

**Jerome School District #261**  
**Board of Trustees Agenda**  
**May 24, 2016**  
**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 High School Assistant Principal Melissa Rice, Jerome Middle School Teacher and Jerome Education Association Chief Negotiator Jolene Dockstader, Jerome Middle School Students of the Month for 2016 and Parents; Jerome High School Wrestling Coaches TJ Ringling and Ted Larsen.

***Educating Today for Tomorrow's World***

**1) Call to Order**

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 five Consent items, one Scheduled Visitor, one Superintendent Report item, three New Business Items and one Executive Session Item.

A motion was made by Esther Peters and seconded by Staci Leavitt to amend the agenda to add five Consent items, one Scheduled Visitor, one Superintendent Report item, three New Business Items and one Executive Session Item. The motion passed by the following:

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

**3) Jerome Middle School Students of the Month**

Award recipients for Jerome Middle School Students of the Month for May 2016 were recognized by Vice Chairman Esther Peters and the Board of Trustees.

**4) Consent Agenda**

a) Approval of previous minutes

i) April 26, 2016

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) Summit Elementary School Para Profession Special Education Resource – Carolyn Reddick

ii) Transfers

(1) Jerome Middle School Assistant Principal – Samuel Sharp

(2) Horizon Elementary School Teacher Grade 2 – Michelle Blunt

iii) Resignations

(1) Jerome School District Federal Programs Director / Grand Writer – Dr. Brendalynn Love

(2) Jerome School District Maintenance Skilled – Ryan Culver

(3) Horizon Elementary School Custodian – Diana Whitney

- (4) Jefferson Elementary School Para Professional Building – Jeneca Sabala
  - (5) Summit Elementary School Teacher Grade 4 – Pauli Connelley
  - (6) Summit Elementary School Teacher Grade 4 – Krystal Howe
  - (7) Jerome Middle School Teacher Science – Jamie Morton
  - (8) Horizon Elementary School Teacher Grade 2 – Rebecca Fogg
  - (9) Summit Elementary School Teacher Grade 5 – Danielle Ashby
  - (10) Summit Elementary School Teacher Grade 4 – Megan Stampke
  - (11) Jerome High School Assistant Coach Boys Basketball – Samuel Sharp
  - (12) Summit Elementary School Teacher Grade 4 – Brian Morgan
  - (13) Jerome Middle School Teacher Health – Christopher Mahavong
  - (14) Jerome High School Assistant Coach Football – Christopher Mahavong
  - (15) Jerome High School Assistant Coach Tennis – Robert Perry
- iv) New Hires
- (1) Jerome Middle School Teacher Science – Joshua Larson
  - (2) Jerome High School Head Coach Boys Soccer – Jacob Wood
  - (3) Jerome School District Receptionist/Sub-Caller – Francisca Peralta
  - (4) Summit Elementary School Elementary Counselor – Steven Van Parker
  - (5) Horizon Elementary School Teacher Grade 3 – Sheena Teal
  - (6) Jerome High School Assistant Coach Golf – McKinsey Rodriguez
  - (7) Summit Elementary School Para Professional Special Education Resource – April Winder
  - (8) Summit Elementary School Teacher Grade 4 – John Ahlstrom
  - (9) Jerome Middle School Teacher Reading Interventionist – Marsha Atkin
  - (10) Horizon Elementary School Teacher Grade 3 – Michelle Powell

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

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

5) **Scheduled Visitors**

- a) Jolene Dockstader, Jerome Education Association Chief Negotiator: reviewed 2016-17 Negotiated Contract Agreement and Jerome Education Association voting results: Certificated staff voted with 94% yes and 6% no votes.
- b) Melissa Rice, Jerome High School Assistant Principal: a review of Jerome High School Graduation 2016 plans.

6) **Community Comments:** Jerome High School Wrestling Coaches TJ Ringling and Ted Larsen presented information on the conditions of the current high school practice wrestling mats.

7) **Communications:** No communications for May, 2016.

8) **Reports**

- a) Superintendent: 2016-17 open positions for certificated personnel reviewed; a summary of 2016 Legislative changes for education presented.
  - i) Enrollment Update: comparison of student enrollment numbers for 2014-15 and 2015-16 school years.
  - ii) Facilities Update: Horizon Elementary School building upgrade projects will begin as soon as school year is finished; Administration Building parking lot waiting on light poles; Jefferson Elementary School landscaping near completion.
    - (1) JHS interior walls and additional demolition services: construction will begin at end of 15-16 school year; proposals for projects presented: plumbing upgrades for existing building and changes needed for west parking lot.
  - iii) Jerome High School Remodel Dedication tentatively scheduled for end of August, 2016, 6:30 p.m. date to be determined
- b) Trustees' Reports
- c) Curriculum Director
- d) Federal Programs Director
- e) Special Services Director
- f) Child Nutrition Director

- g) Jefferson Elementary School
- h) Horizon Elementary School
- i) Summit Elementary School
- j) Jerome Middle School
- k) Jerome High School
- l) Northside Jr/Sr High School

9) **Approval of Bills**

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

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

10) **Continuing Business**

- a) Construction – Change Orders

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

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

- b) Jerome High School Dance Team Camp Trip Chaperones List: total number of students and chaperones presented.

11) **New Business**

- a) Policy 2700P High School Graduation Requirements Procedures (1<sup>st</sup> Reading – Information)

- b) Policy 5340 Evaluation of Teacher and Pupil Personnel Certificate Holders (1<sup>st</sup> Reading – Information)

- c) Consideration of 2016-2017 District Memorandum of Understanding with Idaho Digital Learning

A motion was made by Alice Thibault and seconded by Staci Leavitt to approve the 2016-2017 District Memorandum of Understanding with Idaho Digital Learning as presented. The motion passed by the following:

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

- d) Student Teacher Placement Request for 2016-2017 School Year – Hanna Hillier at Jerome Middle School

A motion was made by Alice Thibault and seconded by Esther Peters to approve the 2016-2017 Student Teacher placement of Hanna Hillier at Jerome Middle School as requested. The motion passed by the following:

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

- e) Declaration of Surplus Property

A motion was made by Byron Burnham and seconded by Alice Thibault to declare Jerome School District out dated computers, printers and office furniture as itemized and Jerome High School wrestling mats. all as surplus property, with the proceeds of sale of wrestling mats to be used to aid in purchase of new mats. The motion passed by the following:

AYE: Don Mitchell  
Esther Peters  
Alice Thibault

Byron Burnham  
Staci Leavitt

- f) Jerome School District 2016-17 Budget Work Session: preliminary expenditures for the 2016-17 budget reviewed.
- g) Consideration of Activities Van Purchase  
A motion was made by Esther Peters and seconded by Stacie Leavitt to approve half of the cost, up to \$15,000, to purchase an activities van in partnership with Jerome High School Future Farmers of America Club, contingent on the Jerome High School FFA Club raising the remaining half of the total purchase price. The motion passed by the following:  
AYE: Don Mitchell  
Esther Peters  
Alice Thibault  
Byron Burnham  
Staci Leavitt
- h) Consideration of Jerome High School New Course Requests
- i) Advanced Woodworking A
  - ii) Sports Humanities A
  - iii) Leadership Election A and B
  - iv) Drum Line A
  - v) Percussion Ensemble B
- A motion was made by Alice Thibault and seconded by Byron Burnham to approve the request by the District Curriculum Director Janet Avery and Jerome High School Administration to add the following courses to the course offerings: Advanced Woodworking A, Sports Humanities A, Leadership Election A and B, Drum Line A, Percussion Ensemble B. The motion passed by the following:  
AYE: Don Mitchell  
Esther Peters  
Alice Thibault  
Byron Burnham  
Staci Leavitt
- i) Consideration of Jerome Middle School Curriculum Resources for English Language Arts  
A motion was made by Byron Burnham and seconded by Esther Peters to approve the request by the District Curriculum Director Janet Avery to purchase Curriculum Resources English Language Arts for Jerome Middle School Grades 6, 7, and 8, for the purchase price of \$ 70,231.58. The motion passed by the following:  
AYE: Don Mitchell  
Esther Peters  
Alice Thibault  
Byron Burnham  
Staci Leavitt
- j) Jerome Middle School 2016-17 Student Handbook Approval  
A motion was made by Alice Thibault and seconded by Esther Peters to approve the Jerome Middle School Student Handbook for school year 2016-17 as presented. The motion passed by the following:  
AYE: Don Mitchell  
Esther Peters  
Alice Thibault  
Byron Burnham  
Staci Leavitt
- k) ARTEC Representative Designation to attend the ARTEC Annual Meeting, September 2016, and Memorandum of Understanding for 2016-17 School Year Approval  
A motion was made by Byron Burnham and seconded by Alice Thibault to approve the ARTEC Memorandum of Agreement and designate Superintendent Layne as the district representative to attend the ARTEC Annual Meeting for 2016-17. The motion passed by the following:  
AYE: Don Mitchell  
Esther Peters  
Alice Thibault

Byron Burnham  
Staci Leavitt

l) ARTE Representative Designation to attend the ARTE Annual Meeting, September 2016

A motion was made by Byron Burnham and seconded by Alice Thibault to designate Superintendent Layne as the district representative to attend the ARTE Annual Meeting for 2016-17. The motion passed by the following:

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

**12) Executive Session**

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

(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
- (2) Student
- (3) Negotiations

A motion was made by Byron Burnham and seconded by Esther Peters 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. 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 8:40 p.m.

Upon a motion by Alice Thibault and a second by Byron Burham, the Board unanimously approved to move back into Open Session at 9:45 p.m.

**13) Consideration of Personnel Executive Item(s)**

a) Classified Employee Salary Placement Request

A motion was made by Alice Thibault and seconded by Esther Peters to place one Classified Employee, P1516-25, on step seven of the Classified Para Professional Salary Schedule for the 2016-17 academic year. The motion passed by the following:

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

b) Classified Employees Recommendation for Dismissal

A motion was made by Alice Thibault and seconded by Esther Peters to accept the recommendation by Superintendent Layne not to rehire two Classified Employees, P1516-26 and P1516-27, for the 2016-167 school year. The motion passed by the following:

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

c) Certified Professional Employee Contract Renewal 2016-17

A motion was made by Alice Thibault and seconded by Esther Peters to approve the Category 2 Teacher Contract for Certified Professional Employee, P1516-28, as presented. The motion passed by the following:

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

**14) Consideration of Student Executive Item(s)**

a) Declaration of Truancy

A motion was made by Alice Thibault and seconded by Byron Burnham to declare two students, T1516-21 and T1516-22, as habitually truant. The motion passed by the following:

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

**15) Consideration of Negotiation Item(s)**

a) 2016-17 Negotiated Contract

A motion was made by Alice Thibault and seconded by Esther Peters to approve the 2016-17 Negotiated Contract Agreement as presented. The motion passed by the following:

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

b) Proposed Changes and Rational for 2016-17 Extra-Curricular Stipends

A motion was made by Alice Thibault and seconded by Esther Peters to approve the changes made to the 2016-17 Extra-Curricular Stipends for Jerome High School and Jerome Middle School Activities Coaches and Advisors as presented. The motion passed by the following:

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

**Adjourn**

There being no other business before the board, a motion was made by Byron Burnham and seconded by Alice Thibault, the Board unanimously approved to adjourn the meeting at 9:50 p.m.