

**Jerome School District #261**  
**Board of Trustees Agenda**  
**January 24, 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, Special Education Director Kindel Mason, Jefferson Elementary School Principal Angela Brulotte, Horizon Elementary School Principal Terri Fisher, Summit Elementary School Principal Eva Meyerhoeffer, Jerome High School Assistant Principal Jeremy Munroe, Jerome Middle School Assistant Principal Sam Sharp, Horizon Elementary School Teacher Susan Reid and family, Jerome Middle School Teacher Afton Martin and family, Community Members Janae Swenson, Cole Baker, Seth Capps, Anne Baker, Jess Baker, Grace Capps, Clover Smith, Brad Capps, Amanda Capps, Jarrett Mills, Dennis Capps, Melonie Swenson, James Swenson, Crystal Emery, Ines Gonzales and Brian Lamb.

***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) Oath of Office of Zone 4 Trustee**

The Oath of Office was administered to Annett Lott as Zone 4 Trustee by Clerk Lorri Prescott.

**3) Jerome Middle School *Students of the Month***

Award recipients for Jerome Middle School Students of the Month for January 2017 will be recognized in February 2017.

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

Award recipients, Susan Reid, Horizon Elementary School Teacher, and Afton Martin, Jerome Middle School Teacher, were recognized by Superintendent Layne as the Jerome School District Excellence in Teaching Award Recipients for January 2017.

**5) Motion to Amend Agenda** to add one Scheduled Visitor, append New Business Item A and add one New Business item.

A motion was made by Staci Leavitt and seconded by Alice Thibault to amend the agenda to add one Scheduled Visitor, append New Business Item A and add one New Business item. The motion passed by the following:

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

**6) Consent Agenda**

- a) Approval of previous minutes
  - i) December 20, 2016
  - ii) Special Meeting January 11, 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
    - (1) Summit Elementary School Para Professional Librarian – Diane Bourquin

- ii) Transfers
- iii) Resignations
  - (1) Jerome School District Nurse – Michelle Keller
  - (2) Horizon Elementary School Para Professional Jerome Early Education Program – Judith Arthun
  - (3) Jerome Middle School Custodian Building – Leonard Booth
  - (4) Summit Elementary School Para Professional Special Education – Hayley Sturgeon
- iv) New Hires
  - (1) Jerome High School English Language Arts Teacher – Carla Bamford
  - (2) Summit Elementary School Para Professional Special Education – Ellen Huey
  - (3) Horizon Elementary School Para Professional Jerome Early Education Program – Sara Dilworth
  - (4) Jerome High School Assistant Coach Softball – Colby Lee Argyle
  - (5) Jerome High School Assistant Coach Softball – Brad Myers

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

**7) Scheduled Visitors**

- a) Janae Swenson, Cole Baker, Grace Capps and Seth Capps: family members presented a request to consider naming the new Jerome High School Gymnasium after Jerry Callen, Sr.
- b) Brian Lamb: parent of Jerome School District students discussed traffic flow issues in the student drop off and pick up processes at Jerome Middle School and Jerome High School.

**8) Community Comments:** Ines Gonzalez, parent of Jerome School District student, discussed busing issues during the emergency early school closure on Monday, January 23<sup>rd</sup>, due to weather conditions.

**9) Communications:** No Communications for January, 2017.

**10) 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 Report
- j) Child Nutrition Director
- k) Superintendent: Jerome High School received the Jerome Chamber of Commerce Beautification Award.
  - i) Enrollment Summary: Comparison of previous school years' enrollment to current student enrollment.
  - ii) District Safety Committee Meeting February 22, 2017: members include city, county and school district administration.
    - (1) Jerome SRO Agreement: draft agreement reviewed.
  - iii) Facilities Update: Summit Elementary and Jerome Middle School classrooms receiving finish work on outside of building; Jerome High School construction projects down to final punch list with Reader board scheduled in the Spring.
    - (1) Bond Construction Summary: review of building expenses, including contingencies, of recent construction projects.
    - (2) Roofing Projects: budget amounts for each project summarized.
    - (3) Jerome High School Roof Testing: completed test report indicates no asbestos present in materials tested.
  - iv) Supplemental Levy Election March 14, 2017
  - v) FFA Friends of Idaho FFA 2017 Banquet April 6 – RSVP by Trustees and Admin: Banquet begins at 5:30 p.m.
- l) Trustees' Reports
  - i) Idaho School Board Association Training Exercise – Idaho Campaign Finance Law Tips  
Campaign Finance C-1 form reviewed.

**11) 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

**12) Continuing Business**

a) Construction - Change Orders

A motion was made by Staci Leavitt and seconded by Alice Thibault to approve the Jerome High School construction change orders as presented. The motion passed by the following:

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

b) Policy 1315 District Planning

c) Policy 2340F Request for Reconsideration of Library or Instructional Materials

d) Policy 2700 High School Graduation Requirements

e) Policy 2700P Publication of Graduation Requirements

f) Policy 2710 Alternative Measure to the Idaho Standards Achievement Tests – Remove Policy

g) Policy 5270 Personal Conduct

h) Policy 7700 Bond Account

i) Policy 7710 Bond Continuing Disclosure and Certification Requirements

A motion was made by Alice Thibault and seconded by Staci Leavitt to approve Policies 1315, 2340F, 2700, 2700P, 5270, 7700, 7710 and remove Policy 2710 as presented for second reading. The motion passed by the following:

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

**13) New Business**

a) Approval for Emergency Closure, January 19 and 24, 2017, due to Weather conditions

A motion was made by Alice Thibault and seconded by Staci Leavitt to declare an emergency school closure due to weather on January 19 and 24, 2017. The motion passed by the following:

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

b) Consideration of Jerome School District 2016-17 School Calendar Adjustments

A motion was made by Alice Thibault and seconded by Staci Leavitt to discontinue early release time on Fridays and to extend Friday school days release time by one (1) hour for the remainder of the school year, through May, 2017. The motion passed by the following:

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

c) Consideration of naming of the Jerome High School Gymnasium

A motion was made by Alice Thibault and seconded by Staci Leavitt to table the consideration of naming of the Jerome High School Gymnasium until the February, 2017, board meeting. The motion passed by the following:

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

d) Superintendent Evaluation

The board will complete the superintendent evaluation in the February, 2017, meeting.

e) Trustee Elections: Zones 1 and 2

i) Trustee Election Timeline

ii) Trustee Election Resolution

A motion was made by Alice Thibault and seconded by Staci Leavitt to approve the Trustee Election Resolution for Trustee in Zone 1 and Trustee in Zone 2. The motion passed by the following:

AYE: Esther Peters

Alice Thibault

Don Mitchell

Annette Lott

Staci Leavitt

f) Consideration of Jerome High School Band Out of State Travel Request

A motion was made by Alice Thibault and seconded by Staci Leavitt to approve the Jerome High School Concert Band and Jerome Middle School 8<sup>th</sup> Grade Band out-of-state travel request allowing students to attend the Music in the Parks Festival in Layton, Utah, on May 13, 2017. The motion passed by the following:

AYE: Esther Peters

Alice Thibault

Don Mitchell

Annette Lott

Staci Leavitt

g) Policy 1110P Candidate Edification (1<sup>st</sup> Reading – Information)

h) Policy 2210P School Closure (1<sup>st</sup> Reading – Information)

i) Policy 2310 Nutrition Education (1<sup>st</sup> Reading – Information)

j) Policy 2320 Health Enhancement (1<sup>st</sup> Reading – Information)

k) Policy 2325 Driver Training Education (1<sup>st</sup> Reading – Information)

l) Policy 2420 Title 1 Parent Involvement (1<sup>st</sup> Reading – Information)

m) Policy 2420P Title 1 Parent Involvement Procedure (1<sup>st</sup> Reading – Information)

n) Policy 3270 Access to and Responsible Use of District Computer, Network and Internet (1<sup>st</sup> Reading – Information)

o) Policy 4160 Parents Right to Know Notices (1<sup>st</sup> Reading – Information)

p) Policy 5340 Evaluation of Teacher and Pupil Personnel Certificate Holders (1<sup>st</sup> Reading – Information)

q) Policy 6400 Principals (1<sup>st</sup> Reading – Information)

r) Policy 7310 Advertising in School/Revenue Enhancement (1<sup>st</sup> Reading – Information)

s) Policy 8200 Wellness Policy Purpose and Goal (1<sup>st</sup> Reading – Information)

t) Policy 8210 District Nutrition Committee (1<sup>st</sup> Reading – Information)

u) Policy 8220 Food Services (1<sup>st</sup> Reading – Information)

v) Policy 8230 Nutrition Standards (1<sup>st</sup> Reading – Information)

w) Policy 8235 Water Consumption / Water Bottle Policy (1<sup>st</sup> Reading – Information)

x) Policy 8240 School Meals (1<sup>st</sup> Reading – Information)

y) Policy 8250 Guidelines for Food and Beverage Sales (1<sup>st</sup> Reading – Information)

z) Policy 8270 Teacher to Student Incentive (1<sup>st</sup> Reading – Information)

14) **Adjourn**

There being no other business before the board, a motion was made by Alice Thibault and seconded by Staci Leavitt, the Board unanimously approved to adjourn the meeting at 9:25 p.m.