



**XAVIER CHARTER SCHOOL**  
**Board Meeting Minutes**  
**Location: 1218 North College Road**  
**Twin Falls, Idaho**  
**6:00 pm, November 10, 2011**

**I. Roll Call Attendance: 6:08pm**

MLambert – Present, DBurr – Present, MCrane – Present, JHurlock – Present

**II. Approval of Agenda** – JHurlock made a motion to move approve the agenda. MCrane seconded. All – Aye, motion carried

**III. Approval of Minutes** - JHurlock made a motion to approve the October minutes, MLambert seconded. All – Aye, motion carried

**IV. Public Input** – Becky Baird read a letter she had received from a visiting grandparent of a Xavier student. The letter expressed the positive and thankful feelings of the writer as to the many benefits of having their grandchildren attending Xavier. It was also stated that the writer intended to use Xavier as a model of classical education during an education seminar in California.

**V. Board Items**

**a.** Dress code report (update) from Student Council – Discussion. Proposed Dress Code to be listed on December Agenda

**b.** Charter Amendment - MCrane made the motion to Amend the Charter to allow two classes per grade, first through sixth. MLambert seconded. All – Aye, motion carried.

Technology- Define how we utilize technology in our schools to present to the Public Charter School Commission.

**c.** Report on Strategic Planning Retreat: next meeting will be Dec 1<sup>st</sup> at 6pm.

Top 6 Items of Focus:

1. Clarity of Identity within each of three Schools
2. Purposeful Hiring and Training of Teachers and Staff
3. Sustainable Leadership Structure
4. Financially Solvent
5. Facilities
6. Sustainable Secondary School

**d.** Job Description for Lead Administrator – RFP will be open to internal staff with a closing date of December 5.

**e.** Time line for applications

**f.** Review of the process and questions

**g.** Policy manual update – DBurr made a motion to change the process for policy changes. Policy will be sent to Board via Policy Committee for reading, posted on website for stakeholder review to serve as first reading. Second reading will take place at a following Board meeting.

MCrane made motion to accept the above listed items as acceptable time line, JHurlock seconded. All-Ayes, motion carried

First reading of 6000 series – will be posted on website as first reading

## **VI. Business**

- a.** Business manager's report-Butter Braids netted \$16,515 to be split between Art, Dance and Music.
- b.** Status of Audit-Auditors will be at the January Board meeting to present findings.
- c.** Presentation of bills
- d.** Approval of bills – MCrane made the motion to approve for payment the bills as presented. JHurlock seconded. Roll Call vote: MLambert – aye; DBurr – aye; MCrane – aye; JHurlock – aye. Motion carried.
- e.** Financial Statement – none presented
- f.** Audit reports – see b.

## **VII. Reports**

- a.** PFA – updates and projects- PFA currently has \$26,895.05 in the bank with \$3,200.00 encumbered for the playground equipment to be installed and an additional \$3,100.00 encumbered for the purchase of bark for the playground equipment. PFA is also planning to spend approximately \$1,500.00 for library furniture.
- b.** Administration-Mr. Murphey presented information regarding Students Come First. State audit/visit has not been scheduled but will take place possibly mid March. Certified evaluations need to be completed by January 15<sup>th</sup>

## **VIII. Building/Maintenance**

- a. Playground update
- b. Library update

## **IX. Student Issues**

Students Come First Report

## **X. General Information**

### **XI. Executive session**

The administrative team is requesting an executive session for update on personnel issues. JHurlock made motion to adjourn to Executive Session pursuant to Idaho Code §67-2345(1)(b), MLambert seconded motion.  
Roll call vote: MLambert-aye; DBurr-aye; MCrane-aye; JHurlock- aye, motion carried.  
Adjourn to Executive session at 9:48pm  
MCrane made the motion to leave executive session, JHurlock seconded.  
Roll call vote: MLambert-aye; DBurr-aye; MCrane-aye; JHurlock- aye, motion carried.  
Open session began again at 11:20pm

### **XII. Adjourn**

MCrane made the motion to adjourn, JHurlock seconded.  
Roll call vote: MLambert-aye; DBurr-aye; MCrane-aye; JHurlock- aye, motion carried.  
Meeting ended at 11:21pm