



Heritage Community Charter School

Learning from the past...prepared for the future.

HCCS Board Meeting

[Idaho Code § 67-2342]

Heritage Community Charter School, Caldwell, Idaho
Heritage Community Charter School Board of Directors

Tuesday, October 23, 2012 6:30 pm

1803 East Ustick Rd. Caldwell, ID 83607

Posted: Friday October 19, 2012, 1803 East Ustick Caldwell, ID

MINUTES

1. **Call Meeting to Order:** McRae moved to call meeting to order at 6:31 pm. MacDonald seconded. All aye, motion carried
2. **Roll Call Attendance:** Gregory, MacDonald, Hammond, McRae and Hooper. Strikwerda absent
3. **Pledge of Allegiance:** led by Chairman Hammond
HCCS 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.
4. **Approval of Agenda:** McRae moved to approve agenda as is. Gregory seconded. All aye, motion carried.
5. **Approve Board Meeting Minutes:** McRae moved to approve the minutes for September 25, 2012 & October 8, 2012. MacDonald seconded. All aye, motion carried
6. **Financial Reports:** Presented by Business Manager Elizabeth Moore
 - Our spending is around 50k per month
 - She suggests we monitor the % rate. Is ok
 - Tim Hill from the State informed us we were over paid last year \$80,075.15 and is giving us the next four allocations to pay it back
 - Suggested to verify with Chris Yorgason if there is another option
 - Javier stated the commission requested scaled budget for enrollment numbers 495 & 475
- B. Financial Reports:
 - 1) Budget Actuals
 - 2) Balance Sheet
- C. Draft Audit (for approval) Jared Zwygart spent 45 minutes informing us on the results of our audit. McRae moved to accept audit as presented. MacDonald seconded. All aye, motion carried.
7. **Administration Report:** Presented by Javier Castañeda
 - A. Enrollment Numbers: 475
 - B. Administrative updates on school, staffing, students, state reports, and deadlines
 - Student recruitment team has been established and consists of facility, staff and parents. First meeting Friday, Oct 26th
 - Capitol campaign and grants committee Chaired by Archie Buck
 - Following Charter via creeds and service projects. Thanks to 5th grade for weeding around property
 - Need to work on more parent involvement through volunteerism
 - Report cards are being prepared for upcoming parent teacher conferences

- Buses are leaving school near the goal of 3:05 p.m.
- C. PCSC site visit update
- Positive visit
 - Saw positive changes from last visit
 - Will be receiving direction from them soon
- D. Update on accreditation process
- Sent in to Advanced Ed
 - Waiting for next step which would include a visit
- E. Student/Parent handbook
- At the printers
 - Should be sent home this Friday, Oct 26th
 - Parents will be given a chance to respond at parent teacher conferences
- F. Staffing
- Matt Harris must have Foreign Language Certificate to teach Latin as need per our charter and state requirements
 - McRae made a motion that there is an area of need in our district to fill the position of Latin teacher for our charter. We can set out alternative authorization for Matt Harris to achieve this certificate. Gregory seconded. All aye, motion carried
- 8. Business:**
- A. Enrollment & Advertising:
- McRae moved to amend advertising budget to add 5k to what has already been spent. Gregory seconded. All aye, motion carried
- B. Brown Bus: Brad Carpenter
- Rerouting and adjustments have been made as per last meeting
 - Split the Y students and added them to routs to keep the busses moving and not having to return for second pickup
 - Load limits have been corrected
- C. ISBA- the annual convention on Nov.14-16
- Barbara Hooper and Tamara Strikwerda will be attending
- D. Parent Survey:
- Javier will update and administer during parent teacher conferences
- 9. Executive Session** {Idaho Code 67-2345 (1)(a), (b) & (f)}(a) to consider hiring a public employee (officer, staff member or individual agent). (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. (f) Communicate with legal counsel regarding pending/imminently-likely litigation.
- Richard reported A state wide law suit is being brought against all public schools
 - MacDonald moved to remove executive session as items were discussed publicly. McRae seconded. All aye, motion carried
- 10. Board Training/Info:**
- Barbara informed the board members about the new board binders
 - Board members must reread the charter and will readdress at the January 2013 meeting
- 11. Adjournment:** Hooper moved to adjourn meeting at 8:36. MacDonald seconded. All aye, motion carried