

Jerome School District #261
Board of Trustees Agenda
April 26, 2016
6:00 p.m.
Administrative Complex Board Room

Board of Trustees present: Don Mitchell, Esther Peters, Alice Thibault, Byron Burnham, Staci Leavitt. Others present: Superintendent Dale Layne, Business Manager Brian Bridwell, Clerk Lorri Prescott, Jerome School District Technology Director Chris Gibson, Jerome Middle School Principal Ryan Ellsworth, Jerome Middle School Students of the Month for 2016 and Parents; Summit Elementary School Teacher Brian Morgan.

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) Motion to Amend Agenda to add two Consent items and four New Business items.

A motion was made by Byron Burnham and seconded by Alice Thibault to amend the agenda to add two Consent items and four New Business items. The motion passed by the following:

AYE: Don Mitchell

Esther Peters

Alice Thibault

Byron Burnham

Staci Leavitt

3) Jerome Middle School Students of the Month

Award recipients for Jerome Middle School Students of the Month for April 2016 were recognized by Chairman Don Mitchell and the Board of Trustees.

4) Consent Agenda

- a) Approval of previous minutes
 - i) March 15, 2016
- 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 Vocational Education Business – Don Black
 - (2) Jerome High School Para Professional Special Education – Joanne Bethke
 - (3) Jerome High School Para Professional Special Education – Peggy Marlor
 - (4) Summit Elementary School Counselor – Carla Stewart Donaldson
 - (5) Jefferson Elementary School Child Nutrition Cook – Lidia Ferreira
 - (6) Summit Elementary School Child Nutrition Cashier – Connis Raugust
 - ii) Transfers
 - (1) Horizon/Jefferson Elementary School Assistant Principal – Toni Harbaugh
 - (2) Jefferson Elementary School Teacher Gr 1 Dual Immersion – Kayleigh Witkowski
 - (3) Jefferson Elementary School Teacher Gr 3 – Shanna Young
 - (4) Horizon Elementary School Teacher ESL/LEP Elementary – Heidi Shewmaker
 - (5) Jerome Middle School Teacher Special Education Secondary – Andrew Paras
 - (6) Jerome High School Cross Country Head Coach – Mark Van Orden

- (7) Jerome High School Teacher English Language Arts – Connie Molyneux-Nicholson
- (8) Jefferson Elementary School Para Professional Library – Jennifer Thompson
- (9) Jefferson Elementary School Para Professional Building – Emily Merritt
- (10) Jefferson Elementary School Para Professional Building – Misty Pratt

iii) Resignations

- (1) Jerome Middle School Assistant Principal – Collin Robertson
- (2) Jerome School District English Language Learner Specialist – Vanessa Holmes
- (3) Jefferson Elementary School Teacher Gr 3 – Aleasa Herman
- (4) Jerome Middle School Teacher English Second Language Secondary – Joseph Atkin
- (5) Jerome High School Teacher Special Education Secondary – Denise Hoyt
- (6) Jerome High School Teacher English Language Arts – Duane Criswell
- (7) Jerome High School Teacher Mathematics Gr 9-12 – McAllister Hall
- (8) Jerome High School Teacher Mathematics Gr 9-12 – Angela Walker
- (9) Jerome High School Teacher Vocational Education – Darrell Muck
- (10) Jerome High School Teacher Vocational Food Production – Susan Bingham
- (11) Jerome High School Golf Varsity Assistant Coach – Duane Criswell
- (12) Jerome High School Bowling Head Coach – Duane Criswell
- (13) Jerome High School Business Professionals of America Advisor (.5 FTE) – Don Black
- (14) Jerome High School Cross Country Head Coach – Kenneth Nordquist
- (15) Jerome High School Boys Track Assistant Coach – Kenneth Nordquist
- (16) Jerome High School Scholastic Tournament Advisor (.5 FTE) – Kenneth Nordquist

iv) New Hires

- (1) Jerome Middle School Coach 8th Grade Track (SY 15-16) – Julie Schoen
- (2) Jerome High School Teacher Social Studies – Cody Westbrook
- (3) Jerome High School Teacher Mathematics Gr 9-12 – Lindsey Orgill
- (4) Jerome Middle School Counselor – Sarah Barker
- (5) Jerome Middle School Teacher English Second Language Secondary – Kevin Fernandez
- (6) Summit Elementary School Teacher 4th Grade – Brakae Campbell
- (7) Summit Elementary School Teacher 5th Grade – Todd Lakey
- (8) Summit Elementary School Teacher 5th Grade – Stacey Lakey
- (9) Summit Elementary School Teacher Gr 5 – Rosa Gonzalez
- (10) Jefferson Elementary School Teacher Gr 2 – Elizabeth McGuigan
- (11) Summit Elementary School Teacher Gr 4 – William Brad Winder
- (12) Summit Elementary School Teacher Gr 4 – Brandy Moore
- (13) Jerome Middle School Teacher Special Education Extended Resource – Susie Kapeleris

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

AYE: Don Mitchell
 Esther Peters
 Alice Thibault
 Byron Burnham
 Staci Leavitt

5) **Scheduled Visitors**

- a) Jerome School District Technology Director Chris Gibson: Presentation on district and schools technology structure, including planned changes for enrollment growth and security and storage needs.

6) **Community Comments:** No community comments for April, 2016.

7) **Communications:** No communications for April, 2016.

8) **Reports**

- a) Superintendent: Kindergarten registration for the 2016-17 school year was held on April 26-27 in the district gym. Dual Immersion Classes at Jefferson Elementary School have been filled for the next school year.
 - i) 2016 Graduation: Wednesday, May 25, 6:00 p.m. College of Southern Idaho Gymnasium
 - ii) Enrollment Update: Comparison of student enrollment through April 2016.
 - iii) Facilities Update: Details of construction projects at Horizon Elementary School, Summit Elementary School and Jerome Middle School reviewed; projects at the Administration Offices and Jefferson Elementary School are in the finishing stages.

- iv) Educator Career Fairs Update: Several fairs were attended by administration in efforts to meet applicants for the 2016-17 school year open positions.
- v) Last Day of 2015-16 School Year and Summer School Plans: Summer schools will be held at Jefferson and Jerome Middle School during summer 2016.
- vi) Budget Work Session: no special session will be scheduled.
- vii) School Resource Officer Update: Increased communication with local law enforcement has been beneficial to meet the needs of the students.
- viii) Idaho History Textbooks: Grade 4 history textbooks will be updated to the current edition for the 2016-17 year.

b) Trustees' Reports

- i) Idaho School Board Association Training Exercise – 8 Characteristics for Effective Boards

- 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
- m) School District Nurse

9) **Approval of Bills**

A motion was made by Byron Burnham and seconded by Staci Leavitt to approve the bills as presented. The motion passed by the following:

AYE: Don Mitchell
 Esther Peters
 Alice Thibault
 Byron Burnham
 Staci Leavitt

10) **Continuing Business**

- a) Construction – Change Orders

A motion was made by Staci Leavitt and seconded by Byron Burnham to approve the construction change orders as presented. The motion passed by the following:

AYE: Don Mitchell
 Esther Peters
 Alice Thibault
 Byron Burnham
 Staci Leavitt

- b) Policy 2700P Publication of High School Graduation Requirements
- c) Policy 2700F High School Graduation Requirements Participation Form

A motion was made by Byron Burnham and seconded by Staci Leavitt to approve Policies 2700P and 2700F as presented. The motion passed by the following:

AYE: Don Mitchell
 Esther Peters
 Alice Thibault
 Byron Burnham
 Staci Leavitt

- d) Policy 4405 School Resource Officers

A motion was made by Staci Leavitt and seconded by Alice Thibault to approve Policy 4405 as presented. The motion passed by the following:

AYE: Don Mitchell
 Esther Peters
 Alice Thibault
 Byron Burnham
 Staci Leavitt

11) **New Business**

a) Elementary and Alternative Summer School Approvals

i) Jerome High School and Middle School Alternative Summer School: May 31 – July 8, 8:00 a.m. to 3:00 p.m.

A motion was made by Byron Burnham and seconded by Esther Peters to approve the Alternative Summer School Plans for 2016 summer as presented. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham
Staci Leavitt

ii) Elementary Summer School: July 19 to August 4, 8:00 a.m. to 11:30 a.m.

A motion was made by Byron Burnham and seconded by Esther Peters to approve the Elementary Summer School Plans for 2016 summer as presented. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham
Staci Leavitt

b) Alternative Graduation Route Approval for Graduates 2018 and Beyond

A motion was made by Staci Leavitt and seconded by Byron Burnham to approve the Jerome High School Alternative Graduation Routes for 2018 and beyond Graduates as presented. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham
Staci Leavitt

c) Jerome Middle School American Heritage Trip Out of State Travel Request

A motion was made by Alice Thibault and seconded by Byron Burnham to approve the JMS American Heritage Students out-of-state travel request allowing students to travel out of state in March 2017. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham
Staci Leavitt

d) Jerome High School Skills USA Nationals Competition Out of State Travel Request

A motion was made by Alice Thibault and seconded by Byron Burnham to approve the JHS Skills USA Students out-of-state travel request allowing students to attend the National Conference in Missouri, and to include the payment of the registration fees for the JHS student representatives. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham
Staci Leavitt

e) Jerome High School Health Occupation Students of America (HOSA) Out of State Travel Request

A motion was made by Alice Thibault and seconded by Byron Burnham to approve the JHS Health Occupation Students of America out-of-state travel request allowing students to attend the National Conference in Tennessee, and to include the payment of the registration fees for the JHS student representatives. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham
Staci Leavitt

f) Consideration of District Wide Phone System Contract

A motion was made by Alice Thibault and seconded by Esther Peters to approve the Jerome School District Networked

VoIP Phone/Fax Service Contract with Tek-Hut, Inc. in the amount of \$62,749.18.and authorize Superintendent Layne to sign the contract as presented. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham
Staci Leavitt

g) Contract for Architect Services at Horizon Elementary School Site Remodel

A motion was made by Byron Burnham and seconded by Alice to approve the architectural design and engineering services proposal from LKV Architects related to the Horizon Elementary Site Remodel and authorize Superintendent Layne to sign the contract as presented. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham
Staci Leavitt

h) Contract for Horizon Elementary Schools Site Remodel Construction Project

A motion was made by Byron Burnham and seconded by Staci Leavitt to award the Horizon Elementary Site Remodel Bid Alternates #1 thru #5 to Extreme Excavation in the amount of \$461,986.00.and authorize Superintendent Layne to sign the contract as presented. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham
Staci Leavitt

i) Contract for Jerome Middle School and Summit Elementary Schools Construction Projects

A motion was made by Byron Burnham and seconded by Staci Leavitt to approve the Jerome Middle School and Summit Elementary School with Starr Construction in the amount of \$2,255,083.00.and authorize Superintendent Layne to sign the contract as presented. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham
Staci Leavitt

12) Executive Session

a) IC 74-206(1)(a)(b)(j) – Personnel or Student; Negotiations

(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
- (3) Negotiations

A motion was made by Alice Thibault and seconded by Byron Burnham 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)(j), Idaho Code, regarding personnel issues involving employees of the district and public school student issues. The motion passed by roll call vote:

AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham
Staci Leavitt

The board recessed into Executive Session at 9:05 p.m.

Upon a motion by Byron Burnham and a second by Alice Thibault, the Board unanimously approved to move back into Open Session at 9:50 p.m.

13) Consideration of Personnel Executive Item(s)

a) Approval of Certificated Personnel Contract Renewals

- i) 2 – 3 Category Teacher Contracts
- ii) C - Renewable Teacher Contracts
- iii) R - Retired Teacher Contract

A motion was made by Byron Burnham and seconded by Alice Thibault to approve the Category 2 Teacher Contracts, Category 3 Teacher Contracts, Renewable Teacher Contracts and the Retired Teacher Contract for the 2016-17 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: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham
Staci Leavitt

b) Certified Professional Employee Placed on Probation

A motion was made by Staci Leavitt and seconded by Byron Burnham to place one Certified Professional Employee, P1516-24, on formal probation for the 2016-17 academic year. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham
Staci Leavitt

c) Request for Certified Professional Employee Additional Leave Days

A motion was made by Byron Burnham and seconded by Staci Leavitt to approve the request by Certified Professional Employees P1516-21, P1516-22 and P1516-23 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
Byron Burnham
Staci Leavitt

14) Consideration of Student Executive Item(s)

a) Jerome High School Early Graduation Request

A motion was made by Byron Burnham and seconded by Esther Peters to approve the Jerome High School early graduation request by Jerome High School Students E1516-05 and E1516-06. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham
Staci Leavitt

b) Declaration of Student Truancy

A motion was made by Esther Peters and seconded by Staci Leavitt to declare two students, T1516-19 and T1516-20, as habitually truant. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham
Staci Leavitt

Adjourn

There being no other business before the board, a motion was made by Byron Burnham and seconded by Alice Thibault, the Board unanimously approved to adjourn the meeting at 9:55 p.m.