

Jerome School District #261
Board of Trustees Agenda
June 23, 2015
6:00 p.m.
Administrative Complex Board Room

Board of Trustees present: Don Mitchell, Esther Peters, Alice Thibault, John Crozier. Not present: Byron Burnham. Others present: Superintendent Dale Layne, Business Manager Brian Bridwell, Clerk Lorri Prescott, Jerome High School Principal Keelie Campbell, and Federal Programs Director Dr. Brendalynn Love.

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 Don Mitchell.

2) Annual Budget Hearing

- a) Revised Budget FY15 was presented for approval by Brian Bridwell during the budget hearing.
A motion was made by John Crozier and seconded by Esther Peters to approve the revised budget for Fiscal Year 2015 as presented. The motion passed by the following:
AYE: Don Mitchell
Esther Peters
Alice Thibault
John Crozier
- b) Proposed Budget FY16 was presented by Brian Bridwell during the budget hearing.
A motion was made by John Crozier and seconded by Esther Peters to adopt the proposed budget for Fiscal Year 2016 as presented. The motion passed by the following:
AYE: Don Mitchell
Esther Peters
Alice Thibault
John Crozier

3) Consent Agenda

- a) Approval of previous minutes
- i) May 2015
 - ii) Special Meeting June 12, 2015
- 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
 - (1) Jerome High School Teacher Science – Rodney Sandefur
 - (2) Jerome High School Teacher – Denice Sandefur
 - ii) Transfers
 - (1) Jerome High School Girls Basketball Head Coach – Jeremy Munroe
 - (2) Jerome High School Girls Basketball Assistant Coach – Troy Meier
 - (3) Jerome High School Girls Soccer Head Coach – Robert Garcia
 - (4) Jerome Middle School Activities Director – Jodi Sorensen

- (5) Jerome Middle School Track Coach 8th Grade – Emily Voorhees
- (6) Summit Elementary School Teacher Grade 5 – Anna Simmons
- (7) Jerome High School Wrestling Head Coach – Tyler Wardle
- (8) Jerome High School Boys Soccer Head Coach – Mark Van Orden
- (9) Horizon Elementary School Teacher Jerome Early Education – Venice O'Brien

iii) Resignations

- (1) Jerome High School Assistant Principal – Victor Arreaga
- (2) Summit Elementary School Teacher Grade 5 – Chad Avery
- (3) Summit Elementary School Teacher Grade 5 – Erin Hamann
- (4) Jerome High School Softball Head Coach – Jay Cummins
- (5) Jerome High School Wrestling Head Coach – Jay Cummins
- (6) Jefferson Elementary School Teacher Grade 1 – Winona Gurney
- (7) Jerome High School Softball Assistant Coach – Leonard Horton
- (8) Jerome High School Teacher English Language Arts – Katelyn Kukrall
- (9) Jefferson Elementary School Teacher Grade 1 – Cathy Butenschoen
- (10) Jerome Middle School Teacher Physical Education Secondary – Adam Reynolds
- (11) Jerome Middle School Boys Basketball Coach 7th Grade – Adam Reynolds
- (12) Jerome High School Teacher Mathematics Grades 9-12- Robert Orloski
- (13) Jerome High School Bowling Head Coach – Robert Orloski

iv) New Hires

- (1) Jefferson Elementary School Teacher Grade 1 – Terra Sleight
- (2) Jerome High School Para Professional Special Education – Tenisha Hoptowit
- (3) Jerome Middle School Teacher Social Studies – Megan Glorfield
- (4) Jerome High School Volleyball Head Coach – Tenisha Hoptowit
- (5) Jerome High School Softball Head Coach – Tenisha Hoptowit
- (6) Jerome Middle School Wrestling Coach – Collin Robertson
- (7) Summit Elementary School Teacher Grade 4 – Megan Stampke
- (8) Summit Elementary School Teacher ESL – Diana Wright
- (9) Summit Elementary School Teacher Grade 4 – Lisa Colvin
- (10) Jerome High School Teacher Science – Amanda Ferguson
- (11) Jerome Middle School Teacher ELL – Joseph Atkin
- (12) Jerome High School Teacher English Language Arts – Beverly Mays
- (13) Jerome High School Teacher English Language Arts – Aaron Lee
- (14) Horizon Elementary School Teacher Grade 3 – Francesca Cantone
- (15) Jerome School District Teacher Day Treatment Program – Laurie Keeley
- (16) Summit Elementary School Teacher Grade 4 – Brian Morgan
- (17) Horizon Elementary School Teacher Grade 1 – Misty Knuchell
- (18) Jerome Middle School Teacher Social Studies – Amy Halterman
- (19) Jerome High School Para Professional Special Education – Todd Jaynes
- (20) Jerome High School Assistant Principal/Athletic Director – Kaly Gillette-Shippin

A motion was made by John Crozier and seconded by Esther Peters to approve the Consent Agenda as presented.

The motion passed by the following:

AYE: Don Mitchell
 Esther Peters
 Alice Thibault
 John Crozier

4) **Scheduled Visitors**

- a) Dr. Brendalynn Love, Federal Programs Director and District Grant Writer: an overview of district federal programs was given by Dr. Love and a list of grants, received or pending, was reviewed with the board.

5) **Community Comments:** No community comments for June 2015.

6) **Communications:** No communications for June 2015.

7) **Approval of Bills**

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

AYE: Don Mitchell
 Esther Peters

Alice Thibault
John Crozier

8) Reports

- a) Superintendent
 - i) Facilities Update: the modular buildings at Jerome High School have been removed, site work for the gymnasium and cafeteria has begun, new classrooms will be ready for the new school year; the District office water pressure issues have been resolved and irrigating the grass has resumed; the home on the corner of Fillmore and 4th Avenue has been removed and the parking lot at Jefferson Elementary School is in the process of finishing; Jerome Middle School parking lot will be resurfaced this summer.
 - ii) Zone 3 and Zone 4 Trustee Oath of Office, July, 2015: the Trustees for Zones 3 and 4 may take the oath of office in July.
 - iii) Selection of Zone 5 Trustee for 2015 Term: there will be vacancy declared for Zone 5 in July, and as of meeting date only one letter of interest has been received.
 - iv) Idaho Power Correspondence: a district letter concerning public utilities was reviewed.
 - v) Idaho State Department Special Education Program Determination: the Special Education Department was determined to meet the requirements of the Idaho State Department of Education for school year 2013-14.
 - vi) Child Nutrition Department Notice of Fee Increase
 - vii) Current Certified Openings for 2015-16 School Year: the list of open positions was reviewed by the board.
- b) Trustees' Reports: a Summer Leadership Institute for interested board members will be held in Jerome on July 15, 2015.
- c) Curriculum Director
- d) Federal Programs Director
- e) Special Services Director
- f) Child Nutrition Director
- g) Jefferson Elementary School
- h) Horizon Elementary School
- i) Summit Elementary School
- j) Jerome Middle School
- k) Jerome High School
- l) Northside Jr/Sr High School

9) Continuing Business

- a) ISBA Board Training Exercises – Budget Workshop attended by Trustees on May 14, 2015
- b) Jerome High School Cheer and Dance Team Out of State Travel Request Follow Up
A motion was made by Alice Thibault and seconded by Esther Peters to approve the Jerome High School Cheer and Dance Team out of state travel request with the chaperones as presented. The motion passed by the following:
AYE: Don Mitchell
Esther Peters
Alice Thibault
John Crozier
- c) Policy 5100 Hiring Process and Criteria
- d) Policy 5220 Assignments, Reassignments, Transfers
- e) Policy 5405 Personal Leave
A motion was made by Alice Thibault and seconded by Esther Peters to approve Policies 5100, 5220 and 5405 as presented for a second reading. The motion passed by the following:
AYE: Don Mitchell
Esther Peters
Alice Thibault
John Crozier

10) New Business

- a) Jerome High School Transition to Semesters and Weighted Grades Procedures: plans for transitioning Jerome High School to a semester system and add a weighted grades procedure for the 2016-17 school year was discussed.
- b) Northside Jr/Sr High School Press Release: information about the alternative school options for students.
- c) Approval of Idaho State Department of Education Memorandum of Understanding and 2015-16 Contract Renewal for Idaho Core Instructional Coach – Paula Tillquist
A motion was made by Alice Thibault and seconded by Esther Peters to approve the Memorandum of Understanding with the Idaho State Department of Education and renew the 2015-16 contract for the Idaho Core Instructional Coach, Paula

Tillquist. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
John Crozier

- d) Jerome High School Band Out of State Travel Request to Washington DC for July 4, 2016, Parade
A motion was made by Alice Thibault and seconded by Esther Peters to approve the Jerome High School Band out of state travel request to Washington DC in 2016, with the stipulation that sufficient funds are raised before the trip. The motion passed by the following:
AYE: Don Mitchell
Esther Peters
Alice Thibault
John Crozier
- e) Student Teachers Placement Requests for 2015-16 School Year Approval
i) Summit Elementary School – Aimee Ploss
ii) Jerome Middle School – Tyler Powell
A motion was made by Alice Thibault and seconded by Esther Peters to approve the Student Teacher Placement requests at Summit Elementary School and Jerome Middle School. The motion passed by the following:
AYE: Don Mitchell
Esther Peters
Alice Thibault
John Crozier
- f) Jerome School District Job Descriptions Approval
i) Jerome High School College Mentor
ii) Food Service Department Warehouseman
A motion was made by Alice Thibault and seconded by Esther Peters to approve the job descriptions for Jerome High School College Mentor and Food Service Warehouseman as presented. The motion passed by the following:
AYE: Don Mitchell
Esther Peters
Alice Thibault
John Crozier
- g) Student Handbooks for 2015-16 School Year Approval
A motion was made by John Crozier and seconded by Alice Thibault to approve of the 2015-16 student handbooks for Jerome High School, Jerome Middle School, Summit Elementary School, Horizon Elementary School and Jefferson Elementary School as submitted. The motion passed by the following:
AYE: Don Mitchell
Esther Peters
Alice Thibault
John Crozier
- h) Appoint Jerome High School Assistant Principal Kaly Gillette-Shippen as Jerome School District Title IX Coordinator, beginning July 1, 2015
A motion was made by Alice Thibault and seconded by Esther Peters to appoint Jerome High School Assistant Principal and Athletic Director Kaly Gillette-Shippen as Title IX Coordinator for the district. The motion passed by the following:
AYE: Don Mitchell
Esther Peters
Alice Thibault
John Crozier

11) Executive Session

- a) IC 67-2345(1)(b)– Personnel or Student
(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 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 67-2345 (1)(b), Idaho Code, regarding personnel issues involving classified employees of the district and public school student issues. The motion passed by roll call vote:

AYE: Don Mitchell
Esther Peters
Alice Thibault
John Crozier

The board recessed into executive session at 9:05 p.m.

The board returned to open session at 9:50 p.m.

1) Personnel Issues

a. Certified Profession Employee Salary Placement

A motion was made by Alice Thibault and seconded by Esther Peters to approve the request by Jerome High School Administration and change placement of the Activities Directors to Step 9 on the 2015-16 Extra Curricular Salary Schedule. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
John Crozier

b. Classified Employee Additional Leave Request

A motion was made by Alice Thibault and seconded by Esther Peters to approve the request by a Classified Employee for additional leave days without pay, and direct Superintendent Layne to send written notice to employee. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
John Crozier

c. Classified Employee

A motion was made by Alice Thibault and seconded by Esther Peters to accept the recommendation by Superintendent Layne not to rehire two Classified Employees for the 2015-16 school year. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
John Crozier

2) Student Issues

a. Expulsion – Student D1415-19

A motion was made by Alice Thibault and seconded by Esther Peters to accept the recommendations of the hearing officer and expel one student for one full year from Jerome School District schools. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
John Crozier

b. Jerome High School Early Graduation Request

A motion was made by Alice Thibault and seconded by Esther Peters to approve the Jerome High School early graduation request by one student. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
John Crozier

3) **Adjourn**

There being no other business before the board, the meeting was adjourned at 9:55 p.m.