

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 March 27, 2012 7:00 pm
1803 East Ustick Rd. Caldwell, ID 83607

Agenda

1. Call Meeting to Order - Meeting called to order at 7:12 p.m.
2. Roll Call Attendance - Strikwerda, Klauss, Hammond, McRae, MacDonald and Gregory all in attendance
3. Pledge of Allegiance: By Invitation - Led by Chairman Hammond
4. HCCS Mission: Read by Attorney/Clerk Yorgason

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.

5. Approval of Agenda - Motion by Strikwerda to add public comment after the approval of board meeting minutes. Seconded by McRae. 6-0 All aye, motion carried.

Motion by Strikwerda, seconded by McRae, to add a discussion about a bus policy to the agenda. 6-0 All aye, motion carried.

Motion by McRae, seconded by Klauss, to add a discussion about a discipline policy to the agenda. 6-0 All aye, motion carried.

Motion by McRae to approve agenda as amended. Klauss seconded. 6-0 all aye, motion carried.

6. Executive Session - Strikwerda moved, seconded by McRae, to go into executive session pursuant to Idaho Code §67-2345(1)(b) to discuss personnel issues and an issue about a student. Strikwerda - aye, Klauss - aye, Hammond - aye, McRae - aye, MacDonald - aye, Gregory - aye. All aye, motion carried. Entered into executive session at 7:23 p.m.

Strikwerda moved, MacDonald seconded, to close the executive session at 8:34 p.m. 6-0, All aye, motion carried.

7. Approve Board Meeting Minutes: Feb 27, 2012 and March 22, 2012. Strikwerda moved to approve the board meeting minutes. MacDonald seconded. 6-0 all aye, motion carried.

8. Board Discussion

- a. Recognize Matthew Hollist Resignation: Tamara Strikwerda

Klauss moved, Strikwerda seconded, to accept the resignation of Matthew Hollist and to include the letter of resignation in the minutes. 6-0, all aye, motion carried.

Public Comment - public discussed lottery enrollment; discussed advertising requirements and whether fully met; also discussed who would be involved in the lottery process; PTSO wondered about terms in the bylaws, ¶4.3.b, and when seats would be specifically designated for the election

b. Board Training - Brian Carpenter "To Do List": Lon McRae

Reviewed the to-do list from Brian Carpenter.

c. Financial Reports:

Approve our Form 990: Robb MacDonald

McRae moved to approve form 990 and authorize Director MacDonald to sign. Seconded by Strikwerda. 5-0, all aye, motion carried. MacDonald abstained so as not to authorize his own signature.

Enrollment Update: Jean Taylor

Enrollment is at 506. Discussion was held on vacancies and late enrollments. McRae moved to allow J. Taylor to determine an appropriate cut off date for enrollment this year while still allowing proper notice to families, seconded by Klauss. 6-0, all aye, motion carried.

Four Financial Reports: Lisa MacIntosh

1. Balance Sheet
2. Cash Flow Statement
3. Income and Expense Statement
4. Budget versus Actual Report

Written report from Ms. MacIntosh was presented to the board by Director MacDonald.

d. Recruitment Committee Update: Trey Klauss

Director Klauss provided an update from the recruitment committee. They are currently interviewing eight candidates. Strikwerda moved to give the recruitment committee authority to determine how many candidates will be brought to the board. McRae seconded. 6-0, all aye, motion carried.

e. Re-Enrollment Process and update: Jean Taylor

349 students have already filed their intention to return to HCCS next year. After Spring Break, non-responding families will be given a phone call reminder. There are also over 300 new applicants for next year. Applications for secondary grades are short and may need to do additional recruiting.

f. Idaho Billing Services Contract: Jean Taylor

Attorney was directed to follow-up on the status of the amended BSC contract.

g. Teacher Evaluations: Jean Taylor

Close on finalizing evaluations, could call on Bob Larson to assist in the process.

h. Stakeholder Election Process: Tamara Strikwerda

Need to make sure that all bylaws are followed. Two options for the election were suggested: A) hold an all-day election, or B) hold an evening election where the candidates would come and talk. McRae moved to proceed with the Plan B process. Klauss seconded. 6-0, all aye, motion carried.

Klauss moved, McRae seconded, to allow public comment on whether to select July 10, 2012, as the date of the stakeholder election. 6-0, all aye, motion carried. Discussion held.

Strikwerda moved, Klauss seconded, to set the deadline for board applications for June 19, 2012. 6-0, all aye, motion carried.

Discussion held regarding the election process for stakeholders and whether to limit the number of applications.

i. PTSO - policy about parties/food/etc. - Removed from agenda

j. Student Survey Committee: Tamara Strikwerda

The survey needs to be completed before the end of the school year. Need to determine which grades/students should be surveyed. The survey is required by the charter. Strikwerda moved, McRae seconded, to add additional teachers to the committee. 6-0, all aye, motion carried.

Klauss moved, Strikwerda seconded, to add J. Taylor to the committee. 6-0, all aye, motion carried.

Discussion was held whether to add a dual language representative to the recruiting committee. May include the representative during the mock teaching stage of the interview process.

k. Bus policy - a draft bus policy was presented. HCCS needs to have a bus policy in place before the end of the month. It can be changed at any time. Strikwerda moved to approve the bus policy. Klauss seconded. 6-0, all aye, motion carried.

9. Business

a. Kindergarten Schedule Next Year: Tamara Strikwerda

A M/W/F, T/Th/F block schedule was proposed. McRae moved to open the item for public comments for five minutes. Klauss seconded. 6-0, all aye, motion carried. Discussion about the proposed block schedule with consensus being that the current scheduled should be maintained.

Klauss moved to leave the kindergarten schedule the for next year. 4-1, McDonald voted against, McRae abstained. Motion carried.

b. Discipline Policy: Lon McRae

Director McRae presented a draft policy from Ridgeview Classical School. McRae moved to have J. Taylor draft a discipline policy and present it to the

board for approval as soon as possible and implement after Spring Break.
Klauss seconded. 6-0, all aye, motion carried.

8. Adjournment - Klauss moved to adjourn. Strikwerda seconded. 6-0, all aye,
motion carried.