



**HERITAGE ACADEMY
BOARD MEETING**

**Location: 500 South Lincoln Jerome, Idaho
6:00 pm, February 16, 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.

6:00 pm – CALL TO ORDER WELCOME – K. Bangerter

- ❖ Pledge of Allegiance
- ❖ Reading of Heritage Academy's Mission and Vision
- ❖ Roll Call – Establishment of a Quorum. Those present were A. Crouch, B. Crouch, K. Bangerter, K. Tate, A. Bingham, and R. Reddington. C. Kary, Board Clerk, took minutes via cell phone conferencing.
- ❖ K. Bangerter made motion to enter Executive Session Pursuant to ID Code Section 67-2345(1)(b) to evaluate the principal, R. Reddington. B. Crouch made motion, A. Crouch seconded, all.

6:10 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)]. Board came out of executive session at 7:40 pm.

7:45 pm Approval of Agenda

After coming out of executive session, K. Bangerter entertained motion to approve agenda with the following changes: (1) add to Discussion Items the playground and Hobart mixer; (2) add to Action item a request to adjust school calendar. A. Crouch made motion, B. Crouch seconded, all.

7:10 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 January 19, 2011 Minutes with the following changes: (1) correct spelling of “Diriscoll” to “Driscoll”; and (2) correct “Following on the shoulders” to “Falls on the shoulders”.
- Approval of Bills Paid
- Current Budget & Payroll Report
- Administrator Report

K. Bangerter entertained motion to approve consent agenda. A. Bingham moved the motion; K. Tate seconded, all.

7:45 pm Discussion Item(s) (for discussion only)

- ❖ HPTO Report on fundraising – L. Driscoll
 - Reported that revenue from the pizza fundraiser was \$2,351. After deducting \$977 for expenses, the net profit is \$1,374. The Modern Woodmen will match this up to a \$500 contribution. There were comments about the high amount for expenses and whether we should have used pizza boxes. Comments about possibly doing another pizza fundraiser in April or May.
 - There will be a cookie shamrock gram for St. Patrick ’s Day. Cookies can be purchased for \$1.00.
 - Muffins for Mom and Donuts for Dad will be substituted with a nutritious breakfast item.
 - There will be a concession at the track and field day as a fundraiser.
 - The HPTO is working on ideas for a Teacher Appreciation day either the 1st or 2nd week in May. Also scheduled are administrator and secretary appreciation days.
 - The service project for the fairgrounds will be scheduled sometime in May. Anneli asked that it not be in conflict with the board retreat on May 4-5.
 - April Jacobsen has been elected as the new HPTO secretary.
- ❖ Lottery Program – D. Bench explained the web hosting service with GoDaddy that needs to be upgraded to ensure family’s personal information is transmitted over the internet safely while using the new lottery program. K. Bangerter suggested D. Bench take this to R. R for his approval since this is below \$5,000.
- ❖ Board signatures to change Petty Cash account to a no-fee account – C. Kary. Signatures were obtained.
- ❖ Marketing Report – K. Tate
 - 25 graphic flyers were printed with enrollment and open house dates.
 - 10 yard signs are being printed.
 - Open house dates on reader board is a great marketing tool.
 - There have been several local TV broadcasts about HA. TV reporters were at the Open Reading night.
 - Local newspapers have printed articles with pictures of HA in the last 2 weeks putting a face to our school.
 - Community Calendars have been posted with our Open House dates.
 - Chamber of Commerce doing weekly facts about HA.

- HPTO sent letters out to parents to spread word on outreaches and to ask parents to spread the word about HA. Those dates are also on our website and Facebook.
 - K. Tate has made phone calls to parents who declined enrollment for their students last year.
 - Pamphlets have been sent to new incoming families in the area, Kiwanis and Rotary Club, homeschoolers and the Catholic Church for Spanish speaking families.
 - B. Crouch asked if the articles in newspapers or broadcasts could be linked to our website. We would need to ask Tina and/or Danny about this.
 - The school banner was inspected to see if it was usable for this year.
- ❖ Playground – B. Crouch
 - 50 cubic yards of donated gravel will be delivered and spread in the playground area by D. Bingham, the Driscolls, and the Coelhos.
 - ❖ Hobart Mixer. As a matter of record the board will not use a loan that was offered by HPTO to pay for the mixer.
 - ❖ Charter Amendments – A. Crouch. Worked on correcting typos and semantics on the charter, i.e., changed “principal” to “administrator”. Also took out reference to providing foreign language, changed wording about providing special education, and clarified procedures for enrichment clusters. A. Crouch will send the corrected charter to Michelle at the SDE for a sufficiency review. Since we have to submit it to the Charter School Commission by March 7th, the SDE will push it through quickly.
 - ❖ Handbook – Absence & Tardy Policies – A. Crouch. The wording for absentee and tardy policy has been discussed with R. Reddington. A. Crouch to amend absentee/tardy verbiage in the Handbook so it can be published.
 - ❖ Board Retreat – A. Crouch. The board retreat will be the weekend of May 4 & 5th ; Friday evening through Saturday to develop a strategic plan. A. Crouch asked for a commitment from the board members to have that weekend reserved for the board retreat.

8:15 pm Business Item(s)

- ❖ Approval of Policy Manual sections:
 - “Instruction”- Copyright 2150; Copyright Compliance 2150P
 - “Students” – Nonresident Student Attendance Policy – 3080 – option 1 change Feb 1 with “day of the lottery for the following school year”
 - “Community Relations – Public Access to 5430 – Option – C. Kary check Board members are not employees of school. Table this
 - Charter School Records - 4130
 - “Personnel” - Insurance Benefits – 5430
 - “Administration”- Board/Principal Relations – 6100P
 - “Financial Management”- Budget Implementation – 7110
- K. Bangarter entertained motion to approve the above policies using OPTION ONE to Policy 3080 with amendment from date of “February 1” to “day of the lottery for

the following school year”, and with the exception of 5430 which will be tabled until next board meeting. C. Kary agreed to contact Western Benefits regarding Policy 5430, “Insurance Benefits for Employees/Board of Directors”, since it was not clear if we could cover board members with the school’s group health insurance since the board members are non-school employees. A. Crouch made the motion. B. Crouch seconded, all.

- ❖ School Calendar – Motion was entertained for Administrator to have March 16 as an option for a no school day versus March 23rd as a no school day. The board felt that the original idea of no school on the Friday before spring break (March 23rd) and the Friday after spring break (April 6th) would cause too much interruption to the classroom. A. Bingham made the motion. K. Tate seconded, all.

9:00 PM Executive session

Executive Session pursuant to ID Code Section 67-2345(1)(b). Consider personnel matters [Idaho Code § 67-2345(1)(a) & (b)] K. Bangerter entertained motion for the board to go into executive session to continue deliberations on the principal evaluation. A. crouch made the motion. B. Crouch seconded, all.

K. Bangerter entertained motion to have two board members to craft an Action Plan to correct the concerns the Board and staff have regarding school management, so as to see the school remains on task to meet its mission and vision. A. Bingham moved the motion. A. Crouch seconded, all.

The Board came out of executive session at 12:35am (February 17, 2012).

1:00am February 17, 2012 ADJOURN

K. Bangerter entertained motion to adjourn. A. Bingham moved. A. Crouch 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: ktbangerter@gmail.com or call (208) 595-1617.