

Jerome School District #261
Board of Trustees Agenda
August 28, 2012
6:00 p.m.
Administrative Complex Board Room

Board of Trustees present: Don Mitchell, Esther Peters, John Crozier, Alice Thibault, Byron Burnham
Others present: Superintendent Dale Layne, Business Manager Brian Bridwell, Clerk Lorri Prescott, Raymond Ware, Gina Cakebread, Ryan Bowman, Paula Tillquist, Patty Maxim and student Kevin Bos.

Educating Today for Tomorrow's World

1) **Call to Order**

- a) Waive reading of the minutes of the previous board meeting as submitted to each board member.
- b) The board may vote to go into executive session at any time during the meeting.

The meeting was called to order at 6:16 p.m. by Chairman Don Mitchell.

2) **Motion to Amend the Agenda to include New Business items.**

A motion was made by John Crozier and seconded by Alice Thibault to amend the agenda to New Business items. The motion passed by the following:

AYE: Don Mitchell

Esther Peters

John Crozier

Alice Thibault

Byron Burnham

3) **Consent Agenda (Action)**

- a) Approval of previous minutes

- i) July 2012

- ii) Special Meeting August 7, 2012

- b) Financial Report

- i) Cash Report

- (1) Reconciliation

- ii) Accrual Report

- (1) Revenue and Expense Summary

- (2) Balance Sheet

- c) Personnel

- i) Resignations

- (1) Jerome Middle School Title 1 Para-Professional – Maria Govea

- (2) Jerome Middle School Child Nutrition Cook – Greta Meyer

- (3) Jerome Middle School Child Nutrition Cook – Cheryl Rademacher

- (4) Jerome Middle School 7th Grade Football Coach – Nicolas Jayo

- (5) Jerome High School Football Varsity Assistant Coach – Jason Finley

- (6) Jerome High School Football Varsity Assistant Coach – Forest Hurlbert

- (7) Jerome High School Football Varsity Assistant Coach – Kenneth James

- (8) Jerome High School Football Freshmen Coach – Simon Olsen

- (9) Jerome High School Football Freshmen Coach – Kirby Young

- (10) Jerome High School Pep/Marching Band Conductor – Gordon Smith

- ii) Transfers

- iii) New Hires

- (1) Horizon Elementary School Title 1 Para-Professional – Esperanza Garcia

- (2) Horizon Elementary School Resource Para-Professional – Christi Dick

- (3) Jerome Middle School Title 1 Para-Professional – Sara Valdez

- (4) Jerome Middle School Special Education Para-Professional – Shari Myers

- (5) Jerome High School Special Design Para-Professional – Jeanette Hanni

- (6) Jerome Middle School 7th Grade Girls Basketball Coach – Brad Myers

- (7) Jerome Middle School 7th Grade Football Coach – Cory Musgrave

- (8) Jerome Middle School 7th Grade Football Coach – Brad Myers

- (9) Jerome Middle School 8th Grade Football Coach – Francisco Borraro

- (10) Jerome Middle School 8th Grade Football Coach – Jon Lenker
- (11) Jerome High School Football Varsity Assistant Coach – Joshua Clixby
- (12) Jerome High School Football Varsity Assistant Coach – Cameron Stauffer
- (13) Jerome High School Football Varsity Assistant Coach – Terry Waitley
- (14) Jerome High School Football Freshmen Coach – Michael McDonald
- (15) Jerome High School Football Freshmen Coach – Jeffrey Miller
- (16) Jerome High School Pep/Marching Band Conductor – Samuel Stone
- (17) Jerome High School Cheerleader Assistant Advisor – Caroline Andersen
- (18) Jerome High School Softball Assistant Coach – Leonard Horton
- (19) Jerome High School Softball Assistant Coach – Teona Surrage
- (20) Jerome High School Wrestling Head Coach – Jay Cummins
- (21) Jerome High School Wrestling Assistant Coach – Joshua Skaggs
- (22) Jerome Middle School Child Nutrition Cook – Kristi Boguslawski

A motion was made by Esther Peters and seconded by Byron Burnham to approve the Consent Agenda as presented. The motion passed by the following:

AYE: Don Mitchell
 Esther Peters
 John Crozier
 Alice Thibault
 Byron Burnham

4) **Scheduled Visitors** (Information)

- a) Raymond Ware, Ware and Associates
- b) Ryan Bowman, Jerome High School Principal
- c) Gina Cakebread, Payroll Clerk
- d) Kevin Boss, Jerome High School Student Body President

5) **Community Comments** - No community comments for August, 2012.

6) **Communications** (Information)

- a) Peterson Family Thank You
- b) Rickert Family Thank You
- c) Skills USA Conference Report

7) **Approval of bills** (Action)

A motion was made by Alice Thibault and seconded by Byron Burnham to approve the bills as presented. The motion passed by the following:

AYE: Don Mitchell
 Esther Peters
 John Crozier
 Alice Thibault
 Byron Burnham

8) **Reports** (Information)

- a) Superintendent – AYP Star Rating for schools will be released to the public on August 31, 2012.
 - i) Student's Come First – Pay for Performance Plans are due to the Idaho State Department of Education by September 1, 2012.
 - ii) Building Projects – the first phase of the maintenance building is near completion, the food service freezer completed and the old freezer will be moved this week.
 - iii) Idaho State Common Core Standards – the standards will impact resources and time of district staff this year.
 - iv) Strategic RTI Support Grant Award – guidelines for the grant have been met by Jerome School District.
 - v) Region IV Fall ISBA meeting October 11, 2012 – Jerome School District will host this meeting at the middle school.
 - vi) School Bonds Information – bond refunding timeline reviewed.
 - vii) Service Animals in Classrooms – a service animal will accompany a student this year at the middle school.

9) **Continuing Business**

- a) ISBA Board Training Exercise – Five Items to Infuse Into Every Board Meeting (Information)
- b) Policy 2440 Curriculum and Instruction Alternative Credit Options (2nd Reading - Action)
- c) Policy 3020P Students Enrollment and Attendance Records Procedure (2nd Reading - Action)
- d) Policy 5105 Personnel Certificated Personnel Reemployment (2nd Reading - Action)

- e) Policy 5210 Personnel Work Day (2nd Reading - Action)
- f) Policy 5400 Personnel Sick and Bereavement Leave (2nd Reading - Action)
- g) Policy 6100P Administration Board/Superintendent Relations (2nd Reading - Action)
- h) Policy 7250 Fund Accounting System (2nd Reading - Action)
- i) Policy 7430 Travel Allowances and Expenses (2nd Reading - Action)
- j) Policy 7430F Travel Allowances and Expenses Reimbursement Form (2nd Reading - Action)

A motion was made by Alice Thibault and seconded by Esther Peters to approve the Policies 2440, 3020P, 5105, 5210, 5400, 6100P, 7250, 7430, 7430F as presented. The motion passed by the following:

AYE: Don Mitchell
 Esther Peters
 John Crozier
 Alice Thibault
 Byron Burnham

10) New Business

- a) Approve FY 11-12 Annual Audit (Action) – the 2011-2012 Annual Audit Report was presented by Raymond Ware, Ware and Associates, CPA's.

A motion was made by Alice Thibault and seconded by Byron Burnham to approve the 2011-12 Annual Audit Report as presented and approve the 2012-13 audit engagement agreement. The motion passed by the following:

AYE: Don Mitchell
 Esther Peters
 John Crozier
 Alice Thibault
 Byron Burnham

- b) Approval for Pay-for-Performance Plans (Action)
 A motion was made by Alice Thibault and seconded by Esther Peters to approve the 2012-13 Pay for Performance Plans as presented. The motion passed by the following:

AYE: Don Mitchell
 Esther Peters
 John Crozier
 Alice Thibault
 Byron Burnham

- c) Comprehensive Evaluation Outline (Information) – evaluation criteria for school district administration was reviewed.

- d) ARTEC 2012-13 MOU (Action)
 A motion was made by Byron Burnham and seconded by Esther Peters to approve the ARTEC 2012-13 Memorandum of Understanding as presented. The motion passed by the following:

AYE: Don Mitchell
 Esther Peters
 John Crozier
 Alice Thibault
 Byron Burnham

- e) CSI Idaho's Adult Basic Education 2012-13 MOA (Action)
 A motion was made by Byron Burnham and seconded by Alice Thibault to approve the CSI Idaho's Adult Basic Education 2012-13 Memorandum of Agreement as presented. The motion passed by the following:

AYE: Don Mitchell
 Esther Peters
 John Crozier
 Alice Thibault
 Byron Burnham

- f) Approve Bus Drivers 2012-13 (Action)
- g) Approve Bus Routes 2012-13 (Action)
- h) Approve Safety Bus Routes (Action)
 - i) Route 1
 - ii) Route 2
 - iii) Route 3

iv) Route 4

A motion was made by Alice Thibault and seconded by Byron Burnham to approve 2012-13 Bus Drivers, Bus Routes and Safety Bus Routes 1, 2, 3 and 4 as presented. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
John Crozier
Alice Thibault
Byron Burnham

i) Approval of three Classified Employees salary schedule placement (Action)

i) Jerome Middle School Secretary

ii) Horizon Elementary School Title 1 Para-Professional

iii) Horizon Elementary School Special Education Para-Professional

iv) **Jerome Middle School Special Education Para-Professional**

A motion was made by Byron Burnham and seconded by Esther Peters to approve the salary placement requests for four classified employees as presented. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
John Crozier
Alice Thibault
Byron Burnham

j) **JHS Student Dress Code** – Kevin Boss, JHS Student Body President, reviewed the current dress code at the high school and requested to allow student to wear hats in school. The board plans to create a general dress code policy and give the schools direction to update their own dress codes to fit their student body. The board generally agreed with the current policy in the high school handbook. The board asked the high school administration to review the procedures for violations as well as special occasions when hats are allowed.

k) **Tennis Program / Courts** – Paula Tillquist, JHS Tennis Head Coach, spoke to the board about the need for resurfacing the city tennis courts, which are used by the high school tennis team for practices and matches. The city asked the district to help with the cost of resurfacing the city courts. The tennis courts at the high school are unusable. If the district is able to replace the tennis courts at the high school, it is likely the city courts would still be used unless the district was able to build more than the existing four courts. The board will take the information under consideration. No action was taken at this time.

11) a) IC 67-2345(1)(b) – Personnel – to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student.

A motion was made by Esther Peters and seconded by Byron Burnham that the Board of Trustees of Jt. Jerome School District #261 recess into executive session in the manner and for the purpose authorized by Section 67-2345(1)(b), Idaho Code, regarding the personnel issue involving certified professional employees of the district. The motion passed by a roll call vote of: AYE: Don Mitchell, Esther Peters, John Crozier, Alice Thibault, and Byron Burnham. The board recessed into executive session at 7:35 p.m.

The board returned to open session at 8:03 p.m.

12) **Adjourn**

There being no other business before the board, the meeting was adjourned at 9:25 p.m.