



**HERITAGE ACADEMY**  
**BOARD MINUTES**  
Location: 500 So. Lincoln, Jerome ID  
January 7, 2016 7:00PM

VISION

As a community of children, families, and educators, Heritage Academy believes that each individual has gifts, talents, and strengths. Our commitment to academic excellence will ensure that all students acquire the meta-cognitive skills and knowledge necessary to reach their highest potential and become responsible, respectful, and caring members of society. We will accomplish this by establishing high expectations, integrating enriched learning strategies for all students, and by promoting home, school and community partnership.

MISSION

Using the School-Wide Enrichment Model, Heritage Academy will educate students, leading them to develop meta-cognitive skills. In a safe and respectful environment, these skills will allow them to learn how to organize information and solve real-life problems. Our students will graduate with skills in both the core content areas and in critical thinking that will lead to success in school, in the workforce, and in the community.

This session is a public session for the purpose of conducting Heritage Academy business; patron comment time will be provided for in accordance with the established agenda.

**7:00 pm –Board Meet and Mingle**

*This is a time for the board members to mingle with each other, staff and parents. No business for Heritage Academy will be discussed during this time*

**7:35 pm - CALL TO ORDER and WELCOME – S Ahrens**

- Pledge of Allegiance
- Reading of Heritage Academy's Mission and Vision - A Crouch, A Bingham
- Roll Call – Establishment of a Quorum

Anneli Crouch, Amanda Bingham, Sarah Ahrens, Kurt Hopper (arrived a few minutes late)

- Approval of Agenda

A Bingham - Motion to approve agenda

A Crouch second

Vote: all Aye, motion carried

**7:35 pm CONSENT AGENDA:** *(Information in Board Packet)*

*The Board previews the enclosures under Consent Agenda. If a Board Member elects, any consent Agenda item may be pulled and discussed at the meeting. If no item is pulled, acceptance will be automatic under the motion for the Consent Agenda.*

- Approval of Minutes
  - December 10, 2015
- Approval of Bills Paid
- Payroll Report

A Bingham - motion to approve consent agenda

A Crouch second

Vote: All Aye, motion carried

### **7:40 pm PUBLIC COMMENT**

*This time is open for public comment. Information shared during this time that is not on the agenda will not be added to this agenda or discussed by the Board during this meeting, but will be acknowledged by the Board and may be added to a future meeting as necessary.*

Teresa Berry addressed the board and gave some instruction on board seats and responsibilities of board members.

### **7:45 pm REPORTS (for discussion only)**

- Board Training - A Crouch

A Crouch described an incident that happened at a community function where a staff member of a local school wanted to discuss an issue about a student. A Crouch stated her response to this parent should have been to say that this was not appropriate to discuss this with her. She reminded the board that it is important to not micro-manage. Reminded the board to make sure they are doing their job and not other's jobs.

- Administrative Report – C Ivie

Dr. Ivie highlighted a new master schedule that has reading blocks aligned, Engaged NY went well. Ms. Bizik did some training. The teachers seem to be impressed with the curriculum and are implementing them in their classrooms. Ms. Bizik is also piloting Engage NY in her Language Arts classes. National School of Choice is the week of January 27. 6-8 graders will be going to Boise for a great day.

- Budget & Finance Report –K Hopper, T Carver

- Bank Signers

K Hopper had a conversation about bank signers last week. A Bingham was asked to go into the bank and get paperwork ready for another board member to be authorized as a signer along with T Carver or C Kary. T Carver checked into getting a stamp. It will cost about \$20. Right now the board has a stamp for K Tate. K Hopper suggested that it would be better to wait until there is a new chair.

New purposed budget: the state department looks at I-SEE student numbers from beginning of school through Nov. 1 and set our state allotment from that. Our attendance is better than we expected but our enrollment is a little lower than we had hoped. The final numbers are reflected in the board packet. A Crouch requested a board training so that the board can better read the budget information that is in the packet each month.

- Facilities – K Hopper, R Hunter

R Hunter reminded the board that the transportation contract comes up in June. He and Cheryl will be working on bids or extending the contract we have. K Hopper and R Hunter will be meeting next week and will report again next month.

- SEM & Student Achievement - A Crouch

The staff is in the middle of gathering all the IRI reports and getting them compared to last year's data.

- Marketing, Parent & Community Relations – S Ahrens

T Carver has taken over the FaceBook page and is working with Crystal Hunter. One of our students is taking on the responsibility of keeping the marquee updated.

The lottery was supposed to open on Monday, but they are having difficulty with the system. C Kary will let the school know when it is working. S Ahrens was asked to approach Riddleys and see if they would help us purchase an electronic marquee.

- Administrator Evaluation & Cert. Staff Prof Dev. – A Bingham
  - Administrator Contract

A Bingham reminded the board that each January the board needs to vote on extending the administrator contract. A Bingham recommended extending the contract for 2 more years. She also noted that the date was wrong on her contract and the contract in the board packet is corrected.

- Board Training, Board Evaluation, Strategic Plan – S Ahrens
  - Open board seats

Board discussed the different options of filling different seats and how many seats to fill.

- Board Applicant Interview(s)

Kristine Gilgren: background is primarily in the insurance industry. She has a grandson that started in kindergarten the first year the school opened. She tries to be engaged and would like to be engaged more through the board. She waited until her life has slowed down before she considered applying for the board. She feels that communication from school to parents can be better. School strength is definitely that the school and staff are focused on the children. In answer to a question about how to handle stakeholder issues, she said that she is a good listener and would have empathy, but she would encourage them to go to the proper source and work things out. A news headline for HA in 5-10 years “HA moves to a new facility.” She hopes to be a part of the team that helps the school move forward. She would like to see the school solicit more students. When conflict occurs in board meeting, she would like to bring it back to the focal point.

Kevin Lindley: background in education as a certified teacher 4-12th grade. In 2001 he had a call to the ministry. He is a senior pastor and has been in Jerome for 8 years. He wants to be involved in a team to accomplish things in education. He has a lot of life experience to share. He has a lot of connection with the community and would be talking up HA in the community. He would love to come into the school to volunteer. He is very interested in seat 6 - a 5 month commitment. He thinks that HA is going places! If approached by a parent about a student concern, he would tell the person to stop and go speak to the person of concern in person. A News headline for HA in 5-10 years “Adding on to the building and Clusters - wow!”

Katie Ladwig: moved to Jerome at the beginning of the school year. She is a founding member of a harbor school in Pocatello. She helped write charter, choose curriculum, fill staff positions, etc. She is a huge advocate of charter schools. She is a teacher for IDLA. She has 3 children at HA. Strength is the small school feel where everyone knows everyone and special needs are being met. Weakness is for the academics and she feels that gifted and talented needs are not being met. The charter school she came from grouped students according to their levels. She would love to see the academics strengthened. She thinks that this is a way to make the school stand out in the community. She feels that each charter school is individual and she appreciates that. She feels that she can support an SEM school and not try to change it. As a board member she would help the school and step in where there is a need. She would be interested in any length of term because she loves education. She is an advocate for the chain of command. With board conflict, she thinks that she would listen and realize that each member has their own opinion. She would like to see HA be able to reach out more to the needy in the community. News headlines for HA in 5-10 years “HA is in the top 5% of state test score and Classrooms are full.”

- Open Board Offices

Discussion of options for filling Chairman position that is empty.

### **8:30pm BUSINESS ITEM(s)**

- Administrator Contract

K Hopper Motion to approve the administrator contract for 2 years to end 2019

A Crouch Second

Vote: all aye; motioned carried

- Voting in of new Board Members

A Bingham made the motion to director appoint Kristine Tygret Gilgren for seat 7 on our board  
K Hopper – Second

Vote: all aye; motion carried

K Hopper – move to put Francesca in seat 5

A Bingham motioned to director appoint Kevin Lindley to seat 6

K Hopper second

Vote: all aye; motion carried

- Swearing in of new Board Members

Kristine Tygret Gligren and Kevin Lindley were sworn in as new members.

- Vote in new Board Officers

No motion made

- Bank Signers

K Hopper made the motion to add S Ahrens as a signer and A Crouch as a signer if she is not already.

A Bingham – Second

Vote: all aye; motion carried

A Crouch Motion to adjourn the meeting at 9:56 pm.

K Hopper - Second

Vote: all aye

### **9:56 pm ADJOURN**

If auxiliary aids or services are needed for individuals with disabilities, or if you wish to speak during an Open Forum if applicable, please contact a Heritage Academy board member before the meeting opens. While the Board of Directors will attempt to address items in the listed order, some items may be addressed prior to or after the order listed above. To contact the Board of Directors, please email: [tberry@heritageacademyid.org](mailto:tberry@heritageacademyid.org) or call (208) 595-1617.