

Jerome School District #261
Board of Trustees Agenda
February 23, 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 School District Curriculum Director Janet Avery, Jerome Middle School Principal Ryan Ellsworth, Horizon Elementary School Principal Terri Fisher and Assistant Principal Jill Taylor; Jerome High School Teacher Hiroshi Fukuoka; Jerome Middle School Teachers Jolene Dockstader and Jamie Morton; Summit Elementary School Teachers Julie Kirk and Liz Schroeder; Jefferson Elementary School Teachers Sindy Black, Liz Elison and Mary Kinney; Horizon Elementary School Teachers Gayle Butts and Susan Reid; Jerome Middle School Students of the Month for 2016 and Parents; and Jerome High School Students Cassandra Moreno and Baylie Somerset.

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 Don Mitchell.

2) Motion to Amend Agenda to remove one consent item and one scheduled visitor and add one scheduled visitor, one New Business item and one Executive Session item.

A motion was made by Alice Thibault and seconded by Esther Peters to amend the agenda to remove one consent item and one scheduled visitor and add one scheduled visitor, one New Business item 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 February 2016 were recognized by Trustee Alice Thibault and the Board of Trustees.

4) Consent Agenda

- a) Approval of previous minutes
 - i) January 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) Jefferson Elementary School Teacher Grade 2 (SY 16-17) – Vickie Quinley
 - ii) Transfers
 - (1) Jerome Middle School Custodian – Leonard Booth
 - (2) Summit Elementary School Teacher Grade 5 (SY 16-17) – Jorma Fletcher
 - (3) Jefferson Elementary School Teacher Literacy Strategies (SY 16-17) – Liz Elison
 - iii) Resignations
 - (1) Jerome School District Receptionist/Sub Caller – Tammie Cooley

(2) Jerome Middle School Child Nutrition Cook – Emily Lowder

iv) **New Hires**

(1) Jerome High School Assistant Coach Softball – Aimee Ploss

(2) Horizon Elementary School Teacher Grade 3 (SY 16-17) – Amanda Rhoton

(3) Summit Elementary School Teacher Special Education (SY 16-17) – Brianna Jennings

(4) Jefferson Elementary School Teacher Literacy Strategies (SY 16-17) – Nicole Ferreira

(5) Jefferson Elementary School Teacher Grade 2 (SY 16-17) – Jody Billiard

A motion was made by Alice Thibault 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) Jerome Middle School Teacher and Jerome Education Association Co-President Jamie Morton presenting a donation to Jerome High/Middle School Band Teacher Hiroshi Fukuoka.
- b) Jerome High School Senior Class Student Representatives Cassie Moreno and Baylie Somerset: requesting travel approval for a Senior Class 2016 trip.
- c) Janet Avery and English Language Arts Curriculum Committee Members: Horizon Elementary Teachers: Jennifer Browne, Gayle Butts, Angela Chojnacky, Rebecca Fogg, Tina Jacobsen, Susan Reid; Jefferson Elementary Teachers: Liz Elison, Jorma Fletcher, Patricia Jeffrey, Mary Kinney, Shawn Silva, Valerie Whitby; Summit Elementary Teachers: Samantha Fletcher, Julie Kirk, Elizabeth Schroeder, Maggie Stump. Committee presented ELA Curriculum proposal and highlighted curriculum details that factored into committees choice.
- d) Terri Fisher, Horizon Elementary School Principal: presentation of Horizon Elementary School student and staff demographics, education goals and student activities.

6) **Community Comments:** No community comments for February, 2016.

7) **Communications**

- a) Jerome High School Family & Consumer Sciences 2016 District Competition Report

8) **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

Alice Thibault

Byron Burnham

Staci Leavitt

9) **Reports**

- a) Superintendent: Calculation of high school graduation rate reviewed.
 - i) Enrollment Update: Comparisons of student enrollment through February 2016.
 - ii) Facilities Update: Review of Plans for Jerome Middle School and Summit Elementary School additions plus Horizon Elementary School roof replacement, parking lot repairs; Jerome High School construction remains on schedule.
 - iii) FY16 Budget (facilities and programs list of improvements): District's Strategic Plan with focus areas reviewed.
 - iv) Goals and Needs: District and school needs in future reviewed and updated.
 - v) Negotiations Committee Members: Preliminary Negotiations meeting set for March 9, 2016.
 - vi) Community Eligibility Provision: Overview of CEP program, which is an alternative to household applications for free and reduced price meals in high poverty local education agencies (school districts) and schools.
 - vii) Fees: Review of proposed changes to current high school and middle school fees structure.
 - viii) Parking Policy and Fees: Jerome High School student parking lot policy evaluated.
- b) Trustees' Reports: Idaho School Board Association Day on the Hill event reviewed by Trustees.
- 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
- m) School District Nurse

10) Continuing Business

- a) Idaho School Board Association Training Exercise – School Boards Self-Assessment
Trustee Self-Assessment training exercise was reviewed by all board members.

- b) Construction – Change Orders
A motion was made by Alice Thibault and seconded by Staci Leavitt 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

- c) Superintendent Evaluation: Evaluation for Superintendent Layne will be conducted during the Executive Session of the board meeting.

- d) Policy 2140 Student and Family Privacy Rights
- e) Policy 2150P Copyright Compliance
- f) Policy 2390 Migrant Education Program
- g) Policy 2395 Idaho Digital Learning Academy Classes
- h) Policy 2440 Alternative Credit Options
- i) Policy 3330 Student Discipline
- j) Policy 3340 Corrective Actions and Punishments
- k) Policy 3390 Extra- and Co-Curricular Chemical Use Policy
- l) Policy 4105 Public Participation in Board Meeting
- m) Policy 4105F Request to Appear Before the Board
- n) Policy 4520 Soliciting and Accepting Grants or Donations
A motion was made by Esther Peters and seconded by Staci Leavitt to approve Policies 2140, 2150P, 2390, 2395, 2440, 3330, 3340, 3390, 4105, 4105F, and 4520 as presented. The motion passed by the following:
AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham
Staci Leavitt

11) New Business

- a) Consideration of March, 2016, Board Meeting Date Change
The Chairman announced the next order business would be to change the schedule of the March, 2016, regular meeting of the Board of Trustees from March 22nd to March 15th, 2016, at 6:00 p.m. in the Administrative Offices Board Room. A motion was made by Byron Burnham and seconded by Esther Peters to reschedule the March meeting of the Board of Trustees as presented. The motion passed by the following:
AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham
Staci Leavitt

- b) Schedule a Jerome High School Construction Tour for March, 2016
A motion was made by Alice Thibault and seconded by Byron Burnham to schedule a Special Board Meeting for the Jerome High School Construction Tour on Thursday, March 17, 2016, at 6:00 p.m. The motion passed by the following:
AYE: Don Mitchell
Esther Peters
Alice Thibault

Byron Burnham
Staci Leavitt

- c) 2016-17 Academic Calendar Approval
A motion was made by Alice Thibault and seconded by Esther Peters to approve the Academic Calendar for the 2016-17 school year as presented. The motion passed by the following:
AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham
Staci Leavitt
- d) Declaration that an area of need exists for the 2015-2016 school year in the Jerome High School Foreign Language Department
A motion was made by Alice Thibault and seconded by Esther Peters to declare that an area of need exists for the 2015-16 school year in the Jerome High School Foreign Language Department. The motion passed by the following:
AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham
Staci Leavitt
- e) Proposal for English Language Arts Curriculum Adoption
A motion was made by Alice Thibault and seconded by Esther Peters to accept the recommendation of the Jerome School District Curriculum Director and adopt the Houghton Mifflin Harcourt Journeys K-3 and McGraw Hill Reading Wonders Grades 4-5 English Language Arts Curriculum and purchase the curriculum for \$297,800.00 as presented. The motion passed by the following:
AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham
Staci Leavitt
- f) Approval of Construction Manager General Contractor Contract for Jerome Middle School, Summit and Horizon Elementary Schools Construction Projects
A motion was made by Alice Thibault and seconded by Byron Burnham to approve the Jerome Middle School, Summit and Horizon Elementary Schools Construction Manager General Contractor Contract with Starr Corporation and authorize Superintendent Layne to sign the contract as presented. The motion passed by the following:
AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham
Staci Leavitt
- g) Jerome High School Latinos-In-Action Out of State Travel Request
A motion was made by Byron Burnham and seconded by Staci Leavitt to approve the Jerome High School Latinos In-Action Students out-of-state travel request allowing students to attend the Conference in Salt Lake City, Utah, in March, 2106, and to include the payment of the registration fee for the Jerome High School Latinos In-Action Club. The motion passed by the following:
AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham
Staci Leavitt
- h) Jerome High School Senior Class of 2016 Out of State Travel Request
A motion was made by Byron Burnham and seconded by Esther Peters to approve the out of state travel request by Jerome High School Seniors for their Senior Trip to Lagoon, Farmington, Utah in April, 2016, provided that a list of Chaperones be submitted to the Trustees at the March board meeting for review and approval. The motion passed by

the following:
AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham
Staci Leavit

- i) Policy 3370 Searches and Seizure (1st Reading – Information)
- j) Policy 3450 Student Vehicle Parking (1st Reading – Information)
- k) Policy 3450F Student Vehicle Parking Form (1st Reading – Information)

12) Executive Session

- a) IC 74-206(1)(a)(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.
 - (1) Personnel
 - (2) Student

A motion was made by Alice Thibault 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), 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 11:00 p.m.

Upon a motion by Byron Burnham and a second by Alice Thibault, the Board unanimously approved to move back into Open Session at 12:20 a.m.

13) Consideration of Personnel Executive Items

- a) Consideration of Superintendent Administration Contract
 - A motion was made by Alice Thibault and seconded by Staci Leavitt to approve the extension of the administrative contract for Dale Layne as Superintendent for one additional year to include the 2017-18 year. The motion passed by the following:
AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham
Staci Leavitt
- b) Dismissal of Classified Employee
 - A motion was made by Alice Thibault and seconded by Byron Burnham to accept the recommendation by Superintendent Layne to dismiss one Classified Employee P1516-18 and to direct Superintendent Layne to send written notice to the employee. The motion passed by the following:
AYE: Don Mitchell
Esther Peters
Alice Thibault
Byron Burnham
Staci Leavitt
- c) Certified Professional Employee Additional Leave Request
 - A motion was made by Byron Burnham and seconded by Alice Thibault to approve the request by one Certified Professional Employee P1516-19 for additional unpaid leave days and to direct Superintendent Layne to send written notice to the employee. The motion passed by the following:
AYE: Don Mitchell
Esther Peters
Alice Thibault

Byron Burnham
Staci Leavitt

14) Consideration of Student Executive Items

a) Declaration of Truancy

A motion was made by Byron Burnham and seconded by Alice Thibault to declare six students, Student T1516-13, Student T1516-14, Student T1516-15, Student T1516-16, Student T1516-17, and Student T1516-18, as habitually truant.

The motion passed by the following:

AYE: Don Mitchell

Esther Peters

Alice Thibault

Byron Burnham

Staci Leavitt

15) 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 12:25 a.m.