

**MINUTES  
LEGACY CHARTER SCHOOL  
ANNUAL MEETING  
GOVERNING BOARD  
August 21, 2014**

**6:50 A.M.**

**I. REGULAR MEETING PRELIMINARIES**

- A. Meeting Called to Order: by Chairman McKnight.
- B. Roll Call: Governing Board Member Chairman McKnight, Board Members Criddle, and Bower were present, as well as Principal Stallcop. Mrs. Stallcop was also present.

Chairman McKnight announced he would entertain a motion to recess into Executive Session in the manner and for the purpose authorized in Section 67-2345 (1) (b), Idaho Code, to consider the evaluation, dismissal, or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member, individual agent or public school student and to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated, but imminently likely to be litigated as authorized by section 67-2345(1)(f), Idaho Code.

Board member Bower seconded the motion made by Board member Criddle, and Chairman McKnight declared the Governing Board into Executive Session with all members voting aye, at 7:01 a.m.

(Executive Session) Legal Issue

Chairman McKnight reconvened the Board into Open Session at 7:12 a.m.

- C. Approval of Minutes: Motion made by Board Member Criddle and seconded by Board Member Bower to approve the Regular Meeting Minutes of 6-19-14. Motion carried 3-0.
- D. Persons Wishing to Speak on an Agenda Item: No one.

**II. BOARD RE-ORGANIZATION**

- A. Board Re-Appointment: Board member Bower motioned to re-appoint Bart McKnight to a Legacy Board member position and was seconded by Board member Criddle. Motion carries 3-0.
- B. Oath of Office: The Oath of Office was administered to Bart McKnight by the Clerk of the Board.
- C. Appointment of Temporary Chair: Chairman McKnight appointed Emily Criddle as temporary chair for the purpose of holding the election for Board Chairperson.

- D. Election of Board Chair: Board member Criddle asked for nominations for Board Chair. Motion by Board Member Bower and seconded by Board Member Criddle to nominate Bart McKnight for Board Chairman. Motion by Board Member Criddle and seconded by Board Member Bower for nominations to cease. The motion for nominations to cease passed 3-0. The motion to elect Bart McKnight as Board Chairman passed 3-0.
- E. Election of Vice-Chair: Motion by Board Member Criddle and seconded by Board Member Bower to nominate Sheila Bryant for Board Vice-Chair. Motion by Board Member Bower and seconded by Board Member Criddle for nominations to cease. The motion for nominations to cease passed 3-0. The motion to elect Sheila Bryant as Board Vice-Chair passed 3-0.
- F. Election of Board Secretary/Treasurer: Motion by Board Member Bower and seconded by Board Member McKnight to nominate Emily Criddle for Board Secretary/Treasurer. Motion by Board Member Bower and seconded by Board Member McKnight for nominations to cease. The motion for nominations to cease passed 3-0. The motion to elect Emily Criddle as Board Secretary/Treasurer passed 3-0.
- G. Election of Board Clerk: Motion by Board Member Criddle and seconded by Board Member Bower to nominate Niki Crow as Clerk. Motion by Board Member Bower and seconded by Board Member Criddle for nominations to cease. The motion for nominations to cease passed 3-0. The motion to elect Niki Crow as Board Clerk passed 3-0.
- H. Authorization to Sign Checks: Motion by Board Member Bower was seconded by Board member Criddle to authorize Sheila Bryant, Emily Criddle, and Bart McKnight as check signers on the Legacy Charter, Zions Bank checking accounts. Motion carried 3-0.
- I. Establishing Regular Meeting Date: Motion by Board Member Criddle and seconded by Board Member Bower to hold regular meetings on the third Thursday of the month at 7:00 a.m. Motion to hold regular meetings on the third Thursday of each month at 7:00 a.m. passed 3-0.
- J. Designation of Public Places for Posting of Public Notices: Motion by Board Member Bower and seconded by Board Member Criddle to post public notices at Legacy Charter School and at Victory Charter School. Motion to approve the designated places to post public notices passed 3-0.

### **III. NEW BUSINESS**

- A. Approve Audit: Copies of the audit and audit summary were provided to Board members. There were no questions. Board member Criddle motioned to approve the audit and was seconded by Board member Bower. Motion carries 3-0.

- B. Amend Policy 6100-Principal-Duties: This policy has been updated by the Idaho School Board Association and reviewed by our attorney. Wording has been added to ensure compliance with Dept. of Ed. requirements. Board member Criddle seconded the motion by Board member Bower to approve the Policy 6100 amendment. Motion carries 3-0.
- C. Adopt Policies 1315, 1645, 2435, 3060, 4130, 5480: These policies have all been recommended by the Idaho School Board Assoc. and been reviewed by our attorney. Board member Bower seconded the motion by Board member Criddle to adopt policies 1315, 1645, 2435, 3060, 4130, and 5480. Motion carries 3-0.
- D. Adopt Bus Routes & Safety Busing: Bus routes and safety busing are the same as last year. Board member Criddle seconded the motion by Board member Bower to approve bus routes and safety busing stops. Motion carries 3-0.
- E. Approve Medicaid Administration Agreement: This agreement has been reviewed by Mrs. Gerber and is for a term of 3 years for Medicaid administration services. Motion by Board member Criddle to approve the Medicaid Administration Agreement and was seconded by Board member Bower. Motion carries 3-0.
- F. Amend OT Service Contract: Our service provider set up a company so the name on the contract is being amended to the company name of Lenzi Occupational Therapy Services. Motion by Board member Bower to amend the OT service contract name was seconded by Board member Criddle. Motion carries 3-0.
- G. Adopt Strategic Plan: The Dept of Ed is requiring all schools to have a strategic plan adopted and posted on school websites. Our strategic plan is based on Charter Commission, Charter renewal criteria. Motion by Board member Bower to adopt the strategic plan was seconded by Board member Criddle. Motion carries 3-0.
- H. Approve Principal Evaluation Tool: Modifications were made to ensure compliance with Dept of Ed requirements. Motion by Board member Bower was seconded by Board member Criddle to approve the Principal Evaluation Tool. Motion carries 3-0.
- I. Approve Teacher Assessment Tool: Modifications were made to ensure compliance with Dept of Ed requirements. Motion by Board member Criddle was seconded by Board member Bower to approve the Teacher Assessment Tool. Motion carries 3-0.
- J. Approve School-To-Work Evaluation Form: This form was created to assist in the School-To-Work program evaluations. Motion by Board member Bower and seconded by Board member Criddle to approve the School-To-Work Evaluation Form. Motion carries 3-0.

- K. Playground Update: The playground equipment is here and we are waiting for the ground work to be completed so the equipment can be installed. The Board thanked Mrs. Criddle for some additional donated play equipment and her work on this project.
- L. Visa Statement Contact Authorization: Motion by Board member Criddle and seconded by Board member Bower to authorize Clerk, Niki Crow, as a Visa Statement contact person, authorized to discuss Visa statement questions/charges and obtain balance information on the Visa statement. Motion carries 3-0.

#### **IV. REPORTS & DISCUSSION**

Principal's Report: Our attorney will draw up a policy to outline the PTA function and gifts/donations to the school. This policy will outline the procedures that have already been in use.

#### **V. CONSENT AGENDA**

The Governing Board reviewed the enclosures under the Consent Agenda (Financial Report 6-30-14 & 7-31-14 and Accounts Payable 6-30-14 & 7-31-14). Board member Bower motioned to accept the Consent Agenda and was seconded by Board Member Criddle. Motion carried 3-0.

#### **VI. ADJOURNMENT**

Chairman McKnight asked for a motion for adjournment. After a full and complete discussion, upon motion made by Board Member Criddle and seconded by Board Member Bower, the Board adjourned at 7:47 a.m. with all members voting aye.

**The above minutes represent a true and accurate summary of this meeting.**

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**Chairman**

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**Clerk**