



Xavier Charter School Board Meeting Minutes July 13, 2016 6:00 p.m.

I. Roll Call Attendance

6:02 p.m. call to order by chairperson, John Kapeleris. Debbi Burr- present, Heather Roberts – present, Brian Hilverda – present, and John Kapeleris – present

II. Approval of Agenda -

Motion: To approve the agenda

Made by: Debbi Burr

Seconded by: Heather Roberts

Result: all in favor; motion carries

III. Consent Agenda

- A. Approval of minutes from June 15th meeting
- B. Approval June Accounts Payable
- C. Approval June Building Petty Cash Accounts Payable
- D. Enrollment
- E. Policy 1242 (2nd Reading)

Motion: To accept the consent agenda

Made by: Brian Hilverda

Seconded by: Debbi Burr

Result: all in favor; motion carries

IV. Public Input – none

V. Annual District Meeting

- a. Designation of Head of Schools as the Administrator in charge – Gary Moon
- b. Designation of official publication – The Times News
- c. Designation of financial institution(s) and designation of signatures for accounts - First Federal Bank: Sheryl Liu-Philo, Gary Moon, Deborah Burr, Brian Hilverda, and John Kapeleris
- d. Designation of who has the right to transfer funds to and from school bank accounts - Sheryl Liu-Philo and Gary Moon
- e. Designation that fiduciary accounts of the school are the responsibility of reporting through the business manager to the Board once a month – Affirmed by Sheryl Liu-Philo

- f. Designate that the business manager has fiduciary reporting responsibility to the Board at least monthly - Affirmed by Sheryl Liu-Philo
- g. Designation of Bonding agency and amount on Business Manager - Idaho Counties Risk Management Program
- h. Designation of Property and Liability Insurance carriers – Moreton & Company
- i. Designation of Title IX officer – Gary Moon
- j. Designation of employee drug testing agency – St. Luke’s
- k. Designation of Legal Counsel – Joe Borton
- l. Designate payroll signature – Debbi Burr and Sheryl Liu-Philo

Motion: To approve the designations

Made by: Debbi Burr

Seconded by: Heather Roberts

Result: all in favor; motion carries

VI. Reports/ Discussion Items

A. Insurance Update – Cody McQueen: He presented the renewal rates and recommended staying on the current grandfathered insurance plan as long as possible. The renewal rates will be extended until January 2018, and then the grandfathered plan will be forced into ACA plans. Mr. McQueen requested a decision to be made by September 5.

B. Lead Teacher/Head of Schools Reports/Student Outcomes

1. Becky Baird- Grammar Schools: She stated the Grammar School Curriculum Alignment Review has been helpful in assisting teachers in taking the appropriate steps to keep the curriculum aligned through each grade level.

2. Lisa Thompson–Logic School: She will give her report next month.

3. Brian Loosli – Rhetoric School: He stated that he is outfitting three new classrooms for the math department in the portables and a computer lab in the gym. He also stated that chairs were donated and will be used in the new classrooms. He also informed the Board that he is in the process of arranging for a theater curtain to be installed in the gym.

4. Gary Moon – Head of Schools: Mr. Moon’s report was included in the Head of Schools Report in the Board Packet.

C. PFA Report – Cheri Aiella: She stated that a meeting in August will be held to plan an event for families before the students return to school. She also informed the Board that the ordering of supplies had good support from parents.

D. Foundation – Mr. Hilverda stated that they are still researching about whether or not they will need to have a separate Board and bylaws from the current school board. If they can stay under the current school board, they will form a committee with stakeholders, Board members, teachers, and other community leaders.

E. Testing Results Graph- Mrs. Burr presented the SAT testing results graph and stated additional information will be presented next month about what areas in Math the students underperformed.

F. Construction Update –Mr. Loosli stated that Mr. Kenny Anderson will be completed with the setup of the portables within the month. It was also stated that the

fence gap between Xavier Charter School and The Church of Jesus Christ of Latter-day Saints will be resolved after Mr. Hilverda inquires about permission to put a post on the church's property to minimize the gap.

G. Traffic Safety – The Board stated that flags or a flashing light needs to be installed by the Field and Stream Road and the North College Road.

H. Assistant Head of Schools – Mr. Loosli stated that applications are being reviewed for this position.

VII. Action Items

A. Possible Appointment/Swearing in of New Board Member – The Board discussed what to do in opening the Board position to the community for applications.

B. Business Manager's/Building Petty Cash Reconciliation Report – Sheryl Liu-Philo informed the Board that the PERSI rate for the employer and the employee looks to be increasing in the near future. She also stated that the annual bond rating was concluded for this year and is stable. She presented the monthly financial reports and gave the Board the opportunity to ask questions.

Motion: To approve the Business Manager's Report and the Building Petty Cash Reconciliation Report as accepted.

Made by: Brian Hilverda

Seconded by: Debbi Burr

Result: all in favor; motion carries

C. Student Fees – The Board stated the student fees were reasonable and no changes to policy would be made at this time.

Motion: To set student fees as presented

Made by: Debbi Burr

Seconded by: Heather Roberts

Result: all in favor; motion carries

D. Approve Revised Mission Statement –

Motion: To approve revised mission statement

Made by: Brian Hilverda

Seconded by: Debbi Burr

Result: all in favor; motion carries

VIII. Executive Session as per Idaho Code 74-206 (1) Subsections (b): Continuation of grievance

Idaho Code 74-206 (1) (a) consider hiring of public official (b) consider evaluation, dismissal or disciplining or, to hear complaints or charges brought against an employee or student, (c) conduct deliberations considering legal negotiations or acquire real property (d) consider records that are exempt from disclosure as provided in chapter 3, title 9, Idaho Code (e) consider preliminary negotiations involving matters of trade or commerce in which the governing body in

competition with governing bodies in other states or nations (f)communicate with legal counsel(g)consider custody review of Idaho Department of Juvenile corrections(h)custody review (i)communicate with schools risk manager or insurance provider on pending litigation (2) labor negotiations.

Motion: To go into Executive Session pursuant **Idaho Code 74-206 (1) Subsections (b)**, at 7:46 p.m.

Made by: Debbi Burr

Seconded by: Brian Hilverda

Result: Roll Call: Debbi Burr- yes, Heather Roberts – yes, Brian Hilverda – yes, and John Kapeleris –yes all in favor; motion carries

Motion: To come out of Executive Session at 8:06 p.m.

Made by: Brian Hilverda

Seconded by: Debbi Burr

Result: Roll Call: Debbi Burr- yes, Heather Roberts – yes, Brian Hilverda – yes, and John Kapeleris –yes all in favor; motion carries

Action Resulting from Executive Session:

Motion: To allow student A to be presented with the option of returning to Xavier Charter Schools and of taking the Senior compendium in the Spring while simultaneously completing the Senior project requirements for spring semester.

Made by: Brian Hilverda

Seconded by: Debbi Burr

Result: Roll Call: Debbi Burr- yes, Heather Roberts – yes, Brian Hilverda – yes, and John Kapeleris –yes all in favor; motion carries

IX. Adjourn

Motion: To adjourn at 8:07 p.m.

Made by: Debbi Burr

Seconded by: Brian Hilverda

Result: all in favor; motion carries

Signature of Board Secretary

Date

Recorded by DR