Clark County School District No. 161

COMMUNITY RELATIONS **4260F**

District Record Request Form

Request for Public Records

I request: ☐ to examine ☐ to copy ☒ to receive an electronic copy of the following records:

1. Bus purchase under way: quotes, order, fund. 2. Bus building payments and bid records.

3. Basis for the $250,000 levy amount. 4. The levy resolution adopted August 13, 2026.

5. Board packet and finance report for the August 13, 2026 meeting. 6. Audited balances and carryover.

All six items are described in full in the attached Exhibit A, which forms part of this request.

Allen Laird

Name (Please Print)

Mailing Address:

PO Box 1791

Idaho Falls, Idaho 83403-1791

August 17, 2026

Date of Request

Email only: allen_laird@outlook.com (no telephone, please)

Daytime Phone Number

Received By:

_____ Date

Received: _____

Public Agency _____

_____ Initial if Applicable: More than three (3) working days are needed to locate or retrieve the requested records. A response shall be provided within ten (10) working days of the request.

Payment received for_____copies _____
Amount Received

Payment received for_____labor _____
Amount Received

_____
Receipt Number

EXHIBIT A

Request for Public Records — Clark County School District No. 161

Submitted by Allen Laird, August 17, 2026. This exhibit forms part of the District Record Request Form (Policy 4260F) submitted with it. Electronic copies are requested for all items where the record exists in electronic form.

How this request relates to my earlier letters

On August 14 and August 17, 2026, I sent the District two letters asking three questions about the supplemental levy. Ms. Shenton replied on August 17 to advise that the District requires this form for records requests. That was useful guidance, and this form is submitted in response to it.

Two things have changed since those letters were written, and this request is narrower than they were as a result.

First, part of what I asked about I have since found in the District's own published records. My letters asked whether a school bus had been purchased. I have since read every check register the District has posted back to 2018 and located the purchases of April 2019 and October 2021. I am no longer asking about either of those, and I regret any time already spent looking for them.

Second, the Board adopted a resolution on August 13, 2026 calling the November election. That resolution changed several of the things my letters described. Items 4 and 5 below ask for it and its supporting materials.

To be clear, this form does not replace those letters, and no part of them is withdrawn. All three questions I asked on August 14 remain open, and I would still welcome a written answer to each:

1. Whether a school bus was purchased with levy funds during the levy period that ran from July 1, 2023 through June 30, 2025.
2. Which fund paid for the bus building, and what the total cost was.
3. What analysis supports $250,000 as the amount needed.

A records request can produce documents. It cannot produce an explanation, and questions two and three may have no single document behind them at all. Where a document would answer a question, it is requested below. Where none exists, the answer itself would be just as useful. The reply date of Friday, September 4, 2026 proposed in those letters still stands.

ITEM 1 — The bus purchase now under way

At its meeting of August 13, 2026, the Board approved the use of Sourcewell to obtain quotes for a school bus. Requested: the quotes obtained through Sourcewell, any purchase order, contract, or order confirmation issued for that bus, and any record identifying the fund from which the purchase will be paid.

ITEM 2 — The bus building

The District's published check registers show payments for a bus building totaling approximately $352,193 between June and December 2023, most of it to Teton West of Rigby, Idaho, beginning with a payment of $68,569.40 on or about June 1, 2023. Requested: records showing the fund and account to which those payments were charged; the purchase order, contract, and any change orders; and any procurement records for the project, including any notice inviting bids, bids or proposals received, and the award.

ITEM 3 — How the $250,000 amount was determined

Any budget analysis, worksheet, calculation, staff memorandum, or recommendation used or considered by the Board in determining the amount of $250,000 per year for the supplemental levy, with respect to each of

the resolutions adopted on or about November 10, 2022, August 8, 2024, and August 13, 2026.

ITEM 4 — The resolution adopted August 13, 2026

A copy of the supplemental levy resolution adopted by the Board on August 13, 2026, as adopted, including the official ballot language set out in it.

ITEM 5 — Board materials for the August 13, 2026 meeting

The board packet or meeting materials distributed to trustees for that meeting, including the finance report referred to during the meeting.

ITEM 6 — Audited balances and carryover

The District's most recent audited financial statements, together with any schedule or report showing the general fund balance and the portion of revenue carried over from prior years. The Board was advised on August 13, 2026 that audited balances and carryover figures would be presented at a following meeting.

NOTES

1. If a requested record is exempt from disclosure in part, the District is asked to produce it with the exempt portion redacted and to identify the exemption relied upon, as provided by Idaho law.

2. If a requested record does not exist, a written statement to that effect is requested in place of the record. No record need be created in response to this request.

3. Several items are already posted publicly, and nothing already on the District website is requested here.

4. If fulfilling this request will result in any charge, please notify me of the estimated amount before the work is performed.

5. Delivery by email to allen_laird@outlook.com is requested and is acceptable for every item. Please direct correspondence about this request in writing rather than by telephone.

Allen Laird
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Idaho Falls, Idaho 83403-1791
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