



**HERITAGE ACADEMY  
BOARD MINUTES  
Location: 500 So. Lincoln, Jerome ID  
July 14, 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*

**7:32 pm - CALL TO ORDER WELCOME – S Ahrens**

- Pledge of Allegiance
- Reading of Heritage Academy's Vision and Mission – T Packard & K Gilgren
- Roll Call – Establishment of a Quorum

Sarah Ahrens, Amanda Bingham, Tiffany Packard, Kris Gilgren; Anneli Crouch

- Approval of Agenda

Motion to approve the agenda – A Bingham

Second – K Gilgren

Vote: all aye; motion carried

**7: 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
  - June 9, 2016
- Approval of Bills Paid
- Payroll Report
- Budget

Motion to approve the consent agenda as submitted – A Crouch

Second – K Gilgren

Vote: all aye; motion carried

### **7:35pmPUBLIC 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

### **7:40pm REPORTS (for discussion only)**

- Administrative Report – C Ivie

C Bizik put together IRI and AimsWeb data and sent it to Toni and Cheryl. They were able to then send this on to the Charter Commission. We were able to show a lot of growth in some areas. We also turned in a narrative with our plan to continue in growth.

Core Knowledge curriculum is being added to K-5. We got \$4000 from the Mary P. Hersch foundation to help with the cost.

- Facilities Report – T Carver
  - Copy machine lease

T Carver suggested that the board consider changing our copy machine company to Business Tech as it would save us a substantial amount of money.

- Budget & Finance Report – T Carver
  - Financial reports

Budget is looking very good and stable. It looks like we will have enough to pay the bills through the summer.

- Audit Engagement Letter

T Carver went over the letter and answered questions that the board posed.

- SEM & Student Achievement - A Crouch

C Bizik and group of teachers have been meeting this summer and studying how to teach students in a poverty community. There have been 5 or 6 teachers working on this. Topics - Student engagement and raising our expectations; Building a professional teaching community; Use curriculums that we are getting and using the scheduled that Dr. Ivie has put together; The goal and anticipation is that student scores will really turn around as we follow this plan. Teachers are able to take this training and planning for NNU credit if they choose.

A Crouch feels such a strong need to have our teachers trained or re-trained in our School-wide Enrichment Model. This is our Charter. This can be done by going to Confrutite again or by hiring the instructor to come to our school and educate and train our teachers. A Bingham suggested that we look into grants to help us gain funds to send our teachers to training.

- Marketing, Parent & Community Relations – S Ahrens

8<sup>th</sup> graders are doing a project and working on fundraising for the playground. This took the place of the work we were doing on a marquee. Crystal Hunter is working on plans for the Fair August. They have ordered pens. A Crouch suggested that they keep their float theme to match Fair theme as it costs a little more.

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

Board noted the resume and letter of recommendation in the board packet.

- Board Training, Board Evaluation, Strategic Plan – S Ahrens
  - Board Offices and Committees

A Bingham would like to stay on the committee that she is on. Also A Crouch is happy to keep position as secretary and also committee. Tiffany was suggested to take on marketing. Kris considered taking on Finance committee responsibilities.

The Board members discussed opinions on who would like to or feel comfortable with filling the open Offices and assign or reassign committee responsibilities.

- Board Training money from SDE

A Crouch suggested that the Board make plans to go to the ISBA training in November.

**9:06 pm - Executive Session** A Bingham motioned to go into 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

A Crouch - second

Roll Call vote:

A Crouch – aye; K Gilgren – aye; T Packard – aye; A Bingham – aye; S Ahrens – aye

Motion carried

A crouch made a motion to come out of Executive Session at 9:19pm.

K Gilgren - Second

Roll call vote:

A Crouch – aye; K Gilgren – aye; T Packard – aye; A Bingham – aye; S Ahrens – aye

Motion carried

**9:19pm BUSINESS ITEM(s)**

- Copy Machine Lease

A Bingham made a motion to approve the contract with Business Tech as presented

T Packard Second

Vote: all aye; motion carried

- Financial Reports
- Audit Engagement Letter

A Crouch made the motion accept the engagement letter as presented.  
T Packard -Second  
Vote: all aye; motion carried

- Certified Teacher Contracts

A Bingham made a motion to approve the contract for Kimberly Bearden  
A Crouch - second  
Vote: all aye; motion carried

- Nomination and Voting in of Board Offices

A Bingham made a motion to approve Sarah Ahrens for President of the board  
T Packard – second  
Vote: all aye; motion carried

T Packard nominated Kris Gilgren as treasure  
A Bingham – second  
Vote: all aye; motion carried

S Ahrens entertained a motion to nominate Tiffany Packard as Vice President.  
A Bingham so moved  
A Crouch - second  
Vote: all aye; motion carried

- Committee Assignments

A Crouch moved to table this item  
A Bingham second  
Vote; all aye; motion carried

- Board Training

A Crouch made a motion to pursue reimbursement from the SDE as stated in Idaho code 33-320.  
T Packard – second  
Vote: all aye; motion carried

A Crouch moved to strike motion and vote as marked above because it is superfluous.  
A Bingham – second  
Vote: all aye; motion carried

A Crouch made the motion to adjourn at 9:31pm  
K Gilgren – second  
Vote: all aye; motion carried

## **9:20pm 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](mailto:tberry@heritageacademyid.org) or call (208) 595-1617.