

Jerome School District #261
Board of Trustees Agenda
September 24, 2019
6:00 p.m.
Administrative Complex Board Room

Board of Trustee presents: Zone 1 Alice Thibault, Zone 2 Esther Peters, Zone 3 Jeff Schroeder, Zone 5 Staci Leavitt. Trustee not present: Zone 4 Annette Lott. Others present: Superintendent Dale Layne, Business Manager Brian Bridwell, Clerk Lorri Prescott; Special Education Director Kindel Mason, Jerome High School Assistant Principal Ryan Evans; Falls City Academy Principal Sean Spagnolo; Jerome Middle School Principal Landon Marlor; Summit Elementary School Principal Eva Meyerhoeffer; Horizon Elementary School Principal Wendy Ohlensehlen; Jefferson Elementary School Principal Angie Brulotte; Jerome High School FCCLA President Rilee Moore, Student Council Representatives Callie Somerset and Mallorie Radford; Falls City Academy Students Javier Macias and Preston Votroubek.

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.
The meeting was called to order by Chairman Alice Thibault at 6:00 p.m.

2) Consent Agenda

- a) Approval of previous minutes
 - i) August 27, 2019
- b) Financial Report
 - i) Cash Report
 - (1) Reconciliation
 - ii) Accrual Report
 - (1) Revenue and Expense Summary
 - (2) Balance Sheet
 - i) Building Financial Reports
 - (1) Jefferson Elementary School -- Reconciliation -- Check Register -- Balance Sheet
 - (2) Horizon Elementary School -- Reconciliation -- Check Register -- Balance Sheet
 - (3) Summit Elementary School -- Reconciliation -- Check Register -- Balance Sheet
 - (4) Jerome Middle School -- Reconciliation -- Check Register -- Balance Sheet
 - (5) Jerome High School -- Reconciliation -- Check Register -- Balance Sheet
 - (6) Special Services -- Reconciliation -- Check Register -- Balance Sheet
- c) Personnel
 - i) Retirement
 - ii) Transfers
 - iii) Resignations
 - (1) Jerome High School Golf Assistant Coach – Andrew Purin
 - iv) New Hires
 - (1) Jerome School District Receptionist/Sub-Caller – Gina Haynes
 - (2) Jerome School District Migrant Family Liaison – Patricia Villavicencio
 - (3) Summit Elementary School Teacher Interventionist – Paige Applewhite
 - (4) Jerome Middle School Para Professional Special Education – Wanda Fetterly
 - (5) Summit Elementary School Child Nutrition Cook – Maria Avayero
 - (6) Summit Elementary School Child Nutrition Cook – Connie Mendez
 - (7) Jerome Middle School Child Nutrition Cook – Meranda Williams
 - (8) Jerome Middle School Child Nutrition Cook – Cristal Estrada
 - (9) Jerome High School Child Nutrition Cook – Mika Lloyd
 - (10) Jerome High School Assistant Coach Football – Cameron Stauffer
 - (11) Jerome High School Advisor Business Professional Association – Ronald Hanson

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

AYE: Alice Thibault
Staci Leavitt
Esther Peters

3) **Scheduled Visitors**

- a) Rilee Moore, Jerome High School Family and Consumer Sciences President and Idaho FCCLA Vice President of Programs
- b) Students from Falls City Academy: presented the students of Falls City Academy's choice for Mascot as Titans and the Academy colors will be Turquoise and Gray.

4) **Communications**

- a) Northside Bus Company Driver acknowledgement from Jerome School District

5) **Reports:** Items A through J written reports submitted by Administrators and Program Directors to the Board of Trustees.

- a) Curriculum Director
- b) Federal Program Director – 2018-19 Migrant Data Profile
- c) Special Education Director
- d) Jefferson Elementary School – Jefferson Elementary School Profile 2019-20
- e) Horizon Elementary School
- f) Summit Elementary School
- g) Jerome Middle School
- h) Jerome High School
- i) Falls City Academy
- j) Child Nutrition Director
- k) Superintendent: additional classified staff will be added to Horizon Elementary and Jerome Middle School; installation of radios at each school is planned during the first semester of 19-20 school year.
 - i) Bond Committee Meeting Update: Meeting held on September 19, 2019, with a history of bond election results and school configurations presented followed by question and answer session with district personnel.
 - ii) Enrollment Summary: comparison of current month student enrollment with previous years' enrollment.
 - iii) Facilities Update: security vestibules at each school nearing completion with door lock controls and raptor security program in place.
 - iv) Idaho School Boards Association Resolutions for 2019-20 Legislature: review in preparation of ISBA Business Meeting during the 2019 Annual Convention.
 - v) Jerome Middle School Student Enrollment and Lunch Service: review of middle school lunch serving process
 - vi) College of Southern Idaho - JSD Facilities Use and Evening Programs: CSI continuing education classes are held in the district three nights each week and one welding class is held at Jerome High School.
- a) Trustees' Reports – ISBA Fall Meeting, September 11, 2019 – ISBA Convention Agenda and Workshops: Nov 6-8, 2019.

6) **Approval of Bills**

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

AYE: Alice Thibault
Staci Leavitt
Esther Peters
Jeff Schroeder

7) **Continuing Business**

- a) Policy 2550 Field Trips, Excursions, and Outdoor Education
- b) Policy 2600 Promotion/Retention (K-5)

A motion was made by Staci Leavitt and seconded by Esther Peters to approve Policy 2550 and Policy 2600 as presented for second reading. The motion passed by the following:

AYE: Alice Thibault
Staci Leavitt
Esther Peters
Jeff Schroeder

- c) Mastery Education Grant: Grant funds awarded to Falls City Academy to implement the Mastery Education Program.

8) **New Business**

- a) Approve New Bus Drivers/Attendants 2019-20 School Year

A motion was made by Esther Peters and seconded by Jeff Schroeder to approve the new bus drivers/attendants as

presented by Northside Bus Company. The motion passed by the following:

AYE: Alice Thibault
Staci Leavitt
Esther Peters
Jeff Schroeder

- b) Consideration for Declaration of Candidacy for Trustee Zones 3, 4 and 5
A motion was made by Esther Peters and seconded by Jeff Schroeder granting permission to Jerome School District Clerk, Lorri Prescott, to declare one candidate elected for Trustees Zones 3, 4 and 5 and to issue Certificates of Election to the Trustees of Zones 3, 4 and 5. The motion passed by the following:
AYE: Alice Thibault
Staci Leavitt
Esther Peters
Jeff Schroeder
- c) Declaration of Surplus Property of Jerome School District Technology Department
A motion was made by Staci Leavitt and seconded by Esther Peters to declare the retired technology equipment as surplus property and direct Jerome School District Technology Department to dispose of property. The motion passed by the following:
AYE: Alice Thibault
Staci Leavitt
Esther Peters
Jeff Schroeder
- d) Consideration of Jerome High School Administration Internship for 2019-20 School Year – Mandolyn Garcia-Ruiz
A motion was made by Esther Peters and seconded by Staci Leavitt to approve the administration internship of Mandolyn Garcia-Ruiz request by Jerome High School Administration. The motion passed by the following:
AYE: Alice Thibault
Staci Leavitt
Esther Peters
Jeff Schroeder
- e) Jerome School District Leadership Premium Plan Approval
A motion was made by Staci Leavitt and seconded by Jeff Shroeder to approve the Jerome School District Leadership Premium Plan for the 2019-20 school year as presented by Jerome School District Administration. The motion passed by the following:
AYE: Alice Thibault
Staci Leavitt
Esther Peters
Jeff Schroeder
- f) Consideration of Soliciting “Request for Qualifications” RFQ from Architects to Provide Professional Architectural and Planning Services for the District.
A motion was made by Esther Peters and seconded by Jeff Shroeder to approve the Jerome School District’s solicitation of Request for Qualifications from Architects to provide professional architectural and planning services for the district. The motion passed by the following:
AYE: Alice Thibault
Staci Leavitt
Esther Peters
Jeff Schroeder
- g) Consideration of Soliciting “Request for Qualifications” RFQ from Construction Management Firms to Provide Professional Construction Management and General Contractor Services for the District.
A motion was made by Esther Peters and seconded by Jeff Shroeder to approve the Jerome School District’s solicitation of Request for Qualifications from Construction Management Firms to provide professional construction management and general contractor services for the district. The motion passed by the following:
AYE: Alice Thibault
Staci Leavitt

Esther Peters
Jeff Schroeder

- h) Declaration that an area of need exists for the 2019-20 school year in the schools and departments as listed
- i) Jerome High School Teacher Career Technical Education Business and Technology - Jessica McArthur
 - ii) Jerome High School Teacher Science - Vincent Edwards
 - iii) Summit Elementary School Teacher Interventionist – Paige Applewhite
- A motion was made by Staci Leavitt and seconded by Esther Peters to declare that an area of need exists for the 2019-20 school year in the schools and departments as listed. The motion passed by the following:
- AYE: Alice Thibault
Staci Leavitt
Esther Peters
Jeff Schroeder
- i) Consideration of Classified Salary Step Placement Requests
- i) Jerome Middle School Para Professional Special Education – P1920-08 Kristi Eudey
 - ii) Jerome Middle School Para Professional Special Education – P1920-09 Wanda Fetterly
 - iii) Jerome School District Receptionist/Sub-Caller – P1920-11 Gina Haynes
 - iv) Jerome School District Migrant Family Liaison – P1920-12 Patricia Villavicencio
- A motion was made by Esther Peters and seconded by Jeff Schroeder to approve the salary step placement request by Jerome School District and Jerome Middle School Administration for Classified Employees P1920-08, P1920-09,, P1920-11 and P1920-12. The motion passed by the following:
- AYE: Alice Thibault
Staci Leavitt
Esther Peters
Jeff Schroeder
- j) Consideration of Out of State Travel Requests
- i) Jerome High School Swim Team to Invitational Swim Meet
 - ii) Jerome High School Cheer Team
 - iii) Jerome High School Family and Consumer Sciences Student President
- A motion was made by Esther Peters and seconded by Staci Leavitt to approve the out of state travel requests by Jerome High School Swim Team to travel to the Twin Falls Invitational at Jackpot, Nevada in October, 2019; the Jerome High School Cheer Team to travel to Cheer National Competition at Anaheim, California in February, 2020; and the FCCLA Student President to travel to the FCCLA National Leadership Convention at Dallas, Texas in November, 2019. The motion passed by the following:
- AYE: Alice Thibault
Staci Leavitt
Esther Peters
Jeff Schroeder

9) Executive Session (Action)

- a) IC 74-206(1)(a)(b) – Personnel or Student.
(a)(b)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.
- i) Personnel Issues
 - ii) Student Issues

A motion was made by Staci Leavitt 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 74-206(1)(a)(b), Idaho Code, regarding personnel issues involving employees or student issues involving students of the district; and property matters. The motion passed by roll call vote:

AYE: Alice Thibault
Staci Leavitt
Esther Peters
Jeff Schroeder

The board recessed into executive session at 7:45 p.m.
The board returned to open session at 7:58 p.m.

10) Consideration of Personnel Executive Item(s)

a) Certified Employee P1920-07 Additional Leave Request

A motion was made by Staci Leavitt and seconded by Esther Peters to approve the request for additional unpaid leave submitted by Certified Employee P1920-07 with days requested approved at the discretion of Superintendent Layne, and direct Superintendent Layne to send written notice to employee. The motion passed by the following:

AYE: Alice Thibault
Staci Leavitt
Esther Peters
Jeff Schroeder

11) Consideration of Student Executive Item(s)

a) Declaration of Truancy

A motion was made by Esther Peters and seconded by Staci Leavitt to accept the declaration made by Jerome School District Clerk, Lorri Prescott, as designee of the Board of Trustees, for two students, T1920-01 and T1920-02, as Habitually Truant. The motion passed by the following:

AYE: Alice Thibault
Staci Leavitt
Esther Peters
Jeff Schroeder

b) Student Discipline

i) Student D1920-01

A motion was made by Staci Leavitt and seconded by Esther Peters to accept the recommendations of the hearing officer and district administration and expel Student D1920-01 from Jerome School District schools for the remainder of the 2019-20 school year and in August, 2020, student may contact the Jerome School District Superintendent and request to re-apply for enrollment at Falls City Academy or Jerome High School, and to direct Superintendent Layne or his district designee to notify student and parents by letter of their decision. The motion passed by the following:

AYE: Alice Thibault
Staci Leavitt
Esther Peters
Jeff Schroeder

ii) Student D1920-02

A motion was made by Esther Peters and seconded by Staci Leavitt to accept the recommendations of the hearing officer and district administration and expel Student D1920-02 from Jerome School District schools for the remainder of the 2019-20 school year for possession of multiple weapons on school property and for the threat to another student and in August, 2020, student may contact the Jerome School District Superintendent and request to apply for enrollment at Falls City Academy or Jerome High School, and to direct Superintendent Layne or his district designee to notify student and parents by letter of their decision. The motion passed by the following:

AYE: Alice Thibault
Staci Leavitt
Esther Peters
Jeff Schroeder

12) Adjourn: There being no other business before the board, a motion was made by Staci Leavitt and seconded by Annette Lott, the Board unanimously approved to adjourn the meeting at 8:10 p.m.