

**Jerome School District #261**  
**Board of Trustees Agenda**  
**February 28, 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 and Horizon Elementary School Assistant Principal Toni Harbaugh, Summit Elementary School Principal Eva Meyerhoeffer, Summit Elementary and Jerome Middle School Assistant Principal Jill Taylor, Jerome Middle School Principal Ryan Ellsworth, Jerome High School Principal Nathan Tracy, Jerome High School Assistant Principal Melissa Rice, Summit Elementary School Teacher Amy Johnson and family, Jerome High School Teacher Ken Nordquist; Jerome Middle School Students of the Month and parents; Jerome Community Spirit Committee members John Moore and James Van Meter; Community Members Bernice Davis, Janae Swenson, Melonie Swenson, Jerome High School Aquatics Club members and parents.

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

Award recipients for Jerome Middle School Students of the Month for February 2017 were recognized by Trustee Annette Lott and the Board of Trustees.

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

Award recipients, Amy Johnson, Summit Elementary School Teacher, and Ken Nordquist, Jerome High School Teacher, were recognized by Superintendent Layne as the Jerome School District Excellence in Teaching Award Recipients for February 2017.

**4) Motion to Amend Agenda** to add two and remove one item from New Hire staff, add one New Business Item and one Executive Session Personnel Issue.

A motion was made by Staci Leavitt and seconded by Alice Thibault to amend the agenda to add two and remove one item from New Hire staff, add one New Business Item and one Executive Session Personnel Issue. The motion passed by the following:

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

**5) Consent Agenda**

- a) Approval of previous minutes
  - i) January 24, 2017
  - ii) Special Meeting February 15, 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) Jerome School District Child Nutrition Supervisor (SY 17-18) – Carolyn Sullivan
    - (2) Horizon Elementary School Jerome Early Education Program (SY 17-18) – Douglas Scott Neff
  - ii) Transfers
  - iii) Resignations
    - (1) Jerome High School Child Nutrition Cook – Donna Strunk
    - (2) Jerome High School Para Professional Special Education – Nicholas Jaynes
    - (3) Jerome High School Volleyball Head Coach (SY 17-18) – Trenton Wilcox
    - (4) Jerome High School Volleyball Assistant Coach (SY 17-18) – Heather Holston
    - (5) Jerome High School Volleyball Freshman Coach (SY 17-18) – Julee Smith
    - (6) Horizon Elementary School Teacher Grade 3 (SY 17-18) – Amanda Rhoton
  - iv) New Hires
    - (1) Jerome Middle School Child Nutrition Cashier – Jazmine Rosales
    - (2) Summit Elementary School Para Professional Library (SY 17-18) – Kay Parker
    - (3) Jerome High School Assistant Coach Girls Track – Kelly Williams (1 FTE)
    - (4) Jerome High School Assistant Coach Baseball – Cody Westbrook

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) Jerome Community Spirit Committee – Ida Clark, James Van Meter and John Moore: committee members presented July 4, 2017, plans for fireworks display for community event.
- b) Melonie Swenson and Janae Swenson, boosters of the Jerome High School Swimming Club: club members and boosters presented overview of club activities and benefits of swimming.

**7) Communications**

- a) Jerome School District Child Nutrition Program Administrative Review Exit Report
- b) Jerome High School Tigerettes 2017 Academic State Champions

**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) Activities and Athletics Update for Winter/Spring Seasons
- i) Northside Jr/Sr High School
- j) Child Nutrition Director
- k) District Nurse
- l) Superintendent: review of the Idaho State Department of Education budget for School Year 2017-18
  - i) Enrollment Summary: Comparison of previous school years' enrollment to current student enrollment.
  - ii) Facilities Update: Jerome High School construction project in the final stages with completion during the summer.
  - iii) Supplemental Levy March 14, 2017: a flyer with details will be distributed prior to election.
  - iv) Friends of Idaho FFA Banquet, April 6, 2017
- m) Trustees' Reports
  - i) Idaho School Board Association Training Exercise – School Boards Self-Assessment (Information)

**9) Approval of Bills**

A motion was made by Alice Thibault and seconded by Annette Lott 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) Construction - Change Orders

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

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

b) Consideration of naming of the Jerome High School Gymnasium

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

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

c) Superintendent Evaluation: Evaluation for Superintendent Layne will be conducted during the Executive Session of the board meeting.

d) Policy 1110P Candidate Edification

e) Policy 2210P School Closure

f) Policy 2310 Nutrition Education

g) Policy 2320 Health Enhancement

h) Policy 2325 Driver Training Education

i) Policy 2420 Title 1 Parent Involvement

j) Policy 2420P Title 1 Parent Involvement Procedure

k) Policy 3270 Access to and Responsible Use of District Computer, Network and Internet

l) Policy 4160 Parents Right to Know Notices

m) Policy 5340 Evaluation of Teacher and Pupil Personnel Certificate Holders

n) Policy 6400 Principals

o) Policy 7310 Advertising in School/Revenue Enhancement

p) Policy 8200 Wellness Policy Purpose and Goal

q) Policy 8210 District Nutrition Committee

r) Policy 8220 Food Services

s) Policy 8230 Nutrition Standards

t) Policy 8235 Water Consumption / Water Bottle Policy

u) Policy 8240 School Meals

v) Policy 8250 Guidelines for Food and Beverage Sales

w) Policy 8270 Teacher to Student Incentive

A motion was made by Alice Thibault and seconded by Staci Leavitt to approve Policies 1110P, 2210P, 2310, 2320, 2325, 2420, 2420P, 3270, 4160, 5340, 6400, 7310, 8200, 8210, 8220, 8230, 8235, 8240, 8250, 8270 as presented. The motion passed by the following:

AYE: Esther Peters  
Alice Thibault  
Don Mitchell

Annette Lott  
Staci Leavitt

**11) New Business**

- a) 2017-18 Academic Calendar Approval  
A motion was made by Staci Leavitt and seconded by Annette Lott to approve the Academic Calendar for the 2017-18 school year as presented. The motion passed by the following:  
AYE: Esther Peters  
Alice Thibault  
Don Mitchell  
Annette Lott  
Staci Leavitt
- b) Approval for Emergency Closure, February 23 (.5 Day) and 24, 2017, due to Weather Conditions  
A motion was made by Alice Thibault and seconded by Annette Lott to declare an emergency school closure due to weather on February 23 (.5 day) and 24 (1 day), 2017. The motion passed by the following:  
AYE: Esther Peters  
Alice Thibault  
Don Mitchell  
Annette Lott  
Staci Leavitt
- c) Consideration of Jerome School District 2016-17 School Calendar Adjustments  
A motion was made by Alice Thibault and seconded by Staci Leavitt to allow school district administration to lengthen the scheduled daily class time if necessary should there be another emergency school closure before end of school year 2016-17 . The motion passed by the following:  
AYE: Esther Peters  
Alice Thibault  
Don Mitchell  
Annette Lott  
Staci Leavitt
- d) Jerome High School Boys Soccer Varsity and Junior Varsity Team Out of State Travel Request  
A motion was made by Alice Thibault and seconded by Staci Leavitt to approve the Jerome High Boys Soccer Varsity and Junior Varsity Teams out-of-state travel request to travel to Oregon for soccer games August, 2017 with the stipulation that a list of chaperones be provided in July, 2017, for final board approval. The motion passed by the following:  
AYE: Esther Peters  
Alice Thibault  
Don Mitchell  
Annette Lott  
Staci Leavitt
- e) Jerome High School Latinos In Action Out of State Travel Request  
A motion was made by Alice Thibault and seconded by Annette Lott to approve the Jerome High School Latinos In-Action Students out-of-state travel request allowing students to attend the LIA Leadership Conference in Ogden, Utah, in March, 2017. The motion passed by the following:  
AYE: Esther Peters  
Alice Thibault  
Don Mitchell  
Annette Lott  
Staci Leavitt
- f) Consideration of Jerome Community Spirit Committee request to hold community fireworks show at Jerome High School on July 4, 2017  
A motion was made by Alice Thibault and seconded by Staci Leavitt to approve the request by the Jerome Community Spirit Committee to hold community fireworks show on the Jerome High School property, in July, 2017, provided the committee informs Superintendent Layne of the location and fire service details prior to the show. The motion passed

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

g) Consideration of Jerome High School New Courses Requests - Veterinary Science

A motion was made by Alice Thibault and seconded by Staci Leavitt to accept the recommendation of the Jerome School District Curriculum Director and add Veterinary Science as a course at Jerome High School for the 2017-18 school year. The motion passed by the following:

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

**12) Executive Session**

a) IC 74-206(1)(a)(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

A motion was made by Alice Thibault and seconded by Staci Leavitt 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 of the district and public school student issues. 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 9:07 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 10:50 p.m.

**13) Consideration of Personnel Executive Item(s)**

a) Consideration of Superintendent Administration Contract

A motion was made by Alice Thibault and seconded by Staci Leavitt to approve the extension of the administrative contract for Dale Layne as Superintendent for one additional year to include the 2018-19 year. The motion passed by the following:

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

b) Classified Employees Additional Leave Request

A motion was made by Alice Thibault and seconded by Staci Leavitt to approve the request by one Classified Employee P1617-11 for additional unpaid leave days and to direct Superintendent Layne to send written notice to the employee. The motion passed by the following:

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

**c) Classified Employees Additional Leave Request**

A motion was made by Alice Thibault and seconded by Staci Leavitt to approve the request by one Classified Employee P1617-12 for one or two unpaid leave days after review of current status of employee's leave used and to direct Superintendent Layne to send written notice to the employee. The motion passed by the following:

AYE: Esther Peters

Alice Thibault

Don Mitchell

Annette Lott

Staci Leavitt

**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 11:00 p.m.