



**HERITAGE ACADEMY
BOARD MINUTES
Location: 500 So. Lincoln, Jerome ID
June 9, 2016 7:00PM**

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.

7:00 pm –Board Meet and Mingle

This is a time for the board members to mingle with each other, staff and parents. No business for Heritage Academy will be discussed during this time

7:24 pm - CALL TO ORDER WELCOME – S Ahrens

- Pledge of Allegiance
- Reading of Heritage Academy’s Vision and Mission – A Bingham, K Hopper
- Roll Call – Establishment of a Quorum

Sarah Ahrens, Anneli Crouch, Kris Gilgren, Kurt Hopper, Amanda Bingham

- Approval of Agenda

A Bingham Motion to approve agenda as presented

A Crouch – second

Vote: all aye; motion carried

7:30 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
 - May 12, 2016
- Approval of Bills Paid
- Payroll Report
- Budget

A crouch motion to approve the consent agenda as presented

K hopper – second

Vote: all aye; motion carried

7:27pm 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

7:29pm REPORTS (for discussion only)

- Administrative Report – C Ivie

No comment

- Facilities Report – K Hopper, R Hunter

K Hopper shared information on facilities report. He clarified the date for the boiler repair to be in the fall.

- Budget & Finance Report – K Hopper, T Carver
 - Board Training on budget reading – C Kary

State funding, Federal Funding, Tax are where funds come from for schools. New money is coming to charter schools as the state is now giving money based on percentage of levy funds collected by all schools in the state. In 2018, we will have this money to help with building maintenance.

Our funding is figured from salary apportionment and discretionary fund based on grade level of students serviced, ADA (average daily attendance) and experience and education level of its teacher. In August the school gets 50% of its money based on previous year's numbers. November the school gets another 20%. February the school gets 20% of the current year's numbers. May the school gets the last 10% for the year. In July the state pays any extra that the school should have had based on the current year's numbers. Summer is very hard to keep the bills paid because of the slow release of money from the state.

The budget is an estimate. It will have changes because not all the staff is hired yet and student numbers can change. The board's job is to monitor the budget.

First column has the month prior that shows revenue and expenditures that have come during the fiscal year. Second column has the budget that was approved, 3rd column is the proposed budget (has some changes based on hired teachers and such) 4th column has the balance, last column is YTD. This budget only shows the general funds.

- Presentation of proposed 2016-17 Budget – C Kary & T Carver

We are keeping the budget figured with a very conservative student number of 175. C Kary went over different parts of the budget and explained disparities and estimates based on data that we won't have solidified until we have our ADA for 2016-17 year. Planned total revenue is \$1,535,877. She also went over each of the different categories: revenue; salaries & benefits; general fund expenses; total expenses. This leaves us a net of ~\$18,500.

- Title One Automatic Withdrawal – T Craver

The building payment was first set up through DL Evans with previous chairman, Blair Crouch as a signer. When he was taken off as a signer, this stopped the bill payment. T Carver is requesting that the board approve a new set up of automatic bill payment for the building through Title One for greater efficiency in the accounting system.

- SEM & Student Achievement - A Crouch

No additional report other than in the administration report.

- Marketing, Parent & Community Relations – S Ahrens

S Ahrens will be contacting a company to see if they will donate money to help us purchase our school marquee.

K Gilgren noted that First Federal had applications to fill out for charitable donations. She wondered if someone would pursue this. It was noted that charter schools are a non-profit organization.

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

Board was given a recommendation of a teacher for 4th grade.

- Service Provider Contracts

Board reviewed the contracts for Cierra Therapy and Primary Therapy Source.

- Board Training, Board Evaluation, Strategic Plan – S Ahrens
 - Board Seat Winner – K Gilgren

2 candidates went on to the nomination. By vote Karen McGee won 29-14. C Kary stated that Dr. Ivie suggested that the board consider not having a meeting in July and to swear in the new board members at the August retreat. The board decided to keep the meeting as scheduled.

- Board Resignation – K Hopper

K Hopper has a letter for the board to give his resignation. He is moving into a new chapter for his family and he needs to put his efforts into that now. He gave his appreciation for all the board is doing for the school and community.

- Interview Candidate(s) for Seat 1, 3 & 5

The board was pleased to interview Tiffany Packard. They reviewed her application and talked about the help her skills would be to the school and board. She stated that she has time to give to the board and follows through on her commitments. Tiffany is very excited about fundraising and marketing.

- Board Retreat

Board retreat is scheduled for Aug 15-16

A Bingham motioned to go into executive session pursuant to Idaho Code 67-2345(1)(a)(2)

A Crouch – second

Roll Call Vote:

A Bingham -aye

A Crouch - aye

K Lindley -aye

K Gilgren -aye

K Hopper -aye

S Ahrens -aye

Motion passed unanimously

9:16 pm - Executive Session

Pursuant to Idaho Code 67-2345(1)(a)(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

K Hopper Motion to come out of executive session

A Bingham Second

Roll call vote:

A Bingham -aye

A Crouch - aye
K Lindley -aye
K Gilgren -aye
K Hopper -aye
S Ahrens -aye
Motion passed unanimously

9:53pm BUSINESS ITEM(s)

- Approval of 2016-17 Budget

A Crouch Motion to approve 2016-17 budget as presented
K Hopper Second
Vote: all aye; motion carried

- Title One Automatic Withdrawal

K Hopper Motion to authorize Toni to set up automatic withdrawal with Title One automatic withdrawal for building payment
A Crouch Second
Vote: all aye; motion carried

- Board Seat(s)

K Gilgren made a motion to appoint A Bingham to vacant seat 5 with term ending next year and to appoint Tiffany Packard to seat 3.
K Lindley second
Vote: all aye; motion carried

- Contracts Certified & Supplemental Contracts

A Bingham motion to approve contract for Martice Fontes
K Gilgren second
Vote: all aye; motion carried

A Crouch motioned to accept the contract for Toni Carver
K Hopper second
Vote: all aye; motion carried

- Cierra Therapy Contract

K Lindley Motion to approve Cierra Therapy contract as presented
A Crouch Second
Vote: all aye; motion carried

- Primary Therapy Source Contract

K Hoper Motion to approve Primary Therapy Source contract
A Bingham second
Vote: all aye; motion carried

Tiffany Packard was sworn in to seat 3 by Vice President Sarah Ahrens

K Gilgren motion to adjourn the meeting
A Crouch - second
Vote: all aye; motion carried

10:04pm 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.