

**Jerome School District #261**  
**Board of Trustees Agenda**  
**September 26, 2017**  
**6:00 p.m.**  
**Administrative Complex Board Room**

Board of Trustees present: Esther Peters, Alice Thibault, Annette Lott, Don Mitchell (arrived 6:15 p.m.) Not Present: Staci Leavitt. Others present: Superintendent Dale Layne, Business Manager Brian Bridwell, Clerk Lorri Prescott, Federal Programs Director Kim Lickley, Special Services Director Kindel Mason, Jerome High School Principal Nathan Tracy, Jerome Middle School Principal Landon Marlor, Jerome Middle School Teacher Jolene Dockstader, Summit Elementary School Teachers Aimee Mangum and Scott Grisso, Jerome High School Senior Class Council TeeAnna Crudup and Laura Salinas, and Benjamin Ware of Ware and Associates, CPA.

***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 item to the Consent Agenda, one Scheduled Visitor, and two New Business Items. The additional agenda items are due to Consent Agenda staff addition information, Scheduled Visitor and New Business requests were received after original posting of agenda.

A motion was made by Alice Thibault and seconded by Annette Lott to amend the agenda to add one item to the Consent Agenda, one Scheduled Visitor, and two New Business Items. The additional agenda items are due to Consent Agenda staff addition information, Scheduled Visitor and New Business requests were received after original posting of agenda. The motion passed by the following:

AYE: Esther Peters  
Alice Thibault  
Annette Lott

**3) Consent Agenda**

- a) Approval of previous minutes
- i) August 22, 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 Custodian – Bertha Ortega
  - iii) Resignations
    - (1) Jerome High School Custodian – Alma Martinez
    - (2) Horizon Elementary School Para Professional Building – Shayla Williams
    - (3) Horizon Elementary School Para Professional Jerome Early Education Program – Sara Wood
  - iv) New Hires
    - (1) Summit Elementary School Para Professional Special Education – Amanda Gonzalez
    - (2) Horizon Elementary School Para Professional Special Education (.5 FTE) – Jennifer Hansen
    - (3) Horizon Elementary School Para Professional Jerome Early Education Program – Kira Taute
    - (4) Jerome High School Girls Soccer Assistant Coach (.5 FTE) – Allyssa Ollivier

- (5) Jerome High School Boys Basketball Coach Freshman – Rick Geist
- (6) Jerome High School Girls Basketball Coach (.3 FTE) – Jessica Praegitzer
- (7) Jerome High School Softball Assistant Coach – Chelsie Luke
- (8) Jerome Middle School Football Coach 8<sup>th</sup> Grade – Richard Lakey
- (9) Jerome School District Migrant Liaison - Carolina Driever

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

AYE: Esther Peters  
 Alice Thibault  
 Annette Lott

**4) Scheduled Visitors**

- a) TeeAnna Crudup and Laura Salinas, Jerome High School 2018 Senior Class Officers: requested approval for an out of state trip to Lagoon, Farmington, Utah, in October 2017, for participating seniors from the high school.
- b) Ware and Associates Annual Audit: Benjamin Ware presented the Jerome School District 2016-17 Audit Report.
- c) Jolene Dockstader, Jerome Education Association Chief Negotiator: JEA presentation of negotiation authorizations were at 80% by district certified staff for the 2017 negotiations. Plans for fundraising to contribute to the Idaho Education Association Children’s Fund: conduct raffle with prize of one day substitute teacher donation by District Administration and Trustees; also requested approval for JEA members to wear shirts on specific days during school year to promote member engagement.

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

**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) Northside Jr/Sr High School
- j) Child Nutrition Director
- k) Superintendent: Idaho School Board Association Region 4 Meeting scheduled for Thursday, September 28, 2017 at Jerome High School.
  - i) Enrollment Summary: comparison of current student enrollment with Year 2016-17 September enrollment.
  - ii) Facilities Update: School Administration and Custodians attended an Energy Efficiency meeting; District office replacement windows and painting projects have gone out for bids; Heating and air conditioning units for the Technology Center and Jefferson Elementary kitchen have been replaced; Jefferson Elementary School’s new roof project is complete and the concrete block walls of the gym have been sealed; Jerome High School old gym floor repair is complete, banners have been installed in the new gym and the roof project is complete.
  - iii) Street Sweeper: City of Jerome donated a street sweeper to the district to sweep school parking lots.
- l) Trustees’ Reports
  - i) Idaho School Board Association Training Exercise –Building Relationships with Legislators

**7) Approval of Bills**

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

AYE: Esther Peters  
 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 School Board Association 2017 Resolution: Education Allocation for Out of State Teachers: Resolution will be presented at the Idaho School Board Association Convention in November 2017.
- c) Policy 3000 Entrance, Placement, and Transfer
- d) Policy 3450F Student Vehicle Parking Application
- e) Policy 4170 District or School Operated Social Media
- f) Policy 5340 Evaluation of Certified Personnel
- g) Policy 9800 Commemorative Naming of School Buildings and/or Facilities

A motion was made by Alice Thibault and seconded by Annette Lott to approve the Policies 3000, 3450F, 4170, 5340, and 9800 as presented. The motion passed by the following:

AYE: Esther Peters  
Alice Thibault  
Don Mitchell  
Annette Lott

9) **New Business**

- a) Approve FY16-17 Annual Audit:  
A motion was made by Alice Thibault and seconded by Annette Lott to approve the FY2016-17 Annual Audit Report as presented. The motion passed by the following:  
AYE: Esther Peters  
Alice Thibault  
Don Mitchell  
Annette Lott
- b) Jerome School District and State Department of Education Healthy Schools Nurse Program Agreement: review of agreement by Trustees and Administration.
- c) 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 2017-18 school year. The motion passed by the following:  
AYE: Esther Peters  
Alice Thibault  
Don Mitchell  
Annette Lott
- d) Approval of 2017-18 Transportation Contract Revision with North Side Bus Company:  
A motion was made by Alice Thibault and seconded by Annette Lott to approve 2017-18 Transportation Contract with the North Side Bus Company as revised. The motion passed by the following:  
AYE: Esther Peters  
Alice Thibault  
Don Mitchell  
Annette Lott
- e) Consideration of Change of Section 125 Provider:  
A motion was made by Alice Thibault and seconded by Annette Lott to approve the request by Jerome School District Administration to change the Section 125 Provider to American Fidelity 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  
Alice Thibault  
Don Mitchell  
Annette Lott
- f) Consideration of 2017-18 Jerome School District Strategic Plan:  
A motion was made by Alice Thibault and seconded by Annette Lott to approve the 2017-18 Jerome School District Strategic Plan as presented. The motion passed by the following:  
AYE: Esther Peters  
Alice Thibault

Don Mitchell  
Annette Lott

g) Salary Step Placement Request:

- i) Jerome High School Para Professional Special Education, S.Luke P1718-4
- ii) Jerome High School Para Professional Special Education, A.Summers P1718-5
- iii) Summit Elementary School Para Professional Special Education, D.Perkins P1718-6
- iv) Jerome Middle School Para Professional Special Education, M.Anderson P1718-7
- v) Jerome Middle School Para Professional Special Education, S.Wilson P1718-8

A motion was made by Alice Thibault and seconded by Annette Lott to approve the salary placement for Classified Personnel, P1718-4, P1718-5, P1718-6, P1718-7 and P1718-8, as requested by administration and program directors for the 2017-18 school year. The motion passed by the following:

AYE: Esther Peters  
Alice Thibault  
Don Mitchell  
Annette Lott

h) Jerome High School Dance Team Out of State Travel Request: Jerome High School Dance Team and Coaches traveled to Utah in September 2017.

i) Jerome High School Senior Class Out of State Travel Request:

A motion was made by Alice Thibault and seconded by Annette Lott to approve the Jerome High School Senior Class 2018 out of state travel request to Lagoon, Farmington, Utah, in October 2017, with the following contingencies met prior to the trip: all students and parent/guardians sign a permission slip and waiver; funds are received from the students participating; a list of chaperones and school staff member traveling is presented to the board clerk. The motion passed by the following:

AYE: Esther Peters  
Alice Thibault  
Don Mitchell  
Annette Lott

j) Jerome High School New Club Request – Shrub Club:

A motion was made by Alice Thibault and seconded by Annette Lott to approve the Jerome High School Shrub Club as a new club for the 2017-18 school year, as submitted by Jerome High School Principal Nathan Tracy. The motion passed by the following:

AYE: Esther Peters  
Alice Thibault  
Don Mitchell  
Annette Lott

k) Approve Safety Bus Routes 6 and 7 for 2017-18 School Year:

A motion was made by Alice Thibault and seconded by Annette Lott to approve the additional Safety Bus Routes 6 and 7 added for the 2017-18 school year. The motion passed by the following:

AYE: Esther Peters  
Alice Thibault  
Don Mitchell  
Annette Lott

## 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. (Action)

- (1) Personnel Issues
- (2) Student Issues

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. The motion passed by roll call vote:

AYE: Esther Peters  
Alice Thibault  
Don Mitchell  
Annette Lott

The board recessed into executive session at 8:00 p.m.  
The board returned to open session at 8:35 p.m.

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

a) Release from 2017-18 Contract

A motion was made by Alice Thibault and seconded by Annette Lott to approve the requests by two Certified Professional Employees P1718-9 and P1718-10 to 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  
Annette Lott

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

a) Declaration of Truancy

A motion was made by Alice Thibault and seconded by Annette Lott to declare three students, T1718-01, T1718-02, T1718-03, as habitually truant. The motion passed by the following:

AYE: Esther Peters  
Alice Thibault  
Don Mitchell  
Annette Lott

**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 8:40 p.m.