

**Jerome School District #261**  
**Board of Trustees Agenda**  
**November 27, 2018**  
**6:00 p.m.**  
**Administrative Complex Board Room**

Board of Trustees present: Esther Peters, Staci Leavitt, Alice Thibault, Annette Lott. Not Present: Don Mitchell. Others present: Superintendent Dale Layne, Business Manager Brian Bridwell, Clerk Lorri Prescott; Curriculum Director Janet Avery, Federal Programs Director Kim Lickley, Special Services Director Kindel Mason, Jerome High School Principal Nathan Tracy, Jerome High School Assistant Principal Melissa Rice, Jerome Middle School Principal Landon Marlor, Summit Elementary School Principal Eva Meyerhoeffer, Jefferson Elementary School Principal Angie Brulotte, Horizon Elementary School Principal Wendy Ohlensehlen, Jefferson and Horizon Elementary School Assistant Principal Toni Harbaugh, Jerome High School Teacher Staci Sobotka, Jerome High School Student Resource Officer Guillermo Garcia, Jerome Middle School Teacher Lisa Burke and family, Jerome School District Social Worker Rachel DelValle and family; and Eric Heringer, Managing Director of Piper Jaffray Idaho Division.

***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 School District *Excellence in Teaching Awards***

Jerome School District Staff: Lisa Burke, Jerome Middle School Teacher, Rachel DelValle, Jerome School District Social Worker, and Christine Jolley, Jefferson Elementary School Custodian, were recognized by Superintendent Layne as the Jerome School District Excellence in Education Award Recipients for November 2018. The award was presented to Lisa Burke and Rachel DelValle during the meeting and Christine Jolley was awarded during a school faculty meeting.

**3) Consent Agenda**

- a) Approval of previous minutes
  - i) October 23, 2018
- b) Financial Report
  - i) Cash Report
    - (1) Reconciliation
  - ii) Accrual Report
    - (1) Revenue and Expense Summary
    - (2) Balance Sheet
  - i) Building Financial Reports
    - (1) Jefferson Elementary School -- Reconciliation -- Check Register -- Balance Sheet
    - (2) Horizon Elementary School -- Reconciliation -- Check Register -- Balance Sheet
    - (3) Summit Elementary School -- Reconciliation -- Check Register -- Balance Sheet
    - (4) Jerome Middle School -- Reconciliation -- Check Register -- Balance Sheet
    - (5) Jerome High School -- Reconciliation -- Check Register -- Balance Sheet
    - (6) Special Services -- Reconciliation -- Check Register -- Balance Sheet
- c) Personnel
  - i) Retirement
  - ii) Transfers
    - (1) Horizon Elementary School Para Professional Building – Manda Zimmer
    - (2) Jerome Middle School Para Professional Extended Special Education – Cheyenne O’Connell
  - iii) Resignations
    - (1) Summit Elementary School Child Nutrition Cook – Robin Arnold
    - (2) Jerome High School Assistant Coach Tennis – Victoria Brymer
  - iv) New Hires
    - (1) Jerome Middle School Gear Up Coordinator – Erica Martens
    - (2) Jerome High School Teacher Health Occupations (.2 FTE) – Nicholas Lambertsen
    - (3) Jerome High School Teacher Health Occupations (.2 FTE) – Anita Bartels
    - (4) Jerome Middle School Child Nutrition Cook – Maria Santana
    - (5) Horizon Elementary School Para Professional Special Education – KelliSue Montague
    - (6) Jefferson Elementary School Para Professional Special Education – Kandice Johnson
    - (7) Jerome High School Assistant Coach Golf – Terri Hammerstrom

(8) Jerome High School Assistant Coach Wrestling – Brandon Robinson

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

Alice Thibault

Annette Lott

4) **Scheduled Visitors** (Information)

- a) Jerome High School Teacher Staci Sobotka: request presented to board for Jerome High School students to travel and tour Europe and the British Isles during the summer of 2020.
- b) Officer Guillermo Garcia, Jerome High School Student Resource Officer: provided information on two Jerome High School senior projects: 1) purchase and install two flashing speed signs on the road near Jerome High School; and 2) purchase and prepare 100 survival kits to complete the Stop the Bleed campaign. Officer Garcia presented a request to the Trustees to fund 25 to 33% percent of both projects with the City of Jerome matching the district funds.
- c) Eric Heringer, Managing Director of Piper Jaffray Public Finance Investment Banking Idaho Division: Mr. Heringer, reviewed the district's status of the bond, plant facilities and supplemental levies currently in place.

5) **Communications** – no communications for November, 2018.

6) **Reports** - Items A through I 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) Child Nutrition Director
- j) Superintendent
  - i) Enrollment Summary: comparison of current student enrollment with Year 17-18 November enrollment.
  - ii) Facilities Update: security vestibule renovation projects are scheduled during summer break, with plans in review.
  - iii) Idaho Quality Program Standards Incentive Grants awarded to Jerome High School Agriculture Department
  - iv) Youth Risk Behavior Survey (YRBS): review of survey from State Department of Education scheduled for one Sophomore English class at the high school during the 18-19 school year.
  - v) Administration and Trustee 2018 Christmas Party: Thursday, December 20, 2018, at 6 p.m.
- k) Trustees' Reports - Idaho School Board Association 2018 State Convention, review of information received by Trustees.
  - i) Terms of Office Dates: Trustees terms have been extended and will expire on December 30 of the fourth year of each term as allowed with Idaho Code changes in 2018.

7) **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

Staci Leavitt

Alice Thibault

Annette Lott

8) **Continuing Business**

- a) Long-Range Planning for New School and Real Estate Acquisition: continued discussion on school placement concept and property acquisition.

b) Policy 1120P Oath of Office

A motion was made by Staci Leavitt and seconded by Annette Lott to approve Policy 1120P as presented. The motion passed by the following:

AYE: Esther Peters

Staci Leavitt

Alice Thibault  
Annette Lott

**9) New Business**

- a) Consideration date change for December 25th Board Meeting  
The Chairman announced the next order business would be to change the schedule and time of the December 25, 2018, regular meeting of the Board of Trustees from December 25<sup>th</sup>, at 6:00 p.m. to December 18th, 2018, at 5:00 p.m. in the Administrative Offices Board Room. A motion was made by Alice Thibault and seconded by Staci Leavitt to reschedule the December meeting of the Board of Trustees as presented. The motion passed by the following:  
AYE: Esther Peters  
Staci Leavitt  
Alice Thibault  
Annette Lott
- b) Consideration of Supplemental Levy Resolution  
Discussion by Board of Trustees to consider to a supplemental levy resolution for March, 2019. Further discussion and action to take place at the December 2018 board meeting.
- c) Approval of Jerome Middle School New Club Request for Art Club  
A motion was made by Staci Leavitt and seconded by Alice Thibault to approve the Jerome Middle School New Club Request for Art Club for the 2018-19 school year. The motion passed by the following:  
AYE: Esther Peters  
Staci Leavitt  
Alice Thibault  
Annette Lott
- d) Consideration of Jerome High School Foreign Language Department Out of State Travel Request  
A motion was made by Staci Leavitt and seconded by Alice Thibault to approve the Jerome High School Foreign Language Department out of state travel request to Europe during the 2020 summer months. The motion passed by the following:  
AYE: Esther Peters  
Staci Leavitt  
Alice Thibault  
Annette Lott
- e) Policy 3010F2 Residency Verification Form (1<sup>st</sup> Reading – Information)  
f) Policy 3560 Video Surveillance (1<sup>st</sup> Reading – Information)

**10) Executive Session**

- a) IC 74-206(1)(a)(b)(c) – Personnel or Student, Property.  
(a)(b)(c) 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; (c) to acquire an interest in real property which is not owned by a public agency.
- i) Personnel Issues
  - ii) Student Issues
  - iii) Property

A motion was made by Staci Leavitt and seconded by Alice Thibault 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; and property matters. The motion passed by roll call vote:

AYE: Esther Peters  
Staci Leavitt  
Alice Thibault  
Annette Lott

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

The board returned to open session at 9:20 p.m.

11) Consideration of Personnel Executive Item(s):

a) Certified Employee P1819-08 placed on Administrative Leave

A motion was made by Alice Thibault and seconded by Staci Leavitt to accept the recommendation of Superintendent Layne and place Certified Employee P1819-08 on Paid Administrative Leave and direct Superintendent Layne to send written notice to employee. The motion passed by the following:

AYE: Esther Peters  
Staci Leavitt  
Alice Thibault  
Annette Lott

b) Certified Employee P1819-14 Additional Leave Request

A motion was made by Alice Thibault and seconded by Annette Lott to approve the request for additional unpaid leave submitted by Certified Employee P1819-14, and direct Superintendent Layne to send written notice to employee. The motion passed by the following:

AYE: Esther Peters  
Staci Leavitt  
Alice Thibault  
Annette Lott

12) Consideration of Student Executive Item(s):

a) Early Graduation Request

A motion was made by Staci Leavitt and seconded by Annette Lott to approve the early graduation request by Student E1819-01. The motion passed by the following:

AYE: Esther Peters  
Staci Leavitt  
Alice Thibault  
Annette Lott

b) Request for Extended Suspension for Students D1819-01, D1819-02, D1819-03, D1819-06, D1819-07

A motion was made by Staci Leavitt and seconded by Alice Thibault to approve the request by Superintendent Layne that to provide for the health and safety of our students, that an additional temporary suspension of five (5) days be added to the current suspension for Students D1819-01, D1819-02, D1819-03, D1819-06 and D1819-07, and that furthermore that the Superintendent has the authority to remove the temporary suspension following a pre-expulsion hearing, if it is determined that the health, welfare or safety of students are not jeopardized, and the board directs Superintendent Layne or his designee to send written notice of the decision. The motion passed by the following:

AYE: Esther Peters  
Staci Leavitt  
Alice Thibault  
Annette Lott

c) Declaration of Truancy

A motion was made by Alice Thibault and seconded by Staci Leavitt to accept the declaration made by Jerome School District Clerk, Lorri Prescott, as designee of the Board of Trustees, for seven students, T1819-07, T1819-08, T1819-09, T1819-10, T1819-11, T1819-12, and T1819-13, as habitually truant. The motion passed by the following:

AYE: Esther Peters  
Staci Leavitt  
Alice Thibault  
Annette Lott

13) **Consideration of Property Executive Item(s):** No decisions came before the board.

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.