

**Jerome School District #261**  
**Board of Trustees Agenda**  
**May 28, 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 Teacher Darrell Muck, Jerome High School students: Benny Carlisle, Jordan Jones, and Zachery Nicholson.

***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) Motion of Amend Agenda** to include one new Consent item and one New Business item.

A motion was made by John Crozier and seconded by Byron Burnham to amend the Agenda to include one new Consent item and one New Business item. The motion passed by the following:

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

**3) Consent Agenda**

- a) Approval of previous minutes
  - i) April 23, 2013
  - ii) Special Meeting May 2, 2013
  - iii) Special Meeting May 13, 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
  - ii) Transfers
    - (1) Jerome Middle School Assistant Principal – Landon Marlor
    - (2) Summit Elementary School 5th Grade Teacher – Chad Avery
    - (3) Jefferson Elementary School Kindergarten Teacher – Elizabeth Elison
    - (4) Jerome Middle School Para Professional Special Education Resource – Katherine Dethlefs
    - (5) Horizon Elementary School Para Professional Building – Burnham, Patricia
    - (6) Horizon Elementary School Para Professional Special Education – Joy Black
    - (7) Horizon Elementary School Para Professional – Esperanza Garcia
    - (8) Summit Elementary School Para Professional Special Education – Leslie Miklancic
    - (9) Jerome Middle School Football 8th Grade Coach – Eric Anderson
  - iii) Resignations
    - (1) Jerome High School English Language Arts Teacher – Jenna Rade
    - (2) Jerome High School English Language Arts Teacher – Beverly Mays
    - (3) Jerome High School Drama Theater and English Language Arts Teacher – Shane Brown

- (4) Jerome High School Child Nutrition Cook – Sandra Becerra
- (5) Jefferson Elementary School 3rd Grade Teacher – Travis Elliott
- (6) Jefferson Elementary School Kindergarten Teacher – Jayme Allen
- (7) Summit Elementary School Physical Education Teacher – Heidi Stutzman
- (8) Jerome School District School Psychologist – Diana Shanahan
- (9) Jerome District Food Services Secretary – Candy Amos
- (10) Jefferson Elementary School Kindergarten Teacher – Elizabeth Torkelson
- (11) Jefferson Elementary School 3rd Grade Teacher – Cara Crist
- (12) Jerome Middle School Volleyball 8th Grade Coach – Angela Kulm
- (13) Jerome High School Drama Advisor – Shane Brown
- (14) Jerome High School Audio Visual Coordinator – Shane Brown
- (15) Jerome High School Drama Assistant Advisor – Jenna Rade
- (16) Jerome Middle School Football 8th Grade Coach – Tyson Cook
- (17) Jerome Middle School Football 8th Grade Coach – Francisco Borrayo
- (18) Jerome Middle School Football 8th Grade Coach – Jon Lenker

iv) New Hires

- (1) Summit Elementary School 5th Grade Teacher – Anita McClure
- (2) Summit Elementary School Reading/Math Interventionist – Andy Nauman
- (3) Jerome Middle School English Language Arts Teacher – Jens Jacobsen
- (4) Jerome High School French Teacher – Stacy Sobotka
- (5) Jerome School District School Psychologist – Hillary Johnston
- (6) Jerome School District School Psychologist – James Walsh
- (7) Jerome School District Speech Language Pathologist Assistant – Anna Morriss
- (8) Jerome School District Gifted and Talented Teacher (.5 FTE) – Miriam Brown
- (9) Jerome Middle School Social Studies Teacher – Brad Somerset
- (10) Horizon Elementary School 1st Grade Teacher – Kabina Parker
- (11) Jefferson Elementary School 2nd Grade Teacher – Cathy Teater-Butenschoen
- (12) Jefferson Elementary School Kindergarten Teacher – Crystal Winter
- (13) Jerome School District Federal Program Director and Grant Writer – Keelie Campbell

A motion was made by John Crozier and seconded by Esther Peters 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**

- a) Darrell Muck and Jerome High School BPA Students and Skills USA 3D Animation Team: students report on Nationals competition and plans to compete next year, one student will represent Idaho as a delegate at National Convention next year.

**5) Community Comments:** No community comments for May 28, 2013

**6) Communications**

- a) Anne Sharp and Caroline Anderson, Jerome High School Cheer and Dance Coaches, thank board for support.
- b) ARTEC Renewal information for
- c) Jerome Middle School, recipients of grant from Centurylink.

**7) Approval of Bills**

A motion was made by Alice Thibault and seconded by Esther Peters 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**

- a) Superintendent
  - i) ARTEC Report on JHS Program: letter from ARTEC with renewal information for next school year.

- ii) Weekly Attendance Update: attendance of students held consistently for the entire year.
  - iii) Enrollment: four year comparison of enrollment presented for review.
  - iv) ISBA Summer Institute: July 9 for interested board members.
- 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

## 9) Continuing Business

- a) Jerome School District Job Descriptions Review
  - i) Para Professionals, Substitute Personnel, Coaches and Advisors  
 A motion was made by Alice Thibault and seconded by Byron Burnham to approve the Job Descriptions as presented. The motion passed by the following:  
 AYE: Don Mitchell  
 Esther Peters  
 John Crozier  
 Alice Thibault  
 Byron Burnham
- b) ISBA Board Training Exercise: board reviewed the training exercises presented in April and May.
  - i) What Counts?
  - ii) Dealing with the Media
- c) Jerome High School Family Career Community Leaders of America Travel Request  
 A motion was made by John Crozier and seconded by Byron Burnham to deny the out of state travel request by FCCLA due to diminished number of student traveling. The motion passed by the following:  
 AYE: Don Mitchell  
 Esther Peters  
 John Crozier  
 Alice Thibault  
 Byron Burnham
- d) Facilities Update: Jefferson Remodel and District Office Project: plans reviewed for both projects and energy savings ideas for district office were discussed by the board.
  - i) Approval of Jefferson Remodel Bid  
 A motion was made by Byron Burnham and seconded by Esther Peters to approve the bid for the Jefferson Elementary School Remodel Project submitted by Gerdes Construction in the amount of \$115,000.00. The motion passed by the following:  
 AYE: Don Mitchell  
 Esther Peters  
 John Crozier  
 Alice Thibault  
 Byron Burnham

## 10) New Business

- a) Academic Calendar 2013-14 Approval  
 A motion was made by Byron Burnham and seconded by Alice Thibault to approve the Academic Calendar for the 2013-14 school year as presented. The motion passed by the following:  
 AYE: Don Mitchell  
 Esther Peters  
 John Crozier  
 Alice Thibault  
 Byron Burnham
- b) Transportation Contract: current transportation services reviewed as district negotiates new five year contract.

c) Food Service Lunch Program Fee Structure: the district has met the criteria for an exemption from compliance with submission of the PLE Tool and will not be required to raise lunch prices next school year.

d) Alternate Route Graduation Approval

A motion was made by Alice Thibault and seconded by Esther Peters to approve the Alternate Route to Graduation for 14 students as requested. The motion passed by the following:

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

e) Declaration of Truancy

A motion was made by Esther Peters and seconded by Byron Burnham to declare two students as habitually truant. The motion passed by the following:

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

f) Jerome High School Early Graduation Requests Approval

A motion was made by Alice Thibault and seconded by Esther Peters to approve the early graduation request for 2013-14 school year for three students. The motion passed by the following:

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

g) Resolution for Idaho School Boards Association: the district will be presenting a resolution at the ISBA state conference in November concerning the schools' student information system.

h) Classified Personnel Salaries Approval

A motion was made by Alice Thibault and seconded by John Crozier to approve the Classified Personnel Salaries 2013-14 year as presented. The motion passed by the following:

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

i) Substitute Personnel Pay Approval

A motion was made by Alice Thibault and seconded by John Crozier to approve the Substitute Personnel Pay 2013-14 year as presented. The motion passed by the following:

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

j) Policy 5105 Certificated Personnel Reemployment (1st Reading – Information)

k) Policy 5107 Informal Review (1st Reading – Information)

**11) 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 John Crozier 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 and public school students. The motion passed by a roll call vote of: AYE: Don Mitchell, John Crozier, Alice Thibault, Byron Burnham.

The board recessed into executive session at 8:40 p.m.

The board returned to open session at 5:55 p.m.

i) Student Discipline

A motion was made by Esther Peters and seconded by John Crozier to extend the suspension of one Jerome High School student for an additional four school days and the student may attend the North Side Alternative Summer School this summer and enroll in Jerome High School for the 2013-14 school year. The motion passed by the following:

AYE: Don Mitchell

Esther Peters

John Crozier

Alice Thibault

Byron Burnham

ii) Personnel

(1) CPE Probation

A motion was made by Esther Peters and seconded by John Crozier to place one certified professional employee on formal probation for the 2013-14 academic year. The motion passed by the following:

AYE: Don Mitchell

Esther Peters

John Crozier

Alice Thibault

Byron Burnham

(2) CPE Continued Probation

A motion was made by Esther Peters and seconded by John Crozier to continue probation for two certified professional employees for the 2013-14 academic year. The motion passed by the following:

AYE: Don Mitchell

Esther Peters

John Crozier

Alice Thibault

Byron Burnham

**12) Adjourn**

There being no other business before the board, the meeting was adjourned at 9:03 p.m.