

Jerome School District #261
Board of Trustees Agenda Minutes
May 27, 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. Board of Trustee phoned in: Zone 5 Staci Leavitt. Others present: Superintendent Brent Johnson, Assistant Superintendent Ryan Evans, Business Manager Brian Bridwell, District Clerk Jodi Stewart, HR Director Gina Cakebread, Federal Programs Director Kim Lickley, Special Services Director Toni Harbaugh, Transportation Director Tim Hicks, Technology Director Tyler Wardle, Food Service Director Griselda Duarte, Regional Sales Director for SSC Services in Education Nathan McCann, Regional Director of Operations for SSC Services in Education Coulter Sims, District Social Worker Rachel DeValle, Falls City Principal Stacey McFarland, community members, teachers and staff.

1) Call to Order 6:02 p.m.

- a) Pledge of Allegiance - Brian Bridwell
- 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 Peter Gibbons and seconded by Annette Lott 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

2) Jerome School District Presentations:

- a) Administrator Special Reports (Information)
 - i) Stacey McFarland
 - ii) Rachel Devalle - Counselors Report
- b) Toni Harbaugh to present on the annual Fishing Derby and recognize Marsha Martin & Family, Riverance and volunteers
- c) Scott Burton to present on the progress of the soccer field and recognize the donors of the project and scoreboard

3) Consent Agenda (Action)

- a) Approval of Previous Minutes
 - i) [Regular Meeting April, 2025](#)
 - ii) [Special Meeting May 5, 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 2024-25](#)

A motion was made by Peter Gibbons and seconded by Annette Lott to approve the Consent Agenda, excluding items 3-a-ii and 3-c-iii-1, and to consider an amendment to Item 3-c-iii-1 under New Business during this meeting. The motion passed by the following:

AYE: Staci Leavitt
 Liz Bingham
 Annette Lott
 Jeff Schroeder
 Peter Gibbons

4) **Scheduled Visitors** (Information) There were no scheduled visitors for the May meeting.

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

- a) Trustee committee report
 - i) Teacher Leadership Team- Staci Leavitt
 - ii) Wellness/Transportation and Facilities Committees- Jeff Schroeder
 - iii) Policy Review Committee- Liz Bingham
 - iv) Foundation/Safety Committee- Peter Gibbons
 - v) Curriculum Committee -Annette Lott
 - vi) Negotiations Committee- Staci Leavitt

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

- a) [Tim Hicks - Transportation Department](#)
- b) [Kim Lickley - Federal Program Department](#)
- c) [Ryan Evans - Curriculum Department](#)
- d) [Brian Bridwell - Finance Department](#)
- e) [Tyler Wardle - Technology Department](#)
- f) [Griselda Duarte - Food Service Department](#)
- g) [Gina Cakebread - HR Department](#)
- h) [Toni Harbaugh - Special Services Department](#)
- i) James Fultz - Maintenance Director
- j) Superintendent:
 - i) [Shared Goals/Board Reports](#)
 - ii) Negotiations Update
 - iii) Law Conference Takeaways

7) **Approval of Bills** (Action)

a) [Bills Approval](#)

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

AYE: Staci Leavitt
 Liz Bingham
 Annette Lott
 Jeff Schroeder
 Peter Gibbons

8) Board Business

a) Continuing Business

i) Policies

- (1) [3000 Series](#) (5th Reading Action)
- (2) [Policy 2615](#) Placement of Credit Deficient Students in Alternative High School (2nd Reading Action)
- (3) [Policy 3010P](#) Open Enrollment Procedure (2nd Reading Action)
- (4) [Policy 3010F2](#) Residence Verification Form (2nd Reading Action)
- (5) [Policy 3281](#) Gender Identity and Sexual Orientation (2nd Reading Action)
- (6) [Policy 3281F](#) Preferred Name Change Form (2nd Reading Action)
- (7) [Policy 3290](#) Sexual Harassment/Intimidation of Students (2nd Reading Action)
- (8) [Policy 3400F](#) Extracurricular Consent Form (2nd Reading Action)
- (9) [Policy 3500F](#) Notice of Health Services (2nd Reading Action)
- (10) [Policy 3505](#) Concussion Guidelines (2nd Reading Action)
- (11) [Policy 3505F2](#) Concussion-Return To Participation Medical Release (2nd Reading Action)
- (12) [Policy 3510F1](#) Physician's Order for Prescription Medication to be Given (2nd Reading Action)
- (13) [Policy 3510F2](#) Indemnification/Hold Harmless Agreement For Self-Administration of Medication (2nd Reading Action)
- (14) [Policy 3515](#) Food Allergy Management (2nd Reading Action)
- (15) [Policy 3540](#) Minor Injuries (2nd Reading Action)

A motion was made by Annette Lott and seconded by Peter Gibbons to approve the remainder of the 3000 Series and Policies 2615, 3010P, 3010F2, 3281, 3281F, 3290, 3400F, 3500F, 3505, 3505F2, 3510F1, 3510F2 3515, 3540 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) [4000 Series](#) (1st Reading Information)
- (2) [Policy 3510](#) Student Medicines (1st Reading Information)
- (3) [Policy 3500](#) Student Health Physical Screenings Examinations (1st Reading Information)
- (4) [Policy 3523](#) Head Lice (1st Reading Information)
- (5) [Policy 3545](#) Student Questioning and Arrests (1st Reading Information)
- (6) [Policy 3560](#) Video Surveillance (1st Reading Information)
- (7) [Policy 3570P](#) Student Records Procedure

ii) Approval of [SY 2025-26](#) Jerome School District: (Action)

- (1) [Negotiated Contract](#) and [Procedural Agreement](#)

A motion was made by Annette Lott and seconded by Staci Leavitt to approve the Negotiated Contract and the Procedural Agreement for the 2025-26 School Year as presented. The motion passed by the following:

AYE: Staci Leavitt

Liz Bingham

Annette Lott

Jeff Schroeder

Peter Gibbons

iii) Consideration of Special Education Department Contracts:

- (1) [Contract Agreement with Atypical Behavior Consulting](#) for the 2025-26 School Year (Action)
- (2) [Contract Agreement with Valley Therapy Services](#) for the 2025-26 School Year (Action)
- (3) [Community-Based Rehabilitative Services \(CBRS\) Agreement](#) (Action)
- (4) [Memorandum of Understanding \(MOU\) between Jerome School District and Charles E. Cooper, LLC](#) (Action)

A motion was made by Annette Lott and seconded by Jeff Schroeder to approve the Special Education Department contract with Atypical Behavior Consulting, Valley Therapy Services, Community Based Rehabilitation Services (CBRS) and Charles E. Cooper, LLC Services for SY 2025-26. The motion passed by the following:

AYE: Staci Leavitt

Liz Bingham

Jeff Schroeder

Annette Lott

Peter Gibbons

iv) [Approval of chartered two \(2\) buses for TREK](#) (Action)

A motion was made by Peter Gibbons and seconded by Annette Lott to approve charter two (2) busses for TREK.

The motion passed by the following:

AYE: Staci Leavitt

Liz Bingham

Jeff Schroeder

Annette Lott

Peter Gibbons

v) Authority for Superintendent to sign [SSC Grounds and Facility](#) Final Proposal (Action)

(1) [Grounds and Facility Proposal](#)

A motion was made by Annette Lott and seconded by Peter Gibbons to give authority to the Superintendent to negotiate and sign the final contract with SSC for Grounds and facility.

AYE: Staci Leavitt

Liz Bingham

Annette Lott

Jeff Schroeder

Peter Gibbons

vi) [Approval to not renew the AVID Contract](#) for the 2025-26 School Year (Action)

(1) Ryan Evans to Present Information

A motion was made by Annette Lott and seconded by Peter Gibbons to approve not renewing the AVID contract for the 2025-26 school year. The motion passed by the following:

AYE: Staci Leavitt

Liz Bingham

Annette Lott

Jeff Schroeder

Peter Gibbons

vii) [Approval of the Elementary Assessment Platform](#) (Action)

A motion was made by Staci Leavitt and seconded by Annette Lott to approve the Elementary Assessment Platform as presented for the 25-26 school year. The motion passed by the following:

AYE: Staci Leavitt

Liz Bingham

Annette Lott

Jeff Schroeder

Peter Gibbons

viii) Approval of Out of State Travel Requests:

(1) [Jerome High Schools Robotics Club trip to Norman Oklahoma](#) (Action)

(2) [Jerome High School HOSA Club trip to Nashville Tennessee](#) (Action)

A motion was made by Annette Lott and seconded by Jeff Schroeder to approve the out of state travel requests for one

(1) and two (2) as presented. The motion passed by the following:

AYE: Staci Leavitt

Liz Bingham

Annette Lott

Jeff Schroeder

Peter Gibbons

Amendment of Consent Agenda Item 3b:

A motion was made by Peter Gibbons and seconded by Annette Lott to amend the May 5th Special Meeting Minutes, Item 3b to approve the 2025-26 contract renewals for certified personnel on alternative authorization certifications pending the district receiving receipt of certification by August 31, 2025.

The motion passed by the following:

AYE: Staci Leavitt

Liz Bingham

Annette Lott

Jeff Schroeder

Peter Gibbons

c) Community Engagement and Support

d) Meeting Schedules and Governance

- i) Special Work Session scheduled for July 22nd from 4:00p-5:30p
- ii) Special Meeting June 9, 2025 at 12:00p

9) **Agenda Planning** (Information)

10) **Audience of Citizens** (Information)

11) **Executive Session** (Action)

- a) IC 74-206(1)(b)(d) – 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; and (d) to consider records that are exempt from disclosure as provided in Chapter 1, Title 74, Idaho Code.

A motion was made by Peter Gibbons and seconded by Annette Lott 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)(b)(d), Idaho Code, regarding personnel issues involving employees or student issues involving students of the district. The motion passed by roll call vote:

AYE: Staci Leavitt

Annette Lott

Liz Bingham

Jeff Schroeder

Peter Gibbons

The board recessed into executive session at 8:35 p.m.

The board returned to open session at 8:52 p.m.

12) **Consideration of Personnel Executive Item(s)** There were no Personnel Executive Action Items for the May Meeting.

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

Per Idaho Code 33-205(3) the board considered four (4) student discipline issues and took action accordingly. Such action shall be documented in the students educational record and is confidential pursuant to the Family Education Rights and Privacy Act (FERPA) and other applicable state and federal code and regulation provisions and parents and student were notified of the decision.

14) **Adjourn:** There being no other business before the board, Vice Chairman Liz Bingham adjourned the meeting at 8:54 p.m.