



**XAVIER CHARTER SCHOOL
SPECIAL BOARD MEETING MINUTES
Location: 1218 North College Road
Twin Falls, Idaho
5:45 pm, May 4, 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: Teresa Berry, Shawn Willsey, Tato Muñoz, Joan Hurlock

Approval of Agenda

- ❖ TBerry called the meeting to order at 5:47 pm. TMuñoz moved to approve the agenda. JHurlock seconded. TBerry moved to amend the agenda to read a letter from board member Emily Huber. SWillsey moved to approve the agenda as amended. JHurlock seconded. The motion passed unanimously.
- ❖ TBerry read the letter of resignation from Emily Huber. Resignation effective at the June board meeting or until her position is filled.

Finance Subcommittee Report

- ❖ SWillsey presented the committee report. SWillsey and TMuñoz spent many hours turning over every stone. SWillsey listed sources of information. The committee tried to identify the main issues which were: accounting principles, bank accounts, audits, late bills. The committee did not find any nefarious actions. There were a few things procedurally that could be done better, but no misdeeds.

TMuñoz stated that JHurlock's presentation was not done in the best way. The recommendations that the finance subcommittee has for the board are as follows:

- adopt GASB
- implement cash management products
- review payroll company
- switch to electronic bill presentation
- utilize in-house software to maintain separate funds
- separate bank accounts for individual fundraisers
- subcommittee will prepare a presentation to stakeholders to educate them

SWillsey stated that Paragon and the Board are looking to end the contract. He sees things where they can be more efficient. He offered an apology to Paragon and intends to learn from this situation. JHurlock stated that she didn't mean to put Paragon in a bad light. Discussion between board members about final paragraph in subcommittee's report which states that JHurlock's presentation was unprofessional and reckless. JHurlock disagreed with the GASB and FASB procedure. SWillsey stated that the paragraph was correct information and came directly from the IFARMS handbook. TMuñoz moved to approve the report, as presented, to be forwarded to Ms. Baysinger. SWillsey seconded. TMuñoz, and SWillsey voted to approve the report. JHurlock opposed the motion. The motion carried and the report was approved by the board.

TBerry provided the board with a letter she received from Lisa Thompson, Chief negotiator for the teacher's association. The letter requested to negotiate for JOBS money. TBerry emailed Mrs. Thompson for clarification on the request.

Adjourn

TMuñoz moved to adjourn the meeting at 6:23 pm. SWillsey seconded. The motion passed unanimously and the meeting was adjourned.

From: Lisa Thompson <lthompson@xaviercharter.org>
To: Xavier Board <board@xaviercharter.org>
Sent: Tue, May 3, 2011 8:17:00 AM
Subject: Negotiations

Dear Xavier Board,

We, the teachers of Xavier Education Association and those we represent would like to set up a time to meet with the board to begin bargaining over the use of the JOBS money.

Thank you so much,
Lisa Thompson
Chief Negotiator

From: Emily Huber
To: Teresa Berry
Sent: Tue, May 3, 2011 9:29:35 PM
Subject:

Teresa, would you read this at the board meeting tomorrow.

I am resigning from the board effective the June board meeting, or until my position is filled. Serving on the board takes too much time away from my family and I would like to give someone else the opportunity. I love the school and will continue to be of any service that I can.
Thanks. Emily