



HERITAGE ACADEMY
BOARD MEETING MINUTES
Location: 500 So. Lincoln, Jerome ID
October 11, 2017 5:30 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 is a public session for the Heritage Academy Board of Directors to conduct business; patron comment time will be provided as established in the agenda.

5:55 pm - CALL TO ORDER & WELCOME – T Packard

- Pledge of Allegiance
- Reading of Heritage Academy's Vision and Mission – T Packard; L Brooks
- Roll Call – Establishment of a Quorum

LaMar Brooks, Shawna Lemoine, Jeff Pierson, Tiffany Packard

- Approval of Agenda

Motion to approve agenda – L Brooks

Second – J Pierson

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
 - Sept 21, 2017
- Approval of Bills Paid
- Payroll Report

Motion to approve the consent agenda as is – J Pierson

Second – L Brooks

PUBLIC COMMENT

no public comment

REPORTS (for discussion only)

- Audit Presentation

Laurie Harberd gave the audit presentation and report to the board. There were no finding in the audit this year. Unrestricted expenses went for \$85,000 to \$45,000 but restricted cash went up. We are at a little less than ½ month in reserve. She encourages the board to work towards having a three-month reserve.

- Administrative Report – C Ivie

Parent teacher conferences are coming up the end of the month.

- Facilities Report – K Gilgren

Cafeteria is being painted. Staff and students would like to paint and decorate the student bathrooms. They would like to have a volunteer day and get some help.

- Board Operations – J Pierson
 - ISBA Annual Convention

Board discussed budget set aside for board training. T Packard asked T Berry to see if the state has money set aside to reimburse the expense.

- School Policy and Legislative Affairs – K McGee
 - Policy 3260 - Student Dress

Dress code was recently modified to make the color of shirts be more liberal to make it easier for parents to shop and also a modification on make-up. Dr. Ivie generally recommends not changing the dress code. However, there is a lot of issues with students wearing hoodies. Dr. Ivie would like the board to consider adding to the dress code so students can wear official Heritage Academy logo t-shirts, sweat shirts and hoodies and plain navy-blue hoodies. Board members discussed whether there would be an issue with the students wearing the hoods on in the building. Board members expressed differing opinions about making changes. Board asked Dr. Ivie to put together a small committee (S Lemoine, 2 middle school and elementary teachers) to bring specific policy changes for the board to look at.

- Parent and Community Relations & Marketing – T Packard

T Packard asked how Remind is working for the school. Dr. Ivie will follow up.

- SEM & Student Achievement – S Lemoine

SEM training is scheduled on Oct 30-31st and then clusters will start.

- Administrator Evaluation & Certified Staff Professional Development – L Brooks

L Brooks has talked with Dr. Ivie to find out things that she is trying to improve. Teachers are enjoying the support they are receiving from Mrs. Brooks, as K-5 team leader and instructional coach. He is also working with Dr. Ivie to get different perspectives from other schools to enhance the school program.

- Budget & Finance Report –K Gilgren, T Carver

Mrs. Carver and Dr. Ivie are working on revising the budget. Money that is coming in from the state is based on enrollment numbers from last year. This year we have quite a difference in enrollment than budgeted for. February payment will be significantly less than we planned. T Carver didn't give the board a side-by-side comparison budget this month because it will not show the differences accurately.

- Reduction In Force (RIF)

Our middle school enrollment is higher than it has been in the past. We typically have a jump in enrollment the end of October. Enrollment in grade 3-5 is lower than expected. This creates financial difficulty for us with the budget. Dr. Ivie is asking the board to work with her and T Carver to come up with a 3-year enrollment plan. This year the school will need to make some cuts because we cannot cover this large deficit. Dr. Ivie and the Board went through Idaho law as they considered a reduction in force. T Carver stated that we do have a surplus that we can use to help a little. Much of the surplus that the school has is designated for specific things like building improvement. We do get funds from different sources – Federal Programs, ESSA, IDEA – we cannot to use those funds to pay for salaries or other things that they are not designated for.

Motion to move into Executive Session to discuss Reduction in Force pursuant to Idaho Code 67-2345(1)(b)(2) 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. – L Brooks

Second – J Pierson

Roll call vote: T Packard

L Brooks - aye

J Pierson - aye

S Lemoine - aye

Motion carried

7:17 pm - Executive Session

Motion to move out of executive session – L Brooks

Second – J Pierson

Vote: all aye; motion carried

8:00 pm - BUSINESS ITEMS

- Audit Approval

Motion to approve the audit report as presented to us – L Brooks

Second – J Pierson

Vote: all aye; motion carried

- Reduction in Force

Motion to that we accept the administrator's recommendation for reduction in force to eliminate one teaching position and to lay off employee X – L Brooks

Second – J Pierson

Vote: all aye; motion carried

Motion to adjourn at 7:52 pm – L Brooks

Second – S Lemoine

Vote: all aye; motion carried

ADJOURN 7:52 pm

