

Jerome School District #261
Board of Trustees Minutes
August 26, 2025
6:00 p.m. Regular Session
Administrative Complex Board Room

*Board of Trustees: Zone 1 Liz Bingham, Zone 2 Peter Gibbons, Zone 3 Jeff Schroeder, Zone 4 Annette Lott, Zone 5 Staci Leavitt
Superintendent Brent Johnson, Assistant Superintendent Ryan Evans, Business Manager Brian Bridwell, Clerk Jodi Stewart*

“The Jerome School Board of Education is committed to supporting students’ need to graduate from high school equipped with the character, skills and knowledge to successfully enter work or postsecondary training. ”

The Jerome School District School Board Meetings will be conducted in person and available by audio as a courtesy to Jerome School District staff and patrons.

(The meetings will not be recorded.)

The board meeting will be available by audio to the public through the following link:

Video call link: <https://meet.google.com/frr-spzc-ahp>

Or dial: (US) +1 470-705-3645 PIN: 911 806 151#

All public comments or questions will be accepted in written form and can be sent to the District Clerk via email to jodi.stewart@jeromeschools.org

Board of Trustees present: Zone 1 Liz Bingham, Zone 2 Peter Gibbons, Zone 3 Jeffrey Schroeder, Zone 4 Annette Lott, Zone 5 Staci Leavitt. Others present: Superintendent Brent Johnson, Assistant Superintendent/Curriculum Director Ryan Evans, Business Manager Brian Bridwell, District Clerk Jodi Stewart, HR Director Gina Cakebread, Transportation Director Tim Hicks, Federal Programs Director Kim Lickley, District Social Worker Rachel DelValle, Tarrence Handyside with SSC Services, Stephanie Clay with Chartwells, community members, teachers and staff.

1) Call to Order 6:00 p.m.

- a) Pledge of Allegiance - Liz Bingham
- b) Waive reading of the minutes of the previous board meeting as submitted to each board member.
- c) Approval of Agenda (Action)

A motion was made by Liz Bingham and seconded by Jeff Schroeder to waive the reading of the minutes of the previous board meeting and approve the agenda as presented. The motion passed by the following:

AYE: Staci Leavitt

Liz Bingham

Annette Lott

Jeff Schroeder

Peter Gibbons

Individuals who wish to address the Board of Trustees regarding any action items must sign in prior to the start of the regular board meeting at 6:00 p.m. and placed before each action item on the agenda.

2) Consent Agenda (Action)

- a) Approval of Previous Minutes
 - i) [Regular Meeting July 22, 2025](#)
 - ii) [Special Meeting July 22, 2025](#)
 - iii) [Special Meeting July 31, 2025](#)
- b) Financial Report
 - i) Cash Report
 - (1) [Reconciliation Report](#)
 - ii) Accrual Report

- (1) [Revenue and Expense Summary](#)
- (2) [Balance Sheet](#)
- iii) Building Financial Reports
 - (1) [Jefferson Elementary School](#) -- Reconciliation -- Check Register -- Balance Sheet
 - (2) [Frontier Elementary School](#) -- Reconciliation -- Check Register -- Balance Sheet
 - (3) [Horizon Elementary School](#) -- Reconciliation -- Check Register -- Balance Sheet
 - (4) [Summit Elementary School](#) -- Reconciliation -- Check Register -- Balance Sheet
 - (5) [Jerome Middle School](#) -- Reconciliation -- Check Register -- Balance Sheet
 - (6) [Jerome High School](#) -- Reconciliation -- Check Register -- Balance Sheet
 - (7) [Falls City Academy](#) -- Reconciliation -- Check Register -- Balance Sheet
 - (8) [Special Services](#) -- Reconciliation -- Check Register -- Balance Sheet
- c) [Personnel Changes 2025-26 SY](#)
 - i) Resignations 2025-26 SY
 - (1) Tucker Thompson Jerome High School Assistant Baseball coach
 - (2) Lisa Peterson Frontier Elementary Para
 - (3) Brianna Tennant Summit Elementary Para
 - (4) Anndrea Horton .5 RN
 - (5) Karly Hudelson Jerome High School Softball Coach
 - (6) Penni Aufderheidi Jerome High School CTE Tech Teacher
 - ii) Declaration that an area of need exists for the 2025-26 school year in the schools as listed:
 - (1) Alternative Authorization 2025-26 SY:
 - (a) Matthew Mitchell Jerome High School CTE Tech Teacher
 - (2) Emergency Provisional Certification 2025-26 SY:
 - (a) Rosaeli Martinez Jefferson Elementary 3rd Grade Teacher
 - (b) Silvina Treyes Horizon Elementary Kindergarten Teacher
 - (c) Vanessa Kortright Jerome High School English Teacher
 - (d) Bernice Davis Jerome High School Social Studies Teacher
 - iii) New Hires 2025-26 SY
 - (a) Amarilis Lopez Jefferson Elementary Para
 - (b) Kaylynn Stowell Jerome Middle School Para
 - (c) Emmett Green Frontier Elementary Para
 - (d) Raquel Hidalgo Frontier Elementary Para
 - (e) Maria Orozco Jerome High School Secretary

A motion was made by Liz Bingham and seconded by Annette Lott to approve the Consent Agenda as presented.
The motion passed by the following:

AYE: Staci Leavitt

Liz Bingham

Annette Lott

Jeff Schroeder

Peter Gibbons

3) **Scheduled Visitors** (Information)

- a) Boys and Girls Club Update - Boys and Girls Club will present at the September Meeting

4) **Correspondence to the Board** (Information)

- a) Trustee committee report
 - i) Teacher Leadership Team *held Monthly 1st Thursday 3:45pm-4:45pm* - Staci Leavitt
 - ii) Wellness Committee *held Monthly 2nd Wednesday 3:45pm-4:45pm beginning September 10th, 2025* - Jeff Schroeder
 - iii) Facilities Committee *held Weekly on Wednesday 8:00am-9:30am* - Jeff Schroeder
 - iv) Policy Review Committee- *Every other Wednesday 3:45-4:45* **TENTATIVE** - Liz Bingham
Update - New day to meet will be *Every other Wednesday 3:45-4:45*
 - v) Foundation Committee *Meeting held Monthly 1st Thursday 12:00-1:00 pm* - Peter Gibbons
 - vi) Safety Committee *held 3rd Wed. Monthly @ 10:00 am* - Peter Gibbons
 - vii) Curriculum Committee held TBD -Annette Lott

5) **Reports to the Board** (Information)

- a) [Stephanie Clay](#) - Chartwells - Food Service
- b) [Terrance Handyside - SSC Maintenance/Custodial](#)
- c) Ryan Evans - Asst. Superintendent/Curriculum Department
- d) Brent Johnson - Superintendent
 - i) [Update on State Budget Holdback – No Impact on K-12 Funding](#)
 - ii) [Goals](#)
 - iii) Tim Hicks presented on Transportation

6) **Approval of Bills** (Action)

- a) [Bills Approval](#)

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

AYE: Staci Leavitt

Liz Bingham

Annette Lott

Jeff Schroeder

Peter Gibbons

7) **Board Business**

- a) Continuing Business

- i) Policy (Action)

- (1) [Policy 5100](#) Hiring Process and Criteria (2nd Reading Action)
 - (2) [Policy 5110](#) Criminal History/Background Checks (2nd Reading Action)
 - (3) [Policy 5120](#) Equal Employment Opportunity and Non-Discrimination (2nd Reading Action)
 - (4) [Policy 5220](#) Assignments, Reassignments, Transfers (2nd Reading Action)
 - (5) [Policy 5235](#) Health Examination (2nd Reading Action)
 - (6) [Policy 5250](#) Certified Staff Complaints And Grievances (2nd Reading Action)
 - (7) [Policy 5265](#) Employee Responsibilities Regarding Student Harassment, Intimidation, and Bullying (2nd Reading Action)

A motion was made by Liz Bingham and seconded by Jeff Schroeder to approve Policies 5100, 5110, 5120, 5220, 5235, 5250 and 5265 as presented. The motion passed by the following:

AYE: Staci Leavitt

Liz Bingham

Annette Lott

Jeff Schroeder

Peter Gibbons

- (8) [Policy 5270](#) Personal Conduct (2nd Reading Action)
 - (9) [Policy 5320](#) Drug and Alcohol Free Workplace (2nd Reading Action)
 - (10) [Policy 5325](#) Employee Use of Social Media Sites, Including Personal Sites(2nd Reading Action)
 - (11) [Policy 5330](#) Employee Electronic Mail and Online Services Usage (2nd Reading Action)
 - (12) [Policy 5330F](#) Responsible Use Agreement and Contract for Employees and Volunteers (2nd Reading Action)

A motion was made by Liz Bingham and seconded by Peter Gibbons to approve Policies 5270, 5320, 5325, 5330 and 5330F as presented. The motion passed by the following:

AYE: Staci Leavitt

Liz Bingham

Annette Lott

Jeff Schroeder

Peter Gibbons

- b) New Business

- i) Policy (Information)

- (1) [Policy 5000](#) Series (First Reading Information)
- (2) [Policy 5100F1](#) Authorization for Release of Information on Past Employment with School Employers (First Reading Information)
- (3) [Policy 5340](#) Evaluation of Teacher and Pupil Personnel Certificate Holders (First Reading Information)
- (4) [Policy 5350](#) Certified Personnel Resignation (Release from Contract (First Reading Information)
- (5) [Policy 5370](#) Nonschool Employment by Professional Staff Members (First Reading Information)
- (6) [Policy 5410](#) Family Medical Leave (First Reading Information)
- (7) [Policy 5825](#) Evaluation of School Bus Drivers (First Reading Information)
- (8) [Policy 5830](#) Drug and Alcohol Testing for Drivers (First Reading Information)
- (9) [Policy 5830P1](#) Drug and Alcohol Testing for Drivers - Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers (First Reading Information)

ii) Approval of Traffic Study Cost (Action)

- (1) [Tiger Drive TIS Scope and Cost Estimate](#)

A motion was made by Liz Bingham and seconded by Annette Gibbons to approve the Traffic Study Cost. The motion passed by the following:

AYE: Staci Leavitt

Liz Bingham

Annette Lott

Jeff Schroeder

Peter Gibbons

iii) Approval of South Central Health Curriculum, Reduce the Risk, to be co taught in the current Mentoring course at Falls City Academy first (1st) semester of the 2025-26 school year. (Action)

A motion was made by Liz Bingham and seconded by Annette Gibbons to approve the South Central Health Curriculum, Reduce the Risk, to be co taught in the current Mentoring course at Falls City Academy first (1st) semester of the 2025-26 school year.

AYE: Staci Leavitt

Liz Bingham

Annette Lott

Jeff Schroeder

Peter Gibbons

iv) Approve the change in start time for Regular Board Meetings from 6:00 PM to 4:30 PM, effective with the September 23rd, 2025 Board Meeting. (Action)

A motion was made by Liz Bingham and seconded by Annette Gibbons to approve the change in start time for Regular Board Meetings from 6:00 PM to 4:30 PM, effective with the September 23rd, 2025 Board Meeting.

AYE: Staci Leavitt

Liz Bingham

Annette Lott

Jeff Schroeder

Peter Gibbons

c) Community Engagement and Support (Information)

d) Meeting Schedules and Governance (Information)

- i) ISBA Conference November 11th - 14th, 2025 (Leaving on the 11th. The conference starts on the 12th.)

8) **Agenda Planning** (Information)

9) **Audience of Citizens** (Information)

- a) Matthew Searby, Colleen Speaker, Donna Reddock, Pam Gutierrez, Trisha Marshall, Whitney Wagoner, Bryan Craig, Jannette Helms, Mathew Cardona, Tashina Robinson, Miriam Brown, M. Diaz, Leslie Jones and Jane Mellencamp.

10) **Adjourn:** There being no other business before the board, Chairman Staci Leavitt adjourned the meeting at 7:33 p.m.