

American Heritage Charter School

Minutes of Regular Board Meeting

January 5th, 2016

Time: 6:30 pm

Roll Call:

Board of Directors

Chairperson Debra Infanger

Secretary Sara Schofield

Treasurer Mike Infanger

Parent Rep Kimberly Wynn

Not in Attendance:

Vice Chairman Trent VanderSloot

Director Chris Schofield

Director Tappia Infanger

Others in Attendance:

Executive Director Jim Dalton

Assistant Head Administrator Tiffnee Hurst

Administrator Intern Shawn Rose

Business Manager Angela Lords

Agenda:

A motion was made by Board Secretary Sara Schofield and seconded by Director Chris Schofield to approve the agenda. Motion carried unanimously.

Executive Session-IC74-206 (b):

A motion was made by Board Secretary Sara Schofield and seconded by Director Chris Schofield to move into executive session at 6:36 pm.

A motion was made by Board Treasurer Mike Infanger and seconded by Director Chris Schofield to move out of executive session back into open session at 7:35 pm.

A motion was made by Board Secretary Sara Schofield and seconded by Parent Representative Kimberly Wynn to place Student A on a behavioral plan as determined in executive session. Motion carried unanimously.

Approval of Minutes:

A motion was made by Parent Representative Kimberly Wynn and seconded by Board Secretary Sara Schofield to approve the minutes provided to the board for the Regular Board Meeting held on December 1st, 2016. Motion carried unanimously.

PFA Report:

Kimberly Wynn

1. Perfect Attendance Prizes

Kimberly reported that the PFA is working on some prizes that will be awarded for students with perfect attendance. More details to come when decisions are made.

2. February Service Project

Mrs. Jansen is in charge of the February service project, more details to come.

3. Library Scanner

Ms. Dalton is working with the library volunteers and PFA to purchase a library scanner. An option that they are looking at is a scanner that can hold 20,000 books that will cost \$12.00 per month. More details to come.

Chairperson Notes: Chairperson Infanger

1. There are no Good of the Order announcements at this time.

Admin Report: Tiffnee Hurst/Shawn Rose**Mrs. Hurst reported on the following items:**

1. Giving Tree-The Giving Tree was a great success this year. She reported the love and joy that the recipients felt and reported back to her. We had many families participate this year and appreciate all their good will!
2. End of Semester-The students have mastered Reflex Math at 80% as of today. There will be an ice cream party and movie afternoon as a reward for the students.
3. School Choice Week-The opportunity for the students to attend School Choice Week February 4-7th is coming quickly and students are looking forward to attending.
4. Mrs. Alboucq reported that her class is participating in more hands on activities. Her students are growing each day and she loves being with them as their teacher.
5. Mrs. Harris reported that she just finished her plant unit in science. They are working hard on their math facts. Her students are a pleasure and she enjoys being their teacher.

Mr. Rose reported on the following items:

1. Finals Week/End of Course Assessments-January 20th will be the end of the semester and the MS/HS staff are preparing for finals week and the end of course assessments.
2. 2nd Semester Classes-Mr. Rose is working closely with Mr. Dalton to create the schedule and classes that will be offered for the 2nd Semester.

3. Discovery Outreach-Mr. Rose has arranged for the STEM program to come to visit the K-6 students on 1-30-2017.
4. Humanitarian Drive-The Humanitarian Drive that the Student Council led was an amazing success. All the assistance from the students and their families are so appreciated. All the items collected were taken to The Haven before Christmas.
5. IMEN Training-The next Mastery training will be held on 1-19-17, Mr. Dalton, Mr. Rose and Mrs. Webb will be attending the training.

Executive Director Report: Jim Dalton

Mr. Dalton reported on the following:

1. Welcome-Mr. Dalton was able to visit each and every class this past week and he felt very welcomed by the students and staff. The culture at AHCS is so unique and refreshing. Mr. Dalton looks forward to the next 6 months and working with everyone.
2. MS/HS Schedule-The first item on the agenda is the schedule for the MS/HS agenda. Team teaching is an option that they are currently looking into for the upcoming semester.
3. SAT/ACT Prep Classes-Mr. Dalton will be offering a SAT/ACT prep class on Wednesdays from 3:30-5:00pm. He will also offer some Saturdays where students will be able to do test exams as practice.
4. Priorities-Mr. Dalton will be doing a lot of outreach to our current families to maintain retention.
5. Open Enrollment-The annual lottery is quickly approaching. Mr. Dalton will be creating a new flyer and working with Ms. Dalton for a facelift on our current web page.
6. Student Records-Mr. Dalton has made it a priority to make updates in student records in the MS/ HS.
7. 10 Year Facility Plan-Mr. Dalton will work with Mrs. Lords to complete a 10 Year Facility Plan to submit to the Division of Building Safety as required.
8. Budgeting-Mr. Dalton and Mrs. Lords will be working closely on the budgeting for the upcoming year. Mr. Rose and Mrs. Hurst will be included in on the planning as well. Mrs. Thompson will be visiting for some training.
9. Potential Postings-Mr. Dalton would like to post for some potential position needed for the upcoming school year. More details to follow.

Mr. Dalton reported that the school is good shape. The teachers and staff are excellent and he is looking forward to working together.

New Business:

1. Alternative Authorization-Fran Hassing-Elementary K-8 All Subjects

Mrs. Hurst reported that with the changes from the SDE regarding HQT, the current endorsement no longer covers the Elementary K-8 All Subjects, so Mrs. Hassing will need to take the Praxis and receive an Alternative Authorization.

A motion was made by Board Treasurer Mike Infanger and seconded by Parent Representative Kimberly Wynn to approve the Alternative Authorization needed for Mrs. Hassing. Motion carried unanimously.

2. Alternative Authorization-Content Specialist and One Year-Emergency Authorization for Math and Spanish.

Mr. Dalton will be teaching some math and spanish classes and will need an Alternative Authorization in order to do so. He will be completing the ABCTE as well.

A motion was made by Board Secretary Sara Schofield and seconded by Director Chris Schofield to approve the Alternative Authorizations needed for Mr. Dalton. Motion carried unanimously.

3. Emergency School Closures

A motion was made by Board Treasurer Mike Infanger and seconded by Parent Representative Kimberly Wynn to approve the Emergency School Closure days to be reported to the SDE as December 16th and January 5th, due to dangerous winter conditions. Motion carried unanimously.

4. Policy Review-1st Reading-3000, 3010F, 3010P, 3020, 3020, 3020P, 3030, 3040 and 3050.

The following policies will be removed:3010F, 3010P, 3020P, 3030, 3040 and 3050. Policies 3000 and 3020 will require a 2nd reading in February.

5. Ten Year Maintenance Plan Submission

A motion was made by Board Treasure Mike Infanger and seconded by Director Chris Schofield to give reporting authority to Mr. Dalton for the Ten Year Maintenance Plan. Motion carried unanimously.

Financials:

1. Bills and Payroll—

A motion was made by Director Chris Schofield and seconded by Board Treasurer Mike Infanger to approve the payables and payroll as submitted to the board, also to include the Idaho Falls District #91 transportation bill when it arrives. Motion carried unanimously.

Adjournment:

A motion was made by Board Treasurer Mike Infanger and seconded by Board Secretary Sara Scofield to adjourn the meeting. Motion carried unanimously.

8:57 pm

Respectfully submitted,

Angela Lords
Business Manager