

**Jerome School District #261**  
**Board of Trustees Agenda**  
**February 26, 2013**  
**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, Jerome High School Principal Ryan Bowman, and Jerome High School Student Will Hope.

*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 6:00 p.m. by Chairman Don Mitchell.

**2) Motion of Amend Agenda** to remove scheduled visitor and include new Report items, one Consent item and three New Business items.

A motion was made by Byron Burnham and seconded by John Crozier to amend the Agenda to remove scheduled visitor and include new Report items, one Consent item and three New Business items. The motion passed by the following:

AYE: Don Mitchell

Esther Peters

John Crozier

Alice Thibault

Byron Burnham

**3) Executive Session**

- a) IC 67-2345(1)(b) – Personnel or Student

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 Byron Burnham and seconded by Esther Peters 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 public school students of the district. The motion passed by a roll call vote of:

AYE: Don Mitchell

Esther Peters

John Crozier

Alice Thibault

Byron Burnham

The board recessed into executive session at 6:05 p.m.

- b) The board returned to open session at 6:25 p.m.

A motion was made by Esther Peters and seconded by Byron Burnham to accept the recommendations of the hearing officer and expel one student from Jerome High School for the remainder of the 2012-13 second trimester and allow the student to enroll in Jerome High School at the beginning of the third trimester for the 2012-13 school year upon agreement to and compliance with a behavior contract and agreement to attend substance abuse sessions with the Jerome High School drug and alcohol counselor. The motion passed by the following:

AYE: Don Mitchell

Esther Peters

John Crozier

Alice Thibault

Byron Burnham

**4) Consent Agenda**

- a) Approval of previous minutes
  - i) January 2013
  - ii) Special Meeting February 7, 2013

- c) Financial Report
  - i) Cash Report
    - (1) Reconciliation
  - ii) Accrual Report
    - (1) Revenue and Expense Summary
    - (2) Balance Sheet
  - iii) Building Financial Reports
    - (1) Jefferson Elementary School
    - (2) Horizon Elementary School
    - (3) Summit Elementary School
    - (4) Jerome Middle School
    - (5) Jerome High School
    - (6) Special Services
- d) Personnel
  - i) Resignations
    - (1) Administration Offices Custodian – Kathy Harper
  - ii) Transfers
    - (1) Administration Office Sub-Caller/Receptionist – Leticia Arciga
    - (2) Administration Office Custodian – Kim Kimball
  - iii) New Hires
    - (1) Jerome High School Golf Assistant Coach – Lisa Burke
      - A motion was made by John Crozier and seconded by Alice Thibault to approve the Consent Agenda as presented. The motion passed by the following:
      - AYE: Don Mitchell
      - Esther Peters
      - John Crozier
      - Alice Thibault
      - Byron Burnham

5) **Scheduled Visitors:** No scheduled visitors for February 26, 2013

6) **Community Comments:** No community comments for February 26, 2013

7) **Communications**

- a) Marsha Capps

8) **Approval of Bills**

A motion was made by Esther Peters and seconded by John Crozier to approve the bills as presented. The motion passed by the following:

- AYE: Don Mitchell
- Esther Peter
- John Crozier
- Alice Thibault
- Byron Burnham

9) **Reports**

a) Superintendent

- i) Parent Survey Results: 1,055 parents completed an online anonymous survey during Parent Teacher Conferences, results reviewed by the board and administration.
- ii) ISEE Grant: Jerome School District was awarded a grant to implement during the 2013-14 school year.
- iii) Newsletter: Copies of the March newsletter with Supplemental Levy Election information reviewed by board.
- iv) National Distinguished Principal Award: Teresa Jones, Horizon Elementary School Principal, has been selected and will represent Idaho at the National Conference in Washington DC.
- v) Drinking Fountain installed at JHS: installation is complete, also the PA system in the gym has been repaired.
- vi) Bright Spots Video: Highlights of technology in the classrooms and other teaching techniques in the school district were presented in a video to the board. The video will also be seen at the Idaho Leads Project conference in March.

- b) Jefferson Elementary School
- c) Horizon Elementary School
- d) Summit Elementary School

- e) Jerome Middle School
- f) Jerome High School
- g) Northside High School
- h) Food Service
- i) Special Education

#### 10) Continuing Business

- a) Jerome School District Job Descriptions Review

A motion was made by Alice Thibault and seconded by Esther Peters to approve the Jerome School District Job Descriptions for School Media Center Librarian and Para-Professionals as presented. The motion passed by the following:

AYE: Don Mitchell

Esther Peters

John Crozier

Alice Thibault

Byron Burnham

- b) ISBA Board Training Exercise – Building Relationships with Legislators  
Day on the Hill and Building Relationships with Legislators Training Exercise reviewed by all board members.

- c) Policy 1600 Code of Ethics for School Board Members

- d) Policy 2800 Curriculum and Instruction Objectives

- e) Policy 3030 Part-Time Attendance/Dual Enrollment

- f) Policy 3060 Education of Homeless Children

A motion was made by Alice Thibault and seconded by Byron Burnham to approve Policies 1600, 2800, 3030, and 3060, as presented for second reading. The motion passed by the following:

AYE: Don Mitchell

Esther Peters

John Crozier

Alice Thibault

Byron Burnham

- g) Student Fees Law Suit Update

Legal documents with information on the Student Fees Law Suit were reviewed by the board.

#### 11) New Business

- a) Declaration of Truancy

A motion was made by John Crozier and seconded by Byron Burnham to declare four students as habitually truant. The motion passed by the following:

AYE: Don Mitchell

Esther Peters

John Crozier

Alice Thibault

Byron Burnham

- b) Policy 5100 Hiring Process and Criteria (1<sup>st</sup> Reading – Information)

- c) Policy 5130 Administrative Leave (1<sup>st</sup> Reading – Information)

- d) Policy 5400 Sick and Bereavement Leave (1<sup>st</sup> Reading – Information)

- e) Policy 5480 Salary Schedule, Placement and Supplemental Contract for Certified Employees (1<sup>st</sup> Reading – Information)

- f) Bus Contract Renewal

Status on the bus contract renewal for the 2013-14 school year was reported to the board.

- g) Board Members for Negotiations

Timeline for negotiations for the 2013-14 school year reviewed with board members.

- h) Policy 3010 Student Open Enrollment

The district open enrollment policy for students was reviewed by the board.

- i) **Additional Leave Days Request by Classified Personnel**  
A motion was made by Alice Thibault and seconded by John Crozier to approve the request by Classified Personnel for sick leave days without pay if needed. The motion passed by the following:  
AYE: Don Mitchell  
Esther Peters  
John Crozier  
Alice Thibault  
Byron Burnham
- j) **Jerome High School Early Graduation Requests Approval**  
A motion was made by Byron Burnham and seconded by Esther Peters to approve the Jerome High School early graduation request by one student. The motion passed by the following:  
AYE: Don Mitchell  
Esther Peters  
John Crozier  
Alice Thibault  
Byron Burnham
- k) **Jerome High School Cheer and Dance Teams Request**  
A request submitted by the JHS Cheer and Dance Teams for a class scheduled during the school day for the students selected for the teams next year at the high school. Discussion tabled until March 2013 meeting.

## **12) Executive Session**

- a) **IC 67-2345(1)(b) – Personnel or Student**  
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  
Byron Burnham  
The board recessed into executive session at 8:25 p.m.
- b) **The board returned to open session at 9:20 p.m.**  
A motion was made by Alice Thibault and seconded by John Crozier to place two certified professional employees on formal probation for the remainder of 2012-13 academic year. The motion passed by the following:  
AYE: Don Mitchell  
Esther Peters  
John Crozier  
Alice Thibault  
Byron Burnham
- c) **A motion was made by Esther and seconded by Byron Burnham to approve the extension of the administrative contract for Dale Layne as Superintendent for one additional year to include the 2014-15 year. The motion passed by the following:**  
AYE: Don Mitchell  
Esther Peters  
John Crozier  
Alice Thibault  
Byron Burnham

## **13) Adjourn**

There being no other business before the board, the meeting was adjourned at 9:30 p.m.