



**HERITAGE ACADEMY
BOARD MEETING MINUTES
Location: 100 East Ave. A
Jerome, Idaho
7:00 pm, February 17, 2011**

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.

Board Members Present: Kelly Bangerter, Anneli Crouch, Blair Crouch, Amanda Bingham

7:30 PM – Welcome Call to Order

- Meeting was called to order by Kelly Bangerter at 7:30
- KBangerter stated that the Board would review minutes from the previous 2 meetings at the March regular board meeting; ACrouch stated that BFairbanks will be providing a board binder to her so that she can store the official minutes until the school has an office. At that time, the binder will be stored in the school office.
- KBangerter reviewed the agenda and ACrouch made a motion to amend the agenda to include a first reading of the uniform policy; KBangerter suggested adding the item as the first item under business
- KBangerter stated that the board will be discussing real estate acquisitions during an executive session
- Motion to approve the agenda as amended – ACrouch; BCrouch – second; the motion passed unanimously.

Training

- ❖ Clvie and KBangerter provided information to the board regarding the lottery process. This included a review of lottery preferences, enrollment and registration processes and the logistics of the lottery. The Board discussed conducting the lottery via computer versus manually drawing names/numbers. KBangerter suggested discussing this with the Charter Commission during her monitoring visit next week.

Reports

- ❖ ACrouch presented the Marketing and Enrollment Report. She reviewed the radio and television spots and mailing activities that have occurred. The Board discussed options regarding sending postcards. The Board reviewed the worst case budget from the school's charter and noted that the marketing budget was listed as \$2,500 but that

budget did not include Albertson Foundation Funds or Federal Charter Start Funds. The board believes that \$5000 to \$6000 is a more realistic estimate for the first year due to the importance of ensuring that they have strong interest and full enrollment for their first year.

- ACrouch also noted that the marketing committee would like to have an outreach meeting to discuss marketing ideas with potential parents and interested community members. They will be proceeding with that meeting and asking for volunteers who are willing to help distribute information
- The Board emphasized the importance of positive publicity and discussed possible press releases, editorials or other options for articles
- The Board also discussed the importance of having people sign up now so that their children will be included in the lottery process.
- ❖ BCrouch presented the Facilities Report. BCrouch met with representatives from MVCS and both parties expressed their desire to work together to develop an agreement. MVCS submitted a proposal to BCrouch this morning and the board will be discussing the proposal in executive session; the Board did note that there are options to purchase land and use modular units or an option to consider the old Paul's market building. The Facilities committee will continue to review options and proceed according to the timeline required to open in late summer/early fall.
- ❖ ABingham presented the Hiring Report. She noted that there have been some computer problems with the application; BFairbanks and CKary will work to resolve those issues; CKary will be working with ABingham to create a binder for applications that includes all relevant information, forms and documentation; Clvie will assist ABingham in reviewing application packets to ensure they are complete; ACrouch, ABingham; CKary and Clvie will review applications and narrow down administrator applicants to 8. ABingham would like to conduct interviews on March 23rd and 24th. The interview team will narrow down candidates to 1-3 candidates. ABingham would like to make a recommendation to the Board by the end of March (if there are good candidates in the interviews). KBangerter noted that if there is not an ideal candidate in the first group of interviews, the team should not feel like they have to recommend someone; the board could continue the search.
 - The Board discussed interviews on Wed and Thurs March 23rd and 24th and then a tentative special board meeting on Friday, March 25th
- ❖ Clvie presented the Paragon Report. Paragon has worked with board members on hiring, facilities, marketing and the federal charter start grant. Paragon will be working with the Board on setting up passwords, office systems, contact information for the SDE and other items from the start-up timeline; ABingham noted that Emily needs an email address for the enrollment program; Paragon will follow up with Emily.

Discussion Item(s) (for discussion only)

- ❖ KBangerter reviewed the property received from the NCA Redistributed Property process. Heritage Academy received 20 computers; a printer-fax-copier; art supplies; party supplies and music supplies; Heritage Academy contacted the Commission because they only received 19 computers. KBangerter, BFairbanks and BGreenwood will follow up and inventory the service tag numbers of the computers.
- ❖ ACrouch submitted the Charter Start Grant Application – the Board should receive notification regarding the award by March 15, 2011.
- ❖ ACrouch noted that the Idaho Public Charter Commission Staff Monitoring Visit is next Thursday at 9 am.

Business Item(s)

- ❖ Uniform Policy – 1st Reading – KBangerter entertained a motion to waive reading the policy; ABingham made the motion; ACrouch seconded; the motion passed unanimously.

- ACrouch noted that they have researched uniform and dress code policies and believe that they have a policy that reflects good practices. She also noted that there are many dress code or policy options that are good and that the draft policies reflects a policy that is consistent with the school's vision
- ❖ Facilities Options – Kelly Bangerter. ACrouch made a motion to go into executive session pursuant to Idaho Code 63-2345 (1)(c) to discuss acquisition of an interest in real property. Roll call vote: ABingham-yes; BCrouch – yes; ACrouch – yes; KBangerter-yes. The board entered executive session at 8:56 pm.
- ❖ ACrouch moved to resume the open meeting; ABingham – second; the motion passed unanimously.
- ❖ ACrouch moved to have KBangerter work with BFairbanks and communicate with the MVCS regarding the Board's desire enter into a letter of intent regarding the Washington School property. BCrouch seconded. The motion passed unanimously.

ADJOURN

- ❖ ACrouch moved to adjourn the meeting. ABingham seconded. The motion passed unanimously and the meeting was adjourned.