

**American Heritage Charter School**  
Minutes of Regular Board Meeting  
December 6, 2018

6:33 pm

**Roll Call**

<p><b>Board of Directors:</b> Chairperson Deby Infanger Director Trent VanderSloot Secretary Sara Schofield Treasurer Tappia Infanger Director Mike Infanger Director Chris Schofield Director Catherine De Mott</p> <p><b>Others in Attendance:</b> Executive Director Jim Dalton Elementary Principal Mrs. Hurst Secondary Administrator Mr. Rose</p>	<p><b>Not in Attendance:</b></p>
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**Pledge of Allegiance**

Led by Jacob De Mott.

**Approval of Agenda**

Director Sara Schofield moved to approve agenda. Director Chris Schofield seconded the motion, which carried unanimously.

**Special Orders**

Student AB presented a new topic for her Senior Project.

Shelby Murdock appeared to discuss an orchestra opportunity with two professional musicians, to bring them to campus to conduct a 2-day workshop/lessons and a concert. The cost is \$2,000. She proposed soliciting donations. The board had no objection.

Chairman Infanger read an email from a neighbor (Ken Kohler), concerned about children crossing the street.

Symtec, Wes Bradford and Trevor Butterworth appeared and discussed a professional services contract.

**Approval of Minutes**

Director Sara Schofield moved to approve minutes. Director Mike Infanger seconded the motion, which carried unanimously.

### **Approval of Accounts Payable, Payroll, and Claims**

Mr. Dalton presented the month's expenditures. He noted several items that were atypical, including Christmas bonuses, and stipend payments, including a previously approved Stipend to Mrs. Hurst and to Mr. Dalton for grant administration. Director Sara Schofield moved to approve the expenditures. Director Chris Schofield seconded the motion. The motion carried unanimously.

### **Executive Session**

Director Tappia Infanger moved to go into Executive Session under Idaho Code 74-206. Director Sara Schofield seconded the motion, which carried unanimously at 7:31 pm.

At 7:56 pm, Director Trent VanderSloot moved to exit executive session, which was seconded by Mike Infanger. The motion carried unanimously.

### **Action Items from Executive Session**

Director Trent VanderSloot moved to assign Shawn Rose as Advanced Opportunities and assistant ISEE coordinator through the end of the year, as presented. Director Mike Infanger seconded the motion. The motion carried unanimously.

### **Chair Person Report: Deby Infanger**

Nothing to report.

### **Parent Faculty Report:**

Director De Mott reported that the giving tree is up. Raffle is not going very quickly. The drawing will be the evening of the Christmas Concert.

### **Elementary Administration and Federal Programs Report: Tiffnee Hurst**

Mrs. Hurst reported on the writing aspects of the strategic plan, including Reflex math. She reported on the car pool lane.

Mrs. Hurst reported on parent communication/grade reporting. The Board looked at School Messenger and School Alert.

### **Secondary Administration Report: Shawn Rose**

Mr. Rose reported on the writing and math aspects of the strategic plan. Secondary students are given a prompt every 2 weeks. Writing scores are improving. Some students aren't turning writing prompts in. Mr. Rose discussed parent communication/grade reporting in Summit and District 91. Mr. Rose proposed a field trip to compliment the Writing/Art Elective to visit a convention in Salt Lake City in April. The Board unanimously approved the field trip. Mr. Rose discussed the Summit Spring convening on March 28-29. He requested to take all teachers and staff. The Board directed Mr. Rose to decide on whether to schedule Virtual Days.

### **Executive Director Report: Jim Dalton**

Mr. Dalton reported that he would be reducing his hours at the school, with a proportionate reduction in compensation, but that the professional services provided would not be reduced. He would continue to oversee business operations, board governance, budgeting, and reporting. Mr.

Dalton reported on some staff duties/reassignments among the office staff. Some of Mrs. Jensen's duties were being reassigned to Mrs. Dalton and Mrs. Dalton would be taking on an Admin Clerk role that has gone unfilled since Mrs. Mason left in January. Mrs. Dalton would continue as Academic Coach. Mr. Rose would pick up the Advanced Opportunities coordination and begin training for ISEE.

### **New Business**

The Board considered Mr. Rose and Mrs. Hurst's parent communications report and asked them to consider options for systems to push communications out to parents that would work with Power School and Summit Learning.

The Board considered the administrator reports on writing data and generally requested that the program continue as previously approved.

The Board considered Mr. Rose's request to have a secondary Virtual Day on March 29. Director Sara Schofield moved to approve, and director Mike Infanger seconded the motion, which carried unanimously.

Director Trent VanderSloot asked that the Symtec Professional Services Contract be tabled for further discussion. There was no objection.

The Playground Proposal from Gametime was unanimously approved, without objection, conditioned on use of the matching funds grant. Gametime offered the lowest pricing for the configuration sought, and with the matching funds grant, was the lowest turnkey option.

The Board considered Mr. Dalton's proposed staff assignment changes and determined that no board action was necessary because all positions were previously approved.

### **Adjournment**

At 8:49 pm, Director Mike Infanger moved to adjourn, which was seconded by Director Chris Schofield. The motion was unanimously approved.

### **Respectfully Submitted**

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James R. Dalton  
Interim Board Clerk