



**Xavier Charter School
Board Meeting Minutes
May 10, 2017
6:00 p.m.**

I. Roll Call Attendance

6:03 p.m. Debbi Burr, chairperson, in the Chair. Debbi Burr- present, Melissa Crane – present, Heather Roberts – present, and Brian Hilverda – absent

II. Approval of Agenda – Amendment of the agenda to remove item (g) under Reports/Discussion Items because of the lengthy Board meeting and more information is still needed. Add an executive session after Candidate Forum because of timeliness needed in a decision from the Board regarding an event this weekend. Add item (c) 16- 17 Calendar because of a shortage of hours for this school year. Add item (e) Board Appointment because of the need to help with the stability of the Board, and they did not know they could appoint a Board member until Tuesday.

Motion: To approve the agenda as amended

Made by: Melissa Crane

Seconded by: Heather Roberts

Result: all in favor; motion carries

III. Consent Agenda –

- A. Approval of minutes from the April 12th meeting
- B. Approval of minutes from the May 2nd meeting
- C. Approval of April Accounts Payable
- D. Approval of April Building Petty Cash Accounts Payable
- E. Policies: 2620, 2700P (2nd + Reading) 5400 (Second Reading)

Motion: To approve consent agenda

Made by: Melissa Crane

Seconded by: Heather Roberts

Result: all in favor; motion carries

IV. Executive Session as per Idaho Code 74-206 (1) Subsections (b) Parent/Student 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**, at 6:49 p.m.

Made by: Melissa Crane

Seconded by: Heather Roberts

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

Motion: To come out of Executive Session at 7:45 p.m.

Made by: Melissa Crane

Seconded by: Heather Roberts

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

V. Public Input – None

VI. Reports/ Discussion Items

A. Student Activities - Ms. Brynne Wallace, a Sophomore Representative, stated that James and the Giant Peach will be performed May 12 and 13; Strawberry Festival will be from 1-4pm May 13; Showcases will be happening May 22-25, Superhero dress-up day is May 26; and Graduation will be June 2.

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

1. Becky Baird- Grammar Schools: She will give her report next month.

2. Lisa Thompson–Logic School: She stated the Chobani announced the winner to be Paige Hanby who won with a yogurt dressing recipe. She also informed the Board that Friday would be the Science Fair presentation at 8:30 a.m. by Monsanto and will award 1st, 2nd, and 3rd place winners with gift certificates. She stated that the 7th-8th graders participate in science presentations through reports. She stated that they are looking for a kindergarten and 6th grade teacher and that new student interviews have been happening during this month. She also stated that the school appreciates the donation that Magic Valley Electric made to hook-up electricity to the sign outside.

3. Brian Loosli – Rhetoric School: He stated working on hiring teachers and is also doing new student interviews.

4. Gary Moon – Head of Schools: He stated the web page launching will be within a few weeks. He informed the Board that a copy of enrollment was in packet for their review and that the donated telescope is by the stage in the gym. Mr. Moon stated that the School Law Conference he went to was excellent and that he will be fixing some things he learned that needs to be addressed immediately. He stated that all ISAT testing is finished and that he will be following-up with potential people to hire later tonight.

C. PFA Report – Cheri Aiello: She stated the last meeting for the school year will be tomorrow, and it will include elections for officers. She said that the Field Day will

be happening towards the end of the school year, Spirit Night will be at Pizza Pie Café, May 22-25, and the School Supplies Fundraiser is going to need help from volunteers.

D. Strawberry Festival Committee Report – Mrs. Thompson stated the Festival planning is going well, and it will be happening Saturday, May 13. Mrs. Sheryl Liu-Philo gave an update on the amount of proceeds from jam and t-shirt sales.

E. Building Committee Report – Mr. Loosli stated that Bill Hamlin will be sending a document of how much things will cost and will project the cost for his services.

F. Curriculum Coordination- Mr. Loosli said that different departments are meeting and putting together class descriptions.

G. Public School Funding Formula Committee – Mr. John Kapeleris presented a list of senators to contact because the funding for charter schools will be changing.

H. Reminder to Attend Graduation- Mrs. Burr stated the Board sits on the stage during graduation and will be handing out diplomas June 2. She asked that everyone be there ½ hour before it starts.

VII. Action Items

A. Business Manager's/Building Petty Cash Reconciliation Report – Mrs. Liu-Philo presented the monthly financial reports and gave the Board the opportunity to ask questions. She reminded everyone that a Budget Meeting will be held May 16th at 5:30 p.m.

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

Made by: Melissa Crane

Seconded by: Heather Roberts

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

B. 17/18 Calendar – Mr. Moon presented to the Board two calendar options that the Calendar Committee created.

Motion: To approve the 17/18 School Calendar with start date after Labor Day with looking forward to the 18/19 Calendar and moving the start date back

Made by: Heather Roberts

Seconded by: Debbi Burr

Result: all in favor; motion carries

C. 16/17 Calendar – Mr. Moon stated the school is short seat hours, 3.13 hours and needs permission to make adjustments.

Motion: To give Mr. Moon the authority to make-up the needed time for 16/17 School Calendar

Made by: Melissa Crane

Seconded by: Heather Roberts

Result: all in favor; motion carries

D. Name Board Member to Count Ballots (26 May Morning) – Heather Roberts was named to count ballots at 12:15 p.m.

E. Resignation of a Board Member – Mr. Brian Hilverda would like to resign his Board position.

Motion: To accept the resignation of Brian Hilverda

Made by: Melissa Crane

Seconded by: Heather Roberts

Result: all in favor; motion carries

F. Board Appointment –

Motion: To appoint Trisha Neudorff to Seat 3 for 2 years on the Board

Made by: Debbi Burr

Seconded by: Melissa Crane

Result: all in favor; motion carries

Trisha Neudorff joined the Board 8:53 p.m.

G. Parking lot repair/Sealcoating- Mr. Moon presented 2 bids for the parking lot repair. An additional bid was not included because it was not received by the deadline.

Motion: To approve JD Sealcoating and Asphalt to repair/sealcoat the parking lot

Made by: Melissa Crane

Seconded by: Heather Roberts

Result: all in favor; motion carries

H. Fume Hood/Copier Purchase – Mr. Moon stated that a fume hood is needed. He also said they would like to purchase and replace one copier this year as part of the replacement plan for the two copy machines.

Motion: To approve, in the current school year budget, the purchase of 2 fume hoods for \$7,000 and purchase a copier \$11,000

Made by: Melissa Crane

Seconded by: Heather Roberts

Result: all in favor; motion carries

I. Policy Series Review: 3300-3620 – Policies were reviewed and a discussion was held by the Board on policies 3400 and 3410.

J. Social Media Policy & Extra-curricular Standards Policy – The Board held the first readings of these policies.

K. Policy Review: 5400F (1st Reading) The Board held the first reading of this policy and will be in the consent agenda.

VIII. Executive Session as per Idaho Code 74-206 (1) Subsections (a) hiring of public officials and contact request (b) Resignation (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 9:28 p.m.

Made by: Melissa Crane

Seconded by: Heather Roberts

Result: Roll Call: Melissa Crane- yes, Debbi Burr- yes, Heather Roberts – yes, Trisha Neudorff- yes all in favor; motion carries

Motion: To come out of Executive Session at 10:23 p.m.

Made by: Melissa Crane

Seconded by: Trisha Neudorff

Result: Roll Call: Melissa Crane- yes, Debbi Burr- yes, Heather Roberts – yes, Trisha Neudorff- yes all in favor; motion carries

Action Resulting from Executive Session:

Motion: To deny Student A from going to State Trap and Skeet in Boise this coming weekend

Made by: Melissa Crane

Seconded by: Trisha Neudorff

Result: all in favor; motion carries

Motion: To rescind Employee A’s previous non-renewal and approve the resignation

Made by: Melissa Crane

Seconded by: Heather Roberts

Result: all in favor; motion carries

Motion: To approve the resignation of Employee B

Made by: Melissa Crane

Seconded by: Heather Roberts

Result: all in favor; motion carries

Motion: To approve the resignation of Employee C

Made by: Melissa Crane

Seconded by: Trisha Neudorff

Result: all in favor; motion carries

Motion: To offer Employee Contracts to Employees D-H

Made by: Melissa Crane

Seconded by: Heather Roberts

Result: all in favor; motion carries

Motion: To purchase Lot#5 and for the Business Manager to operate financing for the purchase

Made by: Melissa Crane

Seconded by: Heather Roberts

Result: all in favor; motion carries

Newly-appointed Board Member, Trisha Neudorff, read the oath of office at 10:28 p.m.

IX. Adjourn

Motion: To adjourn at 10:36 p.m.

Made by: Trisha Neudorff

Seconded by: Melissa Crane

Result: all in favor; motion carries

Signature of Board Secretary

Date

Recorded by DR