



**XAVIER CHARTER SCHOOL
BOARD MEETING
NOTICE & AGENDA
Location: 771 North College Road
5:30 pm, May 11, 2010**

MISSION

The mission of Xavier Charter School is to instill in students a love of perpetual learning, an aspiration for personal achievement, and the capacity to become cooperative contributors of society.

Board Members Present: Emily Huber, Scott Hunsaker, Jeff Bulkley, Shawn Willsey, and Tracey Meyerhoeffer. Teresa Berry participated via conference call at 7:05 during executive session and remained in attendance until adjournment.

WELCOME AND INTRODUCTIONS

❖ **Approval of Agenda**

JBulkley asked to move executive session up in the order to follow the Providence Financial Discussion Item. He also asked to add the formation of a Building and Moving Committee to the end of the business items. JBulkley moved to approve the agenda as amended. EHuber seconded. The motion passed unanimously.

❖ **Adoption of Special Meeting and April Minutes**

SWillsey moved to approve April's Special Meeting and Regular Meeting Minutes as written. TMeyerhoeffer seconded. The motion passed unanimously.

DISCUSSION ITEM

❖ **Facility Long Term Financing/Purchase Options**

Brent Van Alfen provided background on Providence Financial and the services it offers charter schools. Specifically, Mr. Van Alfen discussed the options Xavier Charter School has in its desire to obtain long-term financing for the purchase of its new facility. General discussion regarding costs, fees, terms of engagement, due diligence, etc. of financial advisors. Mr. Van Alfen indicated he would send the board a proposed Advisory Agreement in the event they wanted to engage his services.

EXECUTIVE SESSION PURSUANT TO ID CODE SECTION 67-2345(1)(b) (CLOSED TO THE PUBLIC)

It was noted that it may be more appropriate to keep this agenda item at the end of the meeting as originally posted in case interested individuals had not yet arrived. (Item moved to last item)

6:00 PM REPORTS

❖ **PFA Report**

The PFA reported on the recent success of the Dance-a-thon and Jog-a-thon. They indicated that they had approximately \$35,000 in their operating account. The PFA provided an update on other planned fundraisers and opportunities. They noted there were openings on the PFA board, and new officers had been selected to shadow current officers to prepare for a transition to new PFA board members.

❖ **Budget Committee Report**

CFulcher provided the board with a recommendation for the budget. Up to 15% cuts from state. She noted that she was working to move as many expenses as possible to this year's budget in an effort to reduce expenses on the FY 2011 budget. She provided an overview of this year's budget process which included the formation of the budget committee, and then the administration's prioritization of line item expenses. She noted another savings would be going with an am and pm kindergarten class, and eliminating afternoon busing, as well as revisiting busing routes to be more efficient.

❖ **Nominating Committee Update**

JBulkley updated the board on the committee's activities. He noted that the committee met with the applicants and the Nominating Committee nominated Joan Hurlock and Scott Hunsaker, the election dates will be the 25th-27th to be held during the Spring Showcases. Renee Robbins asked to clarify the definition of "stakeholder." The definition as well as bios will be posted on the website.

❖ **Paragon Schools Report**

Clvie provided an update on recent grant opportunities. BFairbanks discussed kitchen design, lunch plan, and interviews for the lunch manager position. He provided a brief update on the facility and noted that a financial statements were included in the board packets if there were any questions.

❖ **Principal's Report**

CFulcher noted that FY 2010 enrollment numbers were not included in her report because the year is nearing its end. She noted that ISATS and IRI's are now under way. She discussed upcoming school performances and praised Xavier students on their diligent work on set design and production. Last day of school is June 4th. SHunsaker asked if there was an update on enrollment figures in the higher grades. She said she would provide that information, but did not have it on hand.

6:55 PM – BUSINESS ITEMS: (To be Voted Upon in the Board Meeting)

❖ **Discuss and Vote to adopt 2011 School Calendar – Thad Biggers**

TBiggers presented the proposed school calendar which needed to total 990 instructional hrs. He mentioned the differences next year will be the last day of school (June 3rd), all holiday breaks and staff development days will stay the same, but the secondary students will be coming in for a half day during the week prior to Labor Day; the rationale was based on the Great Expectations piece and Singapore Math, and to address scheduling issues. He noted that this will be very beneficial for new and returning students. This will also help the school achieve the required annual hours. General discussion regarding an early start for secondary students. JBulkley moved to adopt and approve the FY 2011 Calendar as submitted. EHuber seconded. The motion passed unanimously.

❖ **Discuss and Vote to revise Promotion Retention Policy 2600**

TBiggers shared with the board a new SDE rule regarding promotion to subsequent grades. TBiggers headed up a committee to draft a policy that would comply with the new requirements. He provided an overview of the terms of the revisions. SWillsey led a discussion on the application of this policy as well as its rationale. SHunsaker noted that this can be treated as the first reading of the policy. This item is to be placed on the June board meeting's agenda.

❖ **Discuss and Vote to revise Sick Leave Bank Policy 5415**

TBiggers indicated that after applying the terms of the policy, it became impractical. With that in mind, TBiggers recommended that the committee be reduced from six to five. SHunsaker noted that this can be treated as the first reading of the policy. This item is to be placed on the June board meeting's agenda.

- ❖ **Discuss and Vote to ratify April 8th board action relating to execution of lease documents**
JBulkley moved to ratify the election of current board members and the April 8th board action relating to the execution of the lease documents. TMeyerhoeffer seconded. The motion passed unanimously.
- ❖ **Discuss and Vote to execute contract for 2010 lawn care services**
Proposals for lawn care services had been requested and bid summary information was presented. JBulkley moved to authorize Shawn Willsey to execute the contract for lawn care services with Organic Lawn Care. TMeyerhoeffer seconded. The motion passed unanimously.
- ❖ **Establishment of Facility/Moving Committee**
JBulkley recommended that the board form a Facility/Moving committee to coordinate the move and storage. JBulkley to will head the committee up as the board representative. Thad Biggers will participate as well as one/two members of the PFA.

7:25 PM – EXECUTIVE SESSION PURSUANT TO ID CODE SECTION 67-2345(1)(b) (CLOSED TO THE PUBLIC)

EHuber moved to enter executive session pursuant to ID Code Section 67-2345(1)(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: TMeyerhoeffer: aye; SWillsey: aye; JBulkley: aye; SHunsaker: aye; EHuber: Aye. The motion passed unanimously.

SWillsey moved to exit executive session and resume open session. TMeyerhoeffer seconded. The motion passed unanimously.

JBulkley moved to approve the administrator's recommendation to extend the temporary suspension of the three students in questions an additional ten (10) school days. EHuber seconded. The motion passed unanimously. JBulkley moved to declare a finding by the board of trustees that immediate return to school attendance by the temporarily suspended students would be detrimental to other pupils' health, welfare or safety, and the board of trustees should extend the temporary suspension for an additional five (5) school days. SWillsey seconded. The motion passed unanimously.

TMeyerhoeffer moved to approve the administrator's recommendation for the following positions: Jonathan Lord - science, London Jenks –science/math, Renee Robbins - 4th grade, Douglas Fisher - music, Darran Pfafflin – History. EHuber seconded. The motion passed unanimously.

EHuber moved to adjourn the meeting. TMeyerhoeffer seconded. The motion passed unanimously.