



**Xavier Charter School
Board Meeting Minutes
April 12, 2017
6:00 p.m.**

I. Roll Call Attendance

6:01 p.m. John Kapeleris, chairperson, in the Chair. Debbi Burr- present, Melissa Crane – present, Heather Roberts – present, Brian Hilverda – absent, and John Kapeleris – present

II. Approval of Agenda – Amendment of agenda to add item (a) hiring a public official to executive session and item (a) Resignation of Board Member to Action Items

Motion: To approve the agenda as amended

Made by: Debbi Burr

Seconded by: Heather Roberts

Result: all in favor; motion carries

III. Executive Session as per Idaho Code 74-206 (1) Subsections (b) HOS evaluation, administrative leave, employee resignations (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 6:03 p.m.

Made by: Debbi Burr

Seconded by: Melissa Crane

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

Motion: To come out of Executive Session at 6:56 p.m.

Made by: Debbi Burr

Seconded by: Melissa Crane

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

IV. Consent Agenda –

- A.** Approval of minutes from the March 8th meeting
- B.** Approval of March Accounts Payable
- C.** Approval of March Building Petty Cash Accounts Payable
- D.** Policies: 3050 (2nd + Reading)

Motion: To approve consent agenda

Made by: Debbi Burr

Seconded by: Melissa Crane

Result: all in favor; motion carries

V. Public Input – None

VI. Reports/ Discussion Items

- A. Student Activities -** Ms. Brynne Wallace, a Sophomore Representative, stated the events coming up for this month include Dress-up days, Chloe Wherry is attending National Poetry Out-loud, and Open Mic.
- B. Lead Teacher/Head of Schools Reports/Student Outcomes**
 - 1. Becky Baird- Grammar Schools:** She stated that she is excited to go to Boise State to recruit teachers on April 25. Mr. Lockwood will be arranging for the tree to be planted on campus for Arbor Day.
 - 2. Lisa Thompson–Logic School:** She stated the Chobani will announce the recipe winner tomorrow. She has been working on the Strawberry Festival and teacher applications are coming in for the 6th grade position.
 - 3. Brian Loosli – Rhetoric School:** He stated he needed policy 2720 brought for review next month in relation to graduation. He stated they are receiving applications for a Science Teacher position, and Dr. Keene is starting to create schedules for classes next year.
 - 4. Gary Moon – Head of Schools:** He stated the web page is moving forward, and it will be running by the end of the month. The telescope is very large and will be at the school soon. He stated testing went well, and he is continuing the process for interviewing for open teacher positions. He stated that the public charter commission would be willing help identify how to make mission specific goals work better for XCS. The commission does not want the goals submitted to them any longer.
- C. PFA Report –** Cheri Aiello: She stated that Spirit Night will be at Kiwi Loco on April 20th. Spirit Week will be at Pizza Café during the Showcases. They are working on the school supplies fundraiser and Field Day.
- D. Strawberry Festival Committee Report –** Mrs. Dannah Robertson stated that the information about the festival is getting out to the community, and it will include an auction, strawberry shortcakes, and other events.
- E. Building Committee Report –** Mr. Loosli presented a proposed plan for a possible building expansion. He said that he would be contacting Bill Hamlin.
- F. Phoenix Fund Committee-** Mrs. Liu-Philo stated that they are preparing for the Strawberry Festival. Mrs. Roberts stated she will represent the Board on the committee.
- G. Murdock Discussion –** Mrs. Crane stated when applying for the Murdock Trust we need to have a clear vision of what we want to do with the funding.

H. Enrollment Cap and Charter Commission Visit – Mr. Moon stated that the visit went well, and the cap for enrollment will not help because current students are staying at Xavier.

I. Bylaws Update – Mr. Moon stated that he submitted it to the State Charter Commission and should hear from Michelle within the next week.

J. Crosswalk light– Mr. Moon stated that he will be meeting with the city to see if Xavier can get 2 flashing LED lights (one of which will be paid with a grant Xavier received) and if the city can help with the costs.

VII. Action Items

A. Resignation of a Board Member – Mr. Brian Hilverda would like to resign his Board position.

B. Business Manager’s/Building Petty Cash Reconciliation Report – Mrs. 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 – absent, and John Kapeleris –yes all in favor; motion carries

C. Marketing Committee- Mrs. Crane will be on the committee. The committee will help with getting XCS out to the community which will include the website, video on the website, parent letters, and media.

D. 17/18 Calendar – This item will come back next meeting.

E. Approve Candidates and Set Ballot and Date for Candidate Forum – The Election Committee made a recommendation regarding the applications. The ballot was set and the Candidate Forum will be May 10th at 6 p.m.

Motion: To approve candidates for the 2017 Board elections

Made by: Heather Roberts

Seconded by: John Kapeleris

Result: all in favor; motion carries

F. Incumbent Candidate Applications – Revert the incumbent application to the original approved form.

G. Proposed Administrative Leave Policy (2nd Reading) – The Board held a 2nd reading on policy 5490.

Motion: To approve policy 5490
Made by: Melissa Crane
Seconded by: Debbi Burr
Result: all in favor; motion carries

H. Policy Review: 5280 and 5400 (1st Reading) 2620, 2700P, 3035 (2nd +Reading)
The Board held readings of these policies.

Motion: To archive policy 5230
Made by: Debbi Burr
Seconded by: Heather Roberts
Result: all in favor; motion carries

VIII. Executive Session as per Idaho Code 74-206 (1) Subsections (a) consider hiring of public official (b) HOS evaluation, administrative leave, employee resignations (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 10:10 p.m.

Made by: Melissa Crane
Seconded by: Debbi Burr

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

Motion: To come out of Executive Session at 11:23 p.m.

Made by: Melissa Crane
Seconded by: Debbi Burr

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

Action Resulting from Executive Session:

Motion: To authorize Debbi Burr to contact Evan Robertson to modify due diligence as discussed

Made by: Melissa Crane
Seconded by: Heather Roberts

Result: all in favor except for Debbi who abstained; motion carries

Motion: To offer certified contract to Employee A
Made by: Melissa Crane
Seconded by: Debbi Burr
Result: all in favor; motion carries

Motion: To not renew contract of Employee B
Made by: Melissa Crane
Seconded by: Debbi Burr
Result: all in favor; motion carries

Motion: To not renew contract of Employee C
Made by: Melissa Crane
Seconded by: Debbi Burr
Result: all in favor; motion carries

IX. Adjourn

Motion: To adjourn at 11:24 p.m.
Made by: Melissa Crane
Seconded by: Debbi Burr
Result: all in favor; motion carries

Signature of Board Secretary

Date

Recorded by DR