

Heritage Academy
BOARD MEETING MINUTES
Location: 100 E Ave A, Jerome, Idaho
Time: 7:00 pm, December 16, 2010

Board Members Present: Kelly Bangerter, Anneli Crouch, Scott Bybee, Blair Crouch (Amanda Bingham participated via conference call beginning at 8:12 pm)

7:18 – Welcome and Introductions

❖ **Approval of Agenda**

KBangerter asked to add “Website Development” to the discussion items. ACrouch asked to add “Frequency of Meetings” to Discussion Items. ACrouch moved to approve the agenda as amended. SBybee seconded. The motion passed unanimously.

❖ **Approval of Minutes**

BCrouch moved to approve the minutes for September and November Board Minutes. ACrouch seconded. The motion passed unanimously.

❖ **Update on SEM Implementation**

ACrouch noted that the Renzulli Learning representative has requested a conference call with two board members and Christine Ivie. It has been scheduled for the 13th of January. Discussion regarding timing of the availability of grant funds. ACrouch noted that there are several options for the professional development. Discussion regarding the approach to implementing the SEM program.

❖ **Web Design**

Danny Bench offered the school his services as website designer and webmaster for the first year. He indicated that he could make a very user-friendly website. He stated that his normal charge would be \$500 to \$1000. He discussed the benefits of having emails correspond with the school’s website. ACrouch noted they would be willing to look at making DBench a founder for his services. ACrouch moved to develop the website with DBench and approve him as a founder if he provided these services. ACrouch amended her motion to make it effective upon presentation of a satisfactory proposal provided by DBench. BCrouch seconded. The motion passed unanimously. BCrouch will be the board contact to approve the proposal.

The board held a brief recess

❖ **Marketing Update**

ACrouch noted that her focus was to market for the board meetings and ABingham’s focus was on marketing for students/staff. She presented a draft poster. Currently she is working on translating the presented poster into Spanish. Several suggestions regarding advertising content and locations for posting.

❖ **Administrator Advertising Update**

ABingham updated the board on advertising for an administrator. She indicated that they are working on a job posting the advertising on various websites both national and local. She noted that she was going to do a little more reviewing and then post the advertising hopefully sometime around the end of December.

❖ **Discuss Open Enrollment Needs and Dates**

General discussion on a deadline to begin open enrollment on or before January 5, 2011 and a close of April 5, 2011.

❖ **Discuss Student Transportation RFP: Procedure & Timeline**

BFairbanks provided a brief overview of the RFP and bid specifications needed to secure student transportation.

❖ **Board Meeting Frequency**

ACrouch noted that it was previously indicated that there should be multiple board meetings each month to cover upcoming board business. There were several suggestions on ways to approach additional meetings. KBangerter suggested that board members email him available dates.

Business Item(s)

- ❖ **Discuss Current Insurance Needs and Vote to Authorize Kelly Bangerter to Solicit Quotes for E&O and EPLI Coverage.** BCrouch moved to authorize KB to solicit quotes for insurance. ACrouch seconded. The motion passed unanimously.

❖ **Discuss Management Proposals and Vote to Engage Management Services**

BCrouch indicated that he had previously been charged to solicit proposals for management services. He noted that he had looked at several management company options, both local and national. BCrouch had several questions for Paragon Schools' representative Brandon Fairbanks. BCrouch asked about PowerSchool, reports, audit, and fees. KBangerter noted that he has concerns with the national companies and the benefit of having experience in Idaho. BCrouch noted that one of the companies that presented information had comparable fees but slightly different benefits. KBangerter noted that they were not an Idaho company and he may have some concerns. BCrouch agreed that they were not in Idaho, but noted that Idaho schools had good things to say about them. BCrouch noted he is pleased with his research on Paragon Schools and would recommend Paragon. SBybee seconded BCrouch's thoughts. ACrouch moved to approve a management contract with Paragon Schools for a term of two years with a one year renewal option to be included at the end of the first twelve months and a 60 day breach provision. KBangerter was authorized to review and accept the revisions. Scott Bybee seconded. The motion passed unanimously.

- ❖ **Discuss and Vote to Approve the Following Policies: Policy Adoption Policy, Dress Code Policy, Financial Policies, Board Meeting Policy – Kelly Bangerter** Discussion tabled.

At 9:21 pm, ABingham left the meeting. At 9:28, KBangerter moved to adjourn the meeting. SBybee seconded. The motion passed unanimously and the meeting was adjourned.