

Jerome School District #261
Board of Trustees Agenda
February 24, 2015
6:00 p.m.
Administrative Complex Board Room

Board of Trustees present: Don Mitchell, Esther Peters, Alice Thibault, Byron Burnham. Not Present: John Crozier. Others present: Superintendent Dale Layne, Business Manager Brian Bridwell, Clerk Lorri Prescott; Jerome High School Principal Keelie Campbell, Jerome Middle School Principal Ryan Ellsworth, Jerome Middle School Assistant Principal Landon Marlor, Jerome High School Teacher Stacy Sobotka, Jerome Middle School Teacher Rachel Craig, Parent Sheri Lauritsen-Bach, Jerome Middle School Students of the Month for January 2015, Boy Scout Troop #36 Leaders and Scouts.

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 6:05 p.m. by Chairman Don Mitchell.

2) Jerome Middle School Students of the Month

Award recipients for Jerome Middle School Students of the Month for January 2015 were recognized by Vice-Chairman Esther Peters and the Board of Trustees.

3) Consent Agenda

- a) Approval of previous minutes
 - i) January 2015
 - ii) Special Meeting February 5, 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) Horizon Elementary School Teacher Grade 3 – Jean Kriwox
 - (2) Horizon Elementary School Teacher Grade 2 – Shirley Eichelberger
 - (3) Jerome High School Para Professional Special Education – Kathy Perme
 - ii) Transfers
 - (1) Horizon Elementary School Teacher Grade 2 – Wendy Drew
 - (2) Jerome Middle School Coach 8th Grade Volleyball – Nicole Wolf
 - iii) Resignations
 - (1) Jerome School District Psychologist – Hillary Johnston
 - (2) Jerome Middle School Coach 8th Grade Volleyball – Diane Geist
 - (3) Jerome High School Teacher Special Education – Pat Pacheco
 - iv) New Hires
 - (1) Jerome School District Maintenance (SY 2014-15)– Jose Chicas
 - (2) Horizon Elementary School Teacher Grade 3 – Cortney Day
 - (3) Jefferson Elementary School Child Nutrition Cashier – Melody Young
 - Jerome Middle School Child Nutrition Cook – Naomi Darling
- A motion was made by Esther Peters and seconded by Byron Burnham to approve the Consent Agenda as presented. The motion passed by the following:
AYE: Don Mitchell
Esther Peters

Alice Thibault
Byron Burnham

4) **Scheduled Visitors**

- a) Europe Tour Advisor and Parents: Jerome High School Teacher Stacy Sobotka and Jerome Middle School Teacher Rachel Craig presented safety plans for proposed Europe Tour trip planned for summer 2015.

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

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

7) **Approval of Bills**

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

AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham

8) **Reports (Information)**

- a) Superintendent: Trustee election for Zones 3, 4, and 5 will be May 19th and all declarations must be in March 20th; Budget and calendar preparation for 2015-16 school year underway.
- i) Enrollment Update: Comparison of previous school years' enrollment to current student enrollment.
 - ii) Facilities Update: Jefferson Elementary School new classrooms are almost complete and landscaping will begin this spring, at Jerome High School the framing for eight new classrooms is underway.
 - iii) IEN Internet Access Update: the district has chosen to switch to a new internet access provider to keep the district staff and students with internet access.
- b) Trustees' Reports: A review of the Day on the Hill attended in February was given to board members.
- 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 Exercise – School Boards Self-Assessment
Schools Board Self-Assessment training exercise was reviewed by all board members.
- b) Superintendent Evaluation: Evaluation for Superintendent Layne will be conducted during the Executive Session of the board meeting.
- c) Policy 3510 Administering Medicines to Students – Asthma Inhaler Exemption
 - d) Policy 3510F1 Authorization for Self-Administered Asthma/Emergency Medication
 - e) Policy 3510F2 Indemnification/Hold Harmless Agreement for Self-Administration of Medication
A motion was made by Alice Thibault and seconded by Esther Peters to approve Policies 3510, 3510F1 and 3510F2 as presented for third reading. The motion passed by the following:
AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham
 - f) Policy 2610 Advancement Requirements 9-12
 - g) Policy 2700P Publication of Graduation Requirements
 - h) Policy 3570F Student Records Notification to Parent Student of Rights
 - i) Policy 8115 Maximum Drive Times
 - j) Policy 8170P District Owned Vehicles
A motion was made by Alice Thibault and seconded by Esther Peters to approve Policies 2610, 2700P, 3570F, 8115 and

8170P as presented for second reading. The motion passed by the following:

AYE: Don Mitchell

Esther Peters

Alice Thibault

Byron Burnham

10) **New Business**

a) Schedule Special Board Meeting

The board determined no Special Board Meeting was necessary.

b) March, 2015, Board Meeting Date Change

The Chairman announced the next order business would be the change of the schedule of the March, 2015, regular meeting of the Board of Trustees from March 24th to March 17th, 2015, at 6:00 p.m. in the Administrative Offices Board Room. A motion was made by Byron Burnham and seconded by Esther Peters to reschedule the March meeting of the Board of Trustees as presented. The motion passed by the following:

AYE: Don Mitchell

Esther Peters

Alice Thibault

Byron Burnham

c) Schedule March 17, 2015, Meeting with Dual Immersion Director of Davis County, Utah

The board determined to add the meeting to the March 17th, 2015 Board Meeting agenda.

d) Jerome High School Modular Classrooms Sale MOU Approval

A motion was made by Byron Burnham and seconded by Esther Peters to declare the Jerome High School Modular Classrooms as surplus property and to approve of the Memorandum of Understanding between Jerome School District and Kimberly School District for the sale of the Jerome High School Modular Classrooms and to direct Superintendent Layne to sign the MOU agreement as presented. The motion passed by the following:

AYE: Don Mitchell

Esther Peters

Alice Thibault

Byron Burnham

e) Europe Tour Travel Plans June 2015

A motion was made by Byron Burnham and seconded by Alice Thibault to approve of the Europe Tour travel request made by the Jerome High School Teacher Stacy Sobotka and Jerome Middle School Teacher Rachel Craig and Jerome High School Students as submitted. The motion passed by the following:

AYE: Don Mitchell

Esther Peters

Alice Thibault

Byron Burnham

f) Internet Access Agreement Approval

A motion was made by Alice Thibault and seconded by Byron Burnham to approve of the contract with Tek Hut for Jerome School District Internet Access and to direct Superintendent Layne to sign the contract as presented. The motion passed by the following:

AYE: Don Mitchell

Esther Peters

Alice Thibault

Byron Burnham

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 Byron Burnham 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 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
Byron Burnham

The board recessed into executive session at 7:05 p.m.
The board returned to open session at 9:45 p.m.

1) Personnel Issues

a) Certified Professional Employee on Paid Leave

A motion was made by Esther Peters and seconded by Alice Thibault to place a one Certified Professional Employee on Administrative Leave with pay. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham

b) Certified Professional Employee Additional Leave Request

A motion was made by Esther Peters and seconded by Alice Thibault to approve the request by a Certified Professional Employee for additional leave days without pay. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham

c) Classified Employee Additional Leave Request

A motion was made by Esther Peters and seconded by Alice Thibault to approve the request by a Classified Employee for additional leave days without pay. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham

d) Classified Employee Salary Step Placement

A motion was made by Esther Peters and seconded by Alice Thibault to approve placement of one Classified Employee on Step Five of the Child Nutrition Cashier Salary Schedule for the 2014-15 school year. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham

2) Student Issues

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 two students. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham

b) Declaration of Truancy

A motion was made by Byron Burnham and seconded by Esther Peters to declare Student T1415-9, Student T1415-10, Student T1415-11, Student T1415-12, Student T1415-13, Student T1415-14, Student T1415-15, Student T1415-16, and Student T1415-17 as habitually truant. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham

c) Discipline

1) A motion was made by Esther Peters and seconded by Alice Thibault to accept the recommendations of the hearing officer and that Student D1415-13 be expelled from Jerome School District for the remainder of the 2014-15 school year,

but be allowed to attend the Northside Jr/Sr High School for the third trimester and Northside Alternative Summer School for the summer session and direct the Superintendent or his designee to send written notice to parent or guardian of student. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham

2) A motion was made by Esther Peters and seconded by Alice Thibault 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 one (1) Jerome School District student. It was further moved that the superintendent has the authority to remove the temporary suspension following the pre-expulsion hearing, if it is determined that the health, welfare or safety of students are not jeopardized. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham

12) New Business Continuing

a) Approval of Superintendent Administrative Contract

A motion was made by Esther Peters and seconded by Alice Thibault to approve the extension of the administrative contract for Dale Layne as Superintendent for one additional year to include the 2016-17 year. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham

Adjourn