

**Jerome School District #261**  
**Board of Trustees Agenda**  
**September 27, 2016**  
**6:00 p.m.**  
**Administrative Complex Board Room**

Board of Trustees present: Esther Peters, Alice Thibault (excused 8:00 p.m.), Don Mitchell, Byron Burnham, Staci Leavitt. Others present: Superintendent Dale Layne, Business Manager Brian Bridwell, Clerk Lorri Prescott, Curriculum Director Janet Avery, Federal Programs Director Kim Lickley, Jerome High School Principal Nathan Tracy, Jerome Middle School and Summit Elementary Assistant Principal Jill Taylor, Horizon Elementary School Principal Terri Fisher, Jefferson Elementary School Principal Angela Brulotte, Jerome High School Teacher Sid Gambles, Jerome High School Students and Student Council Representatives Abbie Fullmer and Cole Arbaugh, and Jerome Middle School Students of the Month for 2016 and Parents.

***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 Esther Peters.

**2) Motion to Amend Agenda** to add one New Business Item.

A motion was made by Alice Thibault and seconded by Byron Burnham to amend the agenda to add one new Business Item. The motion passed by the following:

AYE: Esther Peters  
Alice Thibault  
Don Mitchell  
Byron Burnham  
Staci Leavitt

**3) Jerome Middle School Students of the Month**

Award recipients for Jerome Middle School Students of the Month for September 2016 were recognized by Trustee Staci Leavitt and the Board of Trustees.

**4) Consent Agenda**

- a) Approval of previous minutes  
i) August 23, 2016
- 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  
iii) Resignations  
(1) Jerome High School Para Professional Special Education – Erryn Phillips  
(2) Horizon Elementary School Para Professional Special Education – Leisl Molina  
iv) New Hires  
(1) Jerome Middle School Coach Girls Basketball 7<sup>th</sup> Grade – Jordan Geist  
(2) Jerome Middle School Para Professional Special Education – Sabrina Allred  
(3) Jerome High School Custodian – Amanda Fernandez  
(4) Jerome High School Assistant Coach Baseball – Logan Horrocks  
(5) Jefferson Elementary School Para Professional Building (.5 FTE) – Rocio Cervantes

- (6) Horizon Elementary School Para Professional Building (.5 FTE) – Shayla Williams  
A motion was made by Staci Leavitt and seconded by Alice Thibault to approve the Consent Agenda as presented.  
The motion passed by the following:  
AYE: Esther Peters  
Alice Thibault  
Don Mitchell  
Byron Burnham  
Staci Leavitt

5) **Scheduled Visitors**

- a) Sid Gambles, Jerome High School Teacher and Head Football Coach: Presented highlights of 2016 football season and summer camp attended by players.

6) **Community Comments:** No Community Comments for September 2016.

7) **Communications**

- a) Thank You Card from Paul Remaley Family  
b) Magic Valley Arts Council features Jerome High School Art Teacher Keith Farnsworth

8) **Reports**

- 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) Northside Jr/Sr High School  
j) Child Nutrition Director  
k) Superintendent: Plans for schools “WalkTober” events discussed.  
i) Enrollment Summary: comparison by total enrollment and grades with 2015 school year enrollment reviewed.  
ii) Facilities Update: District wide phone system will be installed October 6-7; Jefferson Elementary School construction is complete with event planned October 10 for Walking Path and school’s 60<sup>th</sup> year celebration; Horizon Elementary School roof construction completed, sprinkler system and landscaping under construction; Summit Elementary School two classrooms completed and occupied by teachers and students, remaining two classrooms will be finished in two weeks; Jerome Middle School construction on schedule with completion date in January; Jerome High School construction under final touches, landscaping and new offices nearing completion and remodel on upstairs offices will begin in October, auditorium scheduled to finish in November, with plans to re-roof entire school summer of 2017.  
iii) Audit of 2015-16 School Year: Final audit report will be presented to Trustees during October 2016 meeting.  
iv) Student Transportation: Bus Task Force meeting minutes reviewed and plans to improve the safety and efficiency of pupil transportation discussed.  
v) Strategic Plan: updated plan, includes student testing data plus College & Career Plan and Literacy Intervention Plan, reviewed by Trustees and will be posted by October 1, 2016.  
vi) Broadband Committee: list of Idaho Broadband Committee members presented to Trustees.  
l) Trustees’ Reports  
i) Idaho School Boards Association Convention 2016: Convention dates will be November 9-11.  
ii) Idaho School Boards Association Resolutions and ByLaws Review: Member school districts vote on changes to association by-laws and resolutions at the Business Session at the annual Convention; resolutions that are passed by the membership become ISBA’s legislative platform.

9) **Approval of Bills**

- A motion was made by Byron Burnham and seconded by Staci Leavitt to approve the bills as presented. The motion passed by the following:  
AYE: Esther Peters  
Don Mitchell  
Byron Burnham  
Staci Burnham

## 10) Continuing Business

### a) Construction - Change Orders

- i) Jerome High School Construction Project
- ii) Jerome Middle School – Summit Elementary School Construction Project

A motion was made by Staci Leavitt and seconded by Byron Burnham to approve the Jerome High School, Jerome Middle School and Summit Elementary School construction change orders as presented. The motion passed by the following:

AYE: Esther Peters  
Don Mitchell  
Byron Burnham  
Staci Leavitt

### b) NorthSide Jr/Sr High School Program approval received by Idaho State Department of Education.

## 11) New Business

### a) Declaration that an area of need exists for the 2016-2017 school year in the schools and departments as listed (Action)

- i) Jerome High School Administration and PE/Health Department and Jerome Middle School Administration

A motion was made by Byron Burnham and seconded by Staci Leavitt to declare that an area of need exists for the 2016-17 school year in the Jerome High School Administration and PE/Health Department and Jerome Middle School Administration. The motion passed by the following:

AYE: Esther Peters  
Don Mitchell  
Byron Burnham  
Staci Leavitt

### b) Consideration of Jerome High School Memorandum of Understanding with Jerome Physical Therapy (Action)

A motion was made by Byron Burnham and seconded by Staci Leavitt to approve the Jerome High School Memorandum of Understanding with Jerome Physical Therapy for providing athletic trainer services to the Jerome High School Athletics and Activities for the 2016-17 school year. The motion passed by the following:

AYE: Esther Peters  
Don Mitchell  
Byron Burnham  
Staci Leavitt

### c) Approval of 2016-17 Transportation Contract Revision with North Side Bus Company (Action)

A motion was made by Byron Burnham and seconded by Staci Leavitt to approve 2016-17 Transportation Contract with the North Side Bus Company as revised. The motion passed by the following:

AYE: Esther Peters  
Don Mitchell  
Byron Burnham  
Staci Leavitt

### d) Consideration of Change of Section 125 Provider – District Pays Fees (Action)

A motion was made by Byron Burnham and seconded by Staci Leavitt to approve the request by Jerome School District Administration to change the Section 125 Provider to Colonial Life, HUB International Insurance and for the district to pay any administration fees charged to employees as a result of the Section 125 coverage. The motion passed by the following:

AYE: Esther Peters  
Don Mitchell  
Byron Burnham  
Staci Leavitt

### e) Policy 1110 – Election (Information – 1<sup>st</sup> Reading)

### f) Policy 2125 – K-3 Reading Intervention (Information – 1<sup>st</sup> Reading)

### g) Policy 2425 – Parental Rights (Information – 1<sup>st</sup> Reading)

### h) Policy 2435 – Advanced Opportunities (Information – 1<sup>st</sup> Reading)

### i) Policy 2435F – Advanced Opportunities Participation Form (Information – 1<sup>st</sup> Reading)

### j) Policy 3510 – Student Medicines (Information – 1<sup>st</sup> Reading)

### k) Policy 5105 – Certificated Personnel Employment (Information – 1<sup>st</sup> Reading)

- l) Policy 5400 – Leave of Absence (Information – 1<sup>st</sup> Reading)
- m) Policy 5480 – Salary Schedule (Information – 1<sup>st</sup> Reading)
- n) Policy 8605 – Retention of District Records (Information – 1<sup>st</sup> Reading)
  
- o) Consideration of 2016-17 Jerome School District Strategic Plan  
 A motion was made by Staci Leavitt and seconded by Byron Burnham to approve the 2016-17 Jerome School District Strategic Plan as presented. The motion passed by the following:  
 AYE: Esther Peters  
 Don Mitchell  
 Byron Burnham  
 Staci Leavitt
  
- p) Consideration of Future in Action AmeriCorps Program Memorandum of Agreement with Jerome High School and Idaho Department of Labor Career Information System  
 A motion was made by Byron Burnham and seconded by Staci Leavitt to approve the Future in Action AmeriCorps Program Memorandum of Agreement with Idaho Department of Labor Career Information System for the 2016-17 school year. The motion passed by the following:  
 AYE: Esther Peters  
 Don Mitchell  
 Byron Burnham  
 Staci Leavitt

**12) Executive Session**

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

A motion was made by Byron Burnham and seconded by Staci Leavitt 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 and student issues involving certified employees and students of the district. The motion passed by roll call vote:

AYE: Esther Peters  
 Don Mitchell  
 Byron Burnham  
 Staci Leavitt

The board recessed into executive session at 8:30 p.m.  
 The board returned to open session at 8:35 p.m.

**13) Consideration of Personnel Executive Item**

- a) Consideration of Certified Professional Employee P1617-1 Additional Leave Request  
 A motion was made by Byron Burnham and seconded by Staci Leavitt to approve the request by Certified Professional Employee, P1617-1, for additional leave days without pay and direct Superintendent Layne to send written notice to employee. The motion passed by the following:  
 AYE: Esther Peters  
 Don Mitchell  
 Byron Burnham  
 Staci Leavitt

**14) Consideration of Student Executive Item**

- a) Declaration of Truancy  
 A motion was made by Byron Burnham and seconded by Staci Leavitt to declare one student, T1617-1, as habitually truant. The motion passed by the following:  
 AYE: Esther Peters  
 Don Mitchell  
 Byron Burnham  
 Staci Leavitt

**15) Adjourn**

There being no other business before the board, a motion was made by Byron Burnham and seconded by Staci Leavitt, the Board unanimously approved to adjourn the meeting at 8:40 p.m.