



## **Xavier Charter School Board Meeting Minutes January 24, 2013 6:00 p.m.**

### **I. Roll Call Attendance**

6:09 p.m. call to order James Wallace- present, Melissa Crane- present, Debbi Burr- present, Mark Lambert- absent, and Joan Hurlock- present

### **II. Approval of Agenda**

**Motion:** To approve the agenda, PFA report will be moved to the beginning of the meeting.

**Made by:** James Wallace

**Seconded by:** Joan Hurlock

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

### **III. Approval of Minutes** November 19<sup>th</sup>, December 19<sup>th</sup>, January 3<sup>rd</sup> and January 10<sup>th</sup>

**Motion:** To approve the minutes of November 19<sup>th</sup>, December 19<sup>th</sup>, January 3<sup>rd</sup> and January 10<sup>th</sup> with further clarification regarding Mr. Wiseman's contracted amount on the December 19<sup>th</sup> minutes.

**Made by:** Melissa Crane

**Seconded by:** Joan Hurlock

**Result:** Motion carried, all in favor

Mr. Lambert arrived 6:16 p.m.

### **IV. Public Input – no public input**

### **V. Board Items**

**A. Update on lease** – The lease has been re-negotiated for this fiscal year. Mrs. Burr spoke with our landlord on Friday and he has re-stated that he is willing to do whatever it takes for Xavier to get in a financial situation to purchase the building, including extending the current lease amount for multiple years.

**B. Public Charter School Commission Meeting** – We will meet on February 14, 2013, as requested by Xavier's School Board. The informational packet has been received by the commission and at this time there are no questions.

**C. Alternate Graduation Policy – 2700 (p)** – passing the 10<sup>th</sup> grade ISAT is a graduation requirement. We need to have a policy in place to address graduation in the event a student does not pass which could show the student has proficiency in the material required. Mrs. McAllister has drafted a policy that will address this requirement. Policy 2715 was presented to the board and it will be posted for the public to view.

**D. Administrative Evaluation** - an evaluation must be completed by the end of February on the Head of Schools. Mrs. Burr would like to form a team to work on this requirement. The team will consist of Debbi Burr and Mark Lambert.

**E. Teacher Evaluation** – Xavier has implemented the Danielson Model for teacher evaluation with an additional component to include an evaluation on Great Expectations. Under the State regulations the evaluation of staff must include fifty percent student growth and parent input and fifty percent Danielson Model. We have created a parent input survey and discussions are being held with staff on student growth measurement tools.

**F. Security** – Twin Falls Police Department will meet with Mr. Biggers next week to become more familiar with our school and emergency crisis plan. During the February in-service day on February 15<sup>th</sup> staff will receive additional training on the plan. February 5<sup>th</sup> there will be a training on security and safety in schools at Roper Auditorium that Mrs. Burr will be attending

## **VI. Business**

### **A. Business Manager's Report**

#### **1. Approval of Bills –**

**Motion:** A motion was made to ratify the approval of the monthly bills.

**Made by:** Melissa Crane

**Seconded by:** James Wallace

**Result:** Roll Call vote: James Wallace – yes, Melissa Crane – yes, Debbi Burr – yes, Mark Lambert – yes and Joan Hurlock – yes, motion carried

**2. Monthly Financials** – Mr. Phelan presented the monthly financial reports to the board and gave the board an opportunity to ask questions.

**B. 2012/2013 Budget Amendment** – The budget amendment was presented to the board by Mr. Biggers, overall there is a net decrease of 13% on the revenue and expenses. The floor was open to questions from the public.

**Motion:** To approve the amended budget.

**Motion Made by:** James Wallace

**Seconded by:** Joan Hurlock

**Result:** Roll Call vote: James Wallace – yes, Melissa Crane – yes, Debbi Burr – yes, Mark Lambert – yes and Joan Hurlock – yes, motion carried

**C. Hot Lunch Update** – In November the hot lunch program was found to be out of compliance with the State in several areas. Mr. Phelan has been working toward making the necessary changes. He anticipates having these items cleared up by the end of February.

## **VII. Reports**

### **A. PFA Report**

1. **Shirt Sales** – all shirts have been dispersed
2. **Grandparents' Day** – will be held in March and the PFA will be selling magnets for the vehicles
3. **National Reading Day** – was very successful
4. **Field Day** – coming up in the spring

**B. Administration**

1. **Grammar School – Becky Baird**
  - a) **Library Grand Opening** – The Grammar School has begun checking out books this week.
  - b) **AimsWeb Benchmarking** – The Winter Benchmarking tests were administered last week and we are awaiting the results to become available.
  - c) **Grammar School Classroom Visits** – Mrs. Baird has been visiting the classrooms and enjoying seeing what is happening in Grammar School.
  - d) **Grandparents' Day** – March 7<sup>th</sup> will be Grandparents' Day for K-12
2. **Logic School – Lisa Thompson**
  - a) **Teacher Evaluation** – Discussed above
  - b) **Willie Wonka** – Was held on the evening that school was closed for the snow day so our numbers were down.
  - c) **School-Wide Morning Meetings** – We will be splitting the morning meetings into Grammar School and Logic/Rhetoric School.
  - d) **IEP/504** – The 504 and IEP meetings are on-going.
3. **Rhetoric School – Tiffanie McAllister**
  - a) **National Merit Scholar and PSAT** – You must be a junior to qualify for National Merit Scholars. The State, however pushes sophomores to take it. We will encourage our juniors to take it a second time in the fall of their junior year so they qualify for this award.
  - b) **Accreditation** – The date for our accreditation will be set for the Fall of 2013.
  - c) **Saturday School** – January 12<sup>th</sup> was the last date. The next Saturday School will be held February 23<sup>rd</sup>.
  - d) **Butter Braids Awards Jan. 21<sup>st</sup> at 8:00 a.m**
  - e) **Winter Dance** – Was held on January 18<sup>th</sup>
4. **Head of Schools**
  - a) **Safety and Crisis Response Plan** – Discussed above in Security
  - b) **Parking lot** – Discussed above in security
  - c) **National Assessment Education Program** – This will be given to all 8<sup>th</sup> and 12<sup>th</sup> graders.

**VIII. Student Issues- none**

**IX. General Information -none**

**X. Executive Session Time in 8:45 p.m.**

Motion: To go into executive session to (b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student; (c) To conduct deliberations concerning labor negotiations or to acquire an interest in real property which is not owned by a public agency; (f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated as per I.C. 67-2345.

Made by: James Wallace

Seconded by: Mark Lambert

Result: Roll Call vote: James Wallace – yes, Melissa Crane – yes, Debbi Burr – yes, Mark Lambert – yes and Joan Hurlock – yes, motion carried

Motion: To resume regular session at 10:15 p.m.

Made by: Melissa Crane

Seconded by: Mark Lambert

Result: All in favor, motion carries.

**XI. Adjourned at 10:17 p.m.**