

Jerome School District #261
Board of Trustees Agenda
October 24, 2017
6:00 p.m.
Administrative Complex Board Room

Board of Trustees present: Esther Peters, Alice Thibault, Don Mitchell. Not Present: Annette Lott, 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 and Assistant Principal Jeremy Munroe, Jefferson Elementary School Principal Angela Brulotte and Assistant Principal Toni Harbaugh, Jefferson Elementary School Teacher Liz Elison, Horizon Elementary School Para Professional Donna VanHoozer. Visitors: Twin Falls School District Assistant Superintendent Bill Brulotte, Jerome Boys Scout Troop 130 Scout Ashton Peters, and Excellent in Education Award Recipients family members.

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 6:10 p.m. by Chairman Esther Peters.

2) Jerome School District *Excellence in Education Awards*

Award recipients Liz Elison, Jefferson Elementary School Teacher, Donna VanHoozer, Horizon Elementary School Para Professional, and Nicole Lebsack, Jerome High School Teacher, were recognized by Superintendent Layne as Jerome School District Excellence in Education Award Recipients October 2017.

3) Consent Agenda

- a) Approval of previous minutes
 - i) September 26, 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 National Honor Society Advisor (1 FTE) – Sonja Humphries
 - iii) Resignations
 - (1) Horizon Elementary School Para Professional Early Education Program – Halla Blair
 - (2) Horizon Elementary School Para Professional Early Education Program – Kira Taute
 - (3) Jerome High School Teacher Social Studies – John Campbell
 - (4) Jerome High School Envirothon (Scholastic Tournament) Advisor – Nicole Lebsack
 - (5) Jerome High School National Honor Society Advisor (.5 FTE) – Dory Hammersley
 - (6) Jerome High School Girls Basketball Assistant Coach – Jessica Praegitzer
 - iv) New Hires
 - (1) Jerome High School Teacher Social Studies-Humanities – Geoffrey Rogers
 - (2) Jerome High School Envirothon (Scholastic Tournament) Advisor – Amanda Vaughn
 - (3) Jerome High School Softball Assistant Coach – Michelle Olson
 - (4) Horizon Elementary School Para Professional Special Education – Rosemary Foust
 - (5) Horizon Elementary School Para Professional Early Education Program – Alexandra Halterman

- (6) Horizon Elementary School Para Professional Early Education Program – Guadalupe Morales-Chavez
A motion was made by Alice Thibault and seconded by Don Mitchell to approve the Consent Agenda as presented. The motion passed by the following:
AYE: Esther Peters
Alice Thibault
Don Mitchell

4) **Scheduled Visitors**

- a) Jeremy Munroe, Jerome High School Assistant Principal and Athletic Director: presentation of changes to the 4A Region 4-5 Conference for school years 2018-2020.

5) **Communications:** No Communications for October 2017.

6) **Reports:** Items A through J written reports by Principals and Program Directors 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: Two ARTEC grants were received by Jerome High School Teachers Tyler Wardle and Daniel Blackburn.
 - i) Enrollment Summary: comparison of current student enrollment with previous school years' enrollment.
 - ii) Facilities Update: Plans in the design phase for new maintenance building; review of planned future security entrances for schools; RFP for the Jerome High School Track resurfacing project is in process.
 - iii) Leadership Awards 2016-2017: Review of Leadership Premiums given to Certified Staff for the 2016-17 school year.
 - iv) Academic Update: Report will be presented at November meeting.
 - v) Teacher Recruitment and Retention: Surveys are sent to new hire and exiting Certified Staff and results presented.
 - vi) ISBA 2017 Convention Proposed Resolutions and Bylaws: Review in preparation for the ISBA Business Session at the 2017 Idaho School Boards Conference in November.
- l) Trustees' Reports
 - i) Idaho School Board Association Training Exercise – 2017 Convention Agenda and Workshops

7) **Approval of Bills**

A motion was made by Alice Thibault and seconded by Don Mitchell to approve the bills as presented. The motion passed by the following:
AYE: Esther Peters
Alice Thibault
Don Mitchell

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) Jerome High School Senior Class 2018 Out of State Travel Details: Senior Class President TeeAnna Crudup presented the board with list of school staff and chaperones traveling with students, and a list of senior class students planning to travel that have received parent permission for the out of state trip on October 27.

9) **New Business**

- a) Consideration of 2017-18 Audit Engagement Agreement with Ware and Associates Approval
A motion was made by Alice Thibault and seconded by Don Mitchell to approve the 2017-18 Annual Audit Engagement Agreement and Management Representation Letter with Ware and Associates. The motion passed by the following:
AYE: Esther Peters
Alice Thibault
Don Mitchell

- b) Consideration of Facilities Levy Resolution: Discussion of 10 Year Plant Facilities Levy Election proposed for March 2018.
- c) Consideration of Jerome School District Literacy Intervention Program Plan Approval
 A motion was made by Alice Thibault and seconded by Don Mitchell to approve the Jerome School District Literacy Intervention Program Plan as presented. The motion passed by the following:
 AYE: Esther Peters
 Alice Thibault
 Don Mitchell
- d) Resolution Appointing Jerome School District Board Clerk as Designee for Declarations of Student Habitual Truancy
 Determination: WHEREAS, the state of Idaho requires compulsory school attendance (I.C. 33-202); and
 WHEREAS, Jerome Joint School District #261 adopted Policy 3050 outlining attendance requirements; and
 WHEREAS, Jerome Joint School District #261 Board of Trustees has the authority to declare a student Habitually Truant;
 and WHEREAS, The Board of Trustees of Jerome Joint School District #261 has the authority to appoint a designee,
 NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of JEROME JOINT SCHOOL DISTRICT #261:
 - 1) Appoints Board Clerk, Lorri Prescott, to act on their behalf when declaring a student in violation of district attendance policy, Habitually Truant.
 - 2) Authorizes Board Clerk, Lorri Prescott, to submit appropriate paper work to the Jerome County Prosecuting Attorney and send written notification to student's parent or guardian.
 - 3) Instructs the Clerk of the Board to provide the Board of Trustees of JEROME JOINT SCHOOL DISTRICT #261, with said information at the next regularly scheduled meeting of the Board of Trustees.
 The resolution was passed by the following:
 AYE: Esther Peters
 Alice Thibault
 Don Mitchell
- e) Salary Step Placement Request
 - i) Jerome School District Para Professional Migrant Family Liaison, P1718-11 C.Driever
 A motion was made by Alice Thibault and seconded by Don Mitchell to approve the salary placement for Classified Personnel, P1718-11, as requested by program director for the 2017-18 school year. The motion passed by the following:
 AYE: Esther Peters
 Alice Thibault
 Don Mitchell

Meeting Note: Trustee Staci Leavitt joined the school board meeting at 7:10 p.m. by telephone.

10) Executive Session

- a) IC 74-206(1)(a)(b)(j) – 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.
 - (1) Personnel Issues
 - (2) Student 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 employees or student issues involving students of the district. The motion passed by roll call vote:
 AYE: Esther Peters
 Alice Thibault
 Don Mitchell
 Staci Leavitt

The board recessed into executive session at 7:15 p.m.
 The board returned to open session at 7:30 p.m.

Meeting Note: Trustee Staci Leavitt withdrew from the school board meeting at 7:30 p.m.

11) Consideration of Personnel Executive Item(s)

a) Certified Employee Additional Leave Days Request

A motion was made by Alice Thibault and seconded by Don Mitchell to approve the request by one Certified Professional Employee P1718-12 for additional leave days and direct Superintendent Layne to notify the employee by letter. The motion passed by the following:

AYE: Esther Peters

Alice Thibault

Don Mitchell

b) Release from 2017-18 Contract

A motion was made by Alice Thibault and seconded by Don Mitchell to approve the requests by two Certified Professional Employees P1718-13 and P1718-16 for release from their 2017-18 contracts contingent on hiring a suitable replacement for their teaching assignments within the 2017-18 school year and direct Superintendent Layne to notify the employees by letter. The motion passed by the following:

AYE: Esther Peters

Alice Thibault

Don Mitchell

c) Classified Employee Dismissal – P1718-14

A motion was made by Alice Thibault and seconded by Don Mitchell to accept the recommendation by Superintendent Layne to dismiss one Classified Employee P1718-14. The motion passed by the following:

AYE: Esther Peters

Alice Thibault

Don Mitchell

12) Consideration of Student Executive Item(s)

a) Declaration of Truancy

A motion was made by Alice Thibault and seconded by Don Mitchell to declare two students, T1718-04 and T1718-05, as habitually truant. The motion passed by the following:

AYE: Esther Peters

Alice Thibault

Don Mitchell

13) Adjourn

There being no other business before the board, a motion was made by Alice Thibault and seconded by Don Mitchell, the Board unanimously approved to adjourn the meeting at 7:35 p.m.