

Jerome School District #261
Board of Trustees Minutes DRAFT
June 24, 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/fr-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 (arrived at 6:04pm) , Zone 3 Jeffrey Schroeder, Zone 4 Annette Lott, 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, Transportation Director Tim Hicks, Food Service Director Griselda Duarte, Tarrence Handyside with SSC Services, Stephanie Cluff and John Maupin with Chartwells, community members, teachers and staff.

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

- a) Pledge of Allegiance - Brent Johnson
- 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

2) [Annual Budget Hearing](#) (Action)

- a) [Proposed Budget FY 25-26](#)

The Revised Budget FY 24-25 was presented for approval by District Business Manager Brian Bridwell during the budget hearing. A motion was made by Liz Bingham and seconded by Peter Gibbons to approve the revised budget for Fiscal Year 2024-25 as presented. The motion passed by the following:

AYE: Staci Leavitt

Liz Bingham

Annette Lott

Jeff Schroeder

Peter Gibbons

The Proposed Budget FY 25-26 was presented by District Business Manager Brian Bridwell during the budget hearing. A motion was made by Shane Humphries seconded by Annette Lott to adopt the proposed budget for Fiscal Year 2025-26 as

presented. The motion passed by the following:

AYE: Staci Leavitt

Liz Bingham

Annette Lott

Jeff Schroeder

Peter Gibbons

3) **Consent Agenda** (Action)

a) Approval of Previous Minutes

i) [Regular Meeting May, 2025](#)

ii) [Special Meeting May 9, 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 Liz Bingham and seconded by Jeff Schroeder to approve the Consent Agenda as presented. 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 at the June 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

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

a) Superintendent's Presentation

b) Introduce Chartwells Jerome Director Stephanie Clay

7) **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

8) Board Business

a) Continuing Business

i) Policies

(1) [4000 Series](#) (2nd Reading Action)

A motion was made by Annette Lott and seconded by Peter Gibbons to approve the remainder of the 4000 Policy Series as presented. The motion passed by the following:

AYE: Staci Leavitt

Liz Bingham

Annette Lott

Jeff Schroeder

Peter Gibbons

(2) [Policy 3510](#) Student Medicines (2nd Reading Action)

(3) [Policy 3500](#) Student Health Physical Screenings Examinations (2nd Reading Action)

(4) [Policy 3523](#) Head Lice (2nd Reading Action)

(5) [Policy 3545](#) Student Questioning and Arrests (2nd Reading Action)

(6) [Policy 3560](#) Video Surveillance (2nd Reading Action)

(7) [Policy 3570P](#) Student Records Procedure (2nd Reading Action)

A motion was made by Liz Bingham and seconded by Annette Lott to approve Policies 3510, 3500, 3523, 3545, 3560, and 3570P as presented. During discussion, it was noted that Policy 3570P required a revision. Subsequently, a second motion was made by Liz Bingham and seconded by Annette Lott to approve Policies 3510, 3500, 3523, 3545, 3560, and 3570P with an amendment to Policy 3570P. The amendment involved removing the strikethrough text that indicated deletion and replacing it with the highlighted addition, as follows:

"...or otherwise becomes emancipated, the rights detailed herein for the parent/legal guardian are transferred to the student, unless otherwise addressed by the student, permitted parental access to the student information system, or via court order/guardianship." The amended motion passed by the following:

AYE: Staci Leavitt

Liz Bingham

Annette Lott

Jeff Schroeder

Peter Gibbons

b) New Business

i) Policy (Information)

(1) [Policy 3450F](#) Student Vehicle Parking Application (1st Reading Information)

(2) [Policy 4105F](#) Request to Address the Board (1st Reading Information)

(3) [Policy 4210P](#) Community Use of School Facilities (1st Reading Information)

(4) [Policy 4210F3](#) Community Use of School Facilities Form (1st Reading Information)

(5) [Policy 4230](#) Use of School Property for Posting Notices (1st Reading Information)

(6) [Policy 4250](#) Educational Research in District Schools (1st Reading Information)

(7) [Policy 4260](#) Records Available to Public (1st Reading Information)

(8) [Policy 4330](#) Conduct and Sportsmanship for Athletic and Co-Curricular Events (1st Reading Information)

(9) [Policy 4520](#) Soliciting and Accepting Grants for Donations (1st Reading Information)

ii) Approval of School Handbooks (Action)

(1) [Jerome High School](#)

(2) [Jerome Middle School](#)

(3) [Falls City Academy](#)

(4) [Summit Elementary](#)

(5) [Horizon Elementary](#)

(6) [Jefferson Elementary](#)

(7) [Frontier Elementary](#)

A motion was made by Liz Bingham and seconded by Peter Gibbons to approve the 2025-26 School Year Handbooks one (1) through seven (7) as presented. The motion passed by the following:

AYE: Staci Leavitt

Liz Bingham

Annette Lott

Jeff Schroeder

Peter Gibbons

iii) [Approval of Meal Price Increase for 2025-26 School Year](#) (Action)

(1) [Legal Posting on Meal Price Increase](#)

A motion was made by Liz Bingham and seconded by Peter Gibbons to approve the meal price increase 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

iv) [Provision 2 Breakfast](#) (Information)

v) Consideration of Special Education Department Contracts (Action):

(1) [eLuma Contract for the 2025-26 School Year](#)

(2) [MOU Between Jerome School District and Zach Heaton School Psychologist](#)

A motion was made by Liz Bingham and seconded by Peter Gibbons to approve the Special Education Department contract with eLuma and Zach Heaton School Psychologist for the 2025-26 School Year. The motion passed by the following:

AYE: Staci Leavitt

Liz Bingham

Jeff Schroeder

Annette Lott

Peter Gibbons

vi) Approval of Out of State Travel Requests (Action):

(1) [Jerome High School Soccer Team to Newport Oregon](#)

A motion was made by Liz Bingham and seconded by Annette Lott to approve the out of state travel requests for the Jerome High School Boys Soccer team to travel to Newport Oregon. The motion passed by the following:

AYE: Staci Leavitt

Liz Bingham

Annette Lott

Jeff Schroeder

Peter Gibbons

c) Community Engagement and Support (Information)

d) Meeting Schedules and Governance

i) Special Work Session scheduled for July 22nd from 4:00p-5:30p

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 Liz Bingham and seconded by Jeff Schroeder 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 8:50 p.m.

12) **Consideration of Personnel Executive Item(s):** Discussion regarding personnel exit interview & complaints.

13) **Consideration of Student Executive Item(s):** There were no Student Executive items for the June Meeting.

14) **Adjourn:** There being no other business before the board, Vice Chairman Liz Bingham adjourned the meeting at 8:51 p.m.