



**Xavier Charter School
Board Meeting Minutes
January 11, 2017
6:00 p.m.**

I. Roll Call Attendance

6:04 p.m. John Kapeleris, chairperson, in the Chair. Debbi Burr- present, Melissa Crane – absent, Heather Roberts – absent, Brian Hilverda – present, and John Kapeleris – present

II. Approval of Agenda –

Motion: To approve the agenda

Made by: Debbi Burr

Seconded by: Brian Hilverda

Result: all in favor; motion carries

III. Consent Agenda –

- A. Approval of minutes from December 9th meeting
- B. Approval of December Accounts Payable
- C. Approval of December Building Petty Cash Accounts Payable
- D. Policies: NA

Motion: To approve consent agenda

Made by: Debbi Burr

Seconded by: Brian Hilverda

Result: all in favor; motion carries

IV. Public Input – None

V. Reports/ Discussion Items

A. Student Activities – Ms. Brynne Wallace, a Sophomore Representative, stated that there will be a Tacky Tourist Dress-up Day and Showcase next week. She stated that Poetry Out-loud will begin next month. She informed the Board that the Student Council will be going to Boise to meet with other student governments.

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

1. Becky Baird- Grammar Schools: She stated that Winter Showcases had great music and dance presentations and that she will begin a discussion to assess Core Knowledge Language Arts.

2. Lisa Thompson–Logic School: She informed the Board that Xavier College Students were a panel for 5th-8th grades to discuss “Why I recommend

9th-12th grades at Xavier”. She also stated that she is preparing for the BSU and ISU Career Fairs.

3. Brian Loosli – Rhetoric School: He stated that he has not heard back from Mr. Bill Hamlin about the building costs. He informed the Board that the downtown ballroom is selling its kitchen equipment for 30% off. If the equipment for kitchen is purchased, he will have the BSR company service, clean, and deliver them. He stated that the Rhetoric School is getting ready for Showcase, Singing in the Rain, and finals.

C. Gary Moon – Head of Schools: Mr. Moon stated that the substitute automated program, AESOP, is working for all who use it. He informed the Board that the hardware for magnetic doors is installed and that the faculty will be trained in how to use it. He stated that the annual building inspection is scheduled before the next Board meeting. He also said that Mr. Brad Hansen will be making arrangements for the donated telescope. He suggested that a professional webpage developer be hired since the webpage is at a standstill.

D. PFA Report – Cheri Aiello: She said that a meeting for the PFA is tomorrow. She asked for feedback on the school supplies fundraiser and stated that they are looking to purchase something for the school. Mr. Loosli suggested announcing over the intercom a reminder about the various fundraisers.

E. Building Committee Report (budget of expansion) – No Report.

F. Grants Report – Mrs. Dannah Robertson updated the Board on the status of the grants.

G. Foundation (Donor list, Donor letter, Capital Campaign Kick-off) – A new checking account has been opened for the Phoenix Fund. Mr. Kapeleris donated \$100, and Mrs. Burr encouraged the rest of the Board to donate. Mr. Kapeleris asked the Phoenix Fund committee to create a donor list and donor letter by next Board meeting.

H. Decennial: Twin Falls Today Review and other events – Mr. Kapeleris thanked Mrs. Thompson, Mr. Moon, Mrs. Crane, and Cari Eskridge for their help in making the Twin Falls Today event a huge success. There was positive feedback from the attendees and about 64 people in attendance. Jerry Lockwood volunteered to help with the donation of a tree for Arbor Day.

VI. Action Items

A. Business Manager’s/Building Petty Cash Reconciliation Report – Mr. Moon stated that \$2,200 was received in donations for December. The monthly financial reports were presented to the Board.

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

Made by: Debbi Burr

Seconded by: Brian Hilverda

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

B. Schedule HOS Evaluation - The Board discussed the evaluation process and decided to start the process by each Board member filling out an evaluation form.

C. Food Service – Mr. Loosli informed the Board that the downtown ballroom is closing, and the kitchen equipment is for sale.

D. Schedule Continuous Improvement Plan – The meeting was scheduled for February 15 from 6-9 p.m.

E. Schedule Replication Meeting Date – The meeting was scheduled for January 16 at 4 p.m.

F. Schedule Capital Campaign meeting date with Lance Clow (Saturday) – The meeting was scheduled for February 11 from 9 a.m. - 12 p.m.

G. Idaho Non-profit Center Membership – A discussion about membership with Idaho Non-profit Center was held by the Board.

Motion: To join Idaho Non-profit Center Membership

Made by: Debbi Burr

Seconded by: Brian Hilverda

Result: all in favor; motion carries

H. Emergency Closure Approval-

Motion: To approve the emergency closures on January 4, 5, and 9.

Made by: Debbi Burr

Seconded by: Brian Hilverda

Result: all in favor; motion carries

E. Policy Review: 3285, 3330, 3460, 4420, 4420F (1st Reading) 2396, 2620, 2620P, 2700A, 2720, 2730 (2nd Reading) - The Board held readings of these policies.

Motion: To archive policy 2396

Made by: Debbi Burr

Seconded by: Brian Hilverda

Result: all in favor; motion carries

Motion: To archive policy 2720 and 2730 and to adding legal references from policies 2720 and 2730 to policy 2620P and to renumber policy 2620P to 2720

Made by: Debbi Burr

Seconded by: Brian Hilverda

Result: all in favor; motion carries

F. Fall Policy Updates: 1315, 3270, 5270, 6100 (1st Reading) 5340 (2nd Reading) - The Board held readings of these policies.

G. Winter Policy Updates: 2305, 4160, 7310, 8200, 8210, 8230, 8250 (1st Reading) - The Board held readings of these policies.

VII. Executive Session as per Idaho Code 74-206 (1) Subsections (a) employee contract & (c) acquire real property

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**, at 8:49 p.m.

Made by: Brian Hilverda

Seconded by: Debbi Burr

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

Motion: To come out of Executive Session at 9:14 p.m.

Made by: Brian Hilverda

Seconded by: Debbi Burr

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

Action Resulting from Executive Session:

Motion: To authorize the chairperson of the Board to execute the Head of Schools’ contract for an additional 3 years

Made by: Brian Hilverda

Seconded by: Debbi Burr

Result: all in favor; motion carries

Motion: To approve a stipend of \$3,500 to employee A

Made by: Debbi Burr

Seconded by: Brian Hilverda

Result: all in favor; motion carries

VIII. Adjourn

Motion: To adjourn at 9:15 p.m.

Made by: Brian Hilverda

Seconded by: Debbi Burr

Result: all in favor; motion carries

Signature of Board Secretary

Date

Recorded by DR