



**HERITAGE ACADEMY
BOARD MINUTES
Location: 500 So. Lincoln, Jerome ID
April 20, 2017 7:30 pm**

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

Using the School-Wide Enrichment Model, Heritage Academy will educate students, leading them to develop meta-cognitive skills. In a safe and respectful environment, these skills will allow them to learn how to organize information and solve real-life problems. Our students will graduate with skills in both the core content areas and in critical thinking that will lead to success in school, in the workforce, and in 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.

7:36 pm - CALL TO ORDER WELCOME – A Crouch

- Pledge of Allegiance
- Reading of Heritage Academy's Vision and Mission – A Bingham; Kris Gilgren
- Roll Call – Establishment of a Quorum
Anneli Crouch, Kris Gilgren, Amanda Bingham

- Approval of Agenda
Motion to approve the agenda – A Bingham
Second – K Gilgren
Vote: all aye; motion carried

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
 - February 21, 2017
 - March 7, 2017
 - March 30, 2017
- Approval of Bills Paid
- Payroll Report
- Budget

Motion to approve the consent agenda – K Gilgren
Second – A Bingham
Vote: all aye; motion carried

7:45 pm – Executive Session

Pursuant to Idaho Code 67-2345(1)(a)(b)(2) (CLOSED TO THE PUBLIC). Executive sessions -- (a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general; (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

Motion to move into executive session pursuant to Idaho Code 67-2345(1)(b) - A Bingham
Second – K Gilgren

Roll call vote:

A Bingham – aye

K Giglren – aye

A Crouch – aye

Motion carried

Motion to leave executive session at 8:34pm – K Gilgren

Second – A Bingham

A Crouch – aye

Vote: all aye; motion carried

Motion that student X be referred to the Diversion Program and return to school upon committing to and successfully following the plan set by the Diversion Board. – A Bingham

Second – K Gilgren

Vote: all aye; Motion carried

Motion to move into executive session pursuant to Idaho Code 67-2345(1)(a) - A Bingham

Second – K Gilgren

Roll call vote:

A Bingham – aye

K Giglren – aye

A Crouch – aye

Motion carried

Motion to leave executive session at 9:24 pm – A Bingham

Second – K Gilgren

Vote: all aye; motion carried

9:05 pm PUBLIC COMMENT

This time is open for public comment. Information shared during this time that is not on the agenda will not be added to this agenda or discussed by the Board during this meeting, but will be acknowledged by the Board and may be added to a future meeting as necessary.

No Public Comment

Board Member Karen McGee joined by phone after executive session.

9:05 pm REPORTS (for discussion only)

- Administrative Report – C Ivie
 - 2017-2018 School Calendar

This calendar is closely aligned with the Jerome School District calendar. The calendar shows time for teacher to do prep on Fridays, although they are not required to be at the school doing

prep as long as they are prepared for teaching each day. We will keep the school start time at 8:00am per teacher request. Dr. Ivie is pleased with the master schedule. She will continue tweaking the schedule to maximize teacher skills and the budget. She expressed her gratitude to T Carver for her work on the budget.

- Facilities Report – K Gilgren
 - Lawn care contract
 - Facilities update

Committee met this afternoon and identified some serious items that need to be address.

Financing a middle school building and finance into the other needs for about \$1,000,000. Pursue the possibility of a loan for \$250,000 -- \$50,000 for roof; \$45,000 for building pay off of mortgage; \$25,000 carpet and paint; \$10,000 for steps and doors; \$70,000 for playground; \$50,000 for new boiler. 4% interest for 15 years payment would be less than \$2000 a month. Our current mortgage is about \$4000. The hope is that these improvements will help increase enrollment as the facility will be more attractive to public. With the added student population, committee would then recommend a second phase building project to add a cafeteria, middle school building and gym and possibly an elevator.

While we work on the loan the committee recommends immediate action - that we have Brian from Neuscapes come and do a temporary repair on the front steps as soon as the weather permits. The committee also recommend to continue to use Neuscapes for the lawn care and snow removal this coming year.

The board asks that Dr. Ivie and T Carver contact charter finance companies and come prepared with information by the May board meeting if possible.

Committee also recommends to use the insurance claim from the basement wall payment that came in at ~\$800 to pay for the temporary front step repair.

- Budget & Finance Report –K Gilgren, T Carver

Actual budget report 83% of the year expenditures and about 76% of the fund collected to date. T Carver anticipates that we will meet our budget. We are up about \$22,000 from what we were last year.

Food Service Budget – because of snow days, we have had to throw away a lot of food and didn't get reimbursement. There were also expenses that came up from the flooding that came out of the food service budget. We are down about \$11,000 to date but we will only be down up about \$1000 in May. We will know a true balance in June and anticipate coming out even.

- MSTB bill report

Bill has not been paid yet. Board would like this issue to be resolved after T carver and T Berry look at the bill in detail again.

- Salary Schedule

Salary schedule is a little bit higher than the state allotment. There are new forms to fill out to show movement of teacher in career ladder.

- SEM & Student Achievement - A Crouch

Testing is scheduled to finish by May 11 although the testing window is open until the end of our school year.

- Marketing, Parent & Community

There was not a huge turnout at the parent meeting last night but there were good things that happened at the meeting.

- Administrator Evaluation & Cert. Staff Prof Dev. – A Bingham

A Bingham reminded the board members that they need to have their administrator evaluation turned in to her by May 1. Along with these evaluations, we sent out parent surveys as required by law.

- Board Training, Board Evaluation, Strategic Plan – T Packard

- Board Nomination Committee Report – K Gilgren

There were originally 4 applicants for the board but one is moving and not interested in a position.

LaMar Brooks – discussion about whether his job and involvement with the community would be a conflict of interest

Jeff Pierson – has come to a board meeting and other school meetings. He shows interest and involvement.

Shawna Lemoine – Spanish bilingual; feels that the school goals are working. She is impressed with the entire staff and how they handle all the students; Staff seem to have the same uniformity of vision. She would like to see more parent involvement

Seat 2 & 5 coming open. Seat 1 & 4 are vacant and have 1 year left in the term.

- Board Training

Board discussed different options

- Playground Donations Project

The board was very excited to see our students building skills as future leaders of our society. It is what we want to see in our School-wide Enrichment Model. They wanted to make sure that this effort is not reaching out to the same companies as our other fundraisers.

- Policy for Student Bullying

A Crouch researched other bullying policies and they are all similar. She had a concern in the aggression wording. She would like to see wording that extends to community and adults that come into the school and use the definition of aggressor as *“a student or staff member or other member of the school community that who engages in the harassment, intimidation or bullying of a student.”*

This is the first reading with changes

11:24 pm BUSINESS ITEM(s)

- 2017-2018 School Calendar

Motion to approve the school - A Bingham

Second - K Gilgren

Vote: all aye, motion carried

- Lawn care contract

Motion to approve the lawn care and snow removal contract as presented – K Gilgren

Second - A Bingham

Vote: all aye; motion carried

- Salary Schedule

Motion to approve the salary schedule as presented – A Bingham

Second - K Gilgren

Vote: all aye; motion carried

- Teacher Contracts

K Gilgren - Motion to approve teacher contracts as follows:

Contract renewals: Radford- kindergarten; Weir- 1st grade; Rasmussen- 3rd; Carpenter- 4th;

Fontes- 5th; Kalulu- Assessment & P.E.; Sauer - SPED; Hunter- English & Middle School

Principal

New contracts: Heil- 5th-8th Math; Biesen- Middle School Science; Brooks- K-5 Team Leader &

Federal Programs; Reyes- 2nd;

Second - A Bingham

Vote: all aye; motion carried

- Board Nominations

Motion to approve the board nominations as presented - A Bingham

Second - K Gilgren

Vote: all aye; motion carried

- Board Training

Motion to appoint T Packard to set up board training with the possibility of a June training date –

K Gilgren

Second – A Bingham

Vote: all aye; motion carried

- Playground Donations Project

Motion to approve the 8th grade class project to use the documents as presented – K Gilgren

Second - A Bingham

Vote: all aye; motion carried

Motion to adjourn – A Bingham

Second - K Gilgren

Vote: all aye; motion carried

11:32 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: tberry@heritageacademyid.org or call (208) 595-1617.