

Jerome School District #261
Board of Trustees Agenda
March 26, 2013
6:00 p.m.
Administrative Complex Board Room

Board of Trustees present: Don Mitchell, Esther Peters, Byron Burnham. Board Members absent: Alice Thibault, John Crozier. Others present: Superintendent Dale Layne, Business Manager Brian Bridwell, Clerk Lorri Prescott; Jerome High School Teachers: Laura Lee Carlisle, Darrell Muck, Lori Peterson; Cheer Coach Caroline Anderson; Jerome High School Students: Kyleen Craner, Zachery Nicholson, Travis Mapes, Alexsis Moore, Benny Carlisle.

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 6:05 p.m. by Chairman Don Mitchell.

2) Consent Agenda

- a) Approval of previous minutes
 - i) February 2013
- b) 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
- c) Personnel
 - i) Retirement
 - (1) Jerome School District Federal Programs and Curriculum Director – Clark Muscat
 - (2) Jerome High School Math Teacher – Kurt Bradley
 - (3) Jerome High School Activities Director – Kurt Bradley
 - (4) Horizon Elementary School ParaProfessional Building – Marcene Campbell
 - (5) Horizon Elementary School ParaProfessional Special Education – Sharon Ruhter
 - ii) Transfers
 - (1) Jerome Middle School Secretary – Sandra Pulido
 - iii) Resignations
 - (1) Jerome High School Counselor – Kathryn Muscat
 - (2) Jerome Middle School Special Education Teacher – Theresa Exon
 - (3) Jerome Middle School ParaProfessional Special Education – Darlene Preston
 - (4) Summit Elementary School 5th Grade Teacher – Jennifer Cooper
 - (5) Jerome High School Football Varsity Assistant Coach – Jeremy Munroe
 - (6) Jerome High School Track Varsity Assistant Coach – Paige Vickery
 - (7) Jerome High School Volleyball Varsity Assistant Coach – Paige Vickery
 - (8) Jerome High School Wrestling Varsity Assistant Coach – Wade Bennett
 - (9) New Hires

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

AYE: Don Mitchell
Esther Peters
Byron Burnham

3) **Scheduled Visitors**

- a) Kyleen Craner, Jerome High School Senior Class President and LauraLee Carlisle, Jerome High School Teacher: Travel plans and a request for permission for the Senior Class to travel out of state in May were presented to the Board.
- b) Anne Sharp and Caroline Andersen, Jerome High School Cheer and Dance Coaches: Ms. Anderson presented a request to the Board to add a Cheer and Dance class to the high school electives class selection for the next school year.
- c) BPA Instructors and BPA Students: Students displayed a video of their state presentation and listed awards received at the State competition for their BPA entries. Plans to attend the National Conference presented to the Board.

4) **Community Comments:** No community comments for March 26, 2013

5) **Communications:** No communication for March 26, 2013

6) **Approval of Bills**

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

AYE: Don Mitchell

Esther Peters

Byron Burnham

7) **Reports**

- a) Superintendent
 - i) Middle School Musical: An excellent performance was given by the students of Jerome Middle School.
 - ii) Board involvement in Administration hiring: A board member will be added to the selection committee for any open administrative positions for the 2013-14 academic year.
 - iii) Internet and personal device policies: Current policies are in the process of being updated by district personnel.
 - iv) Negotiation dates: Scheduled negotiation meetings will be posted publically according to the open meeting law.
 - v) Financial overview: Preliminary budget, funding sources and salary schedules for 2013-14 fiscal year reviewed, enrollment trends examined.
- 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

8) **Continuing Business**

a) Jerome School District Job Descriptions Review

i) Secretaries and Clerks

A motion was made by Esther Peters and seconded by Byron Burnham to approve the Jerome School District Job Descriptions for Secretaries and Clerks as presented. The motion passed by the following:

AYE: Don Mitchell

Esther Peters

Byron Burnham

b) ISBA Board Training Exercise – Dealing with Angry Patrons

c) Policy 5100 Hiring Process and Criteria

d) Policy 5130 Administrative Leave

e) Policy 5400 Sick and Bereavement Leave

f) Policy 5480 Salary Schedule, Placement and Supplemental Contract for Certified Employees

A motion was made by Byron Burnham and seconded by Esther Peters to approve Policies 5100, 5130, 5400, 5480 as presented for second reading. The motion passed by the following:

AYE: Don Mitchell

Esther Peters

Byron Burnham

- g) Jerome High School Cheer and Dance Teams Request
Discussion continued on the 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. The matter is under consideration.

9) **New Business**

- a) Annual Budget Hearing - June 25, 2013
A motion was made by Byron Burnham and seconded by Esther Peters to set June 25, 2013, as the Annual Budget Hearing date. The motion passed by the following:
AYE: Don Mitchell
Esther Peters
Byron Burnham
- b) Certification of Supplemental Levy Election Results Accepted
A motion was made by Byron Burnham and seconded by Esther Peters to accept the March 12, 2013, Supplemental Levy Election Results as certified by the Jerome County Commissioners. The motion passed by the following:
AYE: Don Mitchell
Esther Peters
Byron Burnham
- c) JHS Senior Class Travel Request
A motion was made by Byron Burnham and seconded by Esther Peters to approve the out-of-state travel request by the Jerome High School Senior Class. The motion passed by the following:
AYE: Don Mitchell
Esther Peters
Byron Burnham
- d) JHS Business Professionals of America Travel Request
A motion was made by Byron Burnham and seconded by Esther Peters to approve the BPA out-of-state travel request allowing students to attend the National Leadership Conference in Florida and to include the payment of the registration fees for the JHS representatives. The motion passed by the following:
AYE: Don Mitchell
Esther Peters
Byron Burnham
- e) Request use of JHS football equipment by summer camps
A motion was made by Esther Peters and seconded by Byron Burnham to approve the use of the football equipment at the summer camp and the out-of-state travel request by the Jerome High School Football Team. The motion passed by the following:
AYE: Don Mitchell
Esther Peters
Byron Burnham
- f) Policy 3360 Discipline for Students with Disabilities (1st Reading - Information)
- g) Declaration of Truancy
A motion was made by Byron Burnham and seconded by Esther Peters to declare two students as habitually truant. The motion passed by the following:
AYE: Don Mitchell
Esther Peters
Byron Burnham
- h) Jerome High School Early Graduation Requests Approval
A motion was made by Esther Peters and seconded by Byron Burnham to approve the Jerome High School early graduation request by two students. The motion passed by the following:
AYE: Don Mitchell
Esther Peters
Byron Burnham

10) Executive Session

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 and classified employees of the district. The motion passed by a roll call vote of:

AYE: Don Mitchell

Esther Peters

Byron Burnham

The board recessed into executive session at 9:05 p.m.

The board returned to open session at 9:25 p.m.

11) New Business Continuing:

a) Approval of Administrative Contracts

i) Principals and Assistant Principals

A motion was made by Byron Burnham and seconded by Esther Peters to approve administrative contracts for the 2013-14 academic year for all current principals and assistant principals. The motion passed by the following:

AYE: Don Mitchell

Esther Peters

Byron Burnham

ii) Program Directors

A motion was made by Byron Burnham and seconded by Esther Peters to approve program director contracts for the 2013-14 academic year for all current directors. The motion passed by the following:

AYE: Don Mitchell

Esther Peters

Byron Burnham

12) Adjourn

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