



**HERITAGE ACADEMY  
BOARD MEETING AGENDA**

**Location: 500 South Lincoln Jerome, Idaho  
7:00 pm, May 17, 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.

**7:00 pm – CALL TO ORDER WELCOME – B. Crouch**

- ❖ Pledge of Allegiance
- ❖ Reading of Heritage Academy's Mission and Vision
- ❖ Roll Call – Establishment of a Quorum. Present were B. Crouch, A. Crouch, A. Bingham, K. Tate, J. Peterson, Administrator, R. Reddington and Board Clerk, C. Kary.
- ❖ Approval of Agenda. Asked to add the following to the agenda:
  - Programmatic audit report to discussion items.
  - ISBA training to discussion.
  - Move swearing in of Jason Peterson to top of list before Consent Agenda under business item.
  - D. Bench lottery system
  - Move HPTO report to top of discussion list.

A. Bingham moved to amend the agenda as requested. B. Crouch seconded, all.

**7:20 Business Item**

- ❖ B. Crouch swore in Jason Peterson, C.P.A., as a new Board Member.

**7:51 pm – Executive Session** - Bingham made motion to move into executive session pursuant to Idaho Code 67-2345 (1) (a). K. Tate seconded, all.

8:03 pm - A. Crouch made motion to come out of executive session. A. Bingham seconded, all.

**8:30 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:

- April 19, 2012
- April 30, 2012
- May, 4, 2012
- May 11, 2012
- Approval of Bills Paid
- Current Budget & Payroll Report
- ❖ Administrator Report

A. Crouch motioned to accept consent agenda as is, J. Peterson, seconded, all.

**8:35 pm Discussion Item(s) (for discussion only)**

- ❖ HPTO – L. Driscoll
  - Barnes & Noble fundraiser brought in \$60.
  - IHOP - \$200 - \$300 check coming.
  - Hat day brought in almost \$100 for month of May.
  - Moms & Dads reading was a success with almost 150 people in attendance.
  - Teacher appreciation was a great success.
  - Cluster planned at fairground tomorrow.
  - The HPTO raised around \$8,000 this year in fundraising.
  
- ❖ D. Bench – Lottery system report.
  - With all the dirt & dust, the computers need to be cleaned and diagnostics run before school. D. Bench asked to start an IT contract 30 days prior to first day of school.
  - Two projectors and screens have been set up for Aleasa Herman and Chancie Kirk. It was agreed to assign Mrs. Freeman the projector from the office since the office can use the projector on the mobile cart.
  - Lottery system not up publically yet; still developing system, and got download of student data from Academica West.
  
- ❖ Board Member discussion – B. Crouch.
  - B. Crouch met with Scott Bybee regarding his involvement with the Board. S. Bybee offered his services should we need them in the future but would like to be graduated from the board. B. Crouch motioned to graduate S. Bybee from the board. J. Peterson asked about the wisdom of keeping S. Bybee on the board while we were applying for the USDA loan. A. Crouch explained that to show stability within the Board it would be good to keep him on while we were applying for the USDA loan. A. Crouch said we should still look for new board members. B. Crouch asked board about informing parents about an opening for board members. A. Crouch explained this needs to be a public announcement. A. Bingham suggested putting this in a newsletter to the parents. Initially a Letter of Interest and a resume prior to vote should be submitted.
  
- ❖ Chairman vote – B. Crouch.
  - B. Crouch explained that K. Bangerter has stepped down as Board Chair. B. Crouch said he is interested in being Chair, and asked for the board response. It was questioned whether B. Crouch, with his business sense, and A. Crouch, with her experience in the school, could co-chair in interim while a permanent Chair is decided. B. Crouch preferred one of them as Chair. Suggested A. Crouch would still stay on the Board. K. Tate asked for clarification. K. Tate said she would be comfortable with both, but thinks A. Crouch has more experience with school. A. Crouch suggested let it ride until June. A. Bingham

said they both balance each other with different skills, but they need to decide what is best for their family.

❖ Marketing Report – K. Tate

- August 7, 2012 parade and will have a school float.
- Participate with City event with booth on 4<sup>th</sup> of July in park.
- SEM fun day needs to have a date set.
- Combine meet and greet and school barbeque.
- Need to put together a marketing committee.
- B. Crouch mentioned City is going to have a 100-year celebrating education on Saturday, July 21, with the Jerome Education Day. We will plan to have a booth to promote Heritage Academy and enroll students.
- Distance for Diabetes – K. Tate will look into this.

❖ Playground – B. Crouch.

- B. Crouch asked how much out of the USDA loan was needed for a playground. A. Crouch explained that playground equipment, not gravel or ground prep, was around \$45,000. A. Bingham suggested using USDA loan for ground preparation, gravel, sprinklers, and grass. The play equipment donated by the city could be used for a year until we receive the money from the loan.
- Larry Bybee, City of Jerome, has offered to help with the playground.
- A. Crouch said firefighter crew will come and put in city play equipment.
- J. Peterson said B. Crouch could talk at next Rotary meeting to request additional playground funding.

❖ Programmatic audit – A. Crouch

- A. Crouch announced we will get a written report. K. Tate said 98% of what they said we were already doing. Some of the auditors suggestions were (1) we prioritize policies for Board approval; (2) need to encourage parents and public to come to board meetings; (3) and they would like to see board members in staff meetings. They commented regarding the policy of the business manager not being at the school every day. They stressed the school needs to be versed in Common Core, the need to be sure parents know how to use Power School, and to clean up the hallways. A. Crouch said they saw what was right and what was wrong and did praise the school.

❖ ISBA training – A. Crouch

- Since the Summer Institute is the same day as our June 21<sup>st</sup> board meeting, it was agreed we would not be able to attend. A. Crouch suggested we have Liz Killpack come and provide board training. A. Bingham suggested August might be best.

**7:40 pm Business Item(s)**

- ❖ Approval of School song – We are the Falcons – Music cluster - A. Crouch suggested the students continue to work on the song to add more school pride. A. Crouch to talk to C. Clark.
- ❖ Approval of USDA loan amount options.
  - B. Crouch suggested a special conference call with numbers on extra items. B. Crouch to meet with a contractor to obtain estimates. A. Crouch moved to table this item. A. Bingham seconded, all.

- ❖ Approval of Salary Schedule for 2012-13 – A. Bingham moved the motion. J. Peterson seconded, all.
  - ❖ Approval of School Calendar for 2012-13 – Since the parent surveys which include questions regarding the 4-day school week are due tomorrow, it was agreed to table this item. C. Ivie agreed to talk to parents at registration and to have them vote on a 4-day versus 5-day school week. A. Bingham moved to table this until after registration. , J. Peterson seconded, all.
  - ❖ Contract for new Administrator – B. Crouch.
    - B. Crouch entertained motion to approve the Superintendent's Contract and a supplemental contract for May – June for Dr. Christine Ivie. A. Crouch, moved, K. Tate, seconded, all.
  - ❖ Approval of Professional Development plan for 2012-13 – It was agreed to table this until the calendar was approved. A. Crouch moved to table this item. K. Tate seconded, all.
  - ❖ Approval of Policy Manual sections:
    - “Personnel”
      - 5107 – Informal Review
      - 5120 – Equal Employment Opportunity
      - 5125 – Reporting New Employees
      - 5200 – Applicability of Personnel Policies
- B. Crouch entertained motion to approve these Policy Manual sections as read. A. Crouch moved the motion. J. Peterson seconded, all.

**10:00 pm ADJOURN**

K. Tate moved the motion to adjourn. 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](mailto:ktbangerter@gmail.com) or call (208) 595-1617.