



Xavier Charter School Board Meeting Minutes May 15, 2013 6:00 p.m.

I. Roll Call Attendance

6:00 p.m. call to order James Wallace- present, Melissa Crane- present, Debbi Burr- present, Mark Lambert- present, and Joan Hurlock- present

II. Approval of Agenda

Motion: To approve the agenda with the following changes: add a discussion on teacher contracts under the budget category.

Made by: James Wallace

Seconded by: Mark Lambert

Result: all in favor, motion carries

III. Approval of Minutes – A motion was made to approve the minutes of April 9th, 18th and 30th

Made by: James Wallace

Seconded by: Mark Lambert

Result: all in favor, motion carried

IV. Public Input – none

V. Board Items

A. Bonding Update – Jim Blanford –item tabled until June

B. Health Insurance Update –Lisa Thompson presented an update to the board regarding health and dental insurance renewal and/or changes. Cody McQueen presented health and dental insurance rates from the providers that submitted quotes.

C. Board Election - Board elections will take place during the showcases, May 20, 21, 22, and 23.

D. School Calendar for FY 2013/2014 – Thad Biggers presented the proposed calendar to the board. Becky Baird presented a plan for adding 3 days to the contracts of the teachers. This will be used to provide more training for our teachers.

Motion: A motion was made to approve the calendar as presented.

Made By: James Wallace

Seconded By: Melissa Crane

Result: All in favor, motion carried

E. 2013/2014 Budget Update – Thad Biggers presented an update on the current year’s budget and cash flow. Mr. Biggers also presented information to the board regarding questions that came up while planning the 2013/14 Budget.

F. Budget Hearing Date – June 20th This date will need to be published and the administration team will have this done.

1. Teacher Contracts - Thad Biggers presented information from the State Department of Education regarding teacher contracts. This information relates to what category of contract that teachers should receive. Mr. Biggers would also like to get contracts to the teachers by Thursday, May 16th.

G. Boys and Girls Club Bussing – table this item until June

H. Preliminary ISAT Result – Thad Biggers presented information regarding the preliminary ISAT results. The scores went up across the board. Mr. Biggers also presented information on how the Stars system works in regards to student growth.

I. New Student Application – Becky Baird had presented a new student application to the board and provided the board with an opportunity to ask questions. Mrs. Baird reinforced that this application is a tool to provide new students an opportunity to understand our school better. There is at least one other charter school in Idaho that is using this application process and they have been very happy with the results.

J. Rhetoric School Retention – Debbi Burr discussed the need to gather information from our students that are not returning for the purpose of retaining our students in the Rhetoric School. The administrative team addressed what the school is doing to get this information. The board charged the administrative team to continue to pursue the reasons students wish to leave.

K. Building Maintenance -

- 1. Roof** – tabled until June
- 2. Outdoor Sprinkler System**- Thad Biggers presented information to the board regarding maintenance of the sprinkler system.

L. Bubble Class for 2013/2014 - Mr. Wallace had questioned during the budget meetings if it would be beneficial to bubble one class for next year. Considerations include space, staffing, budget and impact on student achievement. Mr. Biggers will prepare an analysis for the July meeting.

M. FY 2012/2013 Audit – The board has received a letter of engagement from Ware and Associates to perform the FY 2012/2013 Audit. The amount is within the budgeted amount of \$10,000.

Motion: To engage Ware and Associates to perform the annual audit.

Made by: James Wallace

Seconded by: Mark Lambert

Result: Roll call vote: Mark Lambert- yes; Melissa Crane – yes; Debbi Burr – yes; James Wallace – yes; Joan Hurlock - yes

VI. Business

A. Business Manager's Report

1. Approval of Bills – Mr. Phelan presented the bills to the board and opened the floor for discussion and questions.

Motion: Motion to accept the bills as presented

Made by: Mark Lambert

Seconded by: Melissa Crane

Result: all in favor; motion carries

2. Monthly Financials – Mr. Phelan presented the monthly financial information to the board and opened the floor to questions.

3. Cash Flow – Mr. Biggers presented a statement of cash flow to the board. The cash flow projection for the remainder of this fiscal year is favorable.

4. Hot Lunch Update – Mr. Phelan explained what revenue is still outstanding in this program. The projected loss appears to be less than originally reported. We have discussed having Twin Falls School District contract to do our hot lunch program. Mr. Phelan reported the results from the meeting with Twin Falls School District. The next steps are for us to submit a letter to Twin Falls School District and to appear before the board on June 10th.

5. LGIP – A second LGIP account has been opened in order to place the pre-paid rent refund and the funds from the Associated Student Body Account.

VII. Reports

A. PFA Report – Thad Biggers presented the new PFA board. Lisa Stienke reported on current PFA projects.

1. Field Day

2. \$11,464.10 balance in the PFA account.

B. Administration

1. Grammar School – Becky Baird

a) AIMSWeb – Spring Benchmarking has been completed

b) Grammar School Showcase – These will be held on May 21, 22 and 23

c) New Student Interview – These have been taking place. Most of these interviews have been for siblings of current students.

2. **Logic School – Lisa Thompson**
 - a) **Willy Wonka Production** – these performances were very successful
 - b) **New Student Interviews** – These are happening now and most of these are new to Xavier families.
 - c) **ISAT's** – The 6th grade math ISAT growth was high. Mrs. Thompson congratulated the Mrs. Larsen, Mr. Dickson and Mrs. Reyes for their work on this.
3. **Rhetoric School – Tiffanie McAllister**
 - a) **New Student Interviews** – These are happening and being followed up with an invitation to shadow.
 - b) **Senior Masterpieces** – These have been completed and will be finalized very soon.
 - c) **Report on Outstanding Students** – We had several students compete at the state and national level this spring and will be doing a press release.
 - d) **Report on Events** – Prom and Art Gala took place in the past month
 - e) **AP Exams** – These have been given and the results will not be available until July 1st.
 - f) **National Honor Society** – Induction was held last night.
 - g) **Bye Bye Birdie** – will be held this week
 - h) **Ave Nona** – 9th grade class event will be Friday
 - i) **Trap and Skeet Club** will be traveling to Boise to compete on the 17th and 18th.
- Head of Schools – Thad Biggers**
 - j) **Common Core Training** – Twelve of our teachers will be attending in June.
 - k) **Crisis Response Drill** - We will hold one more before school releases for the summer.
 - l) **Hiring** – We continue to interview candidates for open teaching positions.

VIII. Student Issues- none

IX. General Information – none

X. Executive Session Time in 9:19 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 and (c) conduct deliberations considering legal negotiations or acquire real property as per I.C. 67-2345.

Made by: Mark Lambert

Seconded by: James Wallace

Result: Roll call vote: Mark Lambert- yes; Melissa Crane – yes; Debbi Burr – yes; James Wallace – yes and Joan Hurlock - yes

Motion: To return to regular session at 11:02 p.m.

Made by: Melissa Crane

Seconded by: Mark Lambert

Result: All in favor, motion carried

Adjourned 11:02 p.m.