

Jerome School District #261
Board of Trustees Agenda
August 25, 2015
6:00 p.m.
Administrative Complex Board Room

Board of Trustees present: Don Mitchell, Esther Peters, Alice Thibault, Byron Burnham, Staci Leavitt. Others present: Superintendent Dale Layne, Business Manager Brian Bridwell, Clerk Lorri Prescott, Jerome Education Association Chief Negotiator and Middle School Teacher Jolene Dockstader; Jerome High School Assistant Principal/Athletic Director Kaly Gillette-Shippen, Jerome High School Teachers Terry Waitley, Nicole Lebsack, Tom Clifton, Alan Willmore; Jerome High School Students Gretchen Hansten, KayLee Day, Travis Compton, Jake Connelley, Riley Johnson and Janae Swenson 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 Don Mitchell.

2) Motion to Amend Agenda to add one Consent item, two scheduled visitors, and two New Business items.

A motion was made by Esther Peters and seconded by Byron Burnham to amend the agenda to add one Consent item, two scheduled visitors, and two New Business items. The motion passed by the following:

AYE: Don Mitchell

Esther Peters

Alice Thibault

Byron Burnham

Staci Leavitt

3) Consent Agenda

- a) Approval of previous minutes

- i) July 28, 2015

- 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) Horizon Elementary School Para Professional Special Education – Maria Jackson

- (2) Horizon Elementary School Para Professional Special Education (1 FTE) – Sandra Reynoso

- (3) Jefferson Elementary School Para Professional Computer – Misty Pratt

- iii) Resignations

- (1) Jefferson Elementary School Child Nutrition Kitchen Manager – Alvin Pittman

- (2) Jefferson Elementary School Child Nutrition Cook – Sandra Dayley

- (3) Horizon Elementary School Para Professional Special Education – Debra Trelles

- (4) Summit Elementary School Para Professional Computer – Carol Garcia Guzman

- (5) Jerome School District Speech Therapist Aide – Anna Morris

- (6) Jefferson Elementary School Custodian – Martin Smalley

- (7) Jerome High School Assistant Coach Football – Richard Stock

- (8) Jerome High School Assistant Coach Volleyball – Christi Gilmore

- (9) Jerome High School Athletic Trainer – Marty Buss

(10) Jerome High School Assistant Coach Wrestling – Kolton Kinney

(11) Jerome High School Assistant Coach Wrestling – Sonny Silva

(12) Jerome High School Coach Girls Cross Country – Kim Green

iv) New Hires

(1) Jerome Middle School Teacher Mathematics Gr 6-8 – Tyler Powell

(2) Summit Elementary School Teacher Gr 4 – Aimee Ploss

(3) Jerome Middle School Para Professional Library – Sarah Buechele

(4) Jerome High School Custodian – Yolanda Pulido

(5) Jerome High School Assistant Coach Tennis – Robert Perry

(6) Jerome Middle School Teacher Science – Kathryn Jones

(7) Jerome Middle School Teacher Mathematics Interventions – Nicole Waitley

(8) Jerome School District Computer Technician –Trystan Dodson

(9) Jefferson Elementary School Child Nutrition Kitchen Manager – Carol Sullivan

(10) Jerome High School Teacher Mathematics Gr 9-12 – Angela Walker

(11) Jerome Middle School Para Professional Special Education – Wendy Wheelock

(12) Jerome High School Assistant Coach Football – Christopher Mahavong

(13) Jerome High School Assistant Coach Football (.5 FTE) – Larry Bos

(14) Jerome High School Assistant Coach Football (.5 FTE) – Steve Harrison

(15) Jerome School District Speech Therapist Aide – Bridgette Willett

(16) Jerome High School Teacher Vocational Education – Daniel Blackburn

(17) Jerome High School Teacher Physical Education – Julee Smith

(18) Jefferson Elementary School Para Professional Dawnetta Nicole Capps

(19) Horizon Elementary School Para Professional Jerome Early Education Program – Judith Arthun

(20) Horizon Elementary School Para Professional Jerome Early Education Program – Halla Blair

(21) Horizon Elementary School Para Professional Building (.5 FTE) – Nicole Ferrin

(22) Jefferson Elementary School Para Professional Building – Jeneca Sabala

(23) Jefferson Elementary School Para Professional Special Education – Diane Whitney

(24) Summit Elementary School Para Professional Computer – Shaylee Strikwerda

(25) Northside Jr/Sr High School Para Professional – Wendy Somerset

(26) Jefferson Elementary School Child Nutrition Cook – Lila Livia

(27) Jerome High School Business Professionals of America Advisor (.5 FTE) – Don Black

(28) Jerome High School Head Coach Volleyball – Trenton Wilcox

(29) Jerome High School Assistant Coach Volleyball – Julee James

(30) Jerome High School Coach Girls Basketball 9th Grade – Gary Elsensohn

(31) Jerome High School Assistant Coach Boys Soccer – Ben Carlisle

(32) Jerome Middle School Coach 7th Boys Basketball – McKinsey Rodriguez

(33) Jerome Middle School Para Professional Building – Jenny Perron

(34) Jerome High School Head Coach Cross Country (.5 FTE) – Randy Tolman

A motion was made by Byron Burnham and seconded by Esther Peters to approve the Consent Agenda as presented. The motion passed by the following:

AYE: Don Mitchell

Esther Peters

Alice Thibault

Byron Burnham

Staci Leavitt

4) **Scheduled Visitors**

a) Terry Waitley, Jerome High School Teacher and Janae Swenson, Jerome High School Student: presentation of new club request for Jerome High School.

b) Jolene Dockstader, Jerome Education Association Chief Negotiator and Jerome Middle School Teacher: Jerome EA presentation of negotiation authorizations were at 70% by district certified staff for the 2015 negotiations.

c) Jerome High School Agriculture Department Teachers Nicole Lebsack, Tom Clifton, Alan Willmore and Future Farmers of America Students Gretchen Hansten, KayLee Day, Travis Compton and Jake Connelley: three presentations by Jerome High School FFA teachers and students: 1) FFA Forestry team and National Convention competition; 2) Gretchen Hansten and FFA Washington Leadership Conference Summer 2015 attendance; 3) Nicole Lebsack and JHS Agriculture Program Plan for 2015 and Idaho Quality Program Standards Grant Award.

d) Riley Johnson, Jerome High School Senior Spirit Representative: presented plans for Homecoming and Spirit Club at Jerome High School for 2015-16 school year.

e) Kaly Gillette-Shippen, Jerome High School Athletic Director: review of current high school activities passes and prices.

5) **Community Comments:** No community comments for August, 2015.

6) **Communications:**

- a) Idaho Quality Program Standards Grant Update – JHS Agricultural Department – Nicole Lebsack and Tom Clifton, Jerome High School Agriculture Department Teachers were each awarded a \$10,000 grant for the 2015-16 year.

7) **Approval of Bills**

A motion was made by Byron Burnham and seconded by Alice Thibault to approve the bills as presented. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham
Staci Leavitt

8) **Reports (Information)**

- a) Superintendent: Strategic Plan Vision 2020 for the district reviewed by the board.
 - i) 2015-16 New Staff: Certified and classified staff resignations and additions for current school year reviewed, exit and entrance surveys completed by staff to aide in recruitment for next year.
 - ii) Enrollment August 2015: all students returned to school and enrollment numbers will be updated.
 - iii) Facilities Update: current construction projects at Jefferson Elementary School and Jerome High School reviewed.
- b) Trustees' Reports: Idaho School Board Association Conference for school board members is scheduled for November.
- c) Federal Programs Director

9) **Continuing Business**

- a) Policy 1315 District Planning
- b) Policy 1645 Board Development Opportunities
- c) Policy 2435 Advanced Opportunities
- d) Policy 3270 District Provided Access to Electronic Information, Service and Networks
- e) Policy 3270P Acceptable Use of Electronic Networks Procedure
- f) Policy 4130 Public Access to District Website
- g) Policy 7400 Purchasing
- h) Policy 7400P Procurement Under a Federal Award

A motion was made by Alice Thibault and seconded by Esther Peters to approve Policies 1315, 1645, 2435, 3270, 3270P, 4130, 7400, 7400P as presented for second reading. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham
Staci Leavitt

10) **New Business**

- a) Schedule Special Meeting in September for Enrollment Update: the board determined that no special meeting would be necessary to review the enrollment and attendance during September.
- b) Declaration that an area of need exists for the 2015-2016 school year in the schools and departments as listed (Action)
 - i) Jefferson Elementary School Grade 1
 - ii) Horizon Elementary School Grades 1, 3 and Elementary Counselor
 - iii) Summit Elementary School Grade 4
 - iv) Jerome Middle School English as Second Language and Mathematics Department
 - v) Jerome High School Mathematics Department, Vocational Education Department, Special Education Department and Secondary Counselor
 - vi) Jerome School District Day Treatment Special Education Teacher

A motion was made by Alice Thibault and seconded by Staci Leavitt to declare that an area of need exists for the 2015-16 school year in the schools and departments as listed. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham
Staci Leavitt

- c) Policy 2425 Parental Rights
- d) Policy 3295 Hazing, Harassment, Intimidation, Bullying, Cyber Bullying
- e) Policy 3295P Hazing, Harassment, Intimidation, Bullying, Cyber Bullying Procedure
- f) Policy 3330 Student Discipline
- g) Policy 4600P Volunteer Assistance Procedures
- h) Policy 5265 Employee Responsibilities Regarding Student Harassment, Intimidation, Bullying

- i) Approve Bus Drivers 2015-16
- j) Approve Bus Routes 2015-16
- k) Approve Safety Bus Routes 1 thru 5 for 2015-16 School Year

A motion was made by Alice Thibault and seconded by Staci Leavitt to approve 2015-16 Bus Drivers, Bus Routes and Safety Bus Routes 1, 2, 3, 4 and 5 as presented. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham
Staci Leavitt

- l) Approval of 2015-16 Transportation Contract Revision with North Side Bus Company
- A motion was made by Alice Thibault and seconded by Staci Leavitt to approve 2015-16 Transportation Contract with the North Side Bus Company as revised. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham
Staci Leavitt

- m) Jerome High School Future Farmers of America Forestry Team Out of State Travel Request to National Convention
- A motion was made by Alice Thibault and seconded by Byron Burnham to approve the out of state travel request by the Jerome High School FFA Forestry Team to the National Future Farmers of America Convention in Kentucky in October 2015 and to pay for the teams registration fee to the convention. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham
Staci Leavitt

- n) Jerome High School New Club Request
- A motion was made by Byron Burnham and seconded by Alice Thibault to approve the Jerome High School new club request for the Young Republicans-Tiger Patriots Club to begin during the 2015-16 school year. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham
Staci Leavitt

- o) Student Teacher for 2015-16 School Year Approval

- i) Jerome High School – Michelle Aoi, JHS Agriculture Department Spring 2016

A motion was made by Byron Burnham and seconded by Staci Leavitt to approve the Jerome High School request for a Student Teacher in the Agriculture Department for the 2015-16 school year. The motion passed by the following:

AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham
Staci Leavitt

p) Jerome High School Homecoming Activities Review

q) Jerome High School Athletic Passes Proposed Price Changes

A motion was made by Byron Burnham and seconded by Alice Thibault to approve the Jerome High School Administration request to change the High School Activities Season Pass prices with the following terms and limits: the Punch Pass will not expire but can continue into the next school year; the Senior Citizen Pass is for ages 65 + years; the Junior Pass is for ages 6 to 18 years; and the Family Pass is not to exceed \$190 and \$175 for Booster Club Members.

The motion passed by the following:

AYE: Don Mitchell

Esther Peters

Alice Thibault

Byron Burnham

Staci Leavitt

11) 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.

i) Personnel

A motion was made by Esther Peters 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 67-2345 (1)(b), Idaho Code, regarding personnel issues involving classified employees of the district. The motion passed by roll call vote:

AYE: Don Mitchell

Esther Peters

Alice Thibault

Byron Burnham

Staci Leavitt

The board recessed into executive session at 9:00 p.m.

The board returned to open session at 9:10 p.m.

1) Classified Employees Salary Step Placement Request

A motion was made by Byron Burnham and seconded by Alice Thibault to approve the salary placement for four Classified Personnel, P1516-4, P1516-5, P1516-6, and P1516-7, as requested by administrators and directors. The motion passed by the following:

AYE: Don Mitchell

Esther Peters

Alice Thibault

Byron Burnham

Staci Leavitt

2) Classified Employee Extra Curricular Stipend Request

A motion was made by Byron Burnham and seconded by Alice Thibault to approve the stipend for Jerome High School Extra Curricular Coach for one Classified Personnel for the 2015-16 school year only. The motion passed by the following:

AYE: Don Mitchell

Esther Peters

Alice Thibault

Byron Burnham

Staci Leavitt

12) Adjourn

There being no other business before the board, the meeting was adjourned at 9:20 p.m.