

Jerome School District #261
Board of Trustees Agenda
September 25, 2018
6:00 p.m.
Administrative Complex Board Room 011518

Board of Trustees present: Esther Peters, Staci Leavitt, Alice Thibault, Don Mitchell, Annette Lott. 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, Jerome High School Assistant Principal and Athletic Director Jeremy Munroe, Jerome Middle School Principal Landon Marlor, Horizon Elementary School Principal Wendy Ohlensehlen, Jefferson Elementary School Principal Angela Brulotte, Jerome Middle School Teacher and Jerome Education Association Chief Negotiator Jolene Dockstader, Benjamin Ware of Ware and Associates, CPA, and visitor James Nesmith.

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) Consent Agenda

- a) Approval of previous minutes
 - i) August 28, 2018
- 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
 - (1) Jefferson Elementary School Head Custodian – Christine Jolley
 - (2) Horizon Elementary School Custodian – Stacey O’Connor
 - iii) Resignations
 - (1) Jefferson Elementary School Head Custodian – Krystal McKean
 - (2) Jefferson Elementary School Custodian – Thomas Randall
 - (3) Jefferson Elementary School Para Professional Building – Jill Dean
 - iv) New Hires
 - (1) Jerome High School Assistant Coach Girls Soccer – Chelsea Inmon
 - (2) Jefferson Elementary School Custodian – Ashley Garcia

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

AYE: Esther Peters
Staci Leavitt
Alice Thibault
Don Mitchell
Annette Lott

3) Scheduled Visitors

- a) Ware and Associates Annual Audit: Benjamin Ware presented the Jerome School District 2017-18 Audit Report.

- b) Jolene Dockstader, Jerome Education Association Chief Negotiator: JEA presentation of negotiation authorizations were at 84% by district certified staff for the 2018 negotiations; Ms. Dockstader also requested approval for JEA members to wear JEA shirts on specific days, once per quarter, during school year to promote member engagement.

4) **Communications**

- a) Idaho State Department of Education 2018-19 Alternative School Approval
- b) Jerome Spirit Committee Thank You
- c) Frayley Family Thank You
- d) Munroe Family Thank You
- e) Johns Family Thank You

5) **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) Northside Jr/Sr High School
- j) Child Nutrition Director
- k) Superintendent
 - i) Enrollment Summary: comparison of current student enrollment with Year 2017-18 September enrollment.
 - ii) Certified Staff Ratio: number of certified staff in each school and number of students in classrooms reviewed.
 - iii) Grade Level Comparison: student enrollment in each grade comparison with previous school year presented.
 - iv) Facilities Update: Jerome High School entrance and road construction nearly completed; Administration Building and Maintenance Building projects continuing.
 - v) YEA (Youth Education Association) 2017-18 Review: funds received by school districts from YEA help with costs of sending students and team in extra-curricular events to state competitions.
 - vi) Community Schools: District is working with United Way to support students and parents in our schools.
 - vii) College of Southern Idaho and JSD Facilities Use and Evening Programs: expansion of classes offered to adults and students planned for 18-19 school year with use of the district administration building.
 - viii) ISBA Annual Convention, November 14-16, Boise, Idaho
- l) Trustees' Reports - Idaho School Board Association Training Exercise – *Building Relationships with Legislators*
 - i) Idaho School Board Association Resolutions Review

6) **Approval of Bills**

A motion was made by Alice Thibault and seconded by Staci Leavitt to approve the bills as presented. The motion passed by the following:

AYE: Esther Peters
Staci Leavitt
Alice Thibault
Don Mitchell
Annette Lott

7) **Continuing Business**

- a) Long-Range Planning for New School and Real Estate Acquisition: continued discussion on school placement concept and property acquisition.

Chairman Esther Peters left the board meeting at 8:20 p.m. Vice Chairman Staci Leavitt assumed control of the meeting:

8) **New Business**

- a) Approve FY17-18 Annual Audit
 - A motion was made by Alice Thibault and seconded by Annette Lott to approve the FY2017-18 Annual Audit Report as presented. The motion passed by the following:
 - AYE: Staci Leavitt
 - Alice Thibault
 - Don Mitchell

Annette Lott

- b) Consideration of Jerome High School Memorandum of Understanding with Jerome Physical Therapy
A motion was made by Alice Thibault and seconded by Annette Lott 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 2018-19 school year, with one change: remove words: This contract self-renewing yearly. The motion passed by the following:
AYE: Staci Leavitt
Alice Thibault
Don Mitchell
Annette Lott
- c) Consideration of 2018-19 Jerome School District Consolidated Continuous Improvement Plan
A motion was made by Alice Thibault and seconded by Annette Lott to approve the 2018-19 Jerome School District Consolidated Continuous Improvement Plan as presented. The motion passed by the following:
AYE: Staci Leavitt
Alice Thibault
Don Mitchell
Annette Lott
- d) Jerome School District Leadership Premium Plan Approval
A motion was made by Alice Thibault and seconded by Annette Lott to approve the 2018-19 Jerome School District Leadership Premium Plan as presented. The motion passed by the following:
AYE: Staci Leavitt
Alice Thibault
Don Mitchell
Annette Lott
- e) Classified Employee Salary Placement Approval - Horizon Elementary School Para Professional – P1819-07 Noemi Vences
A motion was made by Alice Thibault and seconded by Annette Lott to approve the salary placement for Classified Personnel P1819-07 as requested by administration for the 2018-19 school year. The motion passed by the following:
AYE: Staci Leavitt
Alice Thibault
Don Mitchell
Annette Lott
- f) Approval for Jerome School District Job Description – Gear Up Site Coordinator
A motion was made by Alice Thibault and seconded by Annette Lott to approve the Gear Up Site Coordinator Job Description as presented. The motion passed by the following:
AYE: Staci Leavitt
Alice Thibault
Don Mitchell
Annette Lott
- g) Consideration of Horizon Elementary School Special Education Teaching Intern Request – Maria Laris
A motion was made by Alice Thibault and seconded by Annette Lott to approve Special Education Teaching Intern request for Maria Laris for the 2018-19 school year. The motion passed by the following:
AYE: Staci Leavitt
Alice Thibault
Don Mitchell
Annette Lott
- h) Policy 1500P School Board Meeting Procedure (1st Reading – Information)
- i) Policy 2435 Advanced Opportunities (1st Reading – Information)
- j) Policy 5290 Political Activity – Staff Participation (1st Reading – Information)
- k) Policy 5295 Professional Employee Representation for Purposes of Negotiations (1st Reading – Information)
- l) Policy 8600 Records Management (1st Reading – Information)

- m) Policy 8605 Retention of District Records (1st Reading – Information)
- n) Approval of Memorandum of Understanding with Lewis-Clark State College RN-BSN Program
A motion was made by Alice Thibault and seconded by Annette Lott to approve the Memorandum of Understanding with Lewis-Clark State College RN-BSN Program for the 2018-19 school year. The motion passed by the following:
AYE: Staci Leavitt
Alice Thibault
Don Mitchell
Annette Lott

9) Executive Session

- a) IC 74-206(1)(a)(b)(c) – Personnel or Student; Property. (Action)
(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; (c) to acquire an interest in real property which is not owned by a public agency.
 - i) Personnel Issues
 - ii) Student Issues
 - iii) Property

A motion was made by Alice Thibault 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: Staci Leavitt
Alice Thibault
Don Mitchell
Annette Lott

The board recessed into executive session at 8:40 p.m.
The board returned to open session at 9:30 p.m.

10) Consideration of Personnel Executive Item(s)

- a) Certified Professional Employee P1819-06 Personal Leave Request
A motion was made by Alice Thibault and seconded by Annette Lott to approve the request for one unpaid personal day leave if needed during the 2018-19 school year by Certified Professional Employee P1819-06. The motion passed by the following:
AYE: Staci Leavitt

Alice Thibault
Don Mitchell
Annette Lott

- a) Non-Renewal of Jerome High School Extra Curricular Coach Contracts
A motion was made by Alice Thibault and seconded by Annette Lott to accept the recommendation by Superintendent Layne for Non-Renewal of the Extra Curricular Contract for Employees P1819-03, P1819-04, P1819-05, for the 2018-19 school year and direct Superintendent Layne to notify employee of their decision. The motion passed by the following:

AYE: Staci Leavitt
Alice Thibault
Don Mitchell
Annette Lott

11) Consideration of Student Executive Item(s)

- a) Declaration of Truancy
A motion was made by Alice Thibault and seconded by Annette Lott to accept the declaration made by Jerome School District Clerk, Lorri Prescott, as designee of the Board of Trustees, for four students, T1819-01, T1819-02, T1819-03, and T1819-04, as habitually truant. The motion passed by the following:

AYE: Staci Leavitt
Alice Thibault
Don Mitchell

Annette Lott

b) Student Discipline – Student D1819-04

A motion was made by Alice Thibault and seconded by Annette Lott to accept the recommendations of the Hearing Officer and Jerome High School Administration and expel Student D1819-04 for one full year for the 2018-2019 school year, from Jerome High School, and allow student to enroll and attend the Northside Jr/Sr High school in January, 2019, with a behavior contract between student and administration and direct Superintendent Layne, or his designee, to notify student and parents of their decision by letter.

12) **Consideration of Property Executive Item(s):** No decisions came before the board.

13) **Adjourn**

There being no other business before the board, a motion was made by Alice Thibault and seconded by Annette Lott, the Board unanimously approved to adjourn the meeting at 9:35 p.m.