



XAVIER CHARTER SCHOOL
Board Meeting Minutes
Location: 1218 North College Road
Twin Falls, Idaho
5:30 pm, June 14, 2012

I. Roll Call Attendance – 6:06pm DBurr – Present; MCrane – Present; JHurlock – Present; JWallace -Present; MLambert –Present

II. Approval of Agenda –MLambert amend the agenda with addition of resignations under Board Items (f). Also, adding approval of minutes for June 11th special board meeting. JWallace seconded, all-Ayes, motion carries.

III. Approval of Minutes – DBurr asked for a motion to approve the minutes, MLambert made motion to approve the minutes of May 10th and June 11th with the discussed changes, MCrane seconded approval of minutes. All- Aye, motion carries.

Public Comment-No one signed up to speak

IV. Board Items-

a. Ratification of Board Election results-60 votes were cast, 57 for James, 57 for Mark. MCrane made a motion to ratify election results, JHurlock seconded. Roll Call Vote: JHurlock-aye, MCrane-aye, DBurr-aye, MLambert-obstained, JWallace-obstained, motion carries.

b. Election of Officers-Board Chair; MCrane nominated DBurr, JHurlock seconded, all-ayes, DBurr to continue as Board Chair. JHurlock nominated MCrane for Vice Chair, MLambert seconded, MCrane nominated MLambert for Vice Chair, JWallace seconded, 4-ayes, 1-obstained, motion carries, MLambert is the Vice Board Chair. JWallace nominated MCrane to continue as Board Secretary, JHurlock seconded, all- ayes, motion carries, MCrane will continue as Board Secretary. JHurlock nominated JWallace to continue as Board Treasurer, MLambert seconded, 4-ayes, 1- obtained, motion carries, JWallce will continue as the Board Treasurer.

c. Board In-Service-BBaird presented more information concerning a marketing idea and stated that a committee will be formed and she would like to address the Board again after the July Board Meeting.

d. Policies-TBiggers recommended going over policies 1000-4000 tonight. DBurr asked if all policies were on the website for stakeholder review. TBiggers

informed her that they are. Policies were reviewed and will be adopted at the July Board meeting; the policies are available on the website for public comment, comments transfer directly to the Board from the website.

8:41pm short break

8:48pm return to meeting

e. Board Retreat- outline of retreat to include; self evaluation, strategic planning, look at developing an outcomes/goals plan. Board will also look over each section of the Charter sometime before school starts in the fall. Discussion: concerning the setting of the monthly meetings schedule for next year. Move meetings to be held at Xavier Charter School on the third Thursday of the month at 6pm, effective July 2012. JWallace made motion to accept the change to the third Thursday of the month, MLambert seconded, all-ayes, motion carries. Board Party: Will be held at JWallace's home on July 15th, there will be NO Business discussed at this event, there will be a posting on the website and at the building but NOT open to the public.

MLambert and JWallace read to Oath of Office.

VI. Business

a. Business manager's report-

- i. BLI Messaging Contract-contract to replace One-Call at a cost saving which will work within Power School system. MCrane made motion to approve the contract, JHurlock seconded. Roll Call Vote: JWallace-aye, MLambert-aye, DBurr-aye, MCrane-aye, JHurlock-aye, motion carries.
- ii. Cakebread Financial Services Contract- contract to provide Medicaid billing. MLambert made motion to approve contract, JHurlock seconded. Roll Call Vote: JWallace-obstain, MLambert-aye, DBurr-aye, MCrane-obstain, JHurlock-aye, motion carries.
- iii. Cleaning Services RFP-JLanting asked Board to allow for negotiation with Northside Cleaning for a lesser amount than they originally proposed, Board "Ok'd" negotiation.
- iv. Request for ASB Fee Hearing-JLanting asked to be allowed to post for Fee Hearing. Board agreed to posting of Fee Hearing.

b. Presentation of the Bills- Question, concerning the memo portion on A Caring Hands invoice was a keying error. DBurr requested a comparison

- on Edwise contract; billed services vs. contract, there is a RFP for this contracts service proposed for July meeting.
- c. Approval of the Bills-MLambert made motion to approve the bills, MCrane seconded. Roll Call Vote: JWallace-aye, MLambert-aye, DBurr-aye, MCrane-aye, JHurlock-aye, motion carries.
 - d. Financial Statement- DBurr would like JLAnting to talk with Ware& Associates about getting the funds to balance, Expense vs. Revenue. Also to get an opinion from Ware & Associates concerning the ASB fund. DBurr asked for a motion to add JWallace as a signer on the bank account. MCrane made motion to add JWallace as signer to bank account, JHurlock seconded. Roll Call Vote: JWallace-obstain, MLambert-aye, DBurr-aye, MCrane-aye, JHurlock-aye, motion carries.
 - e. Presentation of the Budget for 12/13-JLAnting presented budget. DBurr made statement thanking everyone for their hard work on the budget. JHurlock made motion to approve the Budget for 12/13, MCrane seconded. Roll Call Vote: JWallace-aye, MLambert-aye, DBurr-aye, MCrane-aye, JHurlock-aye, budget for 12/13 approved and adopted.

VII. Reports

- a. PFA – Summer session for PFA, at this time there are no returning PFA board members and no one as of yet wanting to be involved. DBird wants to meet with TBiggers over the summer to help with recruitment ideas for new members. Dance-a-thon raised \$9,000.00 after expenses.
- b. Administration-**HOS**-TBiggers, Public Charter School Meeting will be September 20th.
The 10/11 reconstruction is going well.
The Front Office next year may look a bit different in terms of duties, responsibilities, job descriptions, and work load. TBiggers will bring an example to the Board meeting in July. At this moment the idea would be to have SYoung back up front, add an additional secretary position and have KGlodowski working up front as well. The idea being to have SYoung assist with A/P, payroll, oversight of enrollment, lottery and Registrar. A kitchen manager will need to be hired. TBiggers will move into the office vacated by moving SYoung back up to front office. TBiggers asked the Board to authorize opening of the Kitchen Manager position and to hiring of an additional front office position. MCrane made a motion to open the Kitchen Manager position and Administrative Assistant position, MLambert seconded, all-ayes, motion carries.

TBiggers stated for the Board information only, SMcElliott will report to TMcAllister for scheduling/education piece and ISEE reporting will go to TBiggers.

Grammar Lead Teacher-BBaird discussed: The interviewing of grammar school teachers, the fundraising model, and the plan to have a Signapore Math/Great Expectations and K-6 night this summer. There will be Great Expectations teachers training for the incoming teachers in August. North Valley may partner with us on this training.

Logic Lead Teacher-TBiggers-will be turning over the reins of the Logic Lead Teacher position to Lisa Thompson at next month's meeting. TBiggers did mention the retention process is going on right now for the 7th & 8th grades. After the policy is approved, student handbooks will need to go out.

Rhetoric Lead Teacher-TMcAllister - VFW presented a few weeks ago-a 9th grader won the award for the best speech. New student council members have been voted in. Student Council plans to meet in August to plan. Scheduling and class updates, Pre-registration ended in May, changes are being made. Hopefully end of next week the master schedule will be ready for teachers. 15 students are taking IDLA or enrolled at Canyon Ridge for summer school. Interviews are being conducted for new students. 2 teachers will be going to AP training.

LThompson-spoke concerning the Teacher Evaluation tool: the Great Expectations model has been used in the past, the State adopted the Danielson model in 2009 and wants it to be fully implemented by 2014.

VIII. Building/Maintenance-No items at this meeting.

IX. Student issues- No items at this meeting.

X. Executive Session-Pursuant to Idaho Code §67-2345(1) (a) Pursuant to Idaho Code 67-2345 (1) (a) consider hiring of public official (b) consider evaluation, dismissal or disciplining or, to hear complaints or charges brought against an employee or student, (c) conduct deliberations considering legal negotiations or acquire real property (d) consider records that are exempt from disclosure as provided in chapter 3, title 9, Idaho Code (e) consider preliminary negotiations involving matters of trade or commerce in which the governing body in competition with governing bodies in other states or nations (f)communicate with legal counsel(g)consider custody review of Idaho Department of Juvenile corrections(h)custody review(i)communicate with schools risk manager or insurance provider on pending litigation (2) labor negotiations

MCrane motioned to move to executive session pursuant Code§67-2345(1) (a)
MLambert seconded. Roll call vote: JWallance-aye, MLambert-aye, DBurr-aye,
MCrane-aye, JHurlock-aye, motion carries.

Adjourn to Executive session at 11:03pm

XI. Return to Open Session- 11:14pm, MCrane made motion to return to open session, MLambert seconded, Roll call vote: MLambert-aye, JWallace-aye, DBurr-MCrane-aye, JHurlock-aye. All -Ayes, motion carries.

MCrane made motion accept the recommendation to hire Tina Phelan for 2nd grade and Cynthia Hall for 3rd grade each at 1 FTE, JHurlock seconded, all-ayes, motion carries.

XIII. Adjourn- MCrane made motion to adjourn meeting, MLambert seconded, all -ayes.

Meeting adjourned at 11:16pm