

Jerome School District #261
Board of Trustees Agenda
May 23, 2017
6:00 p.m.
Administrative Complex Board Room

Board of Trustees present: Esther Peters, Alice Thibault, Don Mitchell, Staci Leavitt, Annette Lott. Others present: Superintendent Dale Layne, Business Manager Brian Bridwell, Clerk Lorri Prescott, Curriculum Director Janet Avery, Federal Programs Director Kim Lickley, Horizon Elementary School Principal Terri Fisher, Horizon and Jefferson Elementary School Assistant Principal Toni Harbaugh, Summit Elementary and Jerome Middle School Assistant Principal Jill Taylor, Jerome Middle School Assistant Principal Sam Sharp, Jerome High School Principal Nathan Tracy, Jerome High School Assistant Principal Jeremy Munroe, Jerome High School Principal Melissa Rice, Jerome Middle School Teachers Jolene Dockstader, Jodi Pavkov, and Darren Olsen; Jefferson Elementary School Teacher Gaylyn Hall and Counselor Debra Suhr, Summit Elementary School Teacher Penni Aufderheide; Jerome Middle School Students of the Month and Parents; Summit Elementary School Robotics Team Student and Parents; Student D1617-22 and Representatives.

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 two items to the Consent Agenda due to Consent Agenda New Hired staff information received after original posting of agenda.

A motion was made by Staci Leavitt and seconded by Alice Thibault to amend the agenda to add two items to the Consent Agenda due to Consent Agenda Personnel New Hires information received after original posting of agenda. The motion passed by the following:

AYE: Esther Peters
Alice Thibault
Don Mitchell
Annette Lott
Staci Leavitt

3) Jerome Middle School *Students of the Month*

Award recipients for Jerome Middle School Students of the Month for May 2017 were recognized by Trustee Alice Thibault and the Board of Trustees.

4) Jerome School District *Excellence in Teaching Awards*

Award recipients Darren Olsen, Jerome Middle School Teacher, and Gaylyn Hall, Jefferson Elementary School Teacher, were recognized by Superintendent Layne as Jerome School District Excellence in Teaching Award Recipients May 2017.

5) Consent Agenda

- a) Approval of previous minutes
 - i) April 25, 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) Jefferson Elementary School Teacher Grade 3 – Elizabeth McGuigan
 - (2) Jefferson Elementary School Para Professional Special Education/Building – Jill Dean
 - (3) Jefferson Elementary School Para Professional Special Education (.5 FTE) – Deloris Argyle
 - (4) Jerome Middle School Teacher Foreign Language Spanish – Laura Lee Carlisle
 - (5) Jerome High School Child Nutrition Kitchen Manager – Flora Wilson
 - (6) Jerome Middle School Child Nutrition Kitchen Manager – Anne Newbry
 - (7) Jerome High School Volleyball Assistant Coach – Heather Webb
- iii) Resignations
 - (1) Jerome High School Teacher Music Secondary – Collette Hall
 - (2) Jerome High School Vocal Conductor Advisor – Collette Hall
 - (3) Jerome Middle School Teacher Special Education Resource Secondary – Brant Hagen
 - (4) Jerome Middle School Teacher Special Education Resource Secondary – Andrew Paras
 - (5) Jerome Middle School Para Professional Building – Angela Hagen
 - (6) Jefferson Elementary School Teacher Kindergarten – Melisa Bennett
 - (7) Jerome Middle School Para Professional Special Education – Amanda Thayne
 - (8) Jerome High School Teacher English Language Arts – Aaron Lee
 - (9) Jerome School District School Speech Therapist Aide – Bridgett Willett
 - (10) Jefferson Elementary School Para Professional Building – Emily Merritt
 - (11) Jefferson Elementary School Para Professional Building – Misty Pratt
 - (12) Jerome High School Assistant Coach Cheer Team – Kaela Capps
- iv) New Hires
 - (1) Jefferson Elementary School Custodian (SY 2016-17) – Gene Kissinger
 - (2) Jerome High School Teacher Health/Physical Education – Chelsie Luke
 - (3) Jerome Middle School Teacher Special Education Extended Resource Secondary – Robert Hunter
 - (4) Jerome Middle School Counselor – Cynthia Gonzales
 - (5) Summit Elementary School Para Professional Building – Angeline Getty
 - (6) Horizon Elementary School Para Professional Building – Tamra Thomason
 - (7) Jerome Middle School Teacher English Language Arts – Cheryl Farnsworth
 - (8) Jerome High School Volleyball Head Coach – Delphine Kalulu
 - (9) Horizon Elementary School Teacher Music – Anne Baker
 - (10) Jefferson Elementary School Teacher Dual Immersion Kindergarten – Martha McCuiston
 - (11) Jefferson Elementary School Teacher Kindergarten – Sally Davis
 - (12) Jerome High School Teacher Special Education Extended/Life Skills – Colton Beadz
 - (13) Summit Elementary School Teacher Grade 4 – Brian St. George
 - (14) Jerome Middle School Coach Football 7th Grade – Kevin Fernandez
 - (15) Jerome Middle School Coach Football 8th Grade – Cameron Joseph
 - (16) Jerome Middle School Teacher Special Education – Jonathan Harper
 - (17) Jerome High School Assistant Coach Boys Basketball – AJ Kelsey

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

AYE: Esther Peters
 Alice Thibault
 Don Mitchell
 Annette Lott
 Staci Leavitt

6) Scheduled Visitors

- a) Jolene Dockstader, Jerome Education Association Chief Negotiator: reviewed 2017-18 Negotiated Contract Agreement and Jerome Education Association voting results: Certificated staff voted with 98% Yes, 1% No and 1% Abstain votes.
- b) Summit Elementary School Teacher Penni Aufderheide and Summit's Robotics Team: a presentation of the program's robot controlled by student Ian Leija, overview of grants received and team events by Ms. Aufderheide.

7) Communications

- a) State Department of Education approval notice for 2017 Northside Alternative Summer School
- b) Anderson Julian & Hull LLP Correspondence with USAC Appeal Settlement

- 8) **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) School Nurse
 - j) Child Nutrition Director
 - k) Superintendent: the district is part of the Idaho Power Energy Efficiency program; current open positions for both certified and classified staff for the 2017-18 school year reviewed.
 - i) Enrollment Summary: comparison of student enrollment numbers for 2015-16 and 2016-17 school years.
 - ii) Facilities Update: Re-Roof project bids for Jefferson Elementary School and Jerome High School presented for review; landscaping projects at Jerome High School and Middle School, Summit and Jefferson Elementary Schools will finish this summer; insulation project for Horizon Elementary School roof and crawl space will begin in June; Jerome Fire Department helped repair the flag pole at Jerome Middle School; Jerome City Maintenance plans to repair street and curbing at first entrance of Jerome High School; light poles have been installed at the district office parking lot and the building will receive paint and new windows during the summer.
 - iii) Graduation: Wednesday, May 24, 2017 – 6:00 p.m. Jerome High School Gymnasium
 - iv) Health Youth Survey: presented by the Idaho Governor’s Office of Drug Policy.
 - v) Administration Office Summer Hours: the office will close daily at 4:00 p.m. for six weeks during Summer 2017.
 - l) Trustees’ Reports
 - i) Idaho School Board Association Training Exercise – What Counts? Important Issues in a School District.
- 9) **Approval of Bills**
 A motion was made by Alice Thibault and seconded by Staci Leavitt to approve the bills as presented. The motion passed by the following:
 AYE: Esther Peters
 Alice Thibault
 Don Mitchell
 Annette Lott
 Staci Leavitt
- 10) **Continuing Business**
- a) Discussion of Naming Policy of School District Buildings: a draft policy was presented to the board for review.
 - b) Discussion of Jerome High School Swimming Club: details of club organization, activities, and competitions were presented to the board for consideration of a new club request for 2017-18 school year.
 - c) Policy 1520F Request to Appear Before the Board
 - d) Policy 4105F Request to Address the Board
 A motion was made by Alice Thibault and seconded by Staci Leavitt to approve the Policies 1520F and 4105F as presented. The motion passed by the following:
 AYE: Esther Peters
 Alice Thibault
 Don Mitchell
 Annette Lott
 Staci Leavitt
 - e) Out of State Travel Request Update by Jerome High School Skill USA Team June 2017: an updated report with travel details was submitted from Jerome High School Teacher Daniel Blackburn and the board agreed that all contingencies have been met.
- 11) **New Business**
- a) Discussion of New School and Real Estate Acquisition: long range planning for property acquisition for additional elementary school.

- b) Discussion of Jerome School District Facilities Use: community use of district facilities process and policy reviewed.
- c) Consideration of Architectural Services Proposal for Jerome School District Administration Building
A motion was made by Alice Thibault and seconded by Staci Leavitt to approve the proposal by LKV Architects for architectural services for exterior remodeling and window and door replacement at the Jerome School District Administration Building . The motion passed by the following:
AYE: Esther Peters
Alice Thibault
Don Mitchell
Annette Lott
Staci Leavitt
- d) Approval of Jerome High School and Jefferson Elementary School Re-Roofing Projects
A motion was made by Alice Thibault and seconded by Staci Leavitt to approve the Jerome High School and Jefferson Elementary School Re-Roofing projects bids for \$1,296,327.00 as submitted by Starr Construction. The motion passed by the following:
AYE: Esther Peters
Alice Thibault
Don Mitchell
Annette Lott
Staci Leavitt
- e) Consideration 2017-18 Student Handbook Approvals: no 2017-18 handbooks submitted for approval in May.
- f) Consideration of Addition of Jerome Middle School B Team Athletic Program for 2017-18 School Year
A motion was made by Staci Leavitt and seconded by Alice Thibault to approve the addition of B Team Athletic Program to Jerome Middle School for the 2017-18 school year as request by Jerome Middle School Assistant Principal Sam Sharp. The motion passed by the following:
AYE: Esther Peters
Alice Thibault
Don Mitchell
Annette Lott
Staci Leavitt
- g) Discussion of Jerome Middle School Library Book Inventory: a summary of the Library Book Reconsideration Committee meeting held on April 24, 2017, was presented by Jerome School District Curriculum Director Janet Avery. The board directed Mrs. Avery to work with a committee to provide recommendations on book checkout guidelines.
- h) Consideration for Out of State Travel Requests
- i) Jerome High School Debate Team
A motion was made by Staci Leavitt and seconded by Alice Thibault to approve the Jerome High School Debate Team out of state travel request for students to attend the National Speech and Debate Competition in Birmingham, Alabama, in June, 2017. The motion passed by the following:
AYE: Esther Peters
Alice Thibault
Don Mitchell
Annette Lott
Staci Leavitt
- ii) Jerome High School Dance Team
A motion was made by Staci Leavitt and seconded by Alice Thibault to approve the Jerome High School Dance Team out of state travel request for students to attend the Basic Dance Training Camp in Park City, Utah, in June, 2017. The motion passed by the following:
AYE: Esther Peters
Alice Thibault
Don Mitchell
Annette Lott
Staci Leavitt

iii) Summit Elementary School Robotics Team to Norman, Oklahoma, June 2017

A motion was made by Staci Leavitt and seconded by Alice Thibault to approve the Summit Elementary School Robotics Team out of state travel request for students to attend the Global Conference on Educational Robotics in Norman, Oklahoma, in July, 2017, and to include the payment of the registration fees for the Summit Elementary student representatives. The motion passed by the following:

AYE: Esther Peters
Alice Thibault
Don Mitchell
Annette Lott
Staci Leavitt

i) Consideration of Jerome High School Football Team Equipment Use June-July 2017

A motion was made by Staci Leavitt and seconded by Annette Lott to approve the use of the Jerome High School football equipment for use at camps by student athletes during June and July, 2017. The motion passed by the following:

AYE: Esther Peters
Alice Thibault
Don Mitchell
Annette Lott
Staci Leavitt

j) Policy 5490 Sick Leave Bank All Employees (1st Reading – Information)

k) Jerome School District and Jerome City Police Department School Resource Officer Agreement: the trustees reviewed a draft copy of the School Resource Agreement between the Jerome School District and Jerome Police Department.

12) 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. (j) Negotiations – to conduct deliberations concerning labor negotiations or to acquire an interest in real property which is not owned by a public agency.

Personnel

- (1) Personnel
- (2) Student
- (3) Negotiations

A motion was made by Staci Leavitt 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)(j), Idaho Code, regarding personnel issues involving employees of the district and public school student issues; and Negotiations. The motion passed by roll call vote:

AYE: Esther Peters
Alice Thibault
Don Mitchell
Annette Lott
Staci Leavitt

The board recessed into Executive Session at 9:00 p.m.

Upon a motion by Alice Thibault and a second by Staci Leavitt, the Board unanimously approved to move back into Open Session at 10:03 p.m.

13) Consideration of Personnel Executive Item(s)

a) Classified Employee Additional Leave Days Request

A motion was made by Alice Thibault and seconded by Staci Leavitt to direct Superintendent Layne to send written notice to Employee regarding the additional leave days request and employment termination. The motion passed by the following:

AYE: Esther Peters
Alice Thibault
Don Mitchell

Annette Lott
Staci Leavitt

- b) Classified Employees Recommendation for Dismissal
A motion was made by Alice Thibault and seconded by Staci Leavitt to accept the recommendation by Superintendent Layne not to rehire two Classified Employees, P1617-16 and P1617-17, for the 2017-18 school year and direct Superintendent Layne to send written notice to the Employees. The motion passed by the following:
AYE: Esther Peters
Alice Thibault
Don Mitchell
Annette Lott
Staci Leavitt

14) Consideration of Student Executive Item(s)

- a) Declaration of Truancy
A motion was made by Alice Thibault and seconded by Staci Leavitt to declare eleven students, T1617-19, T1617-20, T1617-21, T1617-22, T1617-23, T1617-24, T1617-25, T1617-26, T1617-27, T1617-28, and T1617-29, as habitually truant. The motion passed by the following:
AYE: Esther Peters
Alice Thibault
Don Mitchell
Annette Lott
Staci Leavitt
- b) Student Discipline
i) Student D1617-22
A motion was made by Alice Thibault and seconded by Staci Leavitt to accept the recommendations of the hearing officer and Jerome High School administration and expel Student D1617-22 from Jerome High School for the first semester of the 2017-18 school year, and allow the student to enroll at Northside Jr/Sr High School in August 2017. Student may be allowed to obtain credits for the 2016-17 second semester upon successful completion of school work. Student can return to Jerome High School in January 2018, based on good performance and no major incidents reported, and the board directs Superintendent Layne to send written notice to student and parents. The motion passed by the following:
AYE: Esther Peters
Alice Thibault
Don Mitchell
Annette Lott
Staci Leavitt

15) New Business Continued

- a) Jerome School District 2017-18 Budget Work Session: preliminary expenditures for the 2017-18 budget reviewed.

16) Consideration of Negotiation Item(s)

- a) 2017-18 Negotiated Contract
A motion was made by Alice Thibault and seconded by Staci Leavitt to approve the 2017-18 Negotiated Contract Agreement as presented. The motion passed by the following:
AYE: Esther Peters
Alice Thibault
Don Mitchell
Staci Leavitt
Annette Lott

17) Adjourn

There being no other business before the board, a motion was made by Don Mitchell and seconded by Alice Thibault, the Board unanimously approved to adjourn the meeting at 10:50 p.m.