



XAVIER CHARTER SCHOOL
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MINUTES: Special Board Meeting

LOCATION: 1218 N COLLEGE RD W, TWIN FALLS IDAHO

6:00pm, August 25, 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 6:02pm.

DBurr asked that the 4th bullet point under Business Items be for Principal's report, the 5th be for a Financial report. Move the Vote to Approve Action Plan for Employee B, to be addressed after Executive Session. Additionally, the Vote to rescind action on Action Plan for Employee A will be moved to Business Items.

MLambert move to approve the agenda with the changes made to the agenda as listed above, MCrane seconded, all approved.

BUSINESS ITEMS

Legal Counsel

JLanting – reported the retention of the legal services of Joe Borton of the Borton-Lakey Law Firm. The retainer is for \$2,500.00 and then \$150.00 per hour, which includes fax, postage, etc. at no additional cost. The contract is an "At will" contract, if at any time the contract is void the unused portion of the retainer will be refunded to Xavier. JHurlock motioned to retain attorney Joe Borton, MCrane seconded, all approved.

Merit Pay

TMcAllister spoke to the Board with an update on the Merit Pay committee findings and the decision to use plan B (the increase of parental involvement by 20%), with the goal being to measure in three month increments. The local goal has to be met in order to qualify for the State portion.

JHurlock asked if there was a plan to increase parental involvement. BBaird answered, through workshops, encouraging current parent volunteers to sign in on the PFA Volunteer Tracking on the computer. This alone will bring the numbers up. Other ideas include offering stakeholder training in various things Xavier could count toward volunteer hours. JWallace motioned to approve the Merit Pay

Plan as shown in the "spirit" of Plan B, MCrane seconded, all approved. The Local district plan for Merit Pay needs to be submitted to the State by September 1st.

Liability Insurance Notification

DBurr requests that the list of Liability providers and the Employee notification form off of the State website be used. MCrane motioned to use the Liability providers list and Employee notification form from the Idaho School Board Association website, JHurlock seconded, all approved.

Para Education

JLanting reported that we have 90 days until we can possibly see an audit of the educational backgrounds and certifications of our Para Educators. There is a 30-60 day window to assist our Para's in preparing for and completing the PRAXIS testing. Filer and CSI both are testing sites and JLanting stated that there are two books in the office to help prepare for the testing.

ACH Approval

JLanting stated direct deposit forms are ready for signatures to allow the Xavier Business Office to process payroll through electronic deposit in October. JLanting has those forms ready for signing after the meeting.

Idaho High School Activities Association

EBomgardner stated that at this time Xavier is not a member of the IHSAA. There have been several requests that we join as a benefit for our students involved in drama, debate, choir and dance. JLanting stated that there was no line item budget for this expense. DBird of the PFA stated that the PFA may be able to add the membership fee as an action item at their next meeting.

JWallace moved to pay the membership fee for IHSAA, MLambert seconded, all approved.

Pre-enrollment report

JLanting-ADA/Attendance will be taken every day for the first 10 days of school. This will require monitoring.

Swing set

EBomgarden stated according to reports from the State Inspector, clearance for the original location of the swing set is inadequate. Additionally, the climbing wall needs to come down as it is a safety issue. DBurr would like more info with regards to the climbing wall.

Substitute Calling Service

JLanting offered need for a contract with a Substitute calling service. This service would free up the office staff while not putting the burden of finding a substitute on the teacher. JLanting stated there

were funds in the business and operations line item portion of the budget. The decision was made to table the Sub calling contract until the next meeting.

IT Para

EBomgardener shared the need for an Information Technology Para position; the person the administrative team is looking at for this position is very knowledgeable within the Powerschool program and has worked in the Filer school district for years. It was proposed to the Board as a 2 hours office and 2 hours IT position. The Board did not need to vote but EBomgardener requested the Board's "OK" with the position;

Library/Dance Studio

JLanting said Library construction will be on going. The dance studio will be completed and ready when school starts but extra coats of clear coat will need to be put on over the weekends. Bob Baird is the contractor for the project.

MCrane moved to rescind action taken on Action Plan for Employee A, JHurlock seconded, all approved.

MCrane motioned to move into Executive session; Pursuant to Idaho Code §67-2345 (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.

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

Open Session closed at 7:38pm

At 9:36pm MLambert moved to return to Open Session, JWallace seconded.

Roll Call Vote: JWallcae – Aye, MLambert – Aye, DBurr – Aye, MCrane – Aye, JHurlock – Aye

JHurlock moved to approve contract for the 4th Grade teacher, JWallace seconded, all approved.

MLambert moved to approve Action Plan for Employee A. JWallace seconded, all approved.

DBurr asked that a task force be formed consisting of Board, key Teachers, and Administration to put together a plan for the path and direction of the working relationship between the faculty, staff and administrative team. No parents will be included at this time on the Task Force. The Board, faculty, staff and administration will work together.

MLambert moved to adjourn, JHurlock seconded, all approved.

Adjorn: 9:39pm