



## **XAVIER CHARTER SCHOOL BOARD MEETING MINUTES**

**Location: 1218 North College Road  
Twin Falls, Idaho  
5:30 pm, March 10, 2011**

### 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:** Tato Muñoz, Emily Huber, Joan Hurlock, Teresa Berry, Shawn Willsey (arrived at 5:55 pm)

#### **Approval of Agenda**

EHuber moved to approve the agenda. TMuñoz seconded. It was requested the Cody McQueen be added to the agenda to discuss benefits. TMuñoz moved to approve the amended agenda. JHurlock seconded. The motion passed unanimously.

#### **Approval of Minutes**

JHurlock noted that the February 10<sup>th</sup> minutes required amendment. SWillsey noted a date/time change, and TBiggers indicated an end time should be included. EHuber moved to table approval of the February 10, 2011 minutes and to approve the February 22, 2011 meeting minutes. TMuñoz seconded. The motion passed unanimously.

#### **Discussion Items**

- ❖ Discussion of letter from the Board to update stakeholders.
- ❖ Cody McQueen talked about dental insurance and indicated he would schedule a meeting with staff next week.

#### **Reports**

- ❖ **PFA Report.** Amy Coleman provided the PFA report. She noted that she is not the acting PFA President, and there are two openings on the PFA board now and two for next year. Names are being accepted in April for elections in May. The PFA is working on t-shirts. They have turned in 10,000 boxtops. They are selling sweatshirts for \$16. The PFA is now working on their bylaws.
- ❖ **Vice Principal's Report.** TBiggers indicated enrollment is constant. Many of the enrollment papers are in and many students are returning. Teacher in-service went as planned. The curtain was installed during spring break. This is a busy time of year and there are upcoming events on the website.
- ❖ **Finance Committee Update.** SWillsey and TMuñoz have made progress. They

have added responses and made categories to answer questions. They have requested processes for state funding, fund raisers and grants, how they are disbursed and how payroll is handled. They have contacted Scott Hunsaker and they still have a lot of ground to cover. They will contact the State Department of Education on accounting for charter school requirements after spring break. They are going to send Tamara an email to update her.

### **Business Items**

- ❖ **Proposed Building Rental Policy 9100.** TBiggers read the proposed policy. SWillsey moved to accept the policy. TMuñoz seconded. The motion passed unanimously.

### **Public Comment**

- ❖ Mike Burr spoke for several minutes. He thanked SWillsey and TMuñoz for talking with him. He read the policy about public comment at meetings. Mr. Burr offered to pay \$5,000 towards forensic audit for the school.
- ❖ Debbie Burr indicated she has conducted her own investigation and asks the board to seek out answers to questions. She produced papers to the board which she believed to contain questionable accounting. She requested that the board seek out expertise in accounting.
- ❖ Delynn Bird asked if PFA money donated could be accounted for so the next fundraiser could be successful. Amy Coleman said the fundraiser is not intended to be door-to-door selling. Sam Beus thanks the board for their willingness to serve. He noted that if parents have PFA money questions, they should attend to the PFA meetings.

### **Discussion Items**

- ❖ **Board Training Plan.** Discussion on the need for a board training binder which might include orientation information for new members. JHurlock requested that the binder include the duties of all school personnel and how the school runs. SWillsey noted when a new board member starts their service, they need initial training.
- ❖ **EXECUTIVE SESSION PURSUANT TO ID CODE SECTION 67-2345(1)(f) (CLOSED TO THE PUBLIC).** EHuber moved to enter executive session pursuant to ID Code Section 67-2345(1)(f). TMuñoz seconded. Roll call vote; TMuñoz: yes; JHurlock: yes; EHuber: yes; TBerry: yes; SWillsey: yes. The board entered executive session 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.  
  
SWillsey moved to resume the open meeting. JHurlock seconded. The motion passed unanimously and open meeting was resumed.
- ❖ **Administration Transition Plan.** It was noted that John Hughes is on the committee. The board discussed the need to place an elementary and secondary

teacher on the committee and a founder on the committee. Dori Madsen volunteered to be on the committee.

- ❖ **Proposed Service Animals in School Policy.** TBiggers read the proposed policy. TBerry asked to add “guardian” in 14(b). Pamela Houston Powell said the schools needs to have this policy in place immediately and explained different uses of service animals.

### **Adjourn**

TMuñoz moved to adjourn. EHuber seconded. The motion passed unanimously and the meeting was adjourned.