



Heritage Community Charter School
Learning from the past...prepared for the future.
HCCS Board Meeting
Heritage Community Charter School, Caldwell, Idaho
Heritage Community Charter School Board of Directors
Tuesday, December 18, 2012 6:30 pm
1803 East Ustick Rd. Caldwell, ID 83607

MINUTES

1. Call meeting to order: Strikwerda moved to open meeting at 6:31. Gregory seconded. All aye, motion carried.
2. Roll call attendance: Strikwerda, Gregory, Hammond, MacDonald, Hooper. McRae absent.
3. Pledge of Allegiance: Led by Chairman Hammond. HCCS Mission: Read by Attorney/Clerk Yorgason.
4. Approval of agenda: Gregory moved to amend agenda to add a new 8.D. Safety to discuss events in Connecticut last Friday. MacDonald seconded. All aye motion carried.
5. Approve board meeting minutes: Strikwerda moved to approve minutes for November 27, 2012 and December 3, 2012. MacDonald seconded. All aye, motion carried.
6. Financial reports:
 - A. Financial reports: Elizabeth Moore -- Nothing remarkable in November, other than previously stated that no money from the state and landlord reduced lease payment. Food budget last year was \$9,000 in the hole. This year, breaking even by charging for lunches, pizza, etc. Also looking into ability to use credit cards.
 1. Budget actuals
 2. Balance sheet
 - B. DL Evans Bank -- Brian Gonzalez reviewed relationship. DL Evans needs additional signatures. Hooper moved to add Hooper as "view only" on account. Gregory seconded. All aye, motion carried.
7. Administration report:
 - A. Enrollment numbers: Archie reported on lottery. Will use Intuit to set up a database to run the lottery for \$299/month as long as the database is used. Current enrollment is 480.
 - B. Administrative updates on school, staffing, students, state reports and deadlines
 - C. Achievements: Night Light Parade award and Shantell Mullanix won a grant through Northwest Professional Educators to attend a Love & Logic conference
8. Business
 - A. Annual calendar: Working on finalizing calendar. Set board training from ISBA for January board meeting.
 - B. Fundraising and raffle idea: Will tie to the end-of-year fund raiser; flyers; currently a work in progress and have a couple of months to work out the details. Continuing to meet with grant committee.
 - C. Evaluations of Executive Director: Hooper to get training on evaluations and will work to get a draft form that can be shared with the board.
 - D. Safety: Gregory discussed safety concerns resulting from Conn. shooting. Castaneda and leadership team discussed safety issues today. Would like to update the emergency response plan with very concrete language on how to respond to specific scenarios. Need to have both prevention and response to natural disasters, physical violence, etc. Castaneda will be creating a safety committee with staff/board liaison. Would also like to discuss SROs or random visits by the police.
9. Board training/Info: Charter review, Tab 3 -- reviewed virtues and expectations for living, technology rich environment
10. Adjournment: Gregory moved to adjourn at 7:45. Hooper seconded. All aye, motion carried.