

## HERITAGE COMMUNITY CHARTER SCHOOL

### **BOARD MEETING Minutes**

**Location: Caldwell YMCA conference room, 3720 Indiana Avenue, Caldwell, ID 83605 (\*Executive Session held at same location)**

**Time/Date: 6:30 PM, May 5, 2011**

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The vision of Heritage Community Charter School is to achieve:

- High Academic Achievement
- Continuous Love of Learning
- Communication that is Effective
- Safe and Respectful Environment

**Mission:** The Mission of Heritage Community Charter School is to create an atmosphere of mutual respect where students feel safe and are challenged to become their best selves as they develop a curiosity and love of learning that will continue throughout their lives and prepares them for post-secondary education, careers, and service in their communities as well educated leaders who desire to preserve a democratic society and who act with integrity and character.

### **6:30 PM – WELCOME AND INTRODUCTIONS:**

- ❖ Chairman McRae attended meeting by conference call.
- ❖ E. Navarro and B. Fly read the HCCS mission
- ❖ Pledge of Allegiance- led by E. Navarro
- ❖ J. Mattravers asked to make an amendment to the agenda. Under discussion items she would like to add the release time policy. J. Mattravers explained she tried to meet earlier with the coordinators regarding the release time, but wasn't able to meet until 3:00pm today. She stated that she believes it is important to discuss this item prior to registration and as a result it is necessary to amend the agenda. E. Navarro asked for a motion to add the release time policy to the agenda. B. Fly made the motion. J. Mattravers, second - all.
- ❖ Approval of amended Agenda – E. Navarro, J. Mattravers Second - all
- ❖ Adoption of Minutes – Tabled until the next meeting
- ❖ Board Training – Update of Open Meeting Laws, Students Come First Legislation. J Mattravers asked C Ivie to provide an update.

Open Meeting Law - C Ivie stated that the two primary changes are: board members are required to state the reason it was necessary to make the amendment, and to show a good faith effort to include all issues in the original agenda, and for executive session items, it is required that board members state both the language from Idaho Code and the specific topic (i.e. hiring; personnel; legal, etc.) allowable under Idaho Code

Students Come First Legislation – C Ivie reviewed some of the elements of the legislation passed this year

- Teacher contracts – SCF eliminated continuing contracts and property rights. Contracts now fall in either category A, which is a one-year contract, or B, which is a 2 year revolving contract. After a successful 1<sup>st</sup> year, the contract continues to year 2.
- Framework for pay for performance – To reward excellence in Idaho's schools, Idaho will institute a pay for performance system (additional \$38 M). The plan rewards teachers and administrators on a school wide basis for student achievement as determined by academic growth. Growth is determined by standardized tests and local measures determined by the districts. Districts need to set specific goals prior to September 1, 2011. At the end of the 2011 school year, the state will use a formula to disburse funds. The teachers will receive bonuses in the following fall. Teachers may also be rewarded for teaching in hard to fill positions and for taking on leadership roles. Teacher evaluation system is based 50% on student achievement and 50% Danielson framework. All evaluations must include some element that takes parent input into consideration.
- B. Fly commented we need to start now to plan for these goals.

### **6:45 PM – REPORTS:**

- ❖ Registration Update – C Ivie. On May 19<sup>th</sup> registration will be held at Farmway Village. Registration will also be held on May 20 and May 26, 2011. There will be two blocks of time: 10:00 am – 2:00 pm and 4:00 pm – 8:00 pm. The school will need volunteers at registration. Still looking for a possible location. The armory is available but cost is \$300 each day. The YMCA may be available but parking and noise could be a problem. C. Davidson volunteered to check with some church buildings as a possible location.
- ❖ Facilities Update: S Killpack reported that beginning next week the masons will start putting down blocks. Things will move quickly in the next few weeks. The builder said they were three days behind but reassured they would finish on time.

### **7:00 PM – DISCUSSION ITEMS:**

- ❖ Four Day School Week (update on local district plans) – C. Ivie reported that some surrounding districts are considering a 4-day week because of budget cuts. The advantage would be to have a day for teacher collaboration. The 4 days would be longer for student instruction. The disadvantage would be that it may not coincide with the

Vallivue or Caldwell schedule and may create challenges for families needing child care or supervision for children on the fifth day of the week. There would be a savings on transportation cost and possibly in the classified staff wages. HCCS would need to meet needs of parents and C Ivie recommended only considering this option if other surrounding districts move to a four day week this year. It was agreed that we should wait to see if other schools change their schedules.

### **7:15 PM – BUSINESS ITEMS:**

- ❖ Charter Start Budget Amendments: B. Greenwood provided revised budgets to the board reflecting timing and best use of funds in the first year. E. Navarro stressed we have now until the end of June to make charges for the start-up grant. The amendment is being submitted to the State for approval.
- ❖ Technology Plan & Purchasing – B. Fly did research comparing prices for independent companies to build computers versus large companies. It was less expensive going with the larger companies like Toshiba, HP or Dell. Toshiba has an educational laptop with a 10-key pad for the least cost. A computer cart as a lab with 30 units from Toshiba costs \$1,800. The same with HP is \$2,200 and Dell is \$1,900. B. Fly visited Computers for Kids in Boise and sees them as a real option for refurbished desktop computers with a 1 year warranty for \$165. They do not offer laptops. We need feedback from teachers, but we need to decide on a concrete direction based on needs of the school and compatibility. J. Mattravers suggested Stan Beach, secondary math teacher, could help create a technology plan with his strong technology background. It was agreed that B. Fly, B. Greenwood, C Ivie and Stan Beach will develop a comprehensive plan.
- ❖ Benefits & Insurance – Idaho School District Council (ISDC)– Cindy Smart-Tealey, Western Benefit Solutions, gave a presentation on the Statewide School plan for health insurance.. Western Benefit Solutions represents the Statewide School plan as well as any other carriers throughout the state. Membership in the ISDC is \$50 a year. There are 35,000 members in the Statewide plan bringing the lowest costs of claims. Within 5 business days of enrollment, Cindy is able to provide a quote and options for medical, dental and vision plans. E. Navarro suggested moving forward with this. E. Navarro motioned to allow B. Greenwood to work with Cindy to carry forward. J. Mattravers seconded – all.
- ❖ Staff Meet & Greet Dinner – C. Ivie noted that the Board mentioned having a barbeque for parents and teachers to meet. Cinco de Mayo was suggested as a date since we will have a booth at the celebration on May 14<sup>th</sup> and 15<sup>th</sup>. It was agreed that Saturday, May 14<sup>th</sup> at 11:30 HCCS would do a picnic in the park with a potluck. The school will provide the meat and staff will bring salads or desserts. Chairman McRae agreed to send an invitation. Christine will draft a letter. J. Mattravers will check with H. McRae to be sure they will be in town that day and will check on other possible conflicts. If there are conflicts the Board may move the BBQ to the following week.
- ❖ Release Time Plan – J. Mattravers – Idaho Code has specifics regarding seminary release time. J. Mattravers and C Ivie met with representatives that coordinate seminary programs. This year, seminary release time will be first period for those who want to participate and will be located at the Caldwell High School seminary building. The Board will develop a policy regarding all release time so that students interested in release periods for other religious or non-religious purposes be able to read through the policy prior to requesting the release period. The Board asked K. Benjamin to be the contact person for seminary. Student release forms are available through the students' churches.

**8:00 PM B Fly Motion to go into executive session** pursuant to Idaho Code 67-2345(1)(a) (CLOSED TO THE PUBLIC)  
The Board noted that this executive session is for the purpose of considering applications for employment and for discussing hiring recommendations:

K. Benjamin second –J. Mattravers – yes; E. Navarro – yes, K. Benjamin – yes; B. Fly - yes.

Closed Session to: (a) “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”

Motion to come out of executive session: J Mattravers

Second: B Fly

All

Motion to hire the following certified staff members: Carely Leon, Dawn Marie Rupp, Ana Tams, Stan Beach, Barbara

Lehnus: K Benjamin

Second: E Navarro

All:

Motion to adjourn: B Fly

Second: J Mattravers

All