



HERITAGE ACADEMY
BOARD MEETING MINUTES
Location: 500 So. Lincoln, Jerome ID
December 21, 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.

5:30 pm - CALL TO ORDER & WELCOME – T Packard

- Pledge of Allegiance
- Reading of Heritage Academy's Vision and Mission – K Gilgren; J Pierson
- Roll Call – Establishment of a Quorum

Kris Gilgren, Shawna Lemoine, Jeff Pierson, Tiffany Packard, Karen McGee

- Approval of Agenda

Motion to approve the agenda – J Pierson

Second – S Lemoine

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
 - Oct 11, 2017
- Approval of Bills Paid
- Payroll Report
- Budget

Motion to approve the consent agenda – K Gilgren

Second – J Pierson

Vote: all aye; motion carried

5:35 pm - 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

Motion to move into executive session – J Pierson

Second – K Gilren

Vote: J Pierson – yes

S Lemoine – yes

K Gilgren – yes

T Packard – yes

K McGee – yes

Vote: Unanimous

Teresa Berry, board clerk was invited into executive session

5:35 pm – Executive Session *for complaints brought against a public officer*

Pursuant to Idaho Code 67-2345(1)(b)(2) (CLOSED TO THE PUBLIC). Executive sessions: *(b) 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.*

Motion to come out of executive session – K Gilgren

Second – K McGee

Vote: all aye, motion carried

Motions may be made after Executive Session

Motion that we continue discussion about the complaints brought against a public officer in the January regular board meeting unless circumstances dictate otherwise. – K Gilgren

Second – J Pierson

Vote: all aye; motion carried

6:15 pm - REPORTS (for discussion only)

- Administrative Report – C Ivie

Highlights for the month – we finished a pilot program for reading interventions. We have 3 intervention programs and they are going well. They are having data meetings every other week to analyze how things are going. The goal is to have the teachers feeling comfortable with these data meetings by the end of the year so that they can use data to continue to make improvements in their classrooms.

Dr. Ivie and Ms. Carver are working on grant proposals that are due shortly after break. Ms. Carver, Ms. Fontes and Dr. Ivie are working on an after-school grant also due after break.

- Budget & Finance Report –K Gilgren, T Carver
 - Maintenance Budget Increase

The leak in the roof isn't as bad as we have been told. Alfredo was able to do some minor repairs but that took most of our budget. We also have a few other minor repairs that will use up the rest of our budget. If we have any additional emergencies come up the rest of the year, we will not have enough in the account to cover expenses. T Carver is asking the board to approve taking money from our building savings and put it into the maintenance budget.

- Facilities Report – K Gilgren
 - Snow Removal Contract

We need to renew a snow removal contract for this coming year. K Gilgren is requesting the board approve this contract.

- Board Operations – J Pierson

No report this month

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

One committee meeting had several students both male and female to discuss the dress code. The discussion centered around wearing hoodies and school t-shirts. S Lemoine felt that it would be cost effective to let the students wear t-shirts that they have purchased. The uniform themselves were acceptable to the students. Leggings and socks were discussed. She would like to make sure that staff is addressing leggings and making use that they are solid colors. They also discussed having a solid color navy blue hoodie with no logos. That would let them have another option besides a sweater. They still would not be allowed to wear the hood inside the school.

The board suggested that they put in wording that states “no excessive bagging” or “well-fitting clothing”. They also wanted to make sure that wording is such that girls aren't allowed to wear over-size sweatshirts as a dress.

The end proposal:

- Make Thursdays an official Heritage t-shirt day. If a student has a Heritage t-shirt, purchased from our office, he/she can wear it on Thursdays instead of a uniform polo or dress shirt.
- Remove the language about prohibited fabrics. The item previous to that item specifies the fabrics allowed and I find that when students are choosing navy or tan pants, skirts or jumpers, they are attempting to follow the policy and they look appropriate. It's hard to monitor the exact fabric the items are made out of.
- Remove the language that says no hoodies.
- Add language that allows navy blue hoodies that are pullover or zipped . . . but make it only plain navy or navy with a Heritage Academy logo.

- Parent and Community Relations & Marketing – T Packard

Discussed marketing for the lottery coming up in March. Some teachers are still not working with “Remind” but they are still working on the school wide system with the technology part of it. It is almost all up and running. Classes should be all set up after break. Questions were asked

about the school website. It seems to be missing the calendar, lunch menu and a few other things. Dr. Ivie will talk to staff responsible and make sure that things are finished being added.

- SEM & Student Achievement – S Lemoine

No report this month

- Administrator Evaluation & Certified Staff Professional Development – L Brooks

The school charter states that the administrator will be evaluated semi-annually. We need to assign a board member to do this evaluation. Board discussed which board member will do this evaluation.

Administration will be starting on certified staff evaluations very soon so they have supporting data for hiring for next year.

- 2017 Draft Annual Report – T Packard, C Ivie

Dr. Ivie volunteered to go over the draft with the board members on an individual basis if they would like. Dr. Ivie, Ms. Carver and T Berry will be putting together some corrected information about board members and demographics. She would also like to sit down with S Lemoine and J Pierson to make a 3 year plan.

7:50 pm – BUSINESS ITEMS

- Maintenance Budget Increase

Motion to approve the \$8000 budget increase – K Gilgren

Second – S Lemoine

Vote: all aye; motion carried

- Snow Removal Contract

Motion to approve snow removal contract for 2017-18 season – K Gilgren

Second – J Pierson

Vote: all aye; motion carried

- Policy 3260

Motion to approve policy 3260 as currently amended with the provision to add “no excessive bagging of clothes”. – S Lemoine

Second – J Pierson

Vote: all aye; motion carried

Motion to adjourn – K Gilgren

Second – S Lemoine

Vote: all aye; motion carried

ADJOURN – 7:52 pm