result in an automatic one-game suspension for the student and coach.

ATTENDANCE POLICY



Attendance matters. Student success is most likely to be achieved with good attendance. We will do all we can to make school engaging. Students increase their chances at both academic and social success by being here every period. When a student misses class, it is impossible to recreate the discussion or activities that happened in class. In the past, learning content to pass a test has been too much the focus in school. To be future-ready, we must build the capacities of creativity, collaboration, critical thinking, and communication by using that content in class to go beyond just information that might be on a test. When a student misses class, they create gaps in these capacities.

Attendance also matters for student safety. The safest place a student can be is in class. If a student misses class for any reason it should be excused by a parent. When a student has an unexcused absence, we will work diligently to notify parents.

Therefore, for both student success and student safety, a student should NEVER miss school without their parent's knowledge, and we need parents to excuse their children when they know they are absent. We hope our whole community (students, parents, and teachers) can embrace the value in learning and knowing where students are throughout the school day.

Consequences for poor attendance:

The biggest consequences for poor attendance are the learning gaps and safety issues that arise from missing class. But there are some other short-term consequences the school can enforce in situations where chronic unexcused attendance becomes a problem.

To be eligible for any extracurricular activity, club, team, or performing group: students cannot have more than 10 hours of accrued detention on the year or exceed 4 tardies in a single class.

Detention is accrued in the following ways:



1 hour - for any unexcused absence.

15 minutes for every tardy

15 minutes for every non-excused release early.

Every Monday, an attendance check will be run and communicated to students and parents if the student is on the attendance list. The student will have until the following Monday to work off the detention time. If they have not worked off the time, they will be ineligible until their total drops below required hours.

Detention time can be worked off in the following ways:

1. Working with the teacher where the absences/tardies occurred before or after school
2. Attending lunch detention
3. Attendance school on Tuesday and Wednesdays at 7:00am (*students may attend one time, but are required to make up time with teachers if ineligibility is recurring*).
4. Friday School (*only held when scheduled by administration*)
5. Administrative directed activities

Truancies:

Students who receive a truancy will be considered ineligible for athletics and/or representation of Preston High School in competition of any kind. Upon receiving a second truancy, students will be ineligible for field trips and dances. A truancy is defined as a confirmed unexcused absence (skipping class) and cannot be excused by a parent. Upon the completion of required amount of attendance school, the student will regain eligibility.



Beyond being eligible to participate with school related functions, students will be held accountable for the attendance in the following ways.

1. If a pattern of excessive excused absences occurs, administration, parents, and students will meet to develop attendance plan and contract.
2. If students accrue a total of 25% absenteeism in any class for the semester (20 absences in a single class), an attendance council may be held that could include: teacher, administration, counselor, student, and/or parent. At the attendance council the group will decide if the student should stay enrolled in the current class and be placed on a strict attendance contract, or if the student should be removed and placed in a credit recovery class for the remainder of the semester.
3. Before a student reaches the 25% level, the parents and student will be contacted at 10%, 15%, and 20% absenteeism. This contact may be as a PowerSchool notification, email, phone call, or administrative meeting.

Excusing absences:

As previously mentioned, anytime that the student is not in attendance at school their parents/guardians should be aware and excuse the absences through the front office:

1. After 8 school days an unexcused absence (A) will be inexcusable by a parent/guardian.
2. Parents may call or email the Attendance Office to check a student out. We discourage parents from contacting a student directly via cell phone/text, because this will disrupt learning for other students.
3. Leaving campus without parental permission and without going through the proper check-out procedure in the Attendance Office for any reason will be considered an Unexcused Absence (U).



4. When parents are writing a note, please include the date it is written and parent signature. Fraudulent excusing of absences may result in loss of privileges for all involved.
5. Preston School District board policy considers a student habitually truant if attendance drops below 90% (**8 absences per semester**). If a parent excuses a student more than 8 times, they are in violation of State and board code and further absences may not be excused unless approved by administration.

Students are always responsible to make up any work, quizzes and/or tests missed during their absence. Students have the responsibility to arrange for makeup work and due date for the work with their teachers.

DRUG TESTING (District Policy)

A student will be considered to have violated this policy if (1) the student attempts to alter or substitute a testing sample, or (2) if a testing sample is confirmed positive as described in Policy 578P1 – Procedures for Drug and Alcohol Testing of Students Participating in Extracurricular Activities. Students who test positive for any prescription drug must have a prescription in their name for the drug. It is illegal and a violation of this policy for a student to take a drug prescribed to another person, including a parent or other family member. Verification of prescription drug use must be provided within the time period prescribed in this policy.

1. **First Confirmed Positive Test:** The first time a student's test results are confirmed positive, the student's parent/guardian will be notified, and the principal will convene a meeting with the student and parent/guardian. At that meeting, the student will be required to choose one of the following options:



- Suspension from the team and/or other extracurricular activities for a minimum period of one week; participation in a drug assistance program acceptable to the district (with costs to be paid by the student or student's family); and undergo weekly drug testing for a period of time as specified in approved administrative procedures; or
 - Suspension from participation in all athletics and extracurricular activities for a period of one (1) month from the date of the confirmed positive drug test. If the student fails to select an option within seventy-two (72) hours after notification of the test results, he or she will be deemed to have selected option number two (2).
2. **Second Confirmed Positive Test:** For a second confirmed positive test, the student and his/her parent or guardian shall choose one of the following options:
- Suspension from participation for a minimum of one (1) month; participation in a substance abuse evaluation and follow any recommendations made by the evaluator, which evaluation must be performed by a state certified chemical dependency counselor (with cost to be paid by the student or student's family); and undergo weekly drug testing for a period of time as may be designated in approved administrative procedures; or
 - Suspension from participation in all athletics and extracurricular activities for a period of one (1) year from the date of the most recent confirmed positive test. The suspension applies to student participants who have tested positive in this school district's drug testing program and to student participants enrolled in this district who have previously tested positive in another district with a similar drug testing program.
3. **Third Confirmed Positive Test:** For a third offense, the student shall:



- Be suspended from all high school athletics or extracurricular activities for a period of one (1) year from the date of the most recent confirmed positive test. The suspension applies to student participants who have tested positive in this district's drug testing program and to student participants enrolled in this district who have previously tested positive in another district with a similar drug testing program.

4. Fourth Confirmed Positive Test: For a fourth offense, the student shall:

- be suspended from all high school athletics or extracurricular activities for the remainder of his/her high school career. The suspension applies to student participants who have tested positive in this district's drug testing program and to student participants enrolled in this district who have previously tested positive in another district with a similar drug testing program.

Any student refusing a test or refusing permission is not eligible to participate in athletics or extracurricular activities. Any student who is found to have altered or tampered with a testing sample shall be subject to the same consequences as if the student had a confirmed positive result.

Post-Suspension Eligibility

Students who test positive and are suspended from extracurricular activities must be retested and test negative prior to being allowed to participate in any extracurricular activities. If the suspension terminates during a sports season, or after an enrollment period for any other

Drug and Alcohol Testing of Students

NCAA ELIGIBILITY BASICS

National Collegiate Athletic Association- ***All high-school athletes desiring to compete in college athletics at Division I or Division II levels must register with the NCAA Eligibility**



Center. For complete information on eligibility requirements and procedures, refer to the NCAA Eligibility Center website at www.eligibilitycenter.org.

The NCAA recommends that student-athletes register at the **beginning of their junior year** in high school, but many students register after their junior year. There is no registration deadline, but students must be cleared by the Eligibility Center before they receive athletic scholarships or compete at a Division I or II institution.

1. The following basic requirements must be met in order for a student to be able to practice, play, and receive a scholarship at an NCAA Division I or II college or university:
 - Complete a certain number of high school core courses.
 - Earn a certain minimum grade point average in these core courses.
 - Earn a certain minimum score on the SAT or ACT.
 - Graduate from high school.
 - Complete the amateurism questionnaire and request final amateurism certification.
2. Core Courses:
 - **NCAA Divisions I and II require the completion of 16 core courses as per specified type and PHS approved list.**
 - 4 years of English
 - 3 years of math (Algebra 1 or higher)
 - 2 years of natural or physical science (including one year of lab science if offered by your high school)
 - 1 extra year of English, math, or natural or physical science
 - 2 years of social science
 - 4 years of extra core courses (from any category above, or foreign language, comparative religion or philosophy)
3. Grade-Point Average:



- **NCAA Division I requires the following minimum GPA:** Earn a minimum core-course grade-point average of 2.300
- **NCAA Division II requires the following minimum GPA:** Earn a minimum core-course grade-point average of 2.200
- Remember, the NCAA grade-point average is calculated using NCAA core courses only.

PARENT INVOLVEMENT IDEAS

Working in unison with school leadership and the coaching staff, high school parent interaction and involvement could include:

1. Communication:

- **Dedicated Coach Email Address:** Receive a specific email address for athletic inquiries.
- **Athletics Calendar on Website:** Maintain an updated section on the school's website for athletics-related information, including schedules, announcements, and volunteer opportunities.
- **Newsletters/Social Media:** Distribute a monthly athletics newsletter via email and on the school website, highlighting upcoming events, achievements, and opportunities for involvement.

2. Meetings and Forums:

- **Seasonal Kickoff Meetings:** Hold a meeting at the start of each sports season to introduce coaches, outline expectations, and provide important dates.
- **Parent-Coach Conferences:** Schedule periodic conferences for parents to discuss their child's progress, concerns, and suggestions.
- **Feedback Forums:** Organize bi-annual forums for parents to share feedback and ideas directly with the athletic director and coaching staff.

3. Volunteer Opportunities:



- Game Day Volunteers: Recruit parents to assist with tasks such as ticket sales, concessions, and crowd control during home games.
 - Transportation: Organize a carpool system or recruit volunteer drivers for away games.
 - Fundraising: Parents may support their students and teams by participating in fundraisers and helping to generate ideas to build the program financially.
 - Donations: Programs are open to donations from parents and/or businesses. Donations must be given to the school front office, not a coach.
4. Parent Education and Training Opportunities:
- Health and Safety: Conduct workshops on topics like sports nutrition, injury prevention, and mental health.
 - Role of Parents in Athletics: Provide guidance on how parents can best support their student-athletes, emphasizing positive reinforcement and the importance of balancing academics and sports.
 - Basic Coaching Skills: Offer training sessions for parents interested in assisting with coaching or team management.
 - CPR and First Aid Certification: Provide opportunities for parents to get certified in CPR and first aid to enhance safety at events and practices.
5. Recognition and Appreciation:
- Parent Recognition: A handshake, a phone call, or an email of appreciation is beneficial.
 - Volunteer of the Month: Acknowledge outstanding parent volunteers in the monthly newsletter and at school assemblies.
 - Annual Appreciation Event: Host an end-of-year banquet or picnic to celebrate and thank all the athletes and parent volunteers.
 - Discounts and Perks: Offer discounts on athletic event tickets or spirit wear for active parent volunteers.



- Certificates and Awards: Present certificates and small awards to parents who significantly contribute to the athletics program.
6. Collaborative Decision-Making:
- Committee Formation: Establish a parent advisory committee that meets quarterly to discuss the athletics program, provide feedback, and assist in decision-making.
 - Diverse Representation: Ensure the committee includes parents from various sports and grade levels to represent a wide range of perspectives.
 - Regular Surveys: Distribute surveys to gather parent opinions on various aspects of the athletics program.
 - Suggestion Box: Create a virtual and physical suggestion box for ongoing parent input.



—SECTION 7— COACHES & ADVISORS

EXPECTATIONS
HIRING ASSISTANTS
REQUIRED CERTIFICATIONS
PRESTON ATHLETIC CONTRACT
COACH EVALUATIONS



SECTION 7 - COACHES AND ADVISORS

EXPECTATIONS

Expectations for high school coaches and advisors should encompass a combination of professional, ethical, and leadership qualities, including:

1. Commitment to Student Development:
 - Demonstrate a commitment to the overall development of students, focusing on academic, athletic, or extracurricular achievements, as well as personal growth and character.
2. Adherence to Policies and Regulations:
 - Abide by all school, district, and relevant association policies, rules, and regulations governing their specific sport or activity.
3. Role Modeling and Sportsmanship:
 - Serve as positive role models for students by exhibiting exemplary sportsmanship, ethical behavior, and respect for all participants, officials, and spectators.
4. Effective Communication:
 - Maintain open and clear communication with students, parents, school administrators, and fellow coaches or advisors to ensure everyone is well-informed about schedules, expectations, and any relevant information.
5. Safety and Well-being:
 - Prioritize the safety and well-being of students, ensuring that practices and activities are conducted in a manner that minimizes risks and adheres to safety protocols.
6. Skill Development:
 - Focus on the continuous improvement of students' skills, providing constructive feedback and designing effective practice sessions or activities.



7. Academic Emphasis:

- Encourage and support academic achievement by monitoring students' academic progress, promoting the importance of balancing sports or extracurricular activities with academics.

8. Inclusivity and Diversity:

- Foster an inclusive and diverse environment that welcomes students of all backgrounds, abilities, and skill levels.

9. Team Building:

- Facilitate team-building activities and promote a positive team culture that emphasizes collaboration, respect, and mutual support among students.

10. Professional Development:

- Stay current with coaching or advising best practices, attend relevant workshops or training sessions, and pursue professional development opportunities to enhance coaching or advising skills.

11. Ethical Conduct:

- Uphold high ethical standards, displaying integrity and honesty in all interactions with students, parents, colleagues, officials, and finances.

12. Conflict Resolution:

- Effectively address conflicts or concerns that may arise among team members, parents, or others involved in the program, seeking resolutions in a fair and timely manner.

13. Community Engagement:

- Actively engage with the school community, participating in school events, and collaborating with other educators and stakeholders to enhance the overall school experience.

By setting and adhering to these expectations, high school coaches and advisors contribute not only to the success of their specific programs but also to the holistic development of the students they serve.



HIRING ASSISTANT COACHES

1. The head coach will contact the Activities Director/Athletic Supervisor with the names and contact information for potential assistant coaches.
2. The Activities Director/Athletic Supervisor will review the candidates, speak to references (if necessary), and approve or reject the hire.
3. If approved, the assistant coaches will be required to complete the required certifications to begin coaching.
4. Assistant coaches are required to continue consistently attending coaches meetings and trainings.
5. Assistant coach stipends can be divided once, allowing a single stipend to pay two coaches.

REQUIRED CERTIFICATIONS:

1. First Aid/CPR Certification (MUST BE CURRENT)
2. Concussion, Sudden Cardiac Arrest, Mental Health - All of these courses are free and can be found online. First time coaches are required the first year and then every two years after on even numbered fall years.
3. Teaching and Modeling Behavior (Course for those who do not have a certified teaching license)
4. Head Coaches Only (are required to take the fundamentals of Coaching course) (1 time)
5. Preston School district also requires additional training. Please get link to complete
6. Head and Assistant Coaches are required to attend coaches meetings throughout the year. Updates in policy and further training will be provided to continue to develop our athletics programs.

PRESTON PRIDE ATHLETIC CONTRACT



I understand that a fulfilling educational sport experience requires the exercise of responsibilities on the part of both personnel associated with the athletics program and student-athletes. As a student-athlete, I understand my responsibility to commit to the values of PHS athletics: To unite instead of divide, have uncompromising integrity, be proud of my effort, commit to a growth mindset, and exhibit strength and resilience.

Academic/Attendance Standards

I understand that PHS athletes are students first and foremost and that all student-athletes must exhibit behaviors that demonstrate a commitment to maximizing academic success as their first priority. I understand that the athletics department has created the following standards, strategies, and policies to maximize the possibility of student-athletes meeting their academic goals. I understand that I am obligated to comply with these standards:

- Student-athletes must adhere to all academic requirements.
- Upon receiving semester grades, student-athletes with a single F will be excluded from practice and competition the first week of the new semester. Students that fail two classes or more are ineligible for the entirety of the sports season.
- Student-athletes' academic progress is monitored by the coach and the school front office staff. If at any time, the school receives academic information that a student-athlete is not meeting his or her responsibilities, the administration will inform the head coach and the student's competition and/or practice privileges will be restricted, suspended, or terminated.
- If a student-athlete's grade point average drops below a 2.0 or the student has a current F in PowerSchool, he or she will become automatically ineligible to participate until the grade point average returns to the 2.0 minimum or the grade is corrected. Coaches may hold students to more rigorous academic standards if desired.
- Student-athletes are expected to meet all deadline dates for class assignments and are required to make pre-arrangements with instructors when quizzes, tests or special assignments conflict with contest dates.



- Sports schedules are designed to minimize missed class time. While classes missed for regular- or post-season contests are school approved, the expectation is that student-athletes will make every effort not to miss any additional classes and will only do so under extenuating circumstances such as illness or family emergency. Excessive absences will result in restriction of a student-athlete's participation in practice or competition.
- Student-athletes with absences on the day of an event are unable to participate.
- Student-athletes are not permitted to miss more than 10 regularly scheduled hours of academic time. An unexcused absence will accrue 1 hour and each tardy is 15 minutes. Students that surpass the 10 hours will be required to make up their time with their regularly scheduled teachers or attend attendance school.
- Upon receiving a 4th tardy in a single class, the student will be considered ineligible for athletics until an hour of tutoring has been completed with the coinciding teacher. Coaches are not permitted to clear a student's hours unless given administrative permission.

Behavioral Expectations

I understand that student-athletes and their families are visible representatives of the institution both on campus and off-campus whose behaviors are often closely scrutinized by the media and general public. Student-athlete behavior affects public perception of institutional ethos, athletics department standards, and the character of the student body. Therefore, it is expected that student-athletes will demonstrate consistent role model behavior, sportsmanship and self-control. More specifically:

- Student-athletes must be committed to fair play. Intentional acts of unsportsmanlike behavior or cheating will not be tolerated.
- When representing their teams during competition, student-athletes will exercise self-control, resist the use of profanity, avoid unnecessary aggression or hostility towards



others, refrain from making inappropriate physical gestures, taunting or excessively celebrating, and never disrespect coaches, officials, teammates or opponents.

- Student-athletes are prohibited from interacting in any negative way with fans.
- Student-athletes and their families are expected to remain positive and to not use social media as a platform to share personal frustrations about the team, coaches, athletics department, the institution, opponents, or officials.
- All post-competition concerns or complaints should be communicated to the coach 24 hours after the game has occurred to prevent emotional outburst and/or public conflict.
- Families will follow the communication "chain of command." Frustrations should first be communicated to the coach. Upon failure to reach an agreement, the athletic director may be notified of the grievance. If further assistance is needed, the athletic director will communicate with school administration. Resolutions to conflict are matters that require collaborative effort between the coach, student-athlete, parents, and (if necessary) school personnel.
- Violations of these standards may result in a variety of sanctions by the athletics department including, but not limited to restriction, suspension from, or termination of participation in practices, games, and/or the athletics program.

Physical Conditioning and Training

I understand that conditioning and training programs in preparation for athletics performance requires intense physical activities, constant feedback, and creating benchmarks to maximize each athlete's potential and team success. Participation in training and instruction is an educational process that requires collaboration between athletics staff and student-athletes.

Therefore, I understand the need for and accept the following participation responsibilities:

- Student-athletes will report to the coach or an athletics trainer any change in physical, mental or emotional well-being that may affect their ability to participate safely.



- Student-athletes will commit to completing conditioning activities and practice sessions asked to perform to ready them for the physical, mental, and emotional stress associated with their sport.
- Student-athletes will refrain from activities that enhance risk of unsafe participation and poor lifestyle such as alcohol consumption, vaping/smoking, and other performance enhancing or illegal drugs. Doing so will influence the student-athlete's eligibility status as follows: *First offense/ A 2-week suspension from competition and enrollment in a substance abuse prevention course. Second offense/ A 6-week suspension from competition. Third offense: Immediate removal from PHS athletics programs.*
- Students will follow the guidelines given to by coaches and trainers regarding hydration, sleep, and nutrition.
- Student-athletes will communicate with the coach or trainer any abnormal or labored physical response to exercise or the incapacity to continue to participate due to any physical, mental, or emotional distress.
- Recognize that participation decisions must be made by athletics staff members. Parents may not override these decisions, but may engage in respectful conversation about participation.
- Students, parents, and coaches may not override decisions made by medical personnel but can be involved in the return-to-play protocol.

Teamwork and Team Expectations

I understand that team unity and team chemistry are key variables for a positive and successful athletics experience. Commitment to team goals is essential which, at times, may take precedence over individual goals. However, I understand that the athletics department does not subscribe to a team culture based on intimidation or mandatory allegiance to questionable practices and requires that all student-athletes be treated fairly by coaches, support staff, and teammates. Under these conditions, I understand that student-athletes are expected to exhibit a level of selflessness that promotes team goals. More specifically:



- Student-athletes are expected to abide by team rules that have been constructed by the team, approved by the coaches and administrator, and attached to this agreement.
- Student-athletes are expected to abide by all athletics department policies that are contained in the Student Handbook; including, but not limited to the policies that prohibit sexual harassment, bullying, drug use, gambling, and tobacco use and is expected to honor and contribute to a culture of respect of self and others.
- Student-athletes are expected to report hazing, initiations, and/or bullying to their coach immediately.

Agreement

As a parent/guardian and/or student-athlete, I agree to accept the participation standards and policies listed above. I knowingly accept that violations of these standards may result in a variety of sanctions developed and implemented by each individual program and their associated coaching staffs and the athletics department. This includes, but is not limited to team action, restriction, suspension from, or termination of participation in the athletics program.

COACH EVALUATIONS

Coaches will be subject to a variety of assessments throughout the year and season. The Activities Director will frequent practices and provide feedback through verbal and written communication as often as is necessary and may solicit feedback from local stakeholders.

Upon the conclusion of the season, each coach will undergo a summative evaluation, performed by the Activities Director, the Athletics Supervisor, and the Principal. Head coaches will be responsible for completing evaluations for assistant coaches to compliment information collected by school leadership.

The current summative evaluation forms are below:



Preston High School Head Coach Evaluation

A. SKILLS, KNOWLEDGE, PERFORMANCE STANDARDS (5 high - 1 low)

- _____ 1. Possesses knowledge of sport that he/she coaches
- _____ 2. Understands the fundamentals of the sport.
- _____ 3. Stays informed of & effectively implements current trends, techniques, and strategies.
- _____ 4. Demonstrates sound sport strategies for competition.
- _____ 5. Knows the strengths and opportunities of each player.
- _____ 6. Implements an appropriate conditioning program to promote sport specific fitness.
- _____ 7. Sets challenging performance standards for the team.
- _____ 8. Encourages each player to achieve goals.
- _____ 9. Requires players to work hard and hustle during practice.
- _____ 10. Teaches positive sportsmanship and to be proud but humble in victory.
- _____ 11. Cooperates with the Athletic Director in regards to completion of responsibilities.
- _____ 12. Teaches persistence in the face of adversity.
- _____ 13. Utilizes assistant coaches in an effective manner.
- _____ 14. MAturely accepts criticism and/or recognition.

B. SELF AND TEAM MANAGEMENT (5 high - 1 low)

- _____ 1. Maintains self and team discipline
- _____ 2. Conducts well planned and organized practices.
- _____ 3. Develops and implements effective game plans.
- _____ 4. Keeps the team focused during practices and games.
- _____ 5. Encourages the team to work together.
- _____ 6. Is prompt in meeting the team at practices and games.
- _____ 7. Creates a positive learning environment for players to learn from their mistakes.
- _____ 8. Manages conflict in a positive manner.
- _____ 9. Enforces rules and regulations for the team.
- _____ 10. Evaluates team personnel and gives constructive feedback.
- _____ 11. Encourages and is supportive of athletes participating in other activities.
- _____ 12. MANages time spent with family, sport and profession.
- _____ 13. Delegates authority with responsibility but remains responsible.
- _____ 14. Develops respect by example, in appearance, behavior, language, etc.
- _____ Is fair, understanding, tolerant, sympathetic, and patient.

C. ADMINISTRATION (5 high - 1 low)

- _____ 1. Enforces and complies with IHSA and school athletic policies, rules and regulations.
- _____ 2. Emphasizes academic success with players.
- _____ 3. Submits athletic award winners for the season.
- _____ 4. Monitors student athletic academic performance.
- _____ 5. Counsels coaches, student athletes and parents about NCAA eligibility regulations.
- _____ 6. Is competent in the administration of equipment, including: purchase, issue, collection, inventory, storage, and budget.
- _____ 7. Conducts pre-season meetings with coaches, student athletes and parents to communicate philosophy and seasonal expectations.
- _____ 8. Attends and participates in coaching meetings, clinics and professional development programs.
- _____ 9. Attends IHSA mandatory rules interpretation meetings each year.



- _____ 10. Is cooperative in the sharing of facilities.
_____ 11. Keeps school administration informed of any or all problems before, during, or after events.

D. LEADERSHIP AND COMMUNICATION SKILLS (5 high - 1 low)

- _____ 1. Exhibits qualities of leadership.
_____ 2. Establishes realistic, achievable goals for the team.
_____ 3. Communicates expectations for the team.
_____ 4. Uses praise and encouragement to influence players behavior.
_____ 5. Exhibits enthusiasm during practices and games.
_____ 6. Conducts self in a professional manner with players, parents, officials, media and public.
_____ 7. Is cooperative in assisting with scheduling.
_____ 8. Displays enthusiasm and vitality for the program.
_____ 9. Communicates effectively with staff, faculty, administration, parents, and media.
_____ 10. Values the contributions of all players and game personnel.
_____ 11. Provides an atmosphere for open dialogue with student athletes.
_____ 12. Motivates players in an ethical manner.
_____ 13. Uses professional and age-appropriate language at all times.
_____ 14. Promotes players for appropriate recognition during and after the season.

E. TOTAL NUMERICAL VALUE SCORE

- _____ 1. Skills, knowledge, performance standards
_____ 2. Self and team management
_____ 3. Administrative duties
_____ 4. Leadership and communication skills
_____ 5. TOTAL

F. EXPLANATION AND COMMENTS

G. COACH EVALUATION RATING SCALE

- | | |
|---|------------------------|
| 1. Skills, knowledge, performance standards | 14 - 28 - 42 - 56 - 70 |
| 2. Self and team management | 15- 30 - 45 - 60 - 75 |
| 3. Administrative duties | 11 - 22 - 33 - 44 - 55 |
| 4. Leadership and communication skills | 14 - 28 - 42 - 56 - 70 |

H. PERFORMANCE IN THIS ASSIGNMENT

1. Below Average: 54 - 78
2. Satisfactory: 162
3. Above Average: 216 - 270

I. ATHLETIC DEPARTMENT RECOMMENDATIONS

Athletic Department Signature: _____ Date: _____

Coach Signature: _____ Date: _____



Assistant Coach Evaluation Form

The assistant coach's evaluation will be based on how well s/he scores on each of the responsibilities listed below. Scoring on each item will reflect:

3 – Effective **2** – Needs Improvement **1** – Ineffective **0** – Not Observed

PROFESSIONAL DUTIES AND RESPONSIBILITIES

- performs all duties assigned by the head coach
- abides by all relevant Board policies and administrative guidelines
- enforces all rules of the High School Athletic Association related to his/her sport
- plans assigned practice sessions with specific training objectives
- enforces rules and regulations concerning conditioning of players and their health and safety
- reports injuries promptly and exercises great care in dealing with all injuries, particularly those that are of a serious nature

COACHING PERFORMANCE

- develops respect by example in appearance, manners, behavior, language, and conduct
- maintains suitable sideline control at games and tournaments
- provides proper supervision in all situations
- maintains effective individual and team discipline and control
- is fair, understanding, tolerant, empathetic, and patient with team members
- is innovative in trying and assessing new coaching techniques and ideas
- shows an interest in athlete's academic achievements and on-season/off-seasons activities
- models behaviors which reflect the values of good sportsmanship, fair competition, and ethical behavior

PROFESSIONAL AND PERSONAL RELATIONSHIPS

- develops rapport with other members of the coaching staff, other teachers, and administrators
- conducts and/or participates in necessary in-service meetings and coaches clinics to improve coaching performance and attends meetings necessary to the welfare of the team and sport
- promotes all sports in the athletic program



EVALUATOR'S COMMENTS *(attach additional sheets as necessary)*

COMMENTS BY THE ASSISTANT COACH *(attach additional sheets as necessary)*

The assistant coach's signature indicates only that all phases of the appraisal have been conducted with the full knowledge of the assistant coach.

Assistant Coach's Signature _____

Date _____

Check One:

- Successful** - Recommended for continued assignment.
- Needs Improvement** - Recommended for reassignment provided an understanding can be reached in areas where improvement is suggested.
- Unsatisfactory** - Not recommended for continued assignment.

Head Coach's Signature _____

Date _____



POST-SEASON ATHLETIC EQUIPMENT & FACILITY MANAGEMENT

This policy outlines the responsibilities of coaches to properly collect, clean, store, and secure athletic equipment and facilities at the conclusion of their respective seasons. Adherence to this policy ensures the longevity of district assets, maintains organized and safe environments, and promotes fiscal responsibility by preventing unnecessary replacement costs.

1. Equipment Collection and Storage:

- **Timely Collection:** 1. All district-issued athletic equipment, uniforms, and supplies must be collected from student-athletes and team members following the team's final competition or practice of the season, whichever occurs later. 2. Coaches are responsible for communicating equipment return deadlines clearly to their athletes and parents/guardians well in advance.
- **Cleaning and Preparation for Storage:** 1. Prior to storage, all equipment must be thoroughly cleaned, dried, and properly maintained (e.g., deflated balls, wiped down surfaces) to prevent mold, mildew, rust, and other forms of deterioration. 2. Uniforms and other washable items must be laundered and completely dry before being put into storage.
- **Organized Storage:** 1. Equipment must be stored in its designated athletic storage areas (e.g., equipment rooms, closets, cages). 2. Coaches are responsible for organizing equipment logically within these areas to maximize space and prevent damage.
- **Protection of Equipment:** 1. All equipment must be stored in a manner that protects it from environmental damage (e.g., dust, moisture, pests) and physical damage (e.g., crushing, bending). 2. Utilize tarps, covers, or appropriate containers where necessary to safeguard items.

2. Facility Security and Organization:

- **Locker Rooms and Athletic Areas:** 1. Upon completion of the season, all team locker rooms, training rooms, and other athletic areas utilized by the team must be thoroughly cleaned, cleared of personal belongings, and organized. 2. All windows and doors in these areas must be securely closed and locked by the coach before leaving.
- **Equipment Closets and Storage Rooms:** 1. All designated equipment closets, storage rooms, and cages must be locked securely after equipment has been put away. 2. Coaches are responsible for ensuring that all entry points to these storage areas are properly secured.

3. Damage Documentation and Reporting:



- **Inventory and Assessment:** 1. Coaches must conduct a comprehensive inventory of all district-issued equipment at the end of the season. 2. During this process, all damaged, broken, or missing equipment must be identified.
- **Documentation:** 1. A detailed report of all damaged or missing equipment must be submitted to the Athletic Director upon the season's conclusion. 2. The report should include: * Item description (e.g., "Basketball, size 7") * Quantity damaged/missing * Nature of damage (e.g., "ripped seam," "flat valve," "missing") * Estimated replacement cost (if known) * Any relevant notes regarding the cause of damage or loss.
- **Disposal of Damaged Equipment:** 1. Damaged equipment should be segregated from usable equipment and, where feasible, clearly marked "damaged." 2. Disposal of damaged equipment must be approved by the Athletic Director and follow district procedures for asset disposal. Do not discard district property without explicit authorization.

4. Key Accountability:

- **Key Return:** 1. All district keys issued to coaches for athletic facilities, locker rooms, equipment closets, and storage rooms must be returned to the Athletic Director or designated administrator within upon the season's conclusion if you are not returning as head coach. 2. Coaches are responsible for all keys issued to them and for ensuring their security throughout the year.
- **Lost Keys:** 1. Any lost keys must be reported immediately to the Athletic Director. The coach may be held financially responsible for rekeying expenses if negligence is determined.

OUT OF SEASON FACILITY USE

- Priority will be given to in-season sports. After that, priority will be given on a first-come, first-served basis. An approved coach must be in attendance.



—SECTION 8—

TRAINERS

DUTIES

TRAINING ROOM HOURS

SPORT COVERAGE

SUMMER EXPECTATIONS

TRAVEL





SECTION 8 - ATHLETIC TRAINERS

DUTIES

Preston High School in connection with Franklin County Medical Center provides a Certified Athletic Trainer free of charge to the athletes of Preston High School. Services provided include:

1. Injury recognition and evaluation
2. Rehabilitation and treatment of sports injuries
3. Injury prevention and sports training
4. Education for coaches (CPR, etc)

TRAINING ROOM HOURS:

Training room hours are from 3:00 PM until approximately 30 minutes after the conclusion of the last athletic competition or varsity practice on school days. During none school days, training room hours are 30 minutes pre and post varsity practices.

*During fall and spring Athletic Trainer may be at athletic competitions and not always in training room.

SPORT COVERAGE:

Athletic Trainer will be present at practices held after school and on Friday; additional coverage for morning practices will be on an individual basis subject to availability. Coverage is provided for 8 fall, 5 winter, and 3 spring sports/activities as listed in table below.

Fall:

Football (3 levels), Boys Soccer (2 levels), Girls Soccer (2 levels), Volleyball (3 levels), Cross Country (B/G), Golf (B/G), Cheer, Dance



Winter:

Boys Basketball (3 levels), Girls Basketball (3 levels), Wrestling (2 levels), Cheer, Dance

Spring:

Track (2 levels), Baseball (2 levels), Softball (2 levels)

In addition, athletic training coverage will prioritize coverage in the following order: varsity competitions, junior varsity competitions, freshman competition, and then practice. In the event there are multiple competitions at the same time, coverage will be based on risk of injury (see following table). However, if there is an injury at a different event then where coverage is being provided, the coach can still contact the athletic trainer.

SUMMER EXPECTATIONS

Athletic Trainer will provide coverage for home summer tournaments if proper advanced notice is given. Injury evaluation and rehabilitation during the summer will be made on an individual basis.

TRAVEL

Athletic Trainer will travel to all Varsity Football games district and state competition for all sports unless there is a home competition that requires coverage. In addition, Athletic Trainer will travel with other sports on an individual basis subject to availability and within an approximate 60 mile radius.



—SECTION 9—

MISCELLANEOUS

ACTIVITIES & ATHLETIC DIRECTOR

TITLE IX

CANCELLATIONS

EMERGENCY EVACUATION PROCEDURES

TIPS FOR ALL VENUES



SECTION 9 - MISCELLANEOUS

ACTIVITIES DIRECTOR & ATHLETICS SUPERVISOR RESPONSIBILITIES

An Activities Director and Athletics Supervisor play crucial roles in overseeing and managing the athletic programs within a school. Paired with school administration, the following responsibilities are completed in support of school programs. Their responsibilities extend beyond the realm of sports to encompass various administrative, organizational, and leadership duties. Here is a comprehensive description of the duties and expectations associated with the roles of Activities Director:

1. Program Management:

- Develop, implement, and evaluate the overall athletic program in alignment with the school's mission and goals.
- Coordinate and schedule athletic events, ensuring compliance with league regulations and school policies.
- Collaborate with coaches, staff, and administrators to create a comprehensive and balanced sports program that meets the needs and interests of students.

2. Budgeting and Financial Oversight:

- Manage the athletic department budget, allocating resources efficiently to support various sports and activities.
- Assist programs in seeking and securing funding through fundraising initiatives to enhance the financial stability of the athletic program.

3. Compliance and Regulations:

- Stay informed about and ensure compliance with local, state, and national athletic association rules and regulations.
- Oversee the eligibility of student-athletes, ensuring adherence to academic and athletic standards.

4. Facilities Management:



- Maintain and manage athletic facilities, ensuring they are safe, well-equipped, and accessible for practices and events.
- Coordinate facility usage with athletics programs.

5. Personnel Management:

- Hire, train, and evaluate coaches, athletic trainers, and support staff.
- Foster a positive and collaborative working environment among coaches and staff members.

6. Student-Athlete Development:

- Prioritize the holistic development of student-athletes, emphasizing character, sportsmanship, and academic success.
- Implement programs to support the physical and mental well-being of student-athletes.

7. Communication and Community Engagement:

- Maintain open and transparent communication with parents, students, coaches, and the broader school community.
- Promote and market athletic events to boost attendance and community support.

8. Event Management:

- Coordinate logistics for athletic events, including transportation, officials, medical support, and security.
- Attend and oversee major athletic competitions, ensuring a positive and safe environment for participants and spectators.

9. Fundraising and Sponsorship:

- Develop and execute fundraising initiatives to support the financial needs of the athletic program.
- Cultivate relationships with local businesses and community members to secure sponsorships and donations.

10. Professional Development:



- Stay current with trends, best practices, and innovations in athletic administration.
- Attend workshops, conferences, and training sessions to enhance professional knowledge and skills.

A high school Activities Director is a multifaceted leader who must balance administrative responsibilities, financial management, personnel development, and community engagement to create a thriving and successful athletic program within the school.

TITLE IX

Equal Opportunity in Education

No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance.

It is the policy in Preston School District that school activities must be in compliance with Title IX in allowing equal opportunities for male and female students. Title IX specifically requires the following:

1. Funds should be available on a substantially proportional basis to the number of male and female participants in the school's athletic program.
2. Boys and girls shall have reasonably equal access to facilities, fields and equipment, scheduling of games and practice time, travel and per diem allowances, assignment and compensation of coaches, provision of locker rooms, awards and recognition, provision of medical and training facilities, provision of dining facilities and publicity.
3. School sponsored activities shall be reasonably equal for boys and girls. Schools must provide both the opportunity for individuals of each sex to participate in interscholastic competition, and for athletes of each sex to have competitive team schedules which equally reflect their abilities.



Compliance with Title IX may be demonstrated by meeting any one of the following three things:

1. Providing athletic participation opportunities that are substantially proportionate to the student enrollment.
2. Demonstrating a continual expansion of athletic opportunities for the underrepresented sex. This is satisfied when a school has a history and continuing practice of program expansion that is responsive to the developing interests and abilities of the underrepresented sex.
3. Accommodating the interest and ability of underrepresented sex. This is satisfied when an institution is meeting the interests and abilities of its female students even where there are disproportionately fewer females than males participating in sports.

CANCELLATIONS

High school athletic events can be canceled for various reasons, and while each situation is unique, some common reasons for event cancellations include:

1. Inclement Weather:
 - Adverse weather conditions, such as heavy rain, thunderstorms, lightning, snowstorms, or extreme heat, can pose safety risks for athletes and spectators, leading to the cancellation of outdoor events.
2. Lightning: *The Guidelines on Handling Contests During Lightning Disturbances which appears in all NFHS Rules Books:*
 - When thunder is heard or lightning is seen, the leading edge of the thunderstorm is close enough to strike your location with lightning. Suspend play for at least 30 minutes and vacate the outdoor activity to the previously designated safer location immediately.
 - 30-minute rule. Once play has been suspended, wait at least 30 minutes after the last thunder is heard or lightning is witnessed* prior to resuming play.



- Any subsequent thunder or lightning* after the beginning of the 30-minute count will reset the clock and another 30-minute count should begin.
- When lightning-detection devices or mobile phone apps are available, this technology could be used to assist in making a decision to suspend play if a lightning strike is noted to be within 10 miles of the event location. However, you should never depend on the reliability of these devices and, thus, hearing thunder or seeing lightning* should always take precedence over information from a mobile app or lightning-detection device.

3. Poor Field Conditions

- Inadequate playing surfaces, such as waterlogged fields, unsafe ice patches, or other field maintenance issues, may necessitate event cancellations to ensure the safety of participants.

4. Facility Issues:

- Unforeseen problems with the venue, such as power outages, facility damage, or other infrastructure issues, may lead to event cancellations.

5. Transportation Problems:

- Issues related to transportation, such as bus breakdowns, driver unavailability, or other logistical challenges, may lead to the cancellation of away games or competitions.

6. League or Association Decisions:

- Decisions made by sports leagues, governing bodies, or school districts, such as suspensions, sanctions, or other administrative actions, may result in the cancellation of events.

7. Protests or Disruptions:

- Protests, disputes, or other disruptions that compromise the integrity of the competition or the safety of participants may lead to event cancellations.

8. Forced Events:



- Unforeseen circumstances beyond human control, such as natural disasters, pandemics, or other emergencies, may necessitate event cancellations to ensure the well-being of everyone involved.

It's essential for schools and athletic programs to have contingency plans in place, communicate effectively with stakeholders, and prioritize the safety and well-being of participants when making decisions about event cancellations.

EMERGENCY EVACUATION PROCEDURES

Football Field

1. Initial Alert:

- Signal the emergency using a loud, recognizable sound such as a siren or horn.
- Announce the evacuation over the public address (PA) system, clearly stating the nature of the emergency and the need to evacuate.

2. Evacuation Routes:

- Direct spectators to use the nearest exit gates.
- Players, coaches, and officials should use the designated team exits, avoiding main spectator routes to prevent congestion.
- Ensure all exits are clearly marked and unobstructed.

3. Assembly Points:

- Designate safe assembly points away from the stadium, such as parking lots or open fields.
- Announce the location of assembly points over the PA system.

4. Assistance and Special Needs:

- Station staff members at exits to assist and direct spectators.
- Provide assistance to individuals with disabilities or special needs, ensuring they have a safe and accessible route out.

5. Communication:

- Maintain communication with emergency services and follow their instructions.



- Use radios or mobile phones to keep staff informed and coordinated.
6. Post-Evacuation:
- Conduct a headcount to ensure all players, staff, and officials have evacuated.
 - Await further instructions from emergency services before allowing re-entry.

Basketball Gym

1. Initial Alert:
 - Use the fire alarm system or PA system to signal the emergency.
 - Clearly announce the need to evacuate and the location of the nearest exits.
2. Evacuation Routes:
 - Direct spectators to the nearest exits, typically located at the corners of the gym.
 - Players, coaches, and officials should exit through designated team exits to avoid crowding.
3. Assembly Points:
 - Identify assembly points outside the gym, such as the parking lot or adjacent outdoor areas.
 - Ensure these points are communicated to everyone during the evacuation announcement.
4. Assistance and Special Needs:
 - Have staff members at each exit to guide and assist individuals.
 - Ensure accessible routes are available for individuals with disabilities or special needs.
5. Communication:
 - Maintain communication with emergency responders and follow their directives.
 - Use radios or phones to keep staff updated on the evacuation status.
6. Post-Evacuation:
 - Conduct a headcount of all players, staff, and officials.



- Wait for clearance from emergency services before re-entering the gym.

Soccer Field

1. Initial Alert:

- Signal the emergency with a siren or horn and make an announcement over the PA system.
- Clearly communicate the need to evacuate and the nature of the emergency.

2. Evacuation Routes:

- Direct spectators to the nearest exit gates around the field.
- Players, coaches, and officials should use the designated exits to avoid crowd congestion.

3. Assembly Points:

- Establish assembly points away from the field, such as nearby open spaces or parking lots.
- Announce these locations over the PA system.

4. Assistance and Special Needs:

- Position staff at each exit to guide and assist with the evacuation.
- Ensure accessible routes are available for individuals with disabilities or special needs.

5. Communication:

- Stay in contact with emergency services and follow their instructions.
- Use radios or mobile phones to keep all staff informed.

6. Post-Evacuation:

- Perform a headcount to ensure all players, staff, and officials have safely evacuated.
- Wait for emergency services to give the all-clear before allowing anyone to re-enter the area.



GENERAL TIPS FOR ALL VENUES

1. Pre-Emergency Preparation:

- Conduct regular drills and training for staff to ensure everyone knows their roles.
- Clearly mark all exits and ensure they are free of obstructions.
- Have emergency contact numbers readily available.

2. During the Emergency:

- Stay calm and provide clear, concise instructions.
- Assist those who need help and ensure no one is left behind.
- Do not re-enter the venue until it has been declared safe by emergency services.

3. Post-Emergency Actions:

- Review the evacuation process to identify any areas for improvement.
- Provide support and assistance to anyone affected by the emergency.