

Jerome School District #261
Board of Trustees Agenda
August 22, 2017
6:00 p.m.
Administrative Complex Board Room

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, Technology Director Chris Gibson, Technician Forrest Cunningham, Maintenance Director James Fultz, Jerome High School Assistant Principals Melissa Rice, Jeremy Munroe, Ryan Evans, Summit Elementary School Teacher Aimee Mangum, Jerome High School Student and Future Farmers of America Sentinel Alyssa Hansten and Future Farmers of America Boosters Alan and Sheri Hasten.

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 seven items to the Consent Agenda and one New Business Item. The additional agenda items are due to Consent Agenda staff change information and New Business request was received after original posting of agenda. A motion was made by Alice Thibault and seconded by Don Mitchell to amend the agenda to add seven items to the Consent Agenda and one New Business Item. The additional agenda items are due to Consent Agenda staff change information and New Business request was received after original posting of agenda. The motion passed by the following:

AYE: Esther Peters

Staci Leavitt

Alice Thibault

Don Mitchell

Annette Lott

3) Consent Agenda

- a) Approval of previous minutes
 - i) July 25, 2017
 - ii) Special Meeting August 8, 2017
- 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 High School Head Coach Softball – Johny Wiest
 - iii) Resignations
 - (1) Jerome High School Assistant Principal/Athletic Director – Kaly Gillette-Shippen
 - (2) Horizon Elementary School Para Professional Building – Danielle Mitchell
 - (3) Jerome High School Assistant Coach Boys Basketball – Allen J Kelsey
 - (4) Jerome High School Para Professionals Special Education Extended – Sherry Davis
 - (5) Summit Elementary School Para Professional Special Education – Ellen Huey
 - (6) Horizon Elementary School Custodian Building – Corinne Rose
 - iv) New Hires

- (1) Jerome High School Assistant Principal – Ryan Evans
- (2) Jerome High School Teacher Social Studies – John Campbell
- (3) Horizon Elementary School Para Professional Building – Anjanette Yeager
- (4) Horizon Elementary School Para Professional Special Education – Amy Pierson
- (5) Jerome High School Assistant Coach Boys Track – Michelle Powell Putnam
- (6) Jerome High School Assistant Coach Swimming – Christi Gilmore
- (7) Jerome Middle School Co-Coach Soccer Boys 7th-8th Grade – Antonio Hernandez
- (8) Jerome Middle School Co-Coach Soccer Boys 7th-8th Grade – Gerardo Mercado
- (9) Jerome High School Para Professional Special Education – Annette Summers
- (10) Jefferson Elementary School Para Professional Special Education (.5 FTE) – Sara Choate
- (11) Jerome High School Child Nutrition Cook – Crystal Uzonyi
- (12) Horizon Elementary School Custodian Building – Christine Jolley

A motion was made by Don Mitchell and seconded by Alice Thibault to approve the Consent Agenda as presented.

The motion passed by the following:

AYE: Esther Peters

Staci Leavitt

Alice Thibault

Don Mitchell

Annette Lott

4) **Scheduled Visitors**

- a) Alyssa Hansten, Jerome High School Student and Jerome FFA Chapter Sentinel: presented a report on the Washington Leadership Conference attended summer of 2017 and preview of Living to Serve Project “Agriculture Literacy in Elementary School” plans for the school year.
- b) Chris Gibson, Jerome School District Technology Director: presented the history of Jerome School District’s technology and security systems and an updated report on current camera surveillance system installation in schools.
- c) James Fultz, Jerome School District Maintenance Director: review of summer projects completed and in process throughout the schools and grounds of the district, presented photos of repaired areas and display of future repairs.

5) **Communications**

- a) EL (English Language) Enhancement Grant Award Letter from Idaho State Department of Education
- b) Northside Jr/Sr High Alternative School Program Approval from Idaho State Department of Education

6) **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) School Nurse
- l) Superintendent
 - i) Enrollment Summary: review of yearly trends and first day enrollment for school year.
 - ii) Facilities Update: Jefferson Elementary and Jerome High School roofs complete with inspections finished; Administration Building Painting and Window Upgrade Pre-Bid meeting scheduled for August 29.
 - iii) Audit of 2016-17 School Year: audit complete with report from Auditors scheduled for September board meeting.
 - iv) Beginning of the Year Activities: All Staff lunch and Health-Benefits Fair attended by staff and special speaker delivered a message to staff to begin the school year on a positive note.
 - v) Plant Facilities Levy: the 10 year levy is scheduled to go before voters March 2018, a review of current bonds and levy rates of Jerome School District and comparison of neighboring districts was provided to Trustees.
 - vi) Bus Safety Update: reorganization of name and numbering system for buses and bus routes is underway, Zonar security system program will begin in September on all routes and for student bus riders.
- m) Trustees’ Reports
 - i) Idaho School Board Association Training Exercise – Educational Acronyms used in School Districts

7) **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

8) **Continuing Business**

- a) Long-Range Planning for New School and Real Estate Acquisition: Continued long-range planning for property acquisition for additional elementary school.
- b) Idaho State Department of Education Addendum, Fresh Fruit and Vegetable Program Agreement: review of agreement by Trustees and Administration.

9) **New Business**

- a) Schedule a Special Meeting in September for Enrollment Update
The board determined that no special meeting would be necessary to review the enrollment and attendance during September.
- b) Declaration that an area of need exists for the 2017-2018 school year in the schools and departments as listed:
 - i) Jefferson Elementary School Teacher Special Education
 - (1) Brittany Maikranz
 - ii) Horizon Elementary School Teacher Grade 3
 - (1) Kristina McClurg
 - iii) Summit Elementary School Teachers Grade 4 and Grade 5
 - (1) Nadine Burke
 - (2) April Winder
 - iv) Jerome Middle School Special Education, English Language Arts, Mathematics and Counseling Department
 - (1) Nicole Applewhite
 - (2) Cynthia Gonzales
 - (3) Greg Moering
 - (4) Tamara Pendley
 - v) Jerome High School Special Education, Vocational Food Production, Vocational Graphics Journalism, Social Studies, English as Second Language, Music, English Language Arts, Science, and Counseling Departments
 - (1) Colton Beadz
 - (2) Wendy Wheelock
 - (3) Vanessa Casad
 - (4) Jamie Bangerter
 - (5) John Campbell
 - (6) Alyssa Ollivier
 - (7) Darren Olsen
 - (8) Brandon Robinson
 - (9) Carla Bamford
 - (10) Jonathan Sheen
 - (11) Kim Green
 - vi) Jerome School District Day Treatment Special Education Department
 - (1) Thomas McMullen

A motion was made by Alice Thibault and seconded by Staci Leavitt to declare that an area of need exists for the 2017-178 school year in the schools and departments as listed. The motion passed by the following:

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

- c) Approve Bus Drivers 2017-18
- d) Approve Bus Routes 2017-18
- e) Approve Safety Bus Routes 1 thru 6 for 2017-18 School
A motion was made by Alice Thibault and seconded by Staci Leavitt to approve 2017-18 Bus Drivers, Bus Routes and Safety Bus Routes 1, 2, 3, 4, 5 and 6 as presented. The motion passed by the following:
AYE: Esther Peters
Staci Leavitt
Alice Thibault
Don Mitchell
Annette Lott
- f) Policy 3000 Entrance, Placement, and Transfer (1st Reading – Information)
- g) Policy 3450F Student Vehicle Parking Application (1st Reading – Information)
- h) Policy 4170 District or School Operated Social Media (1st Reading – Information)
- i) Policy 5340 Evaluation of Certified Personnel (1st Reading – information)
- j) Policy 9800 Commemorative Naming of School Buildings and/or Facilities (1st Reading – Information)
- k) ARTEC Representative Designation to attend the ARTEC Annual Meeting, September 2017, and Memorandum of Understanding for 2017-18 School Year Approval (Action)
A motion was made by Alice Thibault and seconded by Staci Leavitt to approve the ARTEC Memorandum of Understanding and designate Superintendent Layne as the district representative to attend the ARTEC Annual Meeting for 2017-18. The motion passed by the following:
AYE: Esther Peters
Staci Leavitt
Alice Thibault
Don Mitchell
Annette Lott
- l) ARTE Representative Designation to attend the ARTE Annual Meeting, September 2017 (Action)
A motion was made by Alice Thibault and seconded by Staci Leavitt to designate Superintendent Layne as the district representative to attend the ARTE Annual Meeting for 2017-18. The motion passed by the following:
AYE: Esther Peters
Staci Leavitt
Alice Thibault
Don Mitchell
Annette Lott
- m) Consideration of Jerome High School 2018 Graduation Date: Jerome High School Administration and Trustees discussed graduation dates for May 2018.
- n) Appoint Jerome High School Assistant Principal Jeremy Munroe as Jerome School District Title IX Coordinator, beginning September 1, 2017.
A motion was made by Staci Leavitt and seconded by Alice Thibault to appoint Jerome High School Assistant Principal and Athletic Director Jeremy Munroe as Jerome School District Title IX Coordinator beginning September 1, 2017. The motion passed by the following:
AYE: Esther Peters
Staci Leavitt
Alice Thibault
Don Mitchell
Annette Lott
- o) Consideration of Jerome High School Administration Internship for Wendy Ohlensehlen and Scott Burton for the 2017-18 school year.
A motion was made by Staci Leavitt and seconded by Alice Thibault to approve the request by Jerome High School Teachers Wendy Ohlensehlen and Scott Burton to intern with Jerome High School Administration for the 2017-18 school year. The motion passed by the following:
AYE: Esther Peters
Staci Leavitt

Alice Thibault
Don Mitchell
Annette Lott

p) Consideration of Classified Employee Step Placement Requests:

- i) Jerome Middle School Registrar P1718-2
- ii) Jerome School District Curriculum/Federal Programs Secretary P1718-3

A motion was made by Alice Thibault and seconded by Staci Leavitt to approve the salary placement for Classified Personnel, P1718-2 and P1718-3, as requested by administration and program directors for the 2017-18 school year.

The motion passed by the following:

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

q) Student Teacher Placement Request for 2017-18 School Year – Stephanie Myers at Jerome Middle School.

A motion was made by Alice Thibault and seconded by Staci Leavitt to approve the Student Teacher Placement Request for Stephanie Myers by Jerome Middle School Administration for the 2017-18 school year. The motion passed by the following:

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

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

A motion was made by Alice Thibault 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 issues involving certified employees of the district. The motion passed by roll call vote:

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

The board recessed into executive session at 8:45 p.m.

The board returned to open session at 9:15 p.m.

11) Adjourn

There being no other business before the board, a motion was made by Alice Thibault and seconded by Staci Leavitt, the Board unanimously approved to adjourn the meeting at 9:20 p.m.