

American Heritage Charter School
Minutes of Regular Board Meeting
August 2, 2018

6:31 pm

Roll Call

<p>Board of Directors: Chairperson Deby Infanger Vice Chair Trent VanderSloot Director Chris Schofield Director Sara Schofield Director Tappia Infanger Director Catherine De Mott Director Mike Infanger</p> <p>Others in Attendance: Executive Director Jim Dalton Elementary Administrator Tiffnee Hurst</p> <p>Amy Bird, Student Body President Eric Swenson, Student Body Vice President Ammon Brownlee, Student Body Secretary</p>	<p>Not in Attendance:</p>
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Pledge of Allegiance

Led by Eric Swenson

Agenda

Director Mike Infanger moved to amend the agenda to include consideration of the swing set purchase. Director Chris Schofield seconded the motion. Mr. Dalton noted that the amended agenda was timely and properly posted at the school and on the web site, but that it was after an initial agenda was posted for several hours that omitted the potential action item. Mr. Dalton requested the amendment out of an abundance of caution. The motion was approved unanimously.

Director Mike Infanger moved to approve the amended agenda and Director Chris Schofield seconded the motion. The motion was approved unanimously.

Special Orders

Student Body President, Amy Bird, reported on some successes and failures from the prior year. She wants to focus on involving more student council members in the activities, planning, and leading. She wants to focus on communication, tracking and better spending fundraising money. Miss Bird has appointed some support officers for the coming year, including a chief of staff to help coordinate volunteers.

Consent Agenda

Approval of Minutes

Chairman Infanger recommended an amendment to note that officers were elected as presently constituted. Director Tappia Infanger moved to approve the minutes with that correction. Director Sara Schofield seconded the motion, which was unanimously approved.

Director Chris Schofield moved to adopt the minutes. Director Mike Infanger seconded. The motion carried unanimously.

Approval of Accounts Payable, Payroll, and Claims

After a review of the payables list, Director Infanger asked about a couple “double entries.” Mr. Dalton noted that some of the expenditures were split between two funds/accounts (e.g., Elementary and Secondary Supplies). Mrs. Hurst asked to follow up on an expenditure relating to the SDE conference for Shelby Murdock that appeared to be paid twice. Mr. Dalton agreed to follow up and return and report. Director Sara Schofield moved to approve the expenditures and pay the bills. Director Mike Infanger seconded and the motion was unanimously approved.

Executive Session

None

Actions Resulting from Executive Session

None

Chair Person Report: Deby Infanger

None.

Parent Faculty Report: Catherine De Mott

Rexburg Rapids fundraiser went well, despite storms. PFA wants to purchase a swing set for the school. She proposed a 3-bay, six swing set.

Elementary Administration and Federal Programs Report: Tiffnee Hurst

Mrs. Hurst discussed the mentors for the elementary staff. Mrs. Hurst also asked for consent to designate Mrs. DeHart as the American Heritage Curriculum Lead.

Director Chris Schofield moved to approve the elementary assignments. Director Mike Infanger seconded. The motion carried unanimously.

Secondary Administration Report: Jim Dalton

On behalf of Mr. Rose, Mr. Dalton discussed the early secondary registration, and the secondary staff mentor assignments. Director Chris Schofield moved to approve the mentor assignments. Director Mike Infanger seconded the motion, which passed unanimously.

Executive Director Report: Jim Dalton

Mr. Dalton reported on various summer maintenance projects, and a delay in the car pool lane caused by the neighbors accidentally flooding our field.

Mr. Dalton reported that the old desks would be taken to the dump, unless the Board wanted to make them available to be given away. The total value was less than \$100, probably around \$75. Director Tappia Infanger moved to surplus the desks. Director Chris Schofield seconded the motion. The motion carried unanimously.

Old Business

2nd Reading of Handbooks

Director Sara Schofield moved to approve the Student and Staff handbooks for the coming school year. Director Mike Infanger seconded, noting a change to the dress code to allow polos with logos smaller than a half-dollar in size.

New Business

DL Evans Credit Application

Mr. Dalton discussed the proposal to open corporate credit card accounts to facilitate purchasing and travel, with upgraded transparency and controls available for each card and card holder. He proposed a card for the Board Chair (Deby Infanger - \$25,000), the Executive Director (Jim Dalton - \$25,000), the School Clerk/Secretary (Jenni Jensen - \$1,000), Tiffnee Hurst (\$1,000), Shawn Rose (\$1,000). Mr. Dalton also proposed securing cards for teachers and other staff who may travel, which cards would be issued in their names and held, locked in the office, until needed. As needed, the card credit limits would be set according to the individual need, so that unplanned or unanticipated spending would not be possible.

Director Trent VanderSloot moved to approve the credit application with DL Evans, for the individuals requested and for the additional staff, provided that there are credit limits, daily/aggregate limits, and that the balance will be paid in full each month to avoid interest charges. Director Chris Schofield seconded the motion. The motion carried unanimously.

Teacher/Staff Stipends

Mr. Dalton presented a list of stipends for approval, some relating to the Mastery Grant, others relating to administrative functions (e.g., Federal Programs), and most relating to secondary student activities. Director VanderSloot asked questions about the need for additional stipends and whether these stipends are for activities and work that is already covered by their regular teaching contracts. Mr. Dalton indicated that the stipends were for work over and above their regular teaching contracts, and generally require additional, after hours or weekend work. Chairman Infanger expressed concern that AHCS would be paying what amounted to 2 chromebook carts, or a half-time para professional, which are both needed, but indicated support for incentivizing teachers to help create a better culture and activities that made for a better student experience. Mr. Dalton indicated that from a business perspective, the stipends were focused on activities that would help recruit and retain students and that while the activities themselves would enrich the student experience, he saw these as both helpful

and necessary marketing efforts to make the school “sticky” for students looking for a great educational experience. Director Mike Infanger moved to approve the stipends, with the condition that the Gaming Club be for table top gaming and that if it were to involve E-Sports, they club would have to come back to the Board for approval. Director Chris Schofield seconded. The motion carried unanimously.

Teacher Hiring & Alternative/Emergency Authorizations

[Supplemental Board Update & Approvals]

The Board previously approved the hiring of Steven Durfee (English), Derek Peterson (Science), and Kristin Wayment (5th Grade / English). AHCS previously hired Ryan Palmer to teach history. Mr. Palmer and Mr. Durfee have completed ABCTE testing and have applied for an interim certificate from the State Department of Education. Mrs. Wayment is a certificated teacher with a 6/12 English endorsement. She will need an alternative route to a K-8 endorsement.

Mr. Peterson is enrolled in ABCTE and will complete testing shortly. He has one year of prior teaching experience at Snake River High School (on an emergency provisional) and has sufficient science and science-related credits to apply for a content specialist/provisional certificate pending completion of the ABCTE program. AHCS previously posted the science position and interviewed a number of science teacher candidates, but did not find an endorsed science teacher to fill the position (2 declined). The Board unanimously found that there is an emergency, and directs Mrs. Hurst to help Mr. Peterson apply for an alternative authorization, or for an emergency provisional authorization, while he completes the ABCTE program.

A late retirement by Mrs. Wenstrom has created an emergency vacancy in the 5th grade assignment. AHCS posted the 5th grade position and conducted phone interviews with several candidates, most who were not already certificated teachers. Mrs. Wayment has valuable teaching experience and is willing to teach 5th grade. The Board unanimously found that there is an emergency, and directs Mrs. Hurst to help Mrs. Wayment apply for an alternative authorization, or for an emergency provisional authorization, while she completes an approved route to become K-8 endorsed.

AHCS lost its previous Government endorsed teacher for the 12th grade Government Program. AHCS has posted for the position and conducted phone interviews with several endorsed candidates, who declined. Mr. Palmer is endorsed in History and has taken a number of government-related college courses. He proctored the government class in the prior school year. The Board unanimously found that there is an emergency, and directs Mrs. Hurst to help Mr. Palmer apply for a content-specialist authorization, or for an emergency provisional authorization, while he completes an approved route to become endorsed in Government or Social Studies.

Swing Set

Director DeMott discussed swing-set options in the range of \$1,400 to \$2,000. Chairman Infanger added that the PFA should purchase swings, bark, and ties to help build out the new playground area. Director Sara Schofield moved to authorize PLFA to purchase a swing set, railroad ties, and bark, as needed.

Board Training

Mr. Dalton conducted training on Idaho's open meeting laws. He discussed posting for meetings and being cautious not to discuss school business outside of a public setting. A gathering of 3 or more board members constitutes a quorum and should be posted if they gathering involves the school or school business. Directors should not discuss, deliberate, or decide any matter outside of a properly notice and public meeting.

Adjournment

Director Catherine De Mott moved to adjourn. Director Mike Infanger seconded the motion. The motion carried unanimously.

The meeting adjourned at 7:46 pm.

Respectfully Submitted

/s/James R. Dalton

James R. Dalton
Interim Board Clerk