

**Jerome School District #261**  
**Board of Trustees Agenda**  
**January 28, 2014**  
**6:00 p.m.**  
**Administrative Complex Board Room**

Board of Trustees present: Esther Peters, John Crozier, Alice Thibault, Byron Burnham. Not present: Don Mitchell.  
Others present: Superintendent Dale Layne, Business Manager Brian Bridwell, Clerk Lorri Prescott; Summit Elementary Principal Eva Meyerhoeffer, Summit Elementary School Teacher Scott Grisso, Horizon Elementary School Para Professional Bernice Davis, Jerome High School Teacher Laura Lee Carlisle, Jerome High School Students Latinos In Action: Eddy Ortega, Zach Vazquez, Delia Barragan and Meagan Call-Cummings; Jerome Boy Scout Troup Members: Chezney Olson, Dillon Farnsworth, Clark Larson and Leader Lynn Olson.

***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 Vice-Chairman Esther Peters.

**2) Consent Agenda**

- a) Approval of previous minutes
  - i) December 2013
  - ii) Special Meeting January 7, 2014
- 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) Jefferson Elementary School Child Nutrition Cook – Dorothy Gernhart
  - ii) Transfers
    - (1) Summit Elementary School Custodian – Linda Wilkinson
    - (2) Horizon Elementary School Custodian – Edith Cunningham
  - iii) Resignations
    - (1) Summit Elementary School Teacher Grade 4/LEP – Rhonda Birnie
    - (2) Horizon Elementary School Para Professional Special Education – Linda Titera
    - (3) Jerome High School Softball Assistant Coach – Courtney Harrison
    - (4) Jerome High School Softball Assistant Coach – Teona Surrage
  - iv) New Hires
    - (1) Jerome Middle School Custodian – Christina Brownlee
    - (2) Jerome High School Custodian – Joni Glosser
    - (3) Jefferson Elementary School Cook – Sandra Dayley
    - (4) Horizon Elementary School Para Professional Special Education – Christina Ramirez

A motion was made by Alice Thibault and seconded by John Crozier to approve the Consent Agenda as presented, with one exception to extract the Resignation request by Summit Elementary Teacher Rhonda Birnie. The motion passed by the following:

AYE: Esther Peters  
John Crozier

Alice Thibault  
Byron Burnham

3) **Scheduled Visitors**

- a) Laura Lee Carlisle, Jerome High School Teacher and Jerome High School Latinos In Action Students: Students presented a Latinos In Action Video created by the JHS students on unity in the community of Jerome. Latinos In Action have 35 Jerome High School students actively involved this year and reported on activities of the group which include translating at parent teacher conferences and tutoring students at the elementary schools.
- b) Eva Meyerhoeffer, Summit Elementary School Principal: Student and staff demographics reviewed, also two years of student test results were compared and overall results in Star Testing were reviewed. Ms. Meyerhoeffer outlined goals set by teaching staff for improvement in student achievement.

4) **Community Comments:** No community comments for January, 2014.

5) **Communications**

- a) Imagine Learning: Horizon Elementary School was recognized as a 2012-13 Imagine Nation Top 10 Percent School.

6) **Approval of Bills**

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

AYE: Esther Peters  
John Crozier  
Alice Thibault  
Byron Burnham

7) **Reports**

- a) Superintendent: Student testing with SBAC program will begin this Spring, administration and schools are preparing schedules and equipment for the tests; Jerome High School was on lockdown for one hour on Tuesday due to a student incident; Wireless connection is scheduled for installation at the high school in February.
  - i) Enrollment Update: Comparison of student enrollment from 2009 to 2014 reviewed.
  - ii) Jefferson Gym Floor Update: Water damage to gym floor will result with a completely new floor installation.
  - iii) FY15 Budget: Preparation of the budget for the FY15 school year will begin this month.
  - iv) Negotiations: Timeline for negotiations for the 2014-15 school year reviewed with board members.
- b) Curriculum Director
- c) Federal Programs 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) Food Service
- k) Special Education

8) **Continuing Business**

- a) Policy 5320P Substance Abuse Procedure
- b) Policy 6320 Evaluation of Administrative Staff  
A motion was made by Byron Burnham and seconded by Alice Thibault to approve Policies 5320P and 6320 as presented for second reading. The motion passed by the following:  
AYE: Esther Peters  
John Crozier  
Alice Thibault  
Byron Burnham
- c) Policy 6100 Superintendent (Review Only)
- d) Jerome High School Student Fees Review  
Student fees for elective courses at Jerome High School reviewed for 2014-15 school year.

- e) Construction Projects  
A motion was made by Alice Thibault and seconded by Byron Burnham to approve the architectural and engineering services proposal from LKV Architects related to a new driveway at Jerome Middle School. The motion passed by the following:  
AYE: Esther Peters  
John Crozier  
Alice Thibault  
Byron Burnham
- f) Facilities Improvement Committee Update
  - i) Open House, February 4, 6:30-8:30 p.m., Jerome High School Crowder Memorial Library
  - ii) Jerome Citizens for Better Schools meeting, February 4, 7:00 p.m., Jerome High School Crowder Memorial Library
  - iii) Open House, February 27, 6:00-8:00 p.m., Best Western Sawtooth Inn, Jerome

9) **New Business**

- a) Summit Elementary School Student Handbook Review  
A motion was made by Alice Thibault and seconded by Byron Burnham to approve the Summit Elementary School Student Handbook as presented. The motion passed by the following:  
AYE: Esther Peters  
John Crozier  
Alice Thibault  
Byron Burnham
- b) Day on the Hill  
February 24-25 in Boise, the agenda for the event was reviewed by the Board.
- c) Superintendent Evaluation  
The board will complete the superintendent evaluation in the February meeting.
- d) ISBA Board Training Exercise – School Board Self-Assessment  
School Board Self-Assessment exercise was reviewed by all board members.
- e) Policy 2705 Military Compact Waiver (1<sup>st</sup> Reading – Information)
- f) Policy 3565 Termination of Driving Privileges (1<sup>st</sup> Reading – Information)
- g) Policy 5495 Compensation Time – Non Contract Employees (1<sup>st</sup> Reading – Information)
- h) Policy 6400 Principals (1<sup>st</sup> Reading – Information)
- i) Policy 7600F Declaration of Financial Emergency Resolution (1<sup>st</sup> Reading – Information)
- j) Policy 7600P Declaration of Financial Emergency Procedure (1<sup>st</sup> Reading Information)
- k) Jerome High School Latinos in Action Out of State Travel Request  
A motion was made by Byron Burnham and seconded by John Crozier to approve the travel request by Latinos In Action teacher and students to attend the Latinos in Action Conference in Ogden, Utah, and to pay the school registration fee of \$250.00 for the teacher and students attending. The motion passed by the following:  
AYE: Esther Peters  
John Crozier  
Alice Thibault  
Byron Burnham
- l) Resignation Request by Summit Elementary School Teacher Grade 4/LEP – Rhonda Birnie  
A motion was made by Byron Burnham and seconded by Alice Thibault to table the resignation request by Summit Elementary Teacher Rhonda Birnie until a suitable replacement for her position is hired. The motion passed by the following:  
AYE: Esther Peters  
John Crozier  
Alice Thibault  
Byron Burnham

**10) Executive Session**

a) IC 67-2345(1)(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 Issue

ii) Student Issue

A motion was made by Byron Burnham and seconded by John Crozier 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 and certified employees of the district and student issues. The motion passed by a roll call vote of:

AYE: Esther Peters

John Crozier

Alice Thibault

Byron Burnham.

The board recessed into executive session at 9:10 p.m.

The board returned to open session at 9:40 p.m.

i) (1) Classified Employee Placed on Administrative Leave

A motion was made by Byron Burnham and seconded by Alice Thibault to place a Classified Employee on Administrative Leave with pay. The motion passed by the following:

AYE: Esther Peters

John Crozier

Alice Thibault

Byron Burnham

i) (2) Certified Professional Employee Placed on Probation

A motion was made by Byron Burnham and seconded by John Crozier to place a one Certified Professional Employee on formal probation for the remainder of the 2013-14 academic year. The motion passed by the following:

AYE: Esther Peters

John Crozier

Alice Thibault

Byron Burnham

ii) (1) Declaration of Student Truancy

A motion was made by John Crozier and seconded by Alice Thibault to declare four (4) students habitually truant. The motion passed by the following:

AYE: Esther Peters

John Crozier

Alice Thibault

Byron Burnham

**11) Adjourn**

There being no other business before the board, the meeting was adjourned at 9:45 p.m.