



XAVIER CHARTER SCHOOL
1218 North College Road W
Twin Falls, ID 83301
(208) 734-3947 Phone (208) 733-1348 Fax

MINUTES: REGULAR BOARD MEETING

LOCATION: 1218 N College Rd W, TWIN FALLS IDAHO

6:00pm, August 11, 2011

Board Members present: Debbi Burr, Melissa Crane, Joan Hurlock, Mark Lambert and James Wallace.

Welcome and Introductions

DBurr called the Meeting to order at 6:06pm.

The Board members read the Mission Statement.

DBurr on behalf of the Board gave congratulations to Justin Lanting for receiving his certificate in Human Resources.

MCrane motioned to amend the Agenda to include a PFA report, a Principal report, and a statement concerning the dress code. Also, to have included in Executive Session the student issue. (See Executive Session area for the Idaho code number). JWallace seconded the motion to amend the agenda. All Aye and the motion carries.

MCrane motioned to approve minutes, 6/20/11, 07/12/11 and 07/21/2011, MLambert seconded, all Aye, motion carries.

PUBLIC COMMENT

Dori Madsen spoke on the need to open up the lines of communication.

INFORMATIONAL ITEMS

EBomgardner spoke to the student fees issue and the fact that Xavier would have to proceed with the fee schedule as posted during the budget process. Jlanting added that several types of fees, i.e.: dance shoes, art fees, parking fees, etc were not included in the budget posting process. Therefore, we will need to just go with the student fees and possibly prepare for the need of more fund raising as needed.

DRESS CODE

DBurr stated that the dress code will remain AS IS for the upcoming school year and it will be enforced. There will be NO "Jeans on Fridays"! DBurr further stated she feels that "we all need to talk with our children and explain why we have the dress code".

PFA REPORT

Delynn Bird stated that the PFA currently have \$28,716.90 in checking. There is \$3200.00 approved for the sound system. A cost effective solution for the sign is still being looked into, \$1500.00 has been set aside for seating in the library when it is completed. PFA has an additional \$2000.00 for playground equipment installation and the bark is being donated. Next month the PFA may be able to purchase an art printer or replace the laminator.

Concerning the 501 (c) (3), after speaking with several accountants and working with EBomgardner and JLanting, the PFA Board would like to take the issue to the whole PFA once more before it's final.

PRINCIPAL REPORT

EBomgardner stated Skyward was up and running, the purchase orders are much faster. The Honors program is in place and three Language Arts teachers involved with the program would like to make a presentation with an overview to the Board at the next regular meeting. Grades K-6 are full and 7th-12th are still getting requests for enrollment. Currently the IT department is looking for the right program to fit the lottery/waiting list needs of a Charter school. The process now takes up a very large amount of one Administrative assistance's time. All teaching positions are full at this time.

OLD BUSINESS

Attorney: JLanting stated that Xavier had retained the services of Mr. Sikes, \$250.00 per hour and also stated that possibly we should look into a local attorney for small matters. DBurr asked JHurlock and JLanting to go over notes to find the name and contact info for another attorney and then report back at the next meeting.

LETTER TO MR. LORD: DBurr asked EBomgardner if the letter to Mr. Lord had been drafted yet. EBomgardner stated it had not, but it would be completed prior to school starting.

PERSI: JLanting- We are current and balanced with PERSI, there are two errors to clean up in the reporting but they will be done in the next cycle.

MCrane-Asked if the penalties with PERSI had been paid for by Paragon? JLanting answered, not yet. Audit results and findings will be ready in October.

Audit time line: JLanting stated that the QuickBooks program sent from Paragon is useless, there are over 7,000 pages of junk that even the accountant can't figure out what to do with. Special Education fund: Title I and VI B are the most important at this time and the Associated Student Body funds are a "nightmare".

JHurlock- stated she is glad that the Paragon issue was not going to just “go away”, that she was glad it would be followed up on. DBurr- Thanked JLanting and the accounting department for the extra work being done.

BUILDING WARRANTY: EBomgardner- Work is on going on campus. The parking lot piece has not yet been addressed. DBurr- the Board would like to see the punch list. EBomgardner will send it to the Board. JLanting stated that two contractors still had not shown up to fix issues and it is JLanting’s belief that it may take a strongly worded letter from the attorney to get the work completed. According to Academica West, the person who represented Xavier and signed off for the building also signed off for the parking lots. JLanting will continue to keep the Board updated.

DISHWASHER: EBomgardner stated that there is nothing to report

COKE/PEPSI: EBomgardner stated nothing to report

MERIT PAY: EBomgardner will need to send the report to the State by September 1st. JHurlock reminded the Board that from the information she gathered from the Legislative Tour Meeting, our Local criteria needs to be in place before September 1st or the State will decide our criteria and payout plan. DBurr proposed a panel consisting of MCrane, JWallace, six teachers and EBomgardner to meet and work on a proposal for the Special Board Meeting in two weeks.

STUDENT AND PARENT SURVEY: EBomgardner will have the website link ready tomorrow or Monday. All information will need to be back by September 16th and after compilation the information will then need to be sent to the State.

BUSSING ROUTES: EBomgardner and JLanting, have met with Western States Bussing. Adjustments have been made and the zones are not yet set, signup cards will be available during registration. DBurr stated, “The intent at this time is to make certain that every child who needs to ride the bus has the option”.

POLICY 1210: BBaird gave a copy for the changes she would like to see made to this Policy to the Board for review; JWallace read the changed policy aloud.

BYLAWS CHANGES: DBurr stated, Now that the May/2011 changes have been made it is time to look at all of the Bylaws and make any changes in “one fell swoop” instead of pecking at them one at a time. One item to consider is: If we allow for public election of our Board Members, why do we not allow public recall? DBurr asked for a committee to be formed of two Board Members, two stakeholders and teachers to look over the Policies with an eye on new legislation. Volunteers at this time; MCrane, MLambert, EBomgardner and TBiggers (possibly).

DISCUSSION OF EXECUTIVE ASSISTANT POSITION: EBomgardner explained the reason for the back up is to assist Gina (accounting) and Stacey (enrollment) and the person could be used in the classroom if needed. It was stated that funding for the third front office person would come from Para funds. DBurr stated that lack of Para time in the classroom, educating was an issue last year. She is not comfortable with Para hours being used in the front office if the teachers need the support. DBurr questioned how

we will fund 20 Paraprofessionals if budget was created with only 14 ? JLanting answered that there is some funding in Administrative budget line item, but that we still have a number of open Para positions.

DBurr asked to move the discussion and vote for new teacher hire until after Executive Session.

MLambert moved to table the teacher discussion, JWallace seconded. All Aye, motion was passed

Wendy McGregor's letter of resignation was given to the Board.

DISCUSSION - MEL WISEMAN AND KELLY MURPHEY: Mel Wiseman and/or Kelly Murphey of Murphey Consulting have asked if they could "audit" Executive Sessions concerning particular topics like lease/facilities so that he can "learn" from the many issues our school faces as we grow. EBomgardner stated that he felt uncomfortable with having Mr. Wiseman included in Executive Sessions but that our school could use his consulting services at general meetings. DBurr asked EBomgardner to speak with Mr. Wiseman concerning a small fee for retainer and a signed agreement to enable Mr. Wiseman to be present to audit Executive Session only for very specific times and issues relating to our building and/or lease issues.

BOARD TRAINING: DBurr asked that GCakebread be sent the contact information from each Board member and their preferred method of contact be listed. Liz Killpack will offer training to the Board that will cost \$100.00 travel cost, she just needs two weeks' notice to book training. A reminder was stated for all present that according to the State 3-5 Board members can be together without it constituting a "Board meeting" when it is for training, there can be no deliberation or deciding.

DISCUSSION and VOTE on the Title designation for Mr. Bomgardner: DBurr stated that she is uncomfortable with EBomgardner using the title "Superintendent". On his contract it states he was hired as "Principal or School Director". These are the two titles that are going to be up for a vote – Principal or Head of School.

CALL TO VOTE: JHurlock-Principal MCrane-Principal MLamber-Principal JWallce-Head of school

The title designation for Mr. Bomgardner will be Principal/School Director

FINANCIAL INFO: JLanting stated that the checks were as stated in the handout check/PO statements. Paragon books are still a nightmare, the accountant can't make heads or tails of any of it and we (the Business office staff) are doing our best with what we can find. JHurlock moved to accept the financial report, JWallace seconded. Motion accepted.

There was discussion as to why we have not posted some minutes from earlier this year. MCrane stated if the audio minutes for Feb 10th 2011 meeting could be emailed to her and she will get the minutes typed up so that they could be placed on the website after Board approval. GCakebread stated that she would have the audio files sent to MCrane in the morning.

MCrane moved to go into Executive Session pursuant to Idaho Statute §67-2345(1) (a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of

individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general ;(b) To consider the evaluation, dismissal or discipline of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student; (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. The mere presence of legal counsel at an executive session does not satisfy this requirement.

MLambert seconded move to Executive Session at 9:10pm.

Roll Call vote: JWallace – Aye, MLambert- Aye, DBurr – Aye, MCrane – Aye, JHurlock - Aye

JWallace made a motion to end of Executive session. MLambert seconded.

Roll Call vote: JWallace – Aye, MLambert- Aye, DBurr – Aye, MCrane – Aye, JHurlock - Aye

Open session began again at 01:40am 08/12/2011

MCrane moved to approve class credit with adherence to the Administrative recommendation for Student A, MLambert seconded, all were in favor.

MCrane moved to deny class credit to Student B, JHurlock seconded, all were in favor.

MCrane moved to proceed with Employee A as discussed in Executive session, JHurlock seconded, all were in favor.

MCrane moved to approve signing of contracts for candidates as listed, except Candidate A. A second interview with Candidate A is to be conducted with a lead teacher and a Board member present.

MCrane moved to adjourn, JHurlock seconded. All – Aye.

Adjourned: 01:45am 08/12/2011