**American Heritage Charter School**

Minutes of Regular Board Meeting

October 6th, 2016

Time: 6:33 pm

**Roll Call:**

 **Board of Directors** **Not in Attendance:**

Chairperson Debra Infanger Vice Chairman Trent VanderSloot

Treasurer Mike Infanger

Secretary Sara Schofield

Director Tappia Infanger

 Parent Rep Kimberly Wynn

 **Others in Attendance:**

 Assistant Head Administrator Tiffnee Hurst

 Administrator Intern Shawn Rose

 Business Manager Angela Lords

**Agenda:**

 A motion was made by Director Tappia Infanger and seconded by Parent Representative Kimberly Wynn to approve the agenda. Motion carried unanimously.

**Approval of Minutes:**

A motion was made by Director Tappia Infanger and seconded by Parent Representative Kimberly Wynn to approve the minutes provided to the board for the Regular Board Meeting held on September 1st, 2016. Motion carried unanimously.

**Executive Session-IC 67-2345 (b)**

A motion is made by Board Secretary Sara Schofield and seconded by Board Treasurer Mike Infanger to move into executive session. Motion carried unanimously.

 A motion is made by Board Treasurer Mike Infanger and seconded by Director

 Tappia Infanger to move back into open session. Motion carried unanimously.

**PFA Report:**

 ***Kimberly Wynn***

1. **Cross Country Club**

Kayce Wegener did a fantastic job of gathering support and making the Cross Country Meet that was hosted by AHCS a huge success. She was able to make contract with some friends at Teton Running and have an inflatable arch, metals for the runners and maps and rosters at the beginning of the course.

1. **Grandparent’s Day**

Grandparent’s Day as always was a great success, we had many guests join their kids for lunch. This is a favorite tradition.

1. **Idaho Direct**

The Idaho Direct Book Fundraiser was an amazing success. The students sold over 350 books! This was a great start for the fundraising year!

1. **Library Scanner**

The parents have expressed a desire for some of the PFA funds to be used to purchase a library scanner to make the checkout process more streamlined and organized.

1. **Art Mastery**

Art Mastery has begun! The students are excited to get that started again.

1. **Fall Service Project**

This is to be determined.

1. **Halloween Carnival**

The Halloween Carnival is coming up on the 21st of October.

1. **Barnes and Noble Book Fair**

The Barnes and Noble Book Fair will be held in November, date to be announced.

Mrs. Wiklund from the PFA High School Committee reports the following:

1. There are several fundraisers that are currently in the planning stages: More details to come.
	1. Parent’s Night Off
	2. Movie Night
	3. Game Night
	4. Texas Rodehouse Roll Sales

A motion was made by Board Secretary Sara Schofield and seconded by Board Treasurer Mike Infanger to approve the MS/HS fundraisers as presented. Motion carried unanimously.

**Chairperson Notes: Chairperson Infanger**

1. There are no Good of the Order announcements at this time.
2. Organizational Structure-Chairperson Deby Infanger presents the board with the job description, qualifications and details for the new Executive Director position for approval. See attached.

**Admin Report: Tiffnee Hurst/Shawn Rose**

1. **Family Magazine to distribute**

Mrs. Hurst presented the board with a Family Magazine for approval to pass out to students. The board discussed the cost for the magazine. Due to the cost of the magazine, the board will not approve the distribution.

1. **Early Release Day**

October 17th will be an early release day due to District 91 releasing early this day. Mrs. Hurst explained to the Board that the AM and PM Kindergarten classes will alternate attending on the early release days.

1. **Museum Field Trip**

The elementary students attended the museum earlier today for their field trip. Mrs. Hurst presented the board with the positive feedback that she received from the staff at the museum about the behavior of our students.

1. **Reflex Math**

Mrs. Hurst explained that the teachers are watching trends in scores in the math classes before and after the Reflex Math program.

1. **School Photo Day**

The school photo day will be held on the 21st of October, which is the same day as the Halloween Carnival.

1. Mr. Rose presents the following upcoming dates for the MS/HS
	1. Museum Field Trip-October 14th, 2016
	2. Inspire to Hire Conference-October 25th, 2016
	3. PSAT exams-October 19th, 2016
	4. IMEN Training-October 20th, 2016

Mrs. DeHart reports of the successes and exciting things going on in the First Grade classroom.

**Old Business:**

 No old business was discussed.

**New Business:**

1. **2015-2016 Audit Report**

Mrs. Lords presented the board with the 2015-2016 audit report, with the following amendment:

1. $59,837.00 will be paid to Mr. Jansen from the reserve to pay off the modular loan. Audit report attached.

1. **Technology Needs Report**

Mrs. Dalton presented the following technology report to the board:

* 1. High Speed Internet project completed
	2. 15 of the student chrome books are currently not working
	3. Several of the chrome book cords are needing repairs
	4. Two teachers are in need of new computers as they are failing
	5. Monitoring software is critical to have-details attached

A motion was made by Director Tappia Infanger and seconded by Parent Representative Kimberly Wynn to approve the proceeds from the Rexburg Rapids Fundraiser to purchase the upgrades and repairs needed as presented to the board. Motion carried unanimously.

**Financials:**

 **1. Bills and Payroll—**

A motion was made by Board Treasurer Mike Infanger and seconded by Parent Representative Kimbery Wynn to approve the payables and payroll as submitted to the board. Motion carried unanimously.

**Adjournment:**

 A motion was made by Board Treasurer Mike Infanger and seconded by

 Board Treasurer Sara Schofield to adjourn the meeting. Motion carried

 unanimously.

8:17 pm

**Respectfully submitted,**

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Angela Lords

Business Manager