

Jerome School District #261
Board of Trustees Agenda
June 27, 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, Summit Elementary School Teacher Aimee Mangum, Jerome School District Foundation Board Member Megan Williams.

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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) Annual Budget Hearing

- a) Revised Budget FY17 was presented for approval by Brian Bridwell during the budget hearing.
A motion was made by Alice Thibault and seconded by Staci Leavitt to approve the revised budget for Fiscal Year 2016-17 as presented. The motion passed by the following:
AYE: Esther Peters
Alice Thibault
Don Mitchell
Annette Lott
Staci Leavitt
- b) Proposed Budget FY18 was presented by Brian Bridwell during the budget hearing.
A motion was made by Alice Thibault and seconded by Staci Leavitt to adopt the proposed budget for Fiscal Year 2017-18 as presented. The motion passed by the following:
AYE: Esther Peters
Alice Thibault
Don Mitchell
Annette Lott
Staci Leavitt

3) Motion to Amend Agenda to add nine items to the Consent Agenda, one visitor to Scheduled Visitors, one item to Continuing Business, and Executive Session. The additional agenda items are due to Consent Agenda staff change information, addition of scheduled visitor, USAC Settlement Agreement information and Executive Session information was received after original posting of agenda.

A motion was made by Staci Leavitt and seconded by Alice Thibault to amend the agenda to add nine items to the Consent Agenda, one visitor to Scheduled Visitors, one item to Continuing Business, and Executive Session, as information was received after original posting of agenda. The motion passed by the following:

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

4) Consent Agenda

- a) Approval of previous minutes
- i) May 23, 2017
 - ii) Special Meeting June 5, 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) Jerome High School Teacher English Language Arts – Brandon Robinson
 - (2) Jefferson Elementary School Teacher 3rd Grade – Tawna Huttanus
 - (3) Jerome Middle School Child Nutrition Cashier – Jazmine Rosales
 - (4) Jefferson Elementary School Para Professional Building – Lisa Hernandez
 - (5) Jerome School District Maintenance Assistant – Elaine McLimore
 - (6) Jerome Middle School Custodian Maintenance Head Building – Gene Kissinger
 - (7) Summit Elementary School Custodian Maintenance Head Building – Robin Myers
 - (8) Jefferson Elementary School Custodian Maintenance Head Building – Krystal McKean
 - (9) Jerome School District Maintenance General – Joni Glosser
 - iii) Resignations
 - (1) Jerome Middle School Teacher Science – Norma Johnson
 - (2) Jerome Middle School Teacher English Language Arts – Hanna Hillier
 - (3) Jerome School District Maintenance Skilled – Troy Fletcher
 - (4) Jerome High School Debate Head Coach – Laura Swenson
 - (5) Horizon Elementary School Para Professional Special Education – Maria Jackson
 - (6) Jerome Middle School Child Nutrition Cook – Sandi Smith
 - (7) Jerome High School Assistant Coach Tennis – Sarah Buechele
 - (8) Jerome High School Assistant Coach Cross Country – Janalee Hope
 - (9) Jerome High School Custodian Building – Maria Gonzalez
 - iv) New Hires
 - (1) Jerome High School Annual Advisor – Jamie Bangerter
 - (2) Jefferson Elementary School Teacher 2nd Grade – Rebecca Hoff
 - (3) Jefferson Elementary School Para Professional Building – Jeneca Sabala
 - (4) Jerome High School Volleyball Freshman Coach – McCall Sewell
 - (5) Jerome Middle School Coach 7th Grade Football – Colton Beadz
 - (6) Jerome Middle School 7th Grade Football – Froylan Vargas
 - (7) Jerome High School Assistant Coach Cheer Team – Jamie Poulsen
 - (8) Horizon Elementary School Para Professional 3rd Grade – Kristina McClurg
 - (9) Horizon Elementary School Para Professional Special Education – Ashley Vanderstelt
 - (10) Jerome Middle School Para Professional Special Education – Megan Anderson-Way

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

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

5) Scheduled Visitors

- a) Megan Williams, Jerome School District Foundation Board, Year End Report: the benefits of utilizing the Jerome School District Foundation were presented, along with Foundation accomplishments and future plans.

6) Communications

- a) Jerome High School 21st Century Lab End of Year Report

7) 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) Northside Jr/Sr High School
- j) Child Nutrition Director
- k) Superintendent
 - i) Summer School Enrollment: Jerome High School and Middle School Alternative Summer School has an enrollment of 186 students for the 2017 program.
 - ii) Facilities Update: Jerome High School and Jefferson Elementary School projects of roof replacement and several classroom floor replacements are underway; the gym floors at Jerome High School have been refinished; hallway carpet replacement project Horizon Elementary School will be complete by mid-July.
 - iii) Current Certified Openings for 2017-18 School Year Update: Review of open positions for the 17-18 school year.
 - iv) Teacher Staffing Data Report: All Idaho School Districts teacher to student ratio listed.
 - v) Audit 2016-17 School Year scheduled July 31-August 4
 - vi) ISBA Summer Leadership Workshop – State Convention 2017 – Fall Region 4 Meeting September 28 in Jerome
- l) Trustees' Reports
 - i) Idaho School Board Association Training Exercise – Budget Workshop attended on June 5, 2017

8) 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

9) Continuing Business

- a) Long-Range Planning for New School and Real Estate Acquisition: Long range planning for property acquisition for additional elementary school.
- b) Consideration of Partnership Agreement Request for Jerome High School Swimming Club
 A motion was made by Alice Thibault and seconded by Staci Leavitt to approve of the Collective Cooperative Agreement for the Swimming Teams of Jerome High School and Kimberly High School for the 2017-18 and 2018-19 school years.. The motion passed by the following:
 AYE: Esther Peters
 Alice Thibault
 Don Mitchell
 Annette Lott
 Staci Leavitt
- c) Update on Jerome Freedom Fest 2017 on July 1st – Jerome Spirit Committee celebration plans: use of district property, trash removal and safety of community patrons plans submitted by committee for board review.
- d) Idaho Healthy Youth Survey: A review of the student survey for grades 6, 8, 10 and 12, by the Office of the Governor of the State of Idaho, the data from the completed surveys can be used for by local districts for grant application information, the board requested an second review of the survey and for parent consent added to administration of survey process.
- e) Policy 5490 Sick Leave Bank All Employees
 A motion was made by Staci Leavitt and seconded by Alice Thibault to approve Policy 5490 as presented for second reading. The motion passed by the following:
 AYE: Esther Peters
 Alice Thibault
 Don Mitchell

Annette Lott
Staci Leavitt

- f) Student Transportation for School Year 2017-18: Safety and security process implementation were discussed for student transportation for the next school year.
- g) Consideration of Settlement Agreement for USAC Appeal
A motion was made by Alice Thibault and seconded by Staci Leavitt that the Board approve the settlement between the FCC (Federal Communications Commission), the State of Idaho and Jerome Jt. School District, as well as other Idaho school districts of the pending USAC (Universal Service Administrative Company) claims. This settlement appears to be in the District's best interest and helps insure the District's continued access to the E-Rate Program for the District. The motion passed by the following:
AYE: Esther Peters
Alice Thibault
Don Mitchell
Annette Lott
Staci Leavitt

10) New Business

- a) Jerome Food Service Lunch Price Increase Hearing
A motion was made by Alice Thibault and seconded by Staci Leavitt to approve of the request by Jerome School District Child Nutrition to increase the student lunch prices for the 2017-18 school year, as required by Federal Government regulations due to increase in food and non-food costs. The motion passed by the following:
AYE: Esther Peters
Alice Thibault
Don Mitchell
Annette Lott
Staci Leavitt
- b) Consideration 2017-18 Student Handbook Approvals
- i) Jefferson Elementary School
 - ii) Horizon Elementary School
 - iii) Summit Elementary School
 - iv) Jerome Middle School
 - v) Jerome High School
- A motion was made by Staci Leavitt and seconded by Alice Thibault to approve the Student Handbooks as presented from Jerome High School, Jerome Middle School, Summit Elementary School, Horizon Elementary School and Jefferson Elementary School for the 2017-18 school year. The motion passed by the following:
AYE: Esther Peters
Alice Thibault
Don Mitchell
Annette Lott
Staci Leavitt
- c) Policy 2380 Elementary and Secondary Education Act Waiver – Remove (1st Reading – Information)
 - d) Policy 2385 English Learners Program (1st Reading – Information)
 - e) Policy 2390 Education of Migratory Children (1st Reading – Information)
 - f) Policy 2700F High School Graduation Requirements Participation Form (1st Reading – Information)
 - g) Policy 3260 Devices Allowed With Controls - Number Change (1st Reading – Information)
 - h) Policy 4215 Commemorative Naming of School Buildings and/or Facilities (1st Reading – Information)
 - i) Policy 5340 Evaluation of Teacher and Pupil Personnel Certificate Holders (1st Reading – Information)
 - j) Policy 5400 Sick and Bereavement Leave (1st Reading – Information)
 - k) Policy 5800 Classified Employment, Assignment, and Grievance (1st Reading – Information)
 - l) Policy 5800P Classified Employee Grievance Procedure (1st Reading – Information)
 - m) Policy 7240 Programs for Indian Children (1st Reading – Information)
 - n) Policy 7240B Programs for Indian Children Background (1st Reading – Information)
 - o) Policy 7240P Federal Impact Funds (1st Reading – Information)
 - p) Policy 7430 Travel Allowances and Expenses (1st Reading – Information)

- q) Policy 7430F Travel Reimbursement Form (1st Reading – Information)
- r) Policy 8100 Transportation (1st Reading – Information)

s) Approval of Job Descriptions

- i) Jerome Middle School Registrar
- ii) Jerome High School Test Coordinator
- iii) Jerome High School Transition Coordinator
- iv) Maintenance Assistant
- v) Custodian Maintenance Head – Building
- vi) Custodian Building

A motion was made by Alice Thibault and seconded by Staci Leavitt to approve the Job Descriptions for Jerome Middle School Registrar, Jerome High School Testing Coordinator and Transition Coordinator, Jerome School District Maintenance Assistant, School Custodian Maintenance Head Building Staff and School Custodian Building Staff. The motion passed by the following:

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

t) Approval of Jerome School District and Jerome City Police Department School Resource Officer Agreement

A motion was made by Alice Thibault and seconded by Staci Leavitt to approve the School Resource Officer Agreement between Jerome School District and Jerome City Police Department for the 2017-18 school year. The motion passed by the following:

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

u) Consideration of Principal Internship Request for Summit Elementary School 2017-18 Year – Scott Grisso

A motion was made by Staci Leavitt and seconded by Don Mitchell to approve the request by Summit Elementary Teacher Scott Grisso to intern with Summit Elementary School Administration for the 2017-18 school year. The motion passed by the following:

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

v) Review of Jerome High School Spanish Students Travel Request: travel plans for Jerome High School students for Summer 2018 presented by Jerome High School Teacher Anna Trelles were reviewed by the board.

w) Consideration of Out of State Travel Requests

- i) Jerome High School Latinos In Action Club
- ii) Jerome High School Cheer Team
- iii) Jerome High School Boys Soccer Team

A motion was made by Alice Thibault and seconded by Staci Leavitt to approve the out of state travel request by Jerome High School Latinos in Action students to attend Leadership Boot Camp at Weber State University July 2017; and Jerome High School Cheer Team to attend USA Stunt Camp at Utah State University July 2017; and Jerome High School Boys Soccer Team to participate in a tournament in Newport, Oregon July 2017. The motion passed by the following:

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

11) Executive Session

a) IC 74-206(1)(a)(b) – Personnel or Student

(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

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)(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 9:20 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 9:45 p.m.

12) 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 10:15 p.m.