

Jerome School District #261
Board of Trustees Agenda
February 26, 2019
6:00 p.m.
Administrative Complex Board Room

Board of Trustees present: Alice Thibault, Staci Leavitt, Annette Lott; Trustees present by phone conference: Esther Peters, Don Mitchell. Others present: Superintendent Dale Layne, Business Manager Brian Bridwell, Clerk Lorri Prescott, Special Services Director Kindel Mason, Federal Programs Director Kim Lickley, Jerome High School Principal Nathan Tracy, Jerome High School Assistant Principal/Athletic Director Jeremy Munroe, Jerome Middle School Principal Landon Marlor, Summit Elementary and Jerome Middle School Assistant Principal Jill Taylor, Jerome Middle School Teacher Aimee Mangum, Horizon Elementary School Principal Wendy Ohlensehlen, Horizon Elementary School Teacher Jennifer Browne, Jefferson Elementary School Principal Angie Brulotte and Excellence in Education Award Recipients Family Members.

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 by Chairman Alice Thibault at 6:00 p.m.

2) Jerome School District Excellence in Education Awards

Jerome School District Staff: Aimee Mangum, Jerome Middle School Teacher; Jennifer Browne, Horizon Elementary School Teacher; and Lisa Peterson, Jerome Middle School Special Education Para Professional, were recognized by Superintendent Layne as the Jerome School District Excellence in Education Award Recipients for February 2019.

3) Consent Agenda

- a) Approval of previous minutes
 - i) January 22, 2019
- 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
 - (1) Jerome High School Child Nutrition Cook – Valinda Garman
 - ii) Resignations SY 2018-19
 - (1) Jerome High School Custodian – Jessica Slim
 - iii) Resignation SY 2019-20
 - (1) Jerome School District Director of Technology – Christopher Gibson
 - (2) Summit Elementary School Teacher Grade 5 - Janilee Miller
 - (3) Jefferson Elementary School Teacher Dual Language Immersion Spanish Grade 3 – Felipe Navarro Alvarez
 - (4) Jerome High School Football Assistant Coach – Gary Elsensohn
 - (5) Jerome High School Basketball Girls Assistant Coach – Gary Elsensohn
 - iv) Transfers SY 2018-19
 - (1) Horizon Elementary School Child Nutrition Cook – Bonnie Walters
 - (2) Horizon Elementary School Child Nutrition Cashier – Shailee Pitts
 - v) Transfers SY 2019-20
 - (1) Jerome School District Director of Technology – Tyler Wardle
 - vi) New Hire SY 2018-19
 - (1) Jerome School District Maintenance – General – Shaun Stokesberry
 - (2) Jerome High School Assistant Coach Golf – Andrew Purin
 - (3) Jerome High School Assistant Coach Softball – Kara Montgomery
 - (4) Jerome Middle School Coach 7th Grade Track – Eric Hopkins
 - vii) New Hire SY 2019-20
 - (1) Jefferson Elementary School Teacher Dual Language Immersion Spanish Grade 3 – Armelia Briseno

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: Alice Thibault
Staci Leavitt
Esther Peters
Don Mitchell
Annette Lott

4) **Scheduled Visitors:** No Scheduled Visitors for February 2019.

5) **Communications**

a) Idaho School Board Association Trustee Recognition

6) **Reports:** Items A thru I written and oral reports submitted to Board of Trustees by Principals and Program Directors.

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

- Jerome High School Athletic Director Jeremy Munroe – Hall of Fame

i) Child Nutrition Director

j) Superintendent

- Enrollment Summary: comparison of student enrollment with previous 17-18 year, February, enrollment.
- Health Screenings and Immunizations: review of information and parent permission procedure for student health screenings; district immunization policy and procedure discussed.
- Nurse / CTE: Jerome High School will offer several Health Occupations pathways for students: CNA, Sports Medicine, and possibly EMT.
- Idaho School Boards Association Day On The Hill – February 18-19, 2019: attended by Superintendent Layne and Business Manager Bridwell and area legislators.
- Freedom Writer, Manny Scott, Presentation, February 28 and March 1st, 2019
- Supplemental Levy Election – March 12, 2019, information available online and distributed flyers.
- Kindergarten Registration for SY 2019-20 – April 16-17, 2019
- Education Law Seminar – April 22-23, 2019

k) Trustees' Reports - Idaho School Board Association Training Exercise – *Trustee Self Assessment*

7) **Approval of Bills**

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

AYE: Alice Thibault

Staci Leavitt

Esther Peters

Don Mitchell

Annette Lott

Jerome School District Trustee Esther Peters withdrew from meeting at 7:30 p.m.

8) **Continuing Business**

a) Long-Range Planning for New School and Real Estate Acquisition: land proposal approved by Jerome County Planning and Zoning Commission; proposal will forward to Jerome City Council for approval on March 19, 2019.

b) Superintendent Evaluation: the evaluation for Jerome School District Superintendent will be completed by Trustees on March 19, 2019.

c) Jerome High School 2019 Senior Class Trip Out of State Travel Request Follow Up: information provided by Jerome High School Senior Class President with list of chaperones and confirmed travel date.

d) Policy 3572 Student Record Name/Gender Change

e) Policy 3572F Student Name/Gender Change Request Form

A motion was made by Staci Leavitt and seconded by Annette Lott to approve Policies 3572 and 3572F as presented by second reading. The motion passed by the following:

AYE: Alice Thibault
Staci Leavitt
Don Mitchell
Annette Lott

9) New Business

a) Approval for Emergency Closure, February 21, 2019, due to weather conditions

A motion was made by Staci Leavitt and seconded by Annette Lott to declare an emergency school closure due to weather on January 21, 2019. The motion passed by the following:

AYE: Alice Thibault
Staci Leavitt
Don Mitchell
Annette Lott

b) Consideration of March 26, 2019, Board Meeting Date Change

The Chairman announced the next order business would be to change the schedule of the March 26, 2019, regular meeting of the Board of Trustees from March 26 to March 19, 2019, at 6:00 p.m. in the Administrative Offices Board Room. A motion was made by Staci Leavitt and seconded by Annette Lott to reschedule the March meeting of the Board of Trustees as presented. The motion passed by the following:

AYE: Alice Thibault
Staci Leavitt
Don Mitchell
Annette Lott

c) Approval for Jefferson Elementary School request for CSI Student Field Experience – Eleise Ramos

A motion was made by Staci Leavitt and seconded by Annette Lott to approve the requests made by Jerome School District Administration for CSI Student Field Experience placement of Eleise Ramos at Jefferson Elementary School 18-19 school year. The motion passed by the following:

AYE: Alice Thibault
Staci Leavitt
Don Mitchell
Annette Lott

d) Jerome School District Maintenance Department Salary Step Placement Request – P1819-17 S.Stokesberry

A motion was made by Staci Leavitt and seconded by Annette Lott to approve the salary placement for Classified Personnel, P1819-17, as requested by program director for the 2018-19 school year. The motion passed by the following:

AYE: Alice Thibault
Staci Leavitt
Don Mitchell
Annette Lott

e) Approve New Bus Drivers and Attendants 2018-19 School Year

A motion was made by Annette Lott and seconded by Staci Leavitt to approve the new bus drivers as presented by North Side Bus Company for the 2018-19 school year. The motion passed by the following:

AYE: Alice Thibault
Staci Leavitt
Don Mitchell
Annette Lott

f) Jerome High School Out of State Travel Requests

- Latinos in Action to Leadership Conference, Ogden, Utah
- Trio College Visits Junior Spring Break Tour
- Concert Band and Audition Choir to Music Clinic, Provo, Utah
- Migrant Education, GoOn Program and Latinos in Action Students to Career Conf., Ontario, Oregon
- Future Farmers of American High School and Middle School Students to Utah State Univ., Logan, Utah
- Future Farmers of America Veterinary Science Contest, Tremonton, Utah

A motion was made by Staci Leavitt and seconded by Annette Lott to approve the Jerome High School out of state travel requests for students with Latinos In Action, Trio College Group, Concert Band and Audition Choir and JHS/JMS Future Farmers of America. The motion passed by the following:

AYE: Alice Thibault
Staci Leavitt
Don Mitchell
Annette Lott

g) Jerome Middle School Out of State Travel Requests

- Latinos In Action to Leadership Conference, Ogden, Utah
- Show Choir to Music in the Parks Event, Farmington, Utah

A motion was made by Staci Leavitt and seconded by Annette Lott to approve the Jerome Middle School out of state travel requests for students with Latinos In Action and Show Choir. The motion passed by the following:

AYE: Alice Thibault
Staci Leavitt
Don Mitchell
Annette Lott

h) Jerome High School New Club Requests

- Men's Select Choir
- GSA Club

A motion was made by Staci Leavitt and seconded by Annette Lott to table the approval of Jerome High School New Club Requests until the April 23, 2019, board meeting and requested that Superintendent Layne prepare a report on the current status of all Jerome High School and Jerome Middle School Clubs, both sponsored and non-sponsored categories. The motion passed by the following:

AYE: Alice Thibault
Staci Leavitt
Don Mitchell
Annette Lott

i) Approval of Jerome High School Schedule Change Request for Student Testing Day

A motion was made by Staci Leavitt and seconded by Annette Lott to approve the Jerome High School April 2019 Testing Schedule, including a no school day for Freshmen and Seniors on April 9, as proposed by Jerome High School Principal Nathan Tracy. The motion passed by the following:

AYE: Alice Thibault
Staci Leavitt
Don Mitchell
Annette Lott

10) Executive Session

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

(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
- (2) Student Issues

A motion was made by Annette Lott 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 or student issues involving students of the district. The motion passed by roll call vote:

AYE: Alice Thibault
Staci Leavitt
Don Mitchell
Annette Lott

The board recessed into executive session at 7:50 p.m.

The board returned to open session at 8:05 p.m.

11) Consideration of Personnel Executive Item(s)

a) Certified Employee P1819-15 Additional Leave Request

A motion was made by Staci Leavitt and seconded by Annette Lott to approve the request for additional unpaid leave submitted by Certified Employee P1819-15, and direct Superintendent Layne to send written notice to employee. The motion passed by the following:

AYE: Alice Thibault
Staci Leavitt
Don Mitchell
Annette Lott

b) Certified Employee P1819-16 Additional Leave Request

A motion was made by Staci Leavitt and seconded by Annette Lott to approve the request for additional unpaid leave submitted by Certified Employee P1819-16, and direct Superintendent Layne to send written notice to employee. The motion passed by the following:

AYE: Alice Thibault
Staci Leavitt
Don Mitchell
Annette Lott

c) Consideration of Superintendent Administrative Contract

A motion was made by Staci Leavitt and seconded by Annette Lott to table the consideration of Superintendent Layne's Administrative Contract until the March 19, 2019, board meeting. The motion passed by the following:

AYE: Alice Thibault
Staci Leavitt
Don Mitchell
Annette Lott

12) **Consideration of Student Executive Item(s):**

a) Declaration of Truancy

A motion was made by Annette Lott 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 nine students, T1819-16, T1819-17, T1819-18, T1819-19, T1819-20, T1819-21, and T1819-22, T1819-23, T1819-24 as habitually truant. The motion passed by the following:

AYE: Alice Thibault
Staci Leavitt
Don Mitchell
Annette Lott

13) **Adjourn:** There being no other business before the board, a motion was made by Staci Leavitt and seconded by Annette Lott, the Board unanimously approved to adjourn the meeting at 8:10 p.m.