**American Heritage Charter School**

Minutes of Regular Board Meeting

December 3rd, 2015

Time: 6:30 pm

**Roll Call:**

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

Chairperson Debra Infanger

Vice Chairman Trent Vandersloot

Secretary Sara Schofield

Director Tappia Infanger

Director Tony Lima

Parent Rep Vanessa Jansen

Treasurer Mike Infanger (via phone)

**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 Board Treasurer Mike Infanger to approve the amended agenda. Motion carried unanimously.

**Approval of Minutes:**

A motion was made by Director Tappia Infanger and seconded by Board Secretary Sara Schofield to approve the minutes provided to the board for the regular board meeting held on November 5th, 2015. Motion carried unanimously.

**PFA Report:**

***Vanessa Jansen***

1. Book Fair

The book fair brought in enough money to be able to donate $100 worth of books to each teacher’s classroom.

1. Giving Tree

The Student Council will be heading up the Giving Tree for the school.

1. Little School Houses

PFA is offering a little schoolhouse to post outside of teahcer classrooms with post it notes of supply needs that parents will be able to donate if they would like in leui of Christams gifts for the teachers. The PFA will email out the details soon.

A motion is made by Board Treasurer Mike Infanger and seconded by Director Tappia Infanger to accept the School Houses to be placed for families to donate supplies to teacher’s classrooms. Motion carried unanimously.

1. School Library

The Library will reopen to students on January 21st in its new location upstairs.

**5.** Dr. Wight Fundraiser

Dr. Wight, the Chiropractor is offering for AHCS to sell a card for a 30 min massage,

consultation and xrays. AHCS can sell the cards for the amount we choose and keep

100% of the profits.

Motion is made by Director Tony Lima and seconded by Board Secretary Sara Schofield to approve the Dr. Wight Fundraiser contingent upon the IDAAPA rules. Motion carried unanimously.

**Good of the Order: Chairperson Infanger**

Mrs. Infanger invited the Lego Club to give their presentation to the board.

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

1. Building Safety

Mrs. Hurst discusses ideas to improve safety at the school such as keyless entry to the school, front doors that always remain locked until the office can “buzz” people in, and automatically locking classroom doors. Administration will look into the cost of these options.

1. School Choice Week

Mrs. Rose reports to the board that the 4th and 7th graders will be attending School Choice Day in Boise on January 27th. This trip is paid for and the school will not incur any costs.

A motion is made by Board Secretary Sara Schofield and seconded by Director Infanger to approve the trip to Boise for School Choice Week. Motion carried unanimously.

1. New Building Move

Mr. Rose reports that they students will be assisting in the move from the existing school into the new high school December 17th and 18th. Everyone is excited to get started and get into the new building.

**4.** Student Council Fundraiser

Mr. Rose reports that the Student Council would like to have a bake sale at the AHCS Christmas Program in order to raise money for upcoming activities. A motion is made by Board Treasurer Mike Infanger and seconded by Director Tappia Infanger to approve the Student Council to have a bake sale during the Christmas Program. Motion carried unanimously.

**5.** Mr. Rose Coaching Leave Proposal

Mr. Rose approaches the board regarding an opportunity to coach at Idaho Falls High School. As the games and some practices are happening before the end of the school day, he will need to be gone early for several days. Mr. Rose presents the schedule (attached) of days that he will need to leave early. A motion is made by Board Vice Chairman Trent VanderSloot and seconded by Parent Representative Vanessa Jansen that Mr. Rose’s leave be approved contingent on the following items. 1. This time missed with not affect his teaching. 2. The time that is missed must be made up with time/value that is comparable. 3. The dates that Mr. Rose will be must not affect any important dates at the school. 4. This will be approved on a trial basis and see how things go.

**6.** ArtitoriumPR with AHCS

Mr. Rose reports that 3 AHCS students were interviewed by the Upper Valley News while at their field trip at the Artitorium. It will air on Local News 8 on Saturday at 10:00 am.

**Old Business:**

1. **School Expansion**
2. **New Building**

Chairperson Infanger reported that the building completion is right on track to be completed on December 15th.

**2.** **Policy Review-**2nd Reading Policies 2300, 2301, 2305, 2307, 2310, 2320, 2335, 2340, 2340F, 2341, 2341P, 2350, 2360, 2370, 2380, 2390, 2395, 2410, 2410P, 2420, 2420P, 2430, 2440, Parental Right Policy, Student Email Policy, and Teachers Providing Course Instruction for Students at both AHCS and NVA were not reviewed and will be put on the agenda for next month**.**

**New Business:**

**1. Policy Review**-1st Reading Policies 3050A1, 3050A2, 3050A3, 3090A1, 3090A2, 3265A1, 3265A2, 3275A1, 3275A2, 3275FA1, 3275FA2 and Mentor Teaching Policy were not reviewed and will be put on the agenda for next month**.**

**2.** **Organization Scan**

Mrs. Hurst provides the board with the organizational scan in which was created from data on student achievement, parent, student and teacher surveys and other data pertinent to the success of the school. This is a part of our strategic plan.

**Financials:**

**1. Bills and Payroll—**

A motion was made by Director Tony Lima and seconded by Parent Representative

Vanessa Jansen added to approve the payables the bill from to pay

the bills and payroll as submitted to the board, and to include B&S Boiler for

$2,395.60 as well. Motion carried

unanimously.

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

A motion is made by Board Vice Chairman and seconded by Board Treasurer Mike

Infanger to move into Executive Session. Motion carried unanimously.

A motion is made Board Treasurer Mike Infanger and seconded by Board Vice Chairman

Trent VanderSloot to move out of Executive Session. Motion carried unanimously.

**Adjournment:**

A motion was made by Board Secretary Sara Schofield and seconded by Board Treasurer

Mike Infanger to adjourn the meeting. Motion carried unanimously.

8:46 pm

**Respectfully submitted,**  **Approved,**

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Angela Lords Deby Infanger

Business Manager Board Chairperson