



**Xavier Charter School
Board Meeting Minutes
May 13, 2014
6:00 p.m.**

I. **Roll Call Attendance**

6:01 p.m. call to order James Wallace- present, Melissa Crane- present, Debbi Burr- present, Heather Roberts – present and Shawna May- present

II. **Approval of Agenda** – as posted

Motion: To approve the agenda

Made by: Melissa Crane

Seconded by: Shawna May

Result: all in favor, motion carries

III. **Board Candidate Forum** – The floor was opened for stakeholders to ask questions of the three candidates for the two upcoming openings on the board. The candidates included: Melissa Crane, Debbi Burr and John Kapaleris.

IV. **Approval of Minutes** –

Motion: To approve the minutes of April 14, 2014; April 15, 2014 and April 23, 2014 as amended

Made by: James Wallace

Seconded by: Shawna May

Result: all others in favor, motion carried

V. **Public Input** - none

VI. **Board Items**

A. **Install newest board member** – Heather Roberts was administered the oath of office and was given the code of ethics

B. **PFA Update** –Lisa Steinke reported regarding the PFA. The PFA concluded Teacher Appreciation Week which was very appreciated by staff. PFA has elections this evening and will report back with results. The final event of the year will be a field day for grades K – 4.

C. **School Safety/Security policy discussion** – The board held a discussion regarding the proposed safety and security policy. The board has been informed that the liability insurance carrier will no longer be insuring schools and we must find a new provider. In lieu of this development, Mrs. Burr recommends we table this policy until the school is able to secure insurance for the upcoming school year. Mr. Moon reported

on the security plan development and the lock down drill. The policy will be tabled and discussed no sooner than September 2014.

D. **Board Election** – Election begins the week of May 19th during the showcases.

E. **Teacher Resignation** – Mr. Moon presented a letter of resignation of one staff member

Motion: To accept the resignation of Mrs. Lorenz

Made by: Shawna May

Seconded by: James Wallace

Result: all in favor; motion carries

F. **Calendar strategic planning meeting** - June 24th from 6 p.m. to 9 p.m.

G. **Job Descriptions** – Mr. Moon presented job descriptions on several positions to the board. Business Manager, ISEE Coordinator, and Lead Team will be the next job descriptions that will be prepared.

H. **2014-2015 School Calendar** – Mr. Moon presented the proposed school calendar.

Motion: To approve the 2014-2015 School Calendar

Made by: Heather Roberts

Seconded by: James Wallace

Result: all in favor, motion carries

I. **Policies 5410 and 5410P Family Medical Leave** – The board reviewed proposed policies on Family Medical Leave.

J. **Policy Approval**

1. **3300-3620** – The board reviewed these policies and made adjustments. A second reading will be held at the June meeting.

VII. **Business –**

A. **Business Manager's Report**

1. **Presentation of bills** – Ms. Liu - Philo submitted the current liabilities to the board.

Motion: To approve the bills as presented

Made by: Shawna May

Seconded by: Heather Roberts

Result: Roll call vote: James Wallace –yes; Shawna May – yes; Melissa Crane – yes; Heather Roberts – yes; and Debbi Burr – yes; motion carries

2. **Monthly Financials** –The monthly financial statements were presented and the board was allowed to ask questions regarding these statements.

B. **ASB Funds** – Mr. Moon updated the board on the status regarding the accounting of ASB Funds.

VIII. **Reports**

A. **Administration**

1. **Grammar School – Becky Baird**, presented an update to the board

- a) **Core Knowledge Language Arts –**
- b) **Teacher Evaluations**
- c) **Showcases**
- d) **New Student Interviews**
- e) **Graduation/Medals**
- 2. **Logic School – Lisa Thompson**, presented an update to the board
 - a) **Jungle Book/Pirates of Penzance**
 - b) **Pemberly Ball**
 - c) **Title I Training**
 - d) **New 504's/IEP's**
 - e) **New student Interviews**
 - f) **8th Graduation – During Showcase May 22nd**
- 3. **Rhetoric School – Brian Loosli**, presented an update to the board
 - a) **Resumes**
 - b) **New Student Interviews**
 - c) **Teacher Evaluations**
 - d) **AP Exams**
 - e) **Showcase**
 - f) **Graduation**
- 4. **Head of Schools – Gary Moon**
 - a) **Enrollment -**
 - b) **SBAC - has been completed**
 - c) **Parent surveys for teacher evaluation**
 - d) **Cross Country Club for Logic School**

ix. **Executive Session** – Pursuant to Idaho Code 67-2345 (1) (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

Made by: James Wallace

Seconded by: Shawna May

Roll Call: Roll call vote: James Wallace –yes; Shawna May – yes; Melissa Crane – yes; Heather Roberts – yes; and Debbi Burr – yes; motion carries

x. **Adjourn: 10:01**

Motion: To adjourn

Made by: Melissa Crane

Seconded by: James Wallace