



**HERITAGE ACADEMY  
BOARD MINUTES**

**Location: 500 South Lincoln Jerome, Idaho  
1:00 pm, December 13, 2012**

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.

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.

**1:00 pm – CALL TO ORDER WELCOME – B. Crouch**

- ❖ Pledge of Allegiance
- ❖ Reading of Heritage Academy's Mission and Vision – T. Molitor
- ❖ Roll Call – Establishment of a Quorum – Present were B. Crouch, Chairman, A. Crouch by phone, K. Tate, A. Bingham, T. Molitor and J. Peterson. Dr. Ivie was also present.
- ❖ Approval of Agenda
  - Dr. Ivie asked to add the lunch policy to the discussion items.
  - A. Bingham moved the agenda be approved. T. Molitor seconded, all.

**1:10 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
  - November 15, 2012
  - December 3, 2012
- Approval of Bills Paid
- Current Budget & Payroll Report
  - A. Crouch mentioned a typo on the November 15 minutes: "A. Crouch entertained motion" should be changed to "B. Crouch entertained motion". Typo on executive session - change 9:10 am to 9:10 pm. Typo on attorney agreement – change "council" to "counsel".
  - B. Crouch entertained motion to approve the consent agenda with the above changes to the November 15, 2012 minutes. T. Molitor moved the motion. K. Tate seconded, all.

### **1:25 pm Reports (for discussion only)**

- ❖ Administrator's Report – C. Ivie
  - A. Crouch complimented Dr. Ivie on the completeness of the Administrator's report.
- ❖ USDA Loan Update – B. Crouch
  - Nothing has changed since the last board meeting. We are waiting for the eligibility status which should be reported by the end of December 2012.
- ❖ Facilities Committee Report - Playground – B. Crouch
  - Mr. Lamb has agreed to put up the basketball standard over the Christmas break.
- ❖ HPTO – A. Bingham
  - Parents are volunteering in classrooms and at the Winter Festival. Dr. Ivie and A. Bingham to revisit the formation of a HPTO.
- ❖ Marketing Committee Report – K. Tate
  - Marketing Committee met and set marketing goals. Dates were set for marketing events for spring of 2013 including the SEM Fun Day, and Spring Carnival. The marketing report will be included with the board minutes.
  - B. Crouch reported Soundworks has offered to provide a free commercial on website.
  - A. Bingham suggested getting video clips of students in the school.
  - T. Molitor said HA's image will turn around with time with positive parental input to the community. Suggested giving a letter to parents explaining charter schools and the lottery process.
- ❖ Finance Committee Report – J. Peterson
  - Emphasis on adding students and retaining students from the lottery over the summer.
- ❖ Lunch Policy – Dr. Ivie is in the process of drafting a lunch policy. Dr. Ivie questioned the board when a parent has not paid for lunch where do you want the cut off to be for providing lunch?
  - J. Peterson suggested the Rotary Club could help with expenses for struggling parents.
  - Dr. Ivie reported letters go home with students showing balance due. C. Kary called an estimated 15 parents who were over due on their lunch account. The total of these delinquent accounts were around \$500.
  - K. Tate said she thought we should ask for donations to provide a peanut butter sandwich and fruit. J. Peterson said he would talk to the Rotary about donations.
  - A. Crouch agreed she did not want students to be hungry at school.
  - The Board agreed there will be parents who will not take care of their children if they feel the school will. We need to monitor to see if this would be detrimental to the food program, but we need to be sure children are fed.
  - C. Ivie reported she would work towards a policy that reflects these opinions.

### **2:00 pm Business Item(s)**

- ❖ Grade/Class Configuration – Dr. Ivie
  - A. Bingham made a motion to reconfigure the grade/class configuration to 7<sup>th</sup> grade in the 2013-14 year and the following year to 8<sup>th</sup>. A. Crouch suggested giving data to Charter Commission showing parent's interest for 7<sup>th</sup> grade. B.

Crouch entertained motion to approve the grade/class configuration to 7<sup>th</sup> & 8<sup>th</sup> grade. A. Bingham moved the motion. T. Molitor seconded, all.

- ❖ Student Assistant Team (SAT) Policy 3341 – Dr. Ivie
  - B. Crouch entertained motion to approve Policy 3341. T. Molitor moved the motion. K. Tate seconded, all.
  
- ❖ Gang Policy 3310 – C. Ivie
  - B. Crouch entertained motion to approve Policy 3310. A. Bingham moved the motion. T. Molitor seconded, all.
- ❖ Personnel Policies
  - Employee Use of Social Media – 5325 & 5325P
  - Employee Electronic Mail & Online Usage – 5330 & 5330F
  - Employee Use of Electronic Communications Devices – 5335
  
- B. Crouch entertained motion to approve policies 5325, 5325P, 5330, 5330F and 5335. T. Molitor moved the motion. J. Peterson seconded, all.

### **2:25 pm ADJOURN**

B. Crouch entertained motion to adjourn and go into executive session. A. Crouch moved the motion; T. Molitor seconded, all.

### **2:30 pm - Executive Session**

Executive Session pursuant to ID Code Section 67-2345(1)(b). Following executive session, action may be taken in the open meeting as appropriate. Consider personnel matters [Idaho Code § 67-2345(1)(a) & (b)]

Roll Call:

B. Crouch  
A. Crouch (by phone)  
T. Molitor  
K. Tate  
J. Peterson  
A. Bingham

3:10 – B. Crouch entertained motion to end Executive Session. T. Molitor moved the motion. K. Tate seconded, all.

### **3:10 Adjourn:**

B. Crouch entertained motion to adjourn. A. Bingham moved the motion. J. Peterson seconded, all.

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: [tmolitor@cableone.net](mailto:tmolitor@cableone.net) or call (208) 595-1617.