

Jerome School District #261
Board of Trustees Agenda
January 23, 2018
6:00 p.m.
Administrative Complex Board Room

Board of Trustees: Esther Peters, Staci Leavitt, Don Mitchell, Annette Lott. Not present: Alice Thibault. Others present: Superintendent Dale Layne, Business Manager Brian Bridwell, Clerk Lorri Prescott, Curriculum Director Janet Avery, Federal Programs Director Kim Lickley, Jerome High School Assistant Principal Ryan Evans, Jerome Middle School Principal Landon Marlor, Jefferson Elementary School Principal Angela Brulotte, Horizon Elementary Principal Terri Fisher, Summit Elementary School Principal Eva Meyerhoeffer, Summit Elementary School Teachers Brakae Campbell, Julie Kirk, and Aimee Mangum, Jerome High School Teacher Anna Trelles, Jerome High School Para Professional Shellie Luke. Visitors: Excellence in Education Award Recipients' family members, Idaho Power Representatives: Leo Sanchez, Jim Mason, and Beau Hanchey.

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 one item to the Consent Agenda and one item to New Business. The additional agenda items are due to Consent Agenda staff resignation and New Business items were received after original posting of agenda. A motion was made by Staci Leavitt and seconded by Annette Lott to amend the agenda to add one item to the Consent Agenda and one item to New Business. The additional agenda items are due to Consent Agenda staff resignation and New Business items were received after original posting of agenda. The motion passed by the following:

AYE: Esther Peters
Don Mitchell
Annette Lott
Staci Leavitt

3) **Jerome School District *Excellence in Teaching Awards***

Award recipients, Julie Kirk, Summit Elementary School Teacher, Anna Trelles, Jerome High School Teacher, and Shellie Luke, Jerome High School Special Education Para Professional, were recognized by Superintendent Layne as the Jerome School District Excellence in Education Award Recipients for January 2018.

4) **Consent Agenda**

- a) Approval of previous minutes
i) December 19, 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 - Reconciliation - Check Register - Balance Sheet
(1) Horizon Elementary School - Reconciliation - Check Register - Balance Sheet
(2) Summit Elementary School- Reconciliation - Check Register - Balance Sheet
(3) Jerome Middle School- Reconciliation - Check Register - Balance Sheet
(4) Jerome High School- Reconciliation - Check Register - Balance Sheet
(5) Special Services- Reconciliation - Check Register - Balance Sheet
- c) Personnel
i) Retirement
(1) Jerome School District Regional Migrant Liaison - Peggy Pickett
ii) Transfers
iii) Resignations
(1) Jefferson Elementary School Child Nutrition Cook – Dusti Pierson
(2) Jerome High School Head Coach Volleyball - Delphine Kalulu

iv) **New Hires**

(1) **Horizon Elementary School Teacher Grade 2 – Daphne Martin**

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

AYE: Esther Peters

Staci Leavitt

Don Mitchell

Annette Lott

5) **Scheduled Visitors**

- a) **Idaho Power Rebate Program:** A rebate check for \$217,783.20 from the Idaho Power Rebate Program was presented to the District by Idaho Power Customer Service Representatives Leo Sanchez, Jim Mason and Beau Hanchey. The rebate program has saved over one million in kilowatt hours of power usage by the District since 2009.

6) **Communications**

- a) Northside Jr/Sr High School and Afterschool Program at Jerome High School Status Report
b) Thank You from Alyssa Hearn Family
c) State Department of Education Transportation Audit Letter

7) **Reports:** Items A through I written reports by Principals and Program Directors submitted to the Board of Trustees.

- a) Curriculum Director
b) Federal Programs 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) Athletic Department Winter Update
j) Child Nutrition Director
j) Superintendent: a request for proposals for Transportation Services will be advertised beginning January 29th
i) Enrollment Summary: comparison of current month student enrollment with previous years' enrollment.
ii) Facilities Update: 1) Completed Projects: a review of completed projects throughout the district buildings; 2) Long Range Projects and Planning: various maintenance projects were identified in all school buildings.
iii) Other Long Term Planning - Resources: curriculum and staffing needs listed and prioritized in school buildings.
iv) Middle School Agriculture Program: future plans to add Ag program and teacher for middle school students for 2018-19 school year presented.
v) Tax Exempt Request Review and Comments: review of impact statement prepared by Superintendent Layne.
vi) Idaho School Boards Association Day On The Hill Agenda – February 19-20, 2018
vii) Plant Facilities Levy Election March 13, 2018
k) Trustees' Reports
i) Idaho School Board Association Training Exercise – 2018 Idaho Legislators

8) **Approval of Bills**

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

AYE: Esther Peters

Staci Leavitt

Don Mitchell

Annette Lott

9) **Continuing Business**

- a) **Long-Range Planning for New School and Real Estate Acquisition:** School placement concept drawing and elevation map with irrigation head gate location, of property, identified as suitable for elementary school building reviewed.
b) **Jerome High School Track Resurfacing Project Bid Review**
A motion was made by Staci Leavitt and seconded by Annette Lott to accept the recommendation made by Superintendent Layne and accept the bid for Jerome High School running track resurfacing by the Track Doctor in the amount of \$78,500.00 with black material. The motion passed by the following:

AYE: Esther Peters
Staci Leavitt
Don Mitchell
Annette Lott

10) New Business

- a) Policy 3225F Student Club Risk Management Plan (1st Reading - Information)
- b) Superintendent Evaluation
The board will complete the superintendent evaluation in the February, 2018, meeting.
- c) Consideration of Jerome High School Counseling Department Practicum Request by Kim Green.
A motion was made by Staci Leavitt and seconded by Annette Lott to approve the request by Jerome High School Counselor Kim Green to complete Counseling Practicum at Jerome Middle School during the second semester of the 2017-18 school year. The motion passed by the following:
AYE: Esther Peters
Staci Leavitt
Don Mitchell
Annette Lott
- d) 2018-2019 Academic Calendar Review
The academic calendar for the 2018-19 school year was presented for preview.
- e) Declaration that an area of need exists for the 2017-2018 school year at the schools and grades listed:
 - i) Daphne Martin, Elementary Teacher Grade 2, Horizon Elementary School
 - ii) Stephanie Anderson, Elementary Teacher Grade 1, Jefferson Elementary School
A motion was made by Staci Leavitt and seconded by Annette Lott to declare that an area of need exists for the 2017-18 school year at Horizon Elementary School Grade 2 and Jefferson Elementary School Grade 1. The motion passed by the following:
AYE: Esther Peters
Staci Leavitt
Don Mitchell
Annette Lott

11) Executive Session

- a) IC 74-206(1)(a)(b) – Personnel or Student. (Action)
(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.
 - (1) Personnel Issues
 - (2) Student Issues

A motion was made by Staci Leavitt and seconded by Don Mitchell 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: Esther Peters
Staci Leavitt
Don Mitchell
Annette Lott

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

The board returned to open session at 9:35 p.m.

12) Consideration of Personnel Executive Item(s)

- a) Certified Employee Additional Leave Request – P1718-21
A motion was made by Staci Leavitt and seconded by Annette Lott to approve the Additional Unpaid Leave Days request submitted by Certified Employee P1718-21 and direct Superintendent Layne to send written notice to employee. The motion passed by the following:
AYE: Esther Peters

Staci Leavitt
Don Mitchell
Annette Lott

b) Classified Employee Additional Leave Request – P1718-22

A motion was made by Staci Leavitt and seconded by Annette Lott to approve the Additional Unpaid Leave Days request submitted by Classified Employee P1718-22 and direct Superintendent Layne to send written notice to employee. The motion passed by the following:

AYE: Esther Peters
Staci Leavitt
Don Mitchell
Annette Lott

13) Consideration of Student Executive Item(s)

a) Declaration of Truancy

A motion was made by Staci Leavitt 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 three students, T1718-07, T1718-08, and T1718-09, as Habitually Truant. The motion passed by the following:

AYE: Esther Peters
Staci Leavitt
Don Mitchell
Annette Lott

14) 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 9:40 p.m.