



Xavier Charter School Board Meeting Minutes November 30, 2012 6:30 p.m.

I. Roll Call Attendance

6:41 p.m. call to order James Wallace- present, Melissa Crane- present, Debbi Burr- present, Mark Lambert- present, and Joan Hurlock- absent

II. Approval of Agenda

Motion: Motion to accept the agenda.

Made by: Mark Lambert

Seconded by: James Lambert

Result: All in favor, motion carries

III. Presentation of Information

A. Outline Format of Meeting

B. James Wallace – Presented Information on Xavier School Board

1. **History of what board has been working on in the past year and a half**
 - a) **Strategic Planning**
 - b) **Administrative Restructuring and Organization**
 - c) **Policy Review and Revision**

C. Mark Lambert – Notice of Defect

1. **Question on Funding**
 - a) **May 2012 Audit, Federal Funding Accounting**
 - (1) **Funding has been accounted for**
 - b) **IRS Payroll Taxes 2010**
 - (1) **Received 2012 notice that was not paid by the company we contracted with for payroll and payroll tax reporting**
 - (2) **Proof has been provided to the IRS that the payment has been made**
 - c) **Failure to demonstrate fiscal soundness**

D. Debbi Burr – Demonstrate Fiscal Soundness

1. **Lease – April 2010**
 - a) **9 months examining the lease and the relationship to our budget**
 - (1) **Funding expected to stay about even**
 - (2) **Lease payment will go up each year**
 - (3) **Charter schools cannot seek an override levy**
 - (4) **These things will cause a shortfall in revenue when compared to expenses**
2. **Board considered options**
 - a) **Cut expenses**

- (1) Pay cuts
 - (2) 6th grade
 - (3) Cut programs
 - b) Increase enrollment
 - c) Lease Payment Options - \$450,000
 - (1) Budget and Revenue Projections to determine a reasonable, sustainable lease payment
 - d) How can we keep the doors open through the year
 - (1) Negotiated the lease payment - Mr. Jed Stevenson agreed to cap our lease at \$450,000 to allow us to keep our doors open
 - e) Purchasing the building
- E. Where are we now?
 - 1. Notice of Defect
 - a) December 4th State of Idaho Charter Commission Meeting
 - (1) Jed Stevenson will attend with Memorandum of Understanding about our lease payment
 - (2) Options from the commission
 - (a) Remove Notice of Defect
 - (b) Revoke Charter
 - b) February 15th hopes to have negotiations finalized with Mr. Stevenson

IV. Public Comment – the floor was open to public comment

V. Adjourn

Motion: Motion to adjourn the meeting at 7:26 p.m.

Made by: James Wallace

Seconded by: Mark Lambert

Result: All in favor – motion carries