**American Heritage Charter School**

Minutes of Regular Board Meeting

September 3, 2015

Time: 6:33 pm

**Roll Call:**

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

Chairperson Debra Infanger

Vice Chairman Trent Vandersloot

Secretary Sara Schofield Treasurer Mike Infanger

Director Tappia Infanger

Director Tony Lima

 Parent Rep Vanessa Jansen

 **Others in Attendance:**

 Assistant Head Administrator Tiffnee Hurst

 Administrator Intern Shawn Rose

**Agenda:**

A motion was made by Vice Chairman Trent Vandersloot and seconded by Board Treasurer Mike Infanger to approve the agenda. Motion carried unanimously.

**Approval of Minutes:**

A motion was made by Board Treasurer Mike Infanger and seconded by Director Tappia Infanger to approve the minutes provided to the board for the regular board meeting held on August 6, 2015. Motion carried unanimously.

**PFA Report:**

 ***Vanessa Jansen***

1. Golf Tournament

There has been a lot of work put forth in finding sponsors for the golf tournament. We have three new sponsors which puts our amount raised to $5000. I also have just received a few more sponsors which could put us over $6000.

1. Parent Volunteers

The PFA is working on getting parent volunteers setup to assist the school and the teachers.

1. Miscellaneous

Parents are excited about the school assemblies. They have been looking at the prices of air conditioners. The parent lunch mixers are new this year. These will allow parents to get to know each other. They reiterated the importance of attendance and the school’s dress code at their meeting.

**Admin Report: Shawn Rose**

1. **Professional Development**

The teachers had Professional Development for the first 7 days of their contract. The teachers received training in Great Expectations and other areas. A survey was sent out after the trainings to get their ideas on what they liked, what they didn’t like, and what they would like to see in the future.

1. **Secondary Blended Program**

The blended program seems to be going well. Today was the first day of really going through the classes. The teachers and students have spent the first few days building relationships through different activities lead by the teachers. Mrs. Jansen asked how this program was running. Mr. Rose explained at the moment we have not given the ninth and tenth graders as much freedom for we are trying to make sure they understand they will have interaction and face-to-face teaching from the staff. Mr. Lima would like to come and observe to see how this program is running. Mr. Vandersloot would like to get a password so he can see the courses.

1. **Carpool**

The carpool lane is running smoother. The first day it took 22 to 24 minutes for the parents to pick up their children. The second day we started to form two lanes and the last car was through the pick-up in 12 minutes. The third day we were down to 7 minutes. We are making sure the pick-up area is running safely, for the safety of the students comes first.

**Old Business:**

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

 The timeline of the new building is still December.

1. **Policy Review 2nd Reading 2300, 2301, 2305, 2307, 2310, 2320, 2335, 2340, 2340F, 2341, and 2341P**.

The policies were read through. Vice Chairman Trent Vandersloot suggested the policies by redlined so they can see what changes are being made. He wants to ensure they are being careful on the items being taken out of the policies. They will not be adopting them yet, for they would like to see the chance to see the changes that have been suggested. Mrs. Hurst was asked to go through the policies and make the redline marks.

**New Business:**

1. **Policy Review 1st Reading- 2350, 2360, 2370, 2380, 2390, 2395, 2410, 2410P, 2420,**

**2420P, 2430, and 2341P**

The board read through the policies and suggested changes that will be made to each of the policies. They would like to see these policies also redlined.

 **2. Teacher Evaluation Form Approval**

Mrs. Hurst brought to the board the Teacher Evaluation that was sent into the State

 Department in July. She explained the board would need to approve the evaluation

 that will be used for this year. The board and Mrs. Hurst had a discussion on the

 second objective measure that will be used on the teachers’ evaluations. The board

 decided to add two measures: first, the portfolio as outlined in the Performance Certificate in the charter document, and second data from Milepost that shows the

 growth of students in the classroom. A motion was made by Board Treasurer Mike Infanger and seconded by Director Tony Lima to approve the Teacher Evaluations

 with the changes made that were discussed. Motion carried unanimously.

 **3. Mentor Policy First Reading**

Mrs. Hurst presented the mentor policy to the board for its first reading. The board

 discussed the compensation of being a mentor. They suggested changes to the policy.

 They would like add that a mentor must be in good standing and demonstrate

 adherence to the school’s goals and mission of the school. They also added that all

 mentorships must be approved by the board.

 **4**. **IDLA Class Payment Policy First Reading**

 The board read the IDLA Class Payment Policy and added some changes. The change

 made was to state if a student fails a class AHCS will not pay for another class until they can show success.

 **5. SPED Contracts**

Mrs. Hurst brought to SPED contracts to the board for approval. The contract were

 for OT and PT, Speech, and a BI.

**Financials:**

1. **Bills and Payroll—**

Vice Chairman Trent Vandersloot would like to see a comparison of the amounts for the bills. A motion was made by Director Tony Lima and seconded by Board Secretary Sara Schofield to pay the bills and payroll as submitted to the board. Motion carried unanimously.

**Adjournment:**

A motion was made by Board Treasurer Mike Infanger and seconded by Vice Chairman Trent Vandersloot to adjourn the meeting. Motion carried unanimously.

8:16 pm

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

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Tiffnee Hurst Deby Infanger

Assistant Head Administrator Board Chairperson