



**HERITAGE ACADEMY
BOARD MEETING**

**Location: 500 South Lincoln Jerome, Idaho
7:00 pm, September 20, 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.

7:15 pm – CALL TO ORDER WELCOME – B. Crouch

- ❖ Pledge of Allegiance
- ❖ Reading of Heritage Academy's Mission and Vision – A Crouch
- ❖ Roll Call – Establishment of a Quorum – J Peterson, K Tate, T Molitor by phone, B Crouch, and A Crouch are in attendance. A Bingham and C Ivie joined later.
- ❖ Approval of Agenda – B. Crouch asked to move the administrator report to after the facility report, and the HPTO report moved following the administrator report. B crouch called for motion, A Crouch moved; K Tate seconded, all.

7:10 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
 - August 16, 2012
- Approval of Bills Paid
- Current Budget & Payroll Report

B Crouch entertained motion to approve consent agenda. K Tate moved, A Crouch seconded, all.

7:15 pm Board Training – T. Molitor

T Molitor is preparing a board evaluation timeline. C Ivie to discuss AYP during the Administrator report.

7:25 pm Reports (for discussion only)

- ❖ IT Report – B Crouch. D Bench has fixed some laptops that were not running. He will have the lottery data system available to C Kary for input and trial hopefully by next week.
- ❖ HPTO Report - TBD
- ❖ Marketing Committee Report – K Tate
 - In order to vamp up marketing, K Tate will meet with C Ivie next week to develop a 2-year marketing plan.
 - Possibly have the 6th graders do another skit on the radio.
 - The playground is a huge marketing help.
 - B Crouch announced he was on Television telling about the school.
 - B Crouch suggested Press Releases would be good to tell about the Schoolwide Enrichment clusters
 - St. Luke's Jerome did fundraiser and sent HA a \$133.16 gift card to Walmart.
 - Questioned whether the SEM fun day was worth the work for only 30-50 kids. It didn't seem to have community members participate.
 - Mailers are expensive so it was deemed it wasn't in our budget. J Peterson said he would look into using the post office for mailers.
 - B Crouch asked members to send ideas to K Tate.
- ❖ Janitorial Update – K Tate
 - We need teachers rooms swept and mopped so discussed how we can have the custodian have time to do this. Discuss taking off tasks and adding others. K Tate to talk to custodian, R Jackson.
- ❖ Finance Committee Report – J Peterson
 - Auditor to have audit report by next week. The board will review and have a special board meeting to approve. The USDA is waiting for the audit report.
 - J Peterson announced enrollment is around 179 - 184
- ❖ Facilities Committee Report – B Crouch
 - Basketball standard should be up soon. Discussed adding a second concrete pad for the second basketball standard.
 - HA received a \$2,000 grant from Walmart for the playground. This check was deposited into HA's general savings account.
 - Sprinklers have been added by the Rotary Club, and hydroseed was applied this morning. The grass will be watered three times a day to get it started. Grass should be up by December, and we will keep the kids off until January.
 - C Ivie discussed the climbing dome Headstart has agreed to donate. Headstart asked if we could pick it up within the week. B Crouch to coordinate the pickup.
 - A Crouch discussed that we need to bring over the city's fitness equipment. When it comes we need to install ASAP so kids don't climb on it and get injured. The fire fighters have been busy over the summer with all the fires in the area, so have not been able to help as yet.
- ❖ Administrator Report – C Ivie
 - The State reported the Star rating and the AYP. Heritage Academy is a one star school and didn't make AYP. The reason for that is because of the participation rate being just under the required rate of 95%. HA's participation rate was 94.7%.
 - We had an IRI testing window and it has been completed with the results in the Administrator report. C Ivie said test scores should hold the administrator accountable. If the tests don't look great we should see growth by the end of the year.

- C Ivie is having weekly K-2 meetings with the teachers to look at particular areas where the students need growth and to develop strategies.
- There will be a Title I monitoring visit in November by the State Department. C Ivie is working with S Bowen, the Title I Coordinator.
- There are 10 students who are on IEPs. C Ivie reported data to S Howerton for the ISEE report. Special Education services were provided by the 5th day of school.
- ❖ HPTO report – A Bingham
 - L Driscoll is going to be setting up parent volunteers. L Driscoll will be transitioning until board members are elected.
- ❖ A Bingham made a motion to go into executive session at this time as she needs to leave early.

8:40 pm - Executive Session

- ❖ Executive Session pursuant to ID Code Section 67-2345(1)(b). Following executive session, action may be taken in the open meeting as appropriate. Consider personnel matters [Idaho Code § 67-2345(1)(a) & (b)] B Crouch entertained motion to go into executive session. J Peterson moved the motion; A Crouch seconded, all.
- ❖ The executive session was adjourned at 8:50 pm.

8:50 pm Discussion Item(s) (for discussion only)

- ❖ Annual Financial Audit Update – C. Kary
 - C Kary will meet with the auditor, L Harberd, on Thursday to go over a draft audit report.
- ❖ USDA Loan Update – B. Crouch
 - Even though the USDA has requested we have 2 years of audit, the Attorney has explained we will only have 1 year since this is our first year of operation. The USDA has some concern for first-year schools. B Crouch is going to meet with a USDA officer, and show him the school so he is aware of our program and what we have to offer, and establish a rapport. The worse case scenario would be the USDA would not approve a loan until 2013-14, and we would look to getting an extension on loan from MVC.
- ❖ ISBA Convention – T. Molitor
 - T Molitor has been a lobbyist for ISBA on a number of issues, and is familiar with their structure and convention. If there is any money in the budget for participation, she suggest she and another board member attend. The ISBA convention will be November 14, 15 & 16th. Registration is \$350 per person for members. C Kary commented there is no money set aside for this in the budget, and that we have a very tight budget this year. There is value in networking and talking to other boards about how they handle things. B Crouch and T Molitor agreed since this is not in the budget it would not be feasible to try to carve out the money from the budget for this.
 - A Crouch announced we have 4 hours of free board training as an ISBA member. T Molitor agreed this would be more tailored to our needs.
- ❖ Board Annual Evaluation Timeline – T. Molitor/C. Ivie
 - C Ivie handed out copies of the proposed timeline for board evaluation and training.

9:15 pm Business Item(s)

❖ Approval of Policy Manual sections:

- “Students”
 - 3510 – Administering Medications to Students
 - 3515 – Student Wellness Policy
- “Personnel”
 - 5320 – Drug-Free Workplace
 - 5320P – Drug & Alcohol Free Program & Procedures
 - 5320F – Drug and Alcohol Free Testing Acknowledgement

A Crouch explained the wording in 5320 was concerning regarding private urination for drug testing. T Molitor and B Crouch were comfortable with the way this is worded, and moved it be passed. B Crouch entertained motion. T Molitor moved, J. Peterson seconded, all.

9:20 pm ADJOURN

B Crouch entertained motion to adjourn. T Molitor moved the motion; K Tate 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: tmolitor@cablone.net or call (208) 595-1617.