



**HERITAGE ACADEMY
BOARD MINUTES**

**Location: 500 South Lincoln Jerome, Idaho
7:00 PM – November 21, 2013**

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

Heritage Academy will allow students to participate in instruction leading them to develop meta-cognitive skills. These skills will allow them to learn how to solve real-life problems and organize information. Our students will graduate with skills in both the core content areas and in critical thinking that lead to success in school, the workforce and 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.

7:10 pm – CALL TO ORDER WELCOME – B. Crouch

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

Anneli Crouch, Amanda Bingham, Kala Tate, B Crouch, Teresa Molitor
Also Teresa Berry, Suzanne Bowen, Cheryl Kary, Christine Ivie

- ❖ Approval of Agenda

Request to add to agenda

K Tate has a letter of intent for board member as a discussion item after

A Bingham discussion item - administration evaluation

B Crouch discussion and business - performance certificate

Motion to approve agenda as presented with added agenda items – A Crouch

Second - A Bingham

All Aye

7:20 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
 - Oct. 15, 2013
 - Oct. 17, 2013

Missing in minutes – approval of policy 5610

- Approval of Bills Paid
- Current Budget & Payroll Report

A Bingham – Motion to approve consent agenda with added minutes

Second – K Tate

Motion to move into executive session – A Bingham

Second – K Tate

Roll call vote:

A Crouch - yes

K Tate - yes

A Bingham - yes

B Crouch - yes

T Molitor - yes

7:30 pm EXECUTIVE SESSION (closed to the public)

PURSUANT TO ID CODE SECTION 67-2345(1)(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.

Following executive session, action may be taken in the open meeting as appropriate. Consider personnel matters [Idaho Code § 67-2345(1)(b)]

Motion to come out of executive session – A Bingham

Second – K Tate

Roll call

8:03

Recommend personnel X to be put on administrative leave until end of semester - Dec 19th

Discussion - A Bingham would like to see that there is training for staff in Dec. on positive classroom management interaction with students and Jr. High level focus on character development and policy on student/teacher interaction.

T Molitor motioned that the board put personnel X on administrative leave until end of semester, Dec 19th.

Seconded - A Crouch

All Aye

8:11 pm REPORTS (for discussion only)

- ❖ Administrator's Report – Will be provided to the board the first week of December
- ❖ USDA Update – B Crouch

Rob Lamford continues to ask questions, but continues to move forward and we are assured by him that we are still on track.

❖ Facilities Report – B Crouch

Paula Huyser asked to take the gates leaning against the building and give a \$200 donation to the school for them.

We are not going to put them up at the school.

A Bingham wondered if we should give them back to the company that donated them to us instead. They cost the company more than that.

K Tate thought that the money would be welcome to the school.

A parent told the office that they smelled gas. Intermountain gas came to check it out and suggested that we have Troy Fletcher come and check it out. He will be here on Saturday.

❖ Architecture Report – B Crouch

Architecture plans are included in the packet. 2012 code will be implemented in January. Fire, structure should be adequately covered but will be double checked to make sure.

❖ Finance Committee Report – C Kary

All financial reports have been submitted to the state.

❖ Marketing Update – K Tate

No new information

We may want to put our banner out in January

❖ Charter School Commission Authorizer Fee – C Kary

Approximately \$8000

We can take 10 percent off that to pay our membership fees

Dr. Ivie and C Kary would make a recommendation and execute it.

It will put us in the hole, but we will try to adjust other things to keep us with a balanced budget.

❖ Mission Statement – A Bingham

A Bingham and A Crouch worked together after the board decided to skip the mission specific goals for right now because they have 3 years to get them finished. Worked on mission statement and realized that they didn't have the some things in the mission statement We also wanted our school to have a "safe and respectful environment" added to statement.

A Crouch – in conference call this morning with the commission, they asked "did you feel like you needed to change our mission statement?" answer: we originally felt that we didn't need to but as we went through it, we felt we did.

❖ December Board Meeting date

Dr. Ivie questioned if the board wanted to move the board meeting to an earlier day in December. Board decided to keep it on Dec. 19

❖ Teacher gift for Christmas

Dr. Ivie wanted the board to consider doing a Christmas party or a gift card for staff members. A Bingham wondered if it was in the budget.

C Kary said that last year there was extra money for that, but maybe not this year. It was about \$15 a person.

B Crouch would really like to show appreciation to teachers, but is really worried about the budget this year. Suggested having a potluck

A Crouch could find a nice place to have a dinner

T Molitor would be willing to give \$100 towards something for the teachers.

K Tate would also be willing to donate \$100

A Crouch suggested that Dr. Ivie and A Crouch meet next week to talk about ideas.

B Crouch spoke for the board members saying that board members would work on getting donations.

❖ K Tate has a letter of intent for board member as a discussion item after Kurt Hopper submitted a letter of intent to K Tate yesterday. They do not have students at the school because they home school them as they go on mission excursions. She knows him and his family and would recommend him.

B Crouch also knows him through community involvement. He would like to talk with him.

K Tate would recommend that the board meet with him and interview him before any decision is made.

B Crouch suggested that he come to the December board meeting to interview with the board.

❖ A Bingham discussion item - administration evaluation

It is time for Administrative evaluation. All board members will fill one out and return it to A Bingham by December 12 so that it can be discussed in the board meeting.

❖ B Crouch discussion and business - performance certificate

A Crouch – we need to come up with mission specific goals within 3 year. We would like to come up with them now so that we have 2 ½ years to try them out. With this certificate we need to be aware that we will be judged on our academics solely. We know that we need to work on our academics. We had discussion and it was pushed that we change our mission statement. We thought this would give us time to come up with good mission goals and prove them as good over the 2 ½ years. The subcommittee approved us for recommendation . Our performance certificate will go forward to the Dec. 12 commission

T Molitor – commended A Bingham and A Crouch for working through all this. She discussed with Lance Clow about making a Magic Valley charter group with charter school boards to be able to meet every couple of months to support each other.

B Crouch stated that CSI is not interested in sponsoring Charter schools. That avenue has been closed to us. He will work to meet with other charter school board chairs in the next couple of months.

8:45 pm BUSINESS ITEM(s)

❖ Food Service Budget

A Crouch Motioned to approve the food service budget as presented

Seconded - K Tate

All aye

❖ Employment Practices

- Substitutes – 5700
- Teacher's Aides/Para educators – 5710
- Volunteers/Contractors – 5720

K Tate motioned to approve policies 5700, 5710, and 5720

Seconded - T Molitor

All aye

❖ Mission Statement

T Molitor motioned to accept mission statement as presented

Second - A Crouch

All aye

❖ December Board Meeting date

No motion needed

❖ Teacher gift for Christmas

No motion needed

A Bingham Motioned to accept the Performance Certificate as presented

T Molitor second

All Aye

A Bingham Motion to adjourn at 9:10pm

K Tate second

All Aye

9:00 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: teresa@molitorandassociates.com. or call (208) 595-1617