

Jerome School District #261
Board of Trustees Agenda
April 23, 2019
6:00 p.m.
Administrative Complex Board Room

Board of Trustees present: Alice Thibault, Staci Leavitt, Esther Peters, Annette Lott; Trustee not present: Don Mitchell. Others present: Superintendent Dale Layne, Business Manager Brian Bridwell, Clerk Lorri Prescott, Curriculum Director Janet Avery, Federal Programs Director Kim Lickley, Special Education Director Kindel Mason, Jerome High School Principal Nathan Tracy, Jerome High School Assistant Principals Melissa Rice and Ryan Evans, Athletic Director Jeremy Munroe, Teachers Beverly Mays-Marshall, Nicole Waitley, and Secretary Terri Gardner, Latinos In Action Students Jose Lugo and Natalie Suaste ; Jerome Middle School Principal Landon Marlor, Teachers McKinsey Rodriguez and Darren Olsen; Summit Elementary Principal Eva Meyerhoeffer, Summit Elementary and Jerome Middle School Assistant Principal Jill Taylor; Horizon Elementary School Principal Wendy Ohlensehlen, Jefferson Elementary School Principal Angie Brulotte, Horizon and Jefferson Elementary School Assistant Principal Toni Harbaugh, and Teacher Jody Billiard; Alternative School Principal Sean Spagnolo; District Lead Migrant Family Liaison Maria Juarez; Jerome City Administrator Mike Williams, Jerome Recreation District Director Gary Warr, Community members: Lynn Olsen, Jessie Mays, Mike Mays; Student D1819-10 and family representatives; Excellence in Education Award Recipients' families; and Piper Jaffray Managing Director Eric Heringer.

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 by Chairman Alice Thibault at 6:00 p.m.

The Board observed a moment of silence in honor of School Board Trustee Don Mitchell.

2) Jerome School District *Excellence in Education Awards*

Jerome School District Staff: Jody Billiard, Jefferson Elementary School Teacher, McKinsey Rodriguez, Jerome Middle School Teacher and Terri Gardner, Jerome High School Secretary, were recognized by Superintendent Layne as the Jerome School District Excellence in Education Award Recipients for April 2019.

3) Consent Agenda

- a) Approval of previous minutes
 - i) March 19, 2019
- 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 SY 2019-20
 - (1) Jefferson Elementary School Teacher Grade 3 – Gabrielle Bolich
 - (2) Jefferson Elementary School Para Professional Building (.5 FTE) – Elizabeth McGuigan
 - (3) Horizon Elementary School Teacher Grade 3 – Sarah Lampert
 - (4) Jerome Middle School Teacher Social Studies – Lisa Colvin
 - iii) Resignations SY 2018-19
 - iv) Resignations SY 2019-20
 - (1) Jerome Academy Teacher Elementary – Thomas McMullen
 - (2) Jefferson Elementary School Teacher Grade 3 – Elizabeth McGuigan

- (3) Jefferson Elementary School Para Professional Building (.5 FTE) – Deloris Argyle
 - (4) Horizon Elementary School Counselor Elementary – Jessica Adamson
 - (5) Horizon Elementary School Teacher Grade 1 – Mara Howard
 - (6) Horizon Elementary School Teacher Grade 3 – Kelly Semler
 - (7) Horizon Elementary School Teacher Special Education Extended – Holly Hawkes
 - (8) Jerome High School Teacher English Language Arts – Mark Van Orden
 - (9) Jerome High School Head Coach Cross County – Mark Van Orden
 - (10) Jerome High School Head Coach Boys Track - Mark Van Orden
 - (11) Jerome High School Assistant Coach Girls Basketball – Chelsie Luke
 - (12) Jerome Middle School Coach 8th Grade Track – Valerie Chappell
 - (13) Jerome Middle School Advisor Cheer Dance (.5 FTE) – Katie Ladwig
 - v) New Hires SY 2018-19
 - vi) New Hire SY 2019-20
 - (1) Jefferson Elementary School Teacher Grade 3 – Tiffany Reed
 - (2) Jerome Middle School Teacher Science – Steven Boone
 - (3) Jerome High School Teacher Mathematics Gr 9-12 – Melissa Valencia
 - (4) Jerome High School Teacher Mathematics Gr 9-12 – Tara Bourlotos
 - (5) Jerome High School Assistant Coach Soccer – Ruben Cortez
 - (6) Jerome High School Head Coach Girls Basketball– Cory Musgrave
 - (7) Jerome High School Assistant Coach Football 9th Gr – Kevin Williams
 - (8) Jerome High School Assistant Coach Wrestling – Ben Carlisle
 - (9) Jerome High School Head Coach Boys Track – Aaron Jackson
- A motion was made by Staci Leavitt and seconded by Esther Peters to approve the Consent Agenda as presented.
The motion passed by the following:
AYE: Alice Thibault
Staci Leavitt
Esther Peters
Annette Lott

4) **Scheduled Visitors**

- a) Jerome High School Latinos In Action Students: Jerome High School Students Jose Lugo and Natalie Suaste presented information about the Latinos in Action as a service organization to the students and parents of the school district.
- b) Mike Williams, Jerome City Administrator: Proposal for partnership with Jerome School District, the City of Jerome and Jerome Recreation District to improve and resurface the city tennis courts.
- c) Eric Heringer, Managing Director of Piper Jaffray Idaho Division: Jerome School District Bond and Levies review, historical and current data presented.

5) **Communications**

- a) Thank You from Jerome High School Staff and Students

6) **Reports:** Items A thru H written reports submitted to Board of Trustees by Principals and Program Directors.

- 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) Child Nutrition Director
- j) Superintendent: Land purchase will be proceed when survey is complete.
 - i) Enrollment Summary: comparison of current month student enrollment with previous years' enrollment.
 - ii) Facilities Update: Bid results for security vestibules reviewed; Administration building exterior project is complete.
 - iii) Negotiations Update: next meeting April 25, 2019.
 - iv) Kindergarten Registration for SY 2019-20 – April 16-17, 2019: Over 200 students entering Kindergarten registered.
 - v) Jerome Chamber Beautification Award: presented by Jerome Chamber of Commerce to Superintendent Layne.
 - vi) Travel: Professional Development travel by Administrators and Teachers reported to the board.
 - vii) Committee Letter: Input and guidance request to community members on school planning in the future.

viii) Jerome High School Graduation 2019, Thursday, May 23, 6:00 p.m. JHS Gymnasium

k) Trustees' Reports - Idaho School Board Association Training Exercise – *Education Law Seminar Update*

7) Approval of Bills

A motion was made by Esther Peters and seconded by Staci Levitt to approve the bills as presented. The motion passed by the following:

AYE: Alice Thibault

Staci Leavitt

Esther Peters

Annette Lott

8) Continuing Business

a) Consideration of Land Purchase

A motion was made by Staci Leavitt and seconded by Annette Lott to table the Consideration of Land Purchase until a future meeting. The motion passed by the following:

AYE: Alice Thibault

Staci Leavitt

Esther Peters

Annette Lott

b) Policy 5450 Vacation Leave

A motion was made by Esther Peters and seconded by Staci Leavitt to approve Policy 5450 as presented for second reading.

The motion passed by the following:

AYE: Alice Thibault

Staci Leavitt

Esther Peters

Annette Lott

c) Jerome High School New Club Requests: GSA Club

A motion was made by Esther Peters and seconded by Staci Leavitt to request additional information by Jerome High School and to review the application process. The motion passed by the following:

AYE: Alice Thibault

Staci Leavitt

Esther Peters

Annette Lott

9) New Business

a) Policy 1313 Conflicting Policies and Procedures (1st Reading – Information)

b) Policy 1500 Board Meetings (1st Reading – Information)

c) Policy 1525 Board Meeting News Coverage (1st Reading – Information)

d) Policy 2700P High School Graduation Requirements (1st Reading – Information)

e) Policy 7218 Federal Grant Financial Management System (1st Reading – Information)

f) Policy 7235 Fiscal Accountability and IDEA Part B Funds (1st Reading – Information)

g) Policy 7235F1 Federally Funded Employee Multiple Cost Objective Report (1st Reading – Information)

h) Policy 7235F2 Federal Funds Semi-Annual Certification (1st Reading – Information)

i) Policy 7235P Written Compensation Procedure (1st Reading – Information)

j) Policy 7320 Allowable Uses for Grant Funds (1st Reading – Information)

k) Policy 7320P Determining Necessity and Reasonableness of Expenses (1st Reading – Information)

l) Policy 9100 Acquisition Use and Disposal of School Property (1st Reading – Information)

m) Policy 9805 Memorials On School Grounds (1st Reading – Information)

n) Approval for Jerome High School and Middle School 2019 Alternative Summer School Plan

A motion was made by Staci Leavitt and seconded by Annette Lott to approve the Jerome High School and Jerome Middle School 2019 Alternative Summer School Plan as presented. The motion passed by the following:

AYE: Alice Thibault

Staci Leavitt

Esther Peters

Annette Lott

- o) Consideration of Jerome High School New Course Requests – Business Department Computer Skills
A motion was made by Staci Leavitt and seconded by Annette Lott to approve the Curriculum Department and Jerome High School New Course Request of Business Department Computer Skills for the 2019-20 school year. The motion passed by the following:
AYE: Alice Thibault
Staci Leavitt
Esther Peters
Annette Lott
- p) Consideration of Out of State Travel Requests
- i) Summit Elementary School Botball and Junior Botball Teams – National Conference
A motion was made by Esther Peters and seconded by Annette Lott to approve the travel request by Summit Elementary Botball and Junior Botball team advisors for students to attend the Global Conference on Educational Robotics in Norman, Oklahoma, July 2019 and pay for students’ conference registration fees with the contingency that advisors provide name of students and chaperones attending, and full trip itinerary, including transportation and lodging. The motion passed by the following:
AYE: Alice Thibault
Staci Leavitt
Esther Peters
Annette Lott
- ii) Jerome Middle School Latinos In Action – Go-On Program Travel
A motion was made by Staci Leavitt and seconded by Esther Peters to approve the travel request by Jerome Middle School Latinos In Action and Go-On Program advisors for students to travel to Lagoon, Farmington, Utah, in May 2019. The motion passed by the following:
AYE: Alice Thibault
Staci Leavitt
Esther Peters
Annette Lott
- iii) Jerome Middle School 8th Grade Band – Music in the Parks Festival
A motion was made by Esther Peters and seconded by Staci Leavitt to approve the travel request by Jerome Middle School 8th grade Band advisor for students to travel to Arts In The Park Festival, Farmington, Utah, in May 2019. The motion passed by the following:
AYE: Alice Thibault
Staci Leavitt
Esther Peters
Annette Lott
- iv) Jerome Middle School Technology Class – Technology Competition
A motion was made by Staci Leavitt and seconded by Esther Peters to approve the travel request by Jerome Middle School Technology team advisors for students to attend the NASA Regional Challenge, Apollo 50 at the University of Idaho, Moscow, Idaho, in July 2019, with the contingency that advisors provide name of students and chaperones attending, and full trip itinerary, including transportation and lodging. The motion passed by the following:
AYE: Alice Thibault
Staci Leavitt
Esther Peters
Annette Lott
- v) Jerome High School Family and Consumer Sciences – National Conference
A motion was made by Esther Peters and seconded by Annette Leavitt to approve the travel request by Jerome High School Family and Consumer Sciences advisor for student to travel to the FCCLA National Leadership Conference in Anaheim, California, in June 2019, and pay for students’ conference registration. The motion passed by the following:
AYE: Alice Thibault
Staci Leavitt
Esther Peters
Annette Lott

vi) Jerome High School and Middle School Latinos in Action – Leadership Boot Camp
A motion was made by Esther Peters and seconded by Annette Lott to approve the travel request by Jerome High School and Jerome Middle School Latinos In Action advisors for students to attend the Leadership Bootcamp at Utah State University in Logan, Utah, in June 2019, with the contingency that advisors provide name of students and chaperones attending, and full trip itinerary, including transportation and lodging. The motion passed by the following:
AYE: Alice Thibault
Staci Leavitt
Esther Peters
Annette Lott

q) Consideration of Horizon Elementary School Field Experience Request – Sara Perry
A motion was made by Esther Peters and seconded by Staci Leavitt to approve Horizon Elementary School request for Sara Perry to receive field experience during the 2019-20 school year. The motion passed by the following:
AYE: Alice Thibault
Staci Leavitt
Esther Peters
Annette Lott

r) Jerome Middle School Choir Program Proposal: Presentation by Jerome Middle School Teacher Darren Olsen with request for a Sixth Grade Musical production for the 2019-20 school year. The Board has placed this request under consideration.

s) Approval of Classified Salary Step Placement by Jefferson Elementary School – P1819-23 Elizabeth McGuigan
A motion was made by Staci Leavitt and seconded by Annette Lott to approve the classified salary step placement for Employee P1819-23 as requested by Jefferson Elementary School Administration for the 2019-20 school year. The motion passed by the following:
AYE: Alice Thibault
Staci Leavitt
Esther Peters
Annette Lott

t) Consideration of Medicaid Administration Agreement with Compliance Services Association, Inc.
A motion was made by Staci Leavitt and seconded by Esther Peters to approve the Medicaid Administration Agreement with Compliance Services Association, Inc. and Jerome School District as presented. The motion passed by the following:
AYE: Alice Thibault
Staci Leavitt
Esther Peters
Annette Lott

10) Executive Session

- a) IC 74-206(1)(a)(b)(j) – Personnel or Student; Negotiations.
(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. Negotiations.
- i) Personnel Issues
 - ii) Student Issues
 - iii) Negotiations

A motion was made by Staci Leavitt and seconded by Esther Peters 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: Alice Thibault
Staci Leavitt
Esther Peters
Annette Lott

The board recessed into executive session at 9:20 p.m.

The board returned to open session at 10:35 p.m.

11) Consideration of Personnel Executive Item(s)

- a) Renewal of Certificated Personnel Contracts
- i) 2 – 3 Category Teacher Contracts

C - Renewable Teacher Contracts

A motion was made by Staci Leavitt and seconded by Esther Peters to approve the Category 2 Teacher Contracts, Category 3 Teacher Contracts, and Renewable Teacher Contracts for the 2019-20 academic year as presented. Category 1 Teacher Contracts will be used for certificated personnel hired after August 1st of the school year. The motion passed by the following:

AYE: Alice Thibault
Staci Leavitt
Esther Peters
Annette Lott

b) Classified Employee P1819-20 Additional Leave Request

A motion was made by Staci Leavitt and seconded by Esther Peters to approve the request for additional unpaid leave submitted by Classified Employee P1819-20, and direct Superintendent Layne to send written notice to employee. The motion passed by the following:

AYE: Alice Thibault
Staci Leavitt
Esther Peters
Annette Lott

c) Certified Employee P1819-21 placed on Administrative Leave

A motion was made by Esther Peters and seconded by Staci Leavitt to accept the recommendation of Superintendent Layne and place Certified Employee P1819-21 on Paid Administrative Leave and direct Superintendent Layne to send written notice to employee. The motion passed by the following:

AYE: Alice Thibault
Staci Leavitt
Esther Peters
Annette Lott

d) Certified Employee P1819-22 placed on Administrative Leave

A motion was made by Esther Peters and seconded by Staci Leavitt to accept the recommendation of Superintendent Layne and place Certified Employee P1819-22 on Paid Administrative Leave and direct Superintendent Layne to send written notice to employee. The motion passed by the following:

AYE: Alice Thibault
Staci Leavitt
Esther Peters
Annette Lott

12) Consideration of Student Executive Item(s)

a) Jerome High School Early Graduation Request

A motion was made by Staci Leavitt and seconded by Annette Lott to approve the Jerome High School early graduation request by Jerome High School Student E1819-02. The motion passed by the following:

AYE: Alice Thibault
Staci Leavitt
Esther Peters
Annette Lott

b) Declaration of Truancy

A motion was made by Esther Peters 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 five students, T1819-26, T1819-27, T1819-28, T1819-29 and T1819-30, as Habitually Truant. The motion passed by the following:

AYE: Alice Thibault
Staci Leavitt
Esther Peters
Annette Lott

c) Student Discipline

i) Student D1819-10

A motion was made by Esther Peters and seconded by Staci Leavitt to accept the recommendations of the hearing officer and expel Student D1819-10 from Jerome High School for the remainder of the current school year and the first semester of 2019-2020 school year, with a change of placement to online courses through Idaho Digital Learning Academy for the remainder the current school year and be allowed to enroll in Jerome High School Alternative Summer School and be considered for enrollment at the Alternative High School in August of 2019 based on student's behavior, attendance and grades, and student may apply to re-enroll at Jerome High School in January 2020, and to direct Superintendent Layne or his district designee to notify student and parents by letter of their decision. The motion passed by the following:

AYE: Alice Thibault
Staci Leavitt
Esther Peters
Annette Lott

ii) Student D1819-11

Request for Extended Suspension for Student D1819-11

A motion was made by Esther Peters and seconded by Annette Lott to approve the request by Superintendent Layne that to provide for the health and safety of our students, that an additional temporary suspension of five (5) days be added to the current suspension for Student D1819-11, and that furthermore that the Superintendent has the authority to remove the temporary suspension following a pre-expulsion hearing, if it is determined that the health, welfare or safety of students are not jeopardized, and the board directs Superintendent Layne or his designee to send written notice of the decision. The motion passed by the following:

AYE: Alice Thibault
Staci Leavitt
Esther Peters
Annette Lott

13) **Adjourn:** There being no other business before the board, a motion was made by Staci Leavitt and seconded by Annette Lott, the Board unanimously approved to adjourn the meeting at 10:35 p.m.