



**Xavier Charter School  
Board Meeting Minutes  
December 14, 2016  
6:00 p.m.**

**I. Roll Call Attendance**

6:00 p.m. John Kapeleris, chairperson, in the Chair. Debbi Burr- present, Melissa Crane – absent, Heather Roberts – absent, Brian Hilverda – present, and John Kapeleris – present

Heather Roberts joined at 6:02 p.m.

**II. Approval of Agenda** – Amendment of the agenda to remove discussion item c. and h. and remove policies 4420 and 4420F from the action item e.

**Motion:** To approve the agenda with amendment to discussion and action items

**Made by:** Debbi Burr

**Seconded by:** Heather Roberts

**Result:** all in favor; motion carries

**III. Consent Agenda** – Amendment of agenda to remove policies 2700a, 2720, 2730, 2620, and 2620P from the consent agenda

- A. Approval of minutes from November 9<sup>th</sup> meeting
- B. Approval of November Accounts Payable
- C. Approval of November Building Petty Cash Accounts Payable
- D. Policies: 2370-2800 (2<sup>nd</sup> Reading), 2125, 5400 (2<sup>nd</sup> Reading+)

**Motion:** To approve consent agenda with removed policies

**Made by:** Debbi Burr

**Seconded by:** Heather Roberts

**Result:** all in favor; motion carries

**IV. Public Input – None**

**V. Reports/ Discussion Items**

Melissa Crane joined at 6:33 p.m.

- A. **Legislative Issues: Representative Lance Clow, Terry Ryan, and Anthony Warn** - The Board discussed legislative issues with Mr. Clow, Mr. Ryan, and Mr. Warn.
- B. **Replication** – The Board held a discussion on the process to replicate and what funding is available.

**C. Lead Teacher/Head of Schools Reports/Student Outcomes**

**1. Becky Baird- Grammar Schools:** She stated that the Jingle and Mingle Craft show was a success, and the Library (K-6) will have new furniture and books for January.

**2. Lisa Thompson–Logic School:** She stated that a 6<sup>th</sup> grade student will be competing in the Patriot’s Pen at the state level. She stated that 56 students were hosted in Mr. Moon’s office for top sales for Butter Braids. She also stated that she is wanting to schedule college students who attended Xavier to speak to the 5<sup>th</sup> -8<sup>th</sup> grades.

**3. Brian Loosli – Rhetoric School:** He stated that Bill Hamlin will give him some rough numbers in January for building costs. He informed the Board that a new sound system on permanent loan was installed in the gym.

**4. Gary Moon – Head of Schools:** Mr. Moon stated that there is no incentive or advantage to do early accreditation unless the school gets a discount. Xavier had a lockdown drill in November and there are a few areas that will be addressed to help improve the drill. These areas include window coverings and speaker systems added to a few areas in the building. Automatic door locks will be installed during the Christmas break. The digital sign will be shipped and installed next to the modulars in the first part of January. Mr. McNurlin will be going to a shooter training for Xavier. Alternate authorizations have been approved except for one which will be in February.

**D. PFA Report – Cheri Aiello:** PFA bought 150 chairs for Xavier. The next teacher luncheon will include massages. It was also stated that Pizza Pie Café fundraiser will be this week. The PFA is working on a wish list with Scholastic and Amazon for the library.

**E. Foundation (Capital Campaign Kick-off) -- Mr. Hilverda:** He stated that he recommends that a fund be created under the schools 501c(3). He stated the Phoenix Fund would need a separate checking account. The Board named two signers for the new checking account: Mrs. Sheryl Liu-Philo and Mr. Hiverda. The Board discussed who the committee should include and stated that a board member, PFA member, school finance member, and parent volunteers should be included. The Board named Mr. Hilverda the chairperson of the Phoenix Fund.

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

**G. Decennial: Twin Falls Today Itinerary – Mrs. Thompson** stated that cold sandwiches and a salad will be served for the Twin Falls Today event, January 10 from 12 p.m.-1p.m. She also informed the Board that the 1<sup>st</sup> grade, Eclatante, and Mr. Moon will be the program for 20-25 minutes. Mel Wiseman will be honored on Arbor Day.

**H. Advanced Opportunities – AP vs Dual Enrollment:** A discussion was held on the pros and cons of AP and dual enrollment.

**I. Food Service (Kitchen) – Mr. Loosli** stated that he had a priority list of items that the kitchen was in need of to improve that area. The Board held a discussion, and it will be brought back next month.

**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:** 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

**B. Cross Country–** Mr. Moon stated that the Cross Country team needed approval to continue. He suggested that the Board consider offering transportation by bus, but it will be funded by the team.

**Motion:** To approve the cross country teams on a permanent basis except for Xavier does not pay for their cost of transportation

**Made by:** Brian Hilverda

**Seconded by:** Melissa Crane

**Result:** all in favor; motion carries

**C. Donations –** Telescope will be using Mr. Brad Hansen as a contact for the donation. A grapevine will be donated to Xavier and can be planted along the chain link fence on the north side of the school.

**D. Pepper Spray – Policy 3330 :** Mr. Moon stated that there is not a district policy regarding pepper spray. He recommended not putting it in a policy, but including it in the student handbook.

**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 9:20 p.m.

**Made by:** Debbi Burr

**Seconded by:** Melissa Crane

**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 9:44 p.m.

**Made by:** Debbi Burr

**Seconded by:** Melissa Crane

**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 amend agenda and only review Policies 5440 and 5450 of section VI. (E) and Policy 5340 of section VI. (F) because of poor road conditions

**Made by:** Brian Hilverda

**Seconded by:** Debbi Burr

**Result:** all in favor; motion carries

**E. Policy Review: 5450 (2<sup>nd</sup> Reading), 5440 (2<sup>nd</sup>+ Reading):** The Board held readings of these policies.

**Motion:** To approve policy 5450 as amended

**Made by:** Brian Hilverda

**Seconded by:** Debbi Burr

**Result:** all in favor; motion carries

**Motion:** To approve policy 5440 as amended

**Made by:** Brian Hilverda

**Seconded by:** Debbi Burr

**Result:** all in favor; motion carries

**F. Fall Policy Updates: 5340 (1<sup>st</sup> Reading):** The Board held a reading of this policy.

**Motion:** To return to Executive Session at 10:15 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

**Motion:** To come out of Executive Session at 10:25 p.m.

**Made by:** Brian Hilverda

**Seconded by:** Melissa Crane

**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 authorize chair to execute on discussed items proposed after 2017

**Made by:** Brian Hilverda

**Seconded by:** Debbi Burr

**Result:** all in favor; motion carries

**VIII. Adjourn**

**Motion:** To adjourn at 10:26 p.m.

**Made by:** Melissa Crane

**Seconded by:** Debbi Burr

**Result:** all in favor; motion carries

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**Signature of Board Secretary**

**Date**

**Recorded by DR**