



**Xavier Charter School
Board Meeting Minutes
November 9, 2016
6:00 p.m.**

I. Roll Call Attendance

6:05 p.m. John Kapeleris, chairperson, in the Chair. Debbi Burr- present, Melissa Crane – absent, Heather Roberts – present, Brian Hilverda – present, and John Kapeleris – present

Melissa Crane joined at 6:06 p.m.

II. Approval of Agenda – Amendment of the agenda to use the November agenda in place of the posted October agenda.

Motion: To approve the amended agenda

Made by: Brian Hilverda

Seconded by: Debbi Burr

Result: all in favor; motion carries

III. Consent Agenda –

- A. Approval of minutes from October 12th meeting
- B. Approval of October Accounts Payable
- C. Approval of October Building Petty Cash Accounts Payable
- D. Enrollment
- E. Policies: 1215, 2341, 8605 (2nd Reading+), Bylaws (2nd Reading)
- F. Approval of Counselor job description

Motion: To accept the consent agenda and remove item A and D

Made by: Debbi Burr

Seconded by: Heather Roberts

Result: all in favor; motion carries

Motion: To accept the October 12th minutes as amended

Made by: Debbi Burr

Seconded by: Brian Hilverda

Result: all in favor; motion carries

Enrollment spreadsheets were received by the Board.

IV. Public Input – None

V. Reports/ Discussion Items

A. Board Training- Mr. Joe Borton trained the Board in open meetings, agenda guidelines, governing rules, public records, and Robert Rules.

Motion: To amend the agenda to move item e. to item b

Made by: Brian Hilverda

Seconded by: Melissa Crane

Result: all in favor; motion carries

B. Foundation (Capital Campaign Kick-off) – Mr. Borton stated he would review the bond criteria and make a recommendation in regards to the Foundation.

C. Student Activities – A student presented a Pay-it-Forward project. She stated that she set-up and helped with Art in the Park for the day.

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

1. Becky Baird- Grammar Schools: She will report next Board meeting.

2. Lisa Thompson–Logic School: She stated that about \$11,000 will be raised from selling Butter Braids. She stated that they looking into doing a Strawberry Festival instead of the spring auction.

3. Brian Loosli – Rhetoric School: He stated that he is looking into possibly taking Juniors and Seniors to Boise Art Muesum, Philharmonic, and other places that would be beneficial for the students education.

4. Gary Moon – Head of Schools: Mr. Moon stated the training for the automated substitute calling program is close to being finished. He also stated that the cross country team will be invited to come to next month’s meeting. The cross country team was successful at the District (1st place) and State (4th place) competitions. He said that the magnetic door locks would cost around \$4,400. He also said that the front sign should be running in about 8 weeks. He invited Mr. Keene to present the 6-year and 4-year plans for students in 7th to 12th grade.

E. PFA Report – Cheri Aiello: Fall Frolic was well attended. They are selling long-sleeved shirts and sweatshirts on-line for a limited time. The Spirit Night for December will be at Pizza Café during Showcase, Monday-Thursday.

F. Grants Report (Name Grant Coordinator) – Ms. Dannah Robertson was named the Grant Coordinator.

G. Organization Chart- Mr. Moon stated that this item will be brought back next month.

H. Building Committee Report - Mr. Loosli presented the building needs and prospects into 3 levels of priorities. He will be meeting with Mr. Bill Hamlin to decide what to move forward with in regards to the level 1 priorities of building improvement.

I. Mission Specific Goals Committee Report – Mr. Moon reported that the committee met and decided to focus on four general areas: incorporating the Pay-It-Forward projects, pursuing SAT monitoring, monitoring recitations and memorization in the Grammar School, and incorporating a performance of arts.

J. Decennial: Chamber and other events – Mr. Kapeleris stated that the menu was selected. Mrs. Thompson said they will bus two classes of students over to Elevation 486 to perform for those participating in the Twin Falls Today lunch.

K. Bullying Report – Mr. Moon presented a survey that was taken by students a year ago, and the Board reviewed the results.

L. Questions for Representative Lance Clow (for December) – Mr. Kapeleris recorded questions that the Board would like to ask him.

M. Food Service - Mr. Moon presented solutions that a student had in regards to food service. Mr. Kapeleris stated that offering an increased variety of equipment, which could include a finger scanner, would help the food service. Mrs. Shannon Kruse stated she will check with Coeur d’Alene Charter School about their lunch program which includes bringing in other vendors to offer lunches. Mr. Moon stated that he would like to contact parents informing them that their child will receive a sack lunch once their lunch balance is over a certain dollar amount.

VI. Action Items

A. Business Manager’s/Building Petty Cash Reconciliation Report – Mrs. Sheryl Liu-Philo 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: Debbi Burr

Seconded by: Heather Roberts

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

B. Leadership Premiums– Mr. Moon presented the leadership premiums for the Board to review. The mentor premiums were discussed and will be brought back next month.

Motion: To approve the amended leadership premiums which removed the mentor premiums

Made by: Debbi Burr

Seconded by: Melissa Crane

Result: all in favor; motion carries

C. SAT date – Mr. Moon stated that a date change to the school calendar for SAT was needed.

Motion: To designate April 11, 2017 as the SAT day

Made by: Debbi Burr

Seconded by: Brian Hilverda

Result: all in favor; motion carries

D. Policy Review: 5400 (2nd + Reading), 2125, 5440 (2nd Reading), 2310-2800, 5450 (1st Reading) - The Board held the readings of these policies. All policies will be in the consent agenda except for policies 2396, 5440, and 5450.

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 9:47 p.m.

Made by: Heather Roberts

Seconded by: Debbi Burr

Result: Roll Call: Melissa Crane- yes, 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 11:01 p.m.

Made by: Debbi Burr

Seconded by: Brian Hilverda

Result: Roll Call: Melissa Crane- yes, 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 move to declare an emergency area of need for the 2016-2017 school year in dance and hire Employee A to fill the position of Dance Teacher

Made by: Melissa Crane

Seconded by: Brian Hilverda

Result: all in favor; motion carries

Motion: To retain counsel discussed in Executive Session

Made by: Brian Hilverda

Seconded by: Debbi Burr

Result: all in favor; motion carries

Motion: To come out of Executive Session at 11:03 p.m.

Made by: Melissa Crane

Seconded by: Debbi Burr

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

VIII. Adjourn

Motion: To adjourn at 11:03 p.m.

Made by: Melissa Crane

Seconded by: Debbi Burr

Result: all in favor; motion carries

Signature of Board Secretary

Date

Recorded by DR