

**American Heritage Charter School**  
Minutes of Regular Board Meeting  
and Annual Budget Hearing  
June 11, 2020

6:30 pm via Zoom during COVID-19 Quarantine

**Roll Call**

<p><b>Board of Directors:</b> Chairperson Deby Infanger Vice Chair Trent VanderSloot Director Sara Schofield Director Chris Schofield Director Tappia Infanger Director Kayce Wegener</p> <p><b>Others in Attendance:</b> Executive Director Jim Dalton Mrs. Hurst, Principal Mr. Rose, Principal Other participating by Zoom</p>	<p><b>Not in Attendance:</b> Director Mike Infanger</p>
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**Pledge of Allegiance**

Dispensed due to virtual meeting.

**Agenda**

Director Tappia Infanger moved to approve the posted agenda. Director Sara Schofield seconded that motion. The motion was approved 5-0 on a roll call vote.

**Special Orders**

None.

**Consent Agenda**

Approval of Minutes

Director Tappia Infanger moved to approve the minutes from the May regular and two special board meetings. Director Sara Schofield seconded the motion. There was no objection and the minutes were approved on a 6-0 roll call vote.

Chairman Deby Infanger mentioned a large number of additional expenditures and asked the Board to carefully review the list. Mr. Dalton reviewed the expenditures. Mr. Dalton also reviewed payroll and the proposed list of stipends and leadership premium recipients.

Director Tappia Infanger moved to approve the expenditures. Director Sara Schofield seconded the motion. The motion carried 6-0 on a roll call vote.

### **Reports**

Student Council: No report. Student Council elections will occur in September.

PFA: Director Wegener reported that PFA would need to hold different types of fund raisers next year due to the Pandemic. Vice Chair VanderSloot asked who the new PFA president will be. Chairman Infanger mentioned that Jill Dalton, a current employee, was the PFA President-Elect, and the Board would need to nominate and elect a replacement, because Board members cannot also be employees.

Mrs. Hurst discussed summer meetings and work for preparation for the fall. Mrs. Hurst talked about the need to hire some special education, Title I, and literacy aids. SPED and Title Budgets have been submitted. 90% of the budgets will be spent on personnel.

Mr. Rose reported that teachers participated in professional development at the end of the year. Teachers have been working well after their contract period in preparation of the upcoming year. Mr. Rose introduced DaNae Smith as the new SDL/SPED Teacher.

### **Old Business**

Director Tappia Infanger moved to adopt revised Policy 5210 regarding the workday schedule. Director Sara Schofield seconded the motion. The motion carried 6-0 on a roll call vote. Mr. Dalton noted that the details of the daily schedule would be addressed in July in the Staff Handbook, which was incorporated by reference into the policy.

Director Tappia Infanger moved to adopt Policies 7400p2 and 7400p3 regarding Federal Grant Procurement, which was seconded by Director Kayce Wegener, and approved on a 6-0 roll call vote.

Director Tappia Infanger moved to approve Policy 3570F2 regarding consent to use face/likeness. Director Kayce Wegener seconded, and the motion carried 6-0 on a roll call vote.

Policies 1000s were held over until the July meeting, without objection.

### **New Business**

**Alternative Provisional/Content Specialist:** Director Sara Schofield moved to declare an emergency and authorize the application and hiring of DaNae Smith as a K-8/Special Education content specialist and alternative authorization through ABCTE. Director Chris Schofield seconded the motion. The motion carried 6-0 on a roll call vote.

Chairman Infanger noted that the contracts and bids listed on the agenda were all discussed in the Consent Agenda for approval of the expenditures. She asked if there were any additional questions. She asked that the board review these, and without objection, proposed that they be considered in a single motion. The following items were approved as outlined in the monthly expenditures, 6-0:

- Wall2Wall Carpet Proposal
- Security - Mel's Lock & Key Proposal
- Student Health - Faucets Mike Bean Proposal
- Instrument Purchase - Piano Gallery / Chesbros Bids
- Projectors – Amazon.com Purchase – ACTION ITEM
- Instrument Purchase – Woodwind/Brasswind Proposal
- Chromebooks – INSIGHT / Scholar Buys Proposals
- Core Knowledge Curriculum – Amplify Proposal
- Great Expectations PD
- NWEA Map Testing License
- Shurley English Purchase
- Student Desks – Worthington Direct
- Math In Focus – Houghton-Mifflin Purchase

Stipends & Leadership Premium: Mr. Dalton presented the list of proposed stipends and leadership premium recipients.

Vice Chair VanderSloot moved to approve the package of contracts, bids, and proposals. Director Sara Schofield seconded the motion. Chairman Infanger and Director Tappia Infanger abstained because Mr. Dalton was on the list of stipends and is related by marriage. They did not participate in any discussion of his stipend to create digital curriculum for American heritage class. The roll call vote of 4-0-2 was in favor and the motion passed.

**Recruiting Incentive Program:** Mr. Dalton outlined two programs for incentives regarding cost-savings and recruiting. Vice Chair VanderSloot moved to approve an Incentive Bonus Program that would provide \$200 in bonus compensation to the administrator for each student in their purview (K-5 vs 6-12) above the lottery level, measured at the November ISEE reporting date, and \$100 for each additional thereafter, measured at the May ISEE reporting date. From the bonus, \$50 would be paid to any staff member who actually gave the tour, if that student enrolled and was attending as of the reporting date. If any teacher (or staff member) refers a new student who is present on the reporting dates, and for which a bonus is earned, the administrator bonus (net of any tour payment) would be split evenly with Teacher/staff member who made the referral. Director Kayce Wegener seconded the motion. The motion carried 4-0-2 (Director Sara Schofield and Director Chris Schofield were temporarily disconnected from the meeting).

### **Budget Hearing**

Chairman Infanger opened the budget hearing and first asked the Board to consider a proposed amended budget for FY2020. Mr. Dalton reviewed the published budget, indicating the amounts were still not final because the publication was made before May was closed, but that based on calculated estimates, it was very close to the final amounts. He indicated the largest variance was in Federal Programs, where actual allocations weren't finalized until September, well after the original budget was adopted in 2019. Director Tappia Infanger moved to approve and adopt the amended

FY2020 budget and Vice Chair VanderSloot seconded the motion. The motion carried 6-0 on a roll call vote.

Chairman Infanger then opened the hearing for discussion of the FY2021 proposed budget. Mr. Dalton reviewed major items and allowed the board to review the numbers and ask questions. After discussion, Vice Chair Trent VanderSloot moved to adopt the proposed FY2021 Budget. Director Sara Schofield seconded the motion. The motion carried 6-0 on a roll call vote.

**Adjournment**

Vice Chair VanderSloot moved to adjourn. Director Tappia Infanger seconded. 6-0 and the meeting was adjourned at 8:36 pm.

**Respectfully Submitted**

**/s/James R. Dalton**

James R. Dalton  
Interim Clerk  
Board Executive Director