

**Jerome School District #261**  
**Board of Trustees Agenda**  
**April 25, 2017**  
**6:00 p.m.**  
**Administrative Complex Board Room**

Board of Trustees present: Esther Peters, Alice Thibault, Don Mitchell, Staci Leavitt, Annette Lott. Others present: Superintendent Dale Layne, Business Manager Brian Bridwell, Clerk Lorri Prescott, Curriculum Director Janet Avery, Federal Programs Director Kim Lickley, Special Education Director Kindel Mason, Jefferson Elementary School Principal Angela Brulotte, Horizon and Jefferson Elementary School Assistant Principal Toni Harbaugh, Summit Elementary School Principal Eva Meyerhoeffer, Jerome Middle School Assistant Principal Sam Sharp, Jerome High School Assistant Principal Jeremy Munroe, Jerome High School Teachers Stacy Sobotka, Rachel Craig and Daniel Blackburn; Summit Elementary School Teacher Aimee Mangum; Jerome Middle School Students of the Month 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 Esther Peters.

**2) Motion to Amend Agenda** to add five items to the Consent Agenda.

A motion was made by Staci Leavitt and seconded by Alice Thibault to amend the agenda to add five items to the Consent Agenda due to Consent Agenda Personnel Transfers, Resignations and New Hires information received after original posting of agenda. The motion passed by the following:

AYE: Esther Peters  
Alice Thibault  
Don Mitchell  
Annette Lott  
Staci Leavitt

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

Award recipients for Jerome Middle School Students of the Month for April 2017 were recognized by Trustee Esther Peters and the Board of Trustees.

**4) Jerome School District Excellence in Teaching Awards**

Award recipients Stacy Sobotka, Jerome High School Teacher, and Danette Bruns, Horizon Elementary School Teacher, were recognized by Superintendent Layne as Jerome School District Excellence in Teaching Award Recipients April 2017.

**5) Consent Agenda**

- a) Approval of previous minutes
- i) March 28, 2017
  - ii) Special Meeting April 13, 2017
- 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) Horizon Elementary School Para Professional Building – Julie Lierman
    - (2) Jerome School District Region IV Idaho Core Coach – Paula Tillquist

ii) Transfers

- (1) Jerome High School Teacher Science – Jonathan Sheen
- (2) Jerome School District Receptionist/Sub Caller – Leticia Cervantes-Garcia
- (3) Jerome High School Assistant Coach Basketball Boys Freshman (.5) – Brent Clark
- (4) Jerome High School Assistant Coach Basketball Boys Freshman (.5) – Scott Burton
- (5) Summit Elementary School Teacher Grade 5 – Brad Winder

iii) Resignations

- (1) Horizon Elementary School Teacher Music – Benita Remaley
- (2) Horizon Elementary School Teacher Grade 3 – Hannah Blair
- (3) Jefferson Elementary School Teacher Grade 3 – Shanna Young
- (4) Jerome High School Teacher Special Education – Laurie Kinney
- (5) Jerome High School Assistant Coach Soccer Boys/Girls – Van Parker
- (6) Jerome Middle School Coach Football 8<sup>th</sup> Grade – Jeff Poulsen
- (7) Summit Elementary School Para Professional Building – Jennifer Hartgrave
- (8) Summit Elementary School Teacher Grade 5 – Leah Jones

iv) New Hires

- (1) Jerome Middle School Teacher English Language Arts – Robertson Fox
- (2) Jerome High School Teacher Science – Mandolyn Garcia Ruiz
- (3) Jefferson Elementary School Teacher Dual Immersion Grade 2 – Ruth Quispe
- (4) Jerome Middle School Cheer Dance Team Coach – Jessica Hiatt
- (5) Summit Elementary School Para Professional Special Education – Crystal Hunter
- (6) Jerome Middle School Teacher Physical Education/Health – Jeffrey Miller
- (7) Summit Elementary School Teacher Grade 5 – Kimberly Wallace

A motion was made by Alice Thibault and seconded by Staci Leavitt to approve the Consent Agenda as presented.

The motion passed by the following:

AYE: Esther Peters

Alice Thibault

Don Mitchell

Annette Lott

Staci Leavitt

6) **Scheduled Visitors**

- a) Jerome High School Teachers Stacy Sobotka and Rachel Craig, France Trip June 2018: Travel information for planned trip to France by French Club students and teachers scheduled for June 2018.
- b) Jerome High School Assistant Principal and Head Coach Girls Basketball Jeremy Munroe: Details for team camp travel plans.
- c) Jerome High School Teacher Daniel Blackburn, Skills USA Team Advisor: National conference travel plans presented.
- d) Jerome Middle School Assistant Principal and Athletic Director Sam Sharp: Proposal to add B Teams to Middle School Athletics for the 2017-18 school year.

7) **Communications:** No communications for April 2017.

8) **Reports:** Items A through J 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) Northside Jr/Sr High School
- j) Child Nutrition Director
- k) Superintendent: Education Law Conference attended by Superintendent, Business Manager and two board members.
  - i) Enrollment Summary: A slight decrease in April, but overall student enrollment has grown steadily for three years.
  - ii) Facilities Update: No change order submitted from construction projects; summer plans discussed, including Jerome High School and Jefferson Elementary School Roof Projects.
  - iii) Negotiations Update: Next Meeting May 4, 2017
- l) Trustees' Reports

i) Idaho School Board Association Training Exercise – *Five items to infuse into every board meeting.*

9) **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  
Alice Thibault  
Don Mitchell  
Annette Lott  
Staci Leavitt

10) **Continuing Business**

a) Discussion of Naming Policy of School District Buildings: Policies from school districts concerning the naming of school and district buildings were reviewed by Trustees, the discussion will continue during the April regularly scheduled meeting.

11) **New Business**

a) Jerome High School and Middle School Alternative Summer School Plan Approvals

A motion was made by Staci Leavitt and seconded by Alice Thibault to approve the Jerome High School and Middle School Alternative Summer School Plans for 2017 as presented. The motion passed by the following:

AYE: Esther Peters  
Alice Thibault  
Don Mitchell  
Annette Lott  
Staci Leavitt

b) Consideration of Jerome High School Out of State Travel Requests

i) Skill USA Team National Conference June 2017

A motion was made by Alice Thibault and seconded by Staci Leavitt to approve the Jerome High School Skills USA Students out of state travel request for students to attend the National Conference in Louisville, Kentucky, in June 2017, and to include the payment of the registration fees for the JHS student representatives, contingent on traveling by airplane and providing an updated list of students and chaperones. The motion passed by the following:

AYE: Esther Peters  
Alice Thibault  
Don Mitchell  
Annette Lott  
Staci Leavitt

ii) Girls Basketball Team Camp July 2017

A motion was made by Alice Thibault and seconded by Staci Leavitt to approved the out of state travel request by Jerome High School Girls Basketball Team travel to team camp at Eastern Oregon University, June 2017. The motion passed by the following:

AYE: Esther Peters  
Alice Thibault  
Don Mitchell  
Annette Lott  
Staci Leavitt

iii) Future Farmers of America October 2017

A motion was made by Staci Leavitt and seconded by Alice Thibault to approve the Jerome High School Future Farmers of America Students out of state travel request for students to attend the National FFA Conference in Indianapolis, Indiana, in October 2017, and to include the payment of the registration fees for the JHS student representatives. The motion passed by the following:

AYE: Esther Peters  
Alice Thibault  
Don Mitchell  
Annette Lott  
Staci Leavitt

iv) French Club Students June 2018

A motion was made by Staci Leavitt and seconded by Annette Lott to approve the Jerome High School French Club Students out of state travel request to France in June 2018. The motion passed by the following:

AYE: Esther Peters  
Don Mitchell  
Alice Thibault  
Annett Lott  
Staci Leavitt

c) Consideration of Practicum Placement of Social Worker at Jerome Middle School – Jamie Poulsen

A motion was made by Staci Leavitt and seconded by Alice Thibault to approve the Practicum Placement of Social Worker at Jerome Middle School for Jamie Poulsen for the 2017-18 School Year. The motion passed by the following:

AYE: Esther Peters  
Alice Thibault  
Don Mitchell  
Annette Lott  
Staci Leavitt

d) Policy 1520F Request to Appear Before the Board (1<sup>st</sup> Reading – Information)

e) Policy 4105F Request to Address The Board (1<sup>st</sup> Reading – Information)

f) Consideration of Internship Placement for Summit Elementary School 2017-18 School Year – Aimee Mangum

A motion was made by Alice Thibault and seconded by Staci Leavitt to approve the Internship Placement at Summit Elementary School for Aimee Mangum for the 2017-18 School Year. The motion passed by the following:

AYE: Esther Peters  
Alice Thibault  
Don Mitchell  
Annette Lott  
Staci Leavitt

g) Consideration of Classified Employee Step Placement Request

A motion was made by Staci Leavitt and seconded by Alice Thibault to approve the request by District Administration to place Classified Employee P1617-15 on Step 15 of the 2017-18 Classified Secretary Salary Schedule. The motion passed by the following:

AYE: Esther Peters  
Alice Thibault  
Don Mitchell  
Annette Lott  
Staci Leavitt

## 12) Executive Session

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

(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. (j) Negotiations – to conduct deliberations concerning labor negotiations or to acquire an interest in real property which is not owned by a public agency.

- (1) Personnel Issues
- (2) Student Issues
- (3) Negotiations

A motion was made by Alice Thibault 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)(j), Idaho Code, regarding personnel issues involving employees of the district and public school student issues and negotiations. The motion passed by roll call vote:

AYE: Esther Peters  
Alice Thibault  
Don Mitchell  
Annette Lott  
Staci Leavitt

The board recessed into Executive Session at 8:22 p.m. Chairman Ether Peters noted that a quorum was in attendance for the executive session. Upon a motion by Alice Thibault and a second by Staci Leavitt, the Board unanimously approved to move back into Open Session at 9:44 p.m.

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

**a) Consideration of Certificated Personnel Contract Renewals**

- i) 2 – 3 Category Teacher Contracts**
- ii) C - Renewable Teacher Contracts**

A motion was made by Alice Thibault and seconded by Annette Lott to approve the Category 2 Teacher Contracts, Category 3 Teacher Contracts, and Renewable Teacher Contracts for the 2017-18 academic year as presented. Category 1 Teacher Contracts will be used for certificated personnel hired after August 1<sup>st</sup> of the school year. The motion passed by the following:

AYE: Esther Peters  
Alice Thibault  
Don Mitchell  
Annette Lott  
Staci Leavitt

**b) Certified Professional Employee Resignation**

A motion was made by Staci Leavitt and seconded by Alice Thibault to accept the resignation of one Certified Professional Employee, P1617-14, and direct Superintendent Layne to send written notice to employee. The motion passed by the following:

AYE: Esther Peters  
Alice Thibault  
Don Mitchell  
Annette Lott  
Staci Leavitt

**c) Classified Employee Additional Leave Request**

A motion was made by Staci Leavitt and seconded by Alice Thibault to approve the request by Classified Professional Employee P1617-16 for additional leave days without pay and direct Superintendent Layne to send written notice to employee. The motion passed by the following:

AYE: Esther Peters  
Alice Thibault  
Don Mitchell  
Annette Lott  
Staci Leavitt

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

**a) Jerome High School Early Graduation Request**

A motion was made by Alice Thibault and seconded by Staci Leavitt to approve the Jerome High School early graduation request by Jerome High School Student E1617-1. The motion passed by the following:

AYE: Esther Peters  
Alice Thibault  
Don Mitchell  
Annette Lott  
Staci Leavitt

**b) Declaration of Truancy**

A motion was made by Alice Thibault and seconded by Staci Leavitt to declare two students, T1617-17 and T1617-18, as habitually truant. The motion passed by the following:

AYE: Esther Peters  
Alice Thibault  
Don Mitchell  
Annette Lott  
Staci Leavitt

c) Student Discipline

i) Student D1617-17

A motion was made by Alice Thibault and seconded by Staci Leavitt to accept the recommendations of the hearing officer and expel Student D1617-17 from Jerome School District Schools for one full calendar year. If student so chooses, student could return to Jerome High School in August, 2018, as long as student brings documentation of completion in a professionally sanctioned drug and alcohol program, and direct Superintendent Layne to send written notice to student and parents. The motion passed by the following:

AYE: Esther Peters

Alice Thibault

Don Mitchell

Annette Lott

Staci Leavitt

ii) Student D1617-18

A motion was made by Alice Thibault and seconded by Staci Leavitt to accept the recommendations of the hearing officer and expel Student D1617-18 from Jerome High School for one full calendar year, and that student be placed in class effective immediately with change of placement to the Jerome Academy. Student can return to Jerome High School in August 2018, if Jerome Academy Administration feels student could be successful, and direct Superintendent Layne to send written notice to student and parents. The motion passed by the following:

AYE: Esther Peters

Alice Thibault

Don Mitchell

Annette Lott

Staci Leavitt

15) **Adjourn**

There being no other business before the board, a motion was made by Alice Thibault and seconded by Annette Lott, the Board unanimously approved to adjourn the meeting at 9:48 p.m.