



## HERITAGE COMMUNITY CHARTER SCHOOL **BOARD MEETING NOTICE & AGENDA**

**Location:**

**Time/Date: 7:00 PM, March 12, 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.

### **6:00 PM – WELCOME AND INTRODUCTIONS:**

- ❖ Pledge of Allegiance- led by Lon McRae
- ❖ Recognize Public Parties Addressing Agenda Items – L McRae noted that there were no members of the public who wished to make comments and moved on to the approval of the agenda
- ❖ Motion to approve agenda with the following additional items added due to the fact that these issues came up during the board retreat and require immediate action; Motion – B Fly; Second – K Benjamin; all
  - Review Bylaws and consider possible change
  - Facebook – what is the policy for board members, school staff
  - Purchasing policies
  - Change treasurer – next board meeting
  - Founders' Criteria
  - Fee Schedule – public records requests
  - Student Information System
  - Law Firm

Adoption of Minutes – L McRae tabled adoption of minutes – Board will adopt at the next regularly scheduled board meeting

### **BUSINESS ITEMS**

- ❖ L McRae opened discussion regarding amending the HCCS bylaws due to the concern that many charter schools have difficulty maintaining a board with a broad range of expertise that allows it to fulfill its responsibilities effectively. K Benjamin noted that his experience serving on boards has reinforced the importance of having board members with specific expertise.
- ❖ B Fly recommended considering a motion to amend bylaws to reflect the board's discussion and have B Fairbanks draft amendment in legislative format and provide the draft to board members
- ❖ K Benjamin made a motion to amend the bylaws to reflect that all board members will be appointed with a minimum of 2 board members who are parents of current HCCS students and all board member applicants will submit applications to a nominating committee led by the chairman of the HCCS Board or designated board member. The nominating committee will submit recommendations to the full board for consideration and board members will appoint according to the procedures outlined in the bylaws; B Fly second; all
- ❖ Facebook – Board discussed the current Facebook account and agreed to remove the ability to post comments and then obtain recommendations regarding social media from the ISBA and the HCCS legal counsel
- ❖ Purchasing policy – Board decided to table discussion of purchasing policies until board members receive draft policies from B Fairbanks
- ❖ Motion to change treasurer – J Mattravers; Second – B Fly – all (Change from K Benjamin to E Navarro)
- ❖ Motion to allow the Board Chairman to enter into an agreement with a law firm to retain legal counsel for the 2011-2012 – K Benjamin; second – J Mattravers; all
- ❖ B Fly presented draft changes to the founder status criteria. Changes approved at the last regular board meeting were included in the draft. In addition, language allowing founder status to be granted through December 31, 2011 was discussed. B Fly made a motion to change the language as provided; K Benjamin seconded – all
- ❖ L McRae discussed adopting a fee schedule for materials, copies and labor associated with public document requests; Board discussed whether the policy should only apply to public records or should apply for all copies, records, etc. Chairman McRae contacted B Fairbanks for additional clarification regarding the requirement and B Fairbanks clarified that the board can approve language consistent with the language in the law;

- ❖ K Benjamin made a motion to adopt a policy that HCCS will charge patrons a fee for copies and labor associated with public records requests in accordance with Idaho Code 9-338 8(a); E Navarro – second; all
- ❖ E Navarro presented information to the Board regarding options for a student information system. He noted that he reviewed several different options. He also obtained information from the SDE regarding each of the systems; Board discussed the cost of all three; Motion to have E Navarro purchase Pearson Power School and work with C Ivie to implement; K Benjamin; B Fly seconded; all
- ❖ B Fly and J Mattravers presented applications for founder status to the full board; the board considered approving the following applications were approved as having met the criteria established by the board: K Benjamin; D MacDonald; H Reynolds; C Ivie; N Andrews; K Loomis; L Cuevas; I Cuevas; G Gonzales; M Escobedo-Gonzales; V Schneidau; J Mattravers; B Fly; C Davidson; H McRae; E Navarro; L McRae
- ❖ L McRae entertained a motion to approve founders status for the applicants listed; B Fly made a motion; K Benjamin seconded; all
- ❖ Professional Development Contract –E Navarro presented cost information related to the two professional development proposals submitted; J Mattravers reviewed the differences between the two proposals (Ridgeview – Colorado; and Great Hearts – Arizona); J Mattravers recommended the Board determine which organization HCCS would like to utilize and then J Mattravers and C Ivie could go through the specific proposal from that organization and determine what items HCCS will need; L McRae entertained a motion to have J Mattravers pursue a professional development contract with Great Hearts; B fly motion; K Benjamin seconded; all
- ❖ J Mattravers and C Ivie will work together on professional development plans
- ❖ J Mattravers presented a draft salary schedule for the Board to review – the Board will not adopt until the State of Idaho finalizes its budget
- ❖ B fly made a motion to adopt the Idaho Special Education Manual; K Benjamin seconded – all

#### **REPORTS:**

- ❖ L McRae provided a facility update
- ❖ E Navarro provided an enrollment update
- ❖ E Navarro provided a budget update and copy of the start-up grant budget
- ❖ J Mattravers provided a hiring update

#### **DISCUSSION ITEMS:**

- ❖ Motion to have J Mattravers and C Ivie to finalize classified job postings and post them; B Fly; K Benjamin seconded - all
- ❖ E Navarro presented information regarding 2M Software; L McRae entertained a motion to approve the purchase of 2M Software; K Benjamin; B Fly seconded; all
- ❖ L McRae noted that the Board did not complete a roll call vote prior to one of executive sessions at the March 3, 2011 board meeting; Board members did vote to go into executive session twice during that board meeting and all board members voted on the motion to go into exec session – he asked board members to confirm that it was their desire to enter into exec session both times; K Benjamin; yes; B Fly – yes; J Mattravers – yes; E Navarro – yes; L McRae - yes
- ❖ Motion to have L McRae and E Navarro to work with C Ivie to develop a supplemental contract for administrative/principal/start-up coordinator services for April 1 – June 30, 2011.

**8:05 PM Motion to adjourn – B fly; K Benjamin seconded; all**