

**Jerome School District #261**  
**Board of Trustees Agenda**  
**November 26, 2019**  
**6:00 p.m.**  
**Administrative Complex Board Room**

Board of Trustee present: Zone 1 Alice Thibault, Zone 2 Esther Peters, Zone 3 Jeff Schroeder, Zone 4 Annette Lott. Trustee not present: Zone 5 Staci Leavitt. Others present: Superintendent Dale Layne, Business Manager Brian Bridwell, Clerk Lorri Prescott; Curriculum Director Janet Avery, Federal Programs Director Kim Lickley, Special Services Director Kindel Mason, Jerome High School Principal Nathan Tracy; Falls City Academy Principal Sean Spagnolo; Jerome Middle School Principal Landon Marlor and Teacher Afton Martin and family; Summit Elementary School Principal Eva Meyerhoeffer and Assistant Principal Jill Taylor; Jefferson Elementary School Principal Angie Brulotte, Teacher Barbara Brown and Para Professional Sara Choate and family; Horizon Elementary School Principal Wendy Ohlensehlen and Teacher Daphne Martin and family; Student D1920-04 and Guardian; Migrant Family Liaison Maria Juarez.

***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 at 6:00 p.m. by Chairman Alice Thibault.

**2) Jerome School District *Excellence in Education Awards***

Jerome School District Staff Afton Martin, Jerome Middle School Teacher, Daphe Martin, Horizon Elementary School Teacher, and Sara Choate, Jefferson Elementary School Para Professional, were recognized by Superintendent Layne as the Jerome School District Excellence in Education Award Recipients for November 2019.

**3) Consent Agenda**

a) Approval of previous minutes

- i) October 6, 2019 Special Meeting
- ii) October 22, 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
  - (1) Jerome School District Building Custodian – Kimball McCulley
- ii) Transfers
  - (1) Summit Elementary School Child Nutrition Kitchen Manager – Sheri Anderson
  - (2) Jerome Middle School Child Nutrition Cashier – Maria Viveros
  - (3) Jefferson Elementary School Child Nutrition Cook – Brenda Perez
- iii) Resignations
  - (1) Summit Elementary School Child Nutrition Kitchen Manager – Christy Fournier
- iv) New Hires
  - (1) Summit Elementary School Child Nutrition Cook – Lennie Hunt
  - (2) Jerome High School Head Coach Baseball – Anacleto Clay Ramirez
  - (3) Summit Elementary School Para Professional Special Education – Ashley Guest
  - (4) Summit Elementary School Para Professional Special Education – Reyanna Hubbard

- (5) Jerome High School Para Professional Special Education – Andrea Eggleston  
A motion was made by Esther Peters and seconded by Annette Lott to approve the Consent Agenda as presented. The motion passed by the following:  
AYE: Alice Thibault  
Esther Peters  
Jeff Schroeder  
Annette Lott

4) **Scheduled Visitors**

- a) Officer Guillermo Garcia, Jerome City Police Department: presented Phase 2 Plan for the Change for Safety Campaign.

5) **Communications:** No Communication for November, 2019.

6) **Reports:** Items A through J written reports submitted to the Board of Trustees.

- a) Curriculum Director
- b) Federal Program Director
- c) Special Education Director
- d) Jefferson Elementary School
- 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: Schools plan to provide space for counseling services to deliver onsite counseling to students.
  - i) Enrollment Summary: comparison of current month student enrollment with previous years' enrollment.
  - ii) Facilities Update: Horizon Elementary School's playground ribbon cutting ceremony scheduled for December 12.
  - iii) Bond Committee Meeting Update: November 14, 2019, meeting focused on school grades configuration; next meeting planned for January, 2020.
- a) Trustees' Reports – Idaho School Board Convention 2019 Report

7) **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  
Esther Peters  
Jeff Schroeder  
Annette Lott

8) **Continuing Business**

- a) Consideration of Committee Recommendation of Hiring of Architectural Firm  
A motion was made by Esther Peters and seconded by Annette Lott to accept the Architect Hiring Committee recommendation and hire LKV Leatham Krohn VanOcker Architects for the future elementary school building project. The motion passed by the following:  
AYE: Alice Thibault  
Esther Peters  
Jeff Schroeder  
Annette Lott
- b) Consideration of Committee Recommendation of Hiring of Construction Management and General Contractor  
A motion was made by Esther Peters and seconded by Annette Lott to accept the Construction Management and General Contractor Hiring Committee recommendation and hire Starr Corporation for the future elementary school building project. The motion passed by the following:  
AYE: Alice Thibault  
Esther Peters  
Jeff Schroeder  
Annette Lott

c) Review of Jerome School District Schools Student Suspension Report for 1<sup>st</sup> Semester 2019

d) Policy 1260 Authorization of Signatures and Electronic Signatures

e) Policy 1500 Board Meetings

f) Policy 1610 Conflict of Interest

g) Policy 3290 Sexual Harassment/Intimidation of Students

h) Policy 3450F Student Vehicle Parking Application

A motion was made by Annette Lott and seconded by Jeff Schroeder to approve Policies 1260, 1500, 1610, 3290, 3450F as presented for second reading. The motion passed by the following:

AYE: Alice Thibault

Esther Peters

Jeff Schroeder

Annette Lott

9) **New Business**

a) Consideration of 2019-20 Audit Engagement Agreement with Ware and Associates

A motion was made by Esther Peters and seconded by Annette Lott to approve the 2019-20 Annual Audit Engagement Agreement and Management Representation Letter with Ware and Associates. The motion passed by the following:

AYE: Alice Thibault

Esther Peters

Jeff Schroeder

Annette Lott

b) Consideration of Classroom Additions

A motion was made by Esther Peters and seconded by Annette Lott to approve the building of additional of classrooms at the Jerome Early Education Center located on the Horizon Elementary School campus. The motion passed by the following:

AYE: Alice Thibault

Esther Peters

Jeff Schroeder

Annette Lott

c) Consideration of Jerome Middle School New Club Request for Junior National Honor Society

A motion was made by Esther Peters and seconded by Annette Lott to approve the new club request by Jerome Middle School Administration for the Junior National Honor Society for the 2019-20 school year. The motion passed by the following:

AYE: Alice Thibault

Esther Peters

Jeff Schroeder

Annette Lott

d) Approval of College of Southern Idaho Student Field Experience at Jerome High School – T.Powell

A motion was made by Esther Peters and seconded by Annette Lott to approve the requests made by Jerome School District Administration for student field experience placement of Tyler Powell at Jerome High School for the second semester of the 19-20 school year. The motion passed by the following:

AYE: Alice Thibault

Esther Peters

Jeff Schroeder

Annette Lott

e) Approval of Boise State University Student Teacher Placement at Summit Elementary School – S.Hamilton

A motion was made by Esther Peters and seconded by Annette Lott to approve the requests made by Jerome School District Administration for student teacher placement of Samantha Hamilton at Summit Elementary School for the second semester of the 19-20 school year. The motion passed by the following:

AYE: Alice Thibault

Esther Peters

Jeff Schroeder

Annette Lott

- f) Consideration of Jerome Middle School Out of State Travel Request for American Heritage Tour  
A motion was made by Esther Peters and seconded by Annette Lott to approve the requests made by Jerome Middle School Administration for students to travel out of state on the American Heritage Tour in March 2020. The motion passed by the following:  
AYE: Alice Thibault  
Esther Peters  
Jeff Schroeder  
Annette Lott
- g) Policy 2335 Digital Citizenship and Safety Education (1<sup>st</sup> Reading – Information)
- h) Policy 2435 Advanced Opportunities (1<sup>st</sup> Reading – Information)
- i) Policy 2435F Advanced Opportunities Participation Form (1<sup>st</sup> Reading - Information)
- j) Policy 3530 Suicide (1<sup>st</sup> Reading - Information)

**10) Executive Session**

- 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 Esther Peters and seconded by Annette Lott 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  
Esther Peters  
Jeff Schroeder  
Annette Lott

The board recessed into executive session at 7:25 p.m.  
The board returned to open session at 8:05 p.m.

**11) Consideration of Personnel Executive Item(s)**

- a) Certified Personnel Probation P1920-14  
A motion was made by Esther Peters and seconded by Jeff Schroeder to accept the recommendation by Jerome Middle School Administration and place Certified Employee P1920-14 on Continued Probation with a Plan of Improvement for the 2019-20 school year and designate Superintendent Layne to notify employee. The motion passed by the following:  
AYE: Alice Thibault  
Esther Peters  
Jeff Schroeder  
Annette Lott
- b) Certified Personnel Additional Leave Request P1920-15  
A motion was made by Esther Peters and seconded by Annette Lott to approve the request for additional unpaid leave submitted by Certified Employee P1920-15, and direct Superintendent Layne to send written notice to employee. The motion passed by the following:  
AYE: Alice Thibault  
Esther Peters  
Jeff Schroeder  
Annette Lott
- c) Dismissal of Classified Employee P1920-16  
A motion was made by Esther Peters and seconded by Jeff Schroeder to accept the recommendation of Superintendent Layne and dismiss Classified Employee P1920-16 and direct Superintendent Layne to send written notice to employee. The motion passed by the following:  
AYE: Alice Thibault

Esther Peters  
Jeff Schroeder  
Annette Lott

12) **Consideration of Student Executive Item(s) (Action)**

a) Declaration of Truancy

A motion was made by Esther Peters and seconded by Annette to accept the declaration made by Jerome School District Clerk, Lorri Prescott, as designee of the Board of Trustees, for seven students, T1920-09, T1920-10, T1920-11, T1920-012, T1920-13, T1920-14 and T1920-15, as Habitually Truant. The motion passed by the following:

AYE: Alice Thibault  
Esther Peters  
Jeff Schroeder  
Annette Lott

b) Discipline - Student D1920-04

A motion was made by Esther Peters and seconded by Jeff Schroeder to accept the recommendation of the Hearing Officer and the Jerome High School Administration and expel Student D1920-04 from Jerome High School for the remainder of the first semester 2019-20 with the ability to salvage credits for Jerome High School courses completed during the first semester, further determined that student should have the ability to enroll in Falls City Academy for the second semester and if student's application is approved then complete the necessary courses to graduate with Falls City Academy students, contingent on student's good attendance and behavior, and the board directs Superintendent Layne or his designee to send written notice of the decision. The motion passed by the following:

AYE: Alice Thibault  
Esther Peters  
Jeff Schroeder  
Annette Lott

13) **Adjourn:** There being no other business before the board, a motion was made by Jeff Schroeder and seconded by Esther Peters, the Board unanimously approved to adjourn the meeting at 8:15 p.m.