



Xavier Charter School Board Meeting Minutes January 21, 2014 6:00 p.m.

I. Roll Call Attendance

6:03 p.m. call to order James Wallace- absent, Melissa Crane- present, Debbi Burr- present, and Shawna May- present

II. Approval of Agenda

Motion: To approve the agenda with the following adjustments: move the student council report to right before the Business Report followed by Mr. Loosli's report.

Made by: Melissa Crane

Seconded by: Shawna May

Result: all in favor, motion carries

III. Approval of Minutes –

Motion: To approve the minutes of December 17, 2013 with the noted amendment.

Made by: Melissa Crane

Seconded by: Shawna May

Result: all in favor, motion carried

IV. Public Input - no

V. Student Council Report – Jaden Tuma, Alleigha Bizik, Todd Keyes and Mat Machado made a presentation to the school board.

A. Operation Slab -The student council is working on a concept for a “rock” for in front of our school. The student council would like to make this a concept that is more creative than a typical rock and are working on this concept.

B. Fundraiser – Stickers have been designed and are being sold to students

C. Clubs – Adventure Club, Anti-Bullying Club and One Man Revolution Senior Project are the clubs that have been approved this year

D. eXaLT Week – reported on what the student council has done in order to prepare for this event

E. Developing an Internet Identity – Creation of a student council Facebook and an updated website with an up to date posting of the minutes.

VI. Rhetoric School Report – Mr. Loosli

A. SBAC Testing – working on setting up testing. In order for us to be able to finish the testing within the timeframe we will have to test continuously. We will not receive any results this year.

- B.** Technology – Mr. Loosli has been approached by a teacher from a local school, who is possibly interested in offering a technology elective to our students.
- C.** Next Year Staffing Needs -
 - 1.** School Councilor – Ms. Heiner was given the role of assisting students with college applications. This has been taking a great deal of time and Mr. Loosli would like to see this position be considered for a higher salary for next year.
 - 2.** Additional High School Teacher – anticipation of needing one more teacher next year. This need exists because of the growth in student numbers in the upper school. The seventh and eighth grades continue to grow.
- D.** Attrition of Students – we continue to lose students due to the lack of electives
- E.** Student Aides and Office Aides – we have senior staff members that qualify for release hours. We would like these students to be able to stay on campus and to receive an elective credit to participate in this program.
- F.** Finals Week – things are going well
- G.** Prom Planning – the committee has formed and students are working on the details for this event.

VII. Business –

- A. Business Manager's Report** – Ms. Liu-Philo presented current projects and status regarding the business office.
 - 1. Presentation of bills** – Ms. Liu-Philo submitted the current liabilities to the board.
 - Motion:** to approve the bills as presented
 - Made by:** Shawna May
 - Seconded by:** Melissa Crane
 - Result:** all in favor; motion carries
 - 2. Monthly Financials** – The monthly financial statements were presented and the board was allowed to ask questions regarding these statements.
 - 3. Budget adjustments** – none at this time

- B. ASB Funds** – Mr. Moon updated the board on the status regarding the accounting of ASB Funds.

VIII. Board Items

- A. School Safety/Security – Policy information** – Mrs. Burr presented two draft policies for the board to discuss regarding legalized concealed carry firearms on campus. The board has asked what more can we do to keep our students safe and these policies address that need. The board opened the floor to discussion of the stakeholders present.
- B. Budget Process Calendar** – Mr. Moon updated the board on the timeline for the budget process for the upcoming fiscal year.
- C. Strategic Plan** – The board discussed a date for the strategic planning retreat. The date was set for March 8th from 9:00 a.m. to noon.
- D. Upcoming Board Elections** – the board will appoint a board member for Seat 4. In addition to the vacancy of Seat 4 there will be two other openings. Mrs. Burr outlined

a calendar for the upcoming board elections for the two seats that will open up in June of 2014.

E. Senior Masterpiece Request – Sam Wallace presented a proposal for a senior masterpiece sculpture to be kept on the grounds. There were no concerns regarding this sculpture.

F. PCSC Performance Certificate Report – Mrs. May presented an update regarding the mission specific goals.

Motion: To opt out of the mission specific goals for this round.

Made by: Shawna May

Seconded by: Melissa Crane

Result: all in favor; motion carried

G. ISBA Policy Updates – Mr. Moon presented policy updates to the board on the following policies:

1. **Policy #3305 – Prohibition of Tobacco Possession and Use (new policy)**
2. **Policy #4300 - Conduct on School Property**
3. **Policy #5310 – Tobacco Free Policy**
4. **Policy # 5340 – Evaluation of Certificated Personnel**
5. **Policy #6100 – Principal**
6. **Policy #6320 – Evaluation of Administrative Staff**
7. **Policy #7225 – Financial Fraud and Theft Prevention (new)**

IX. Public Input - none

X. Reports

A. PFA Report – Mr. Moon reported for Mrs. Stieneke

1. The PFA is considering how to use their funds to the best benefit of the school.
2. Xavier Family Night Out – January 30th at Jump Time
3. Approved \$300 for open house expenses

B. Administration

1. **Grammar School – Becky Baird**, presented an update to the board
 - a) Teacher Evaluations – for new teachers have been completed and are beginning to evaluate seasoned teachers
 - b) New Student Interviews – are taking place
 - c) Xavier Fundraising Effort – will be held next year, as the time is too short to put a dinner auction together before the end of the year
 - d) Junior Poetry Out Loud (K-6) – January 30th at 10:00 a.m.
2. **Logic School – Lisa Thompson**, presented an update to the board
 - a) IEP and 504's – these continue
 - b) Teacher Evaluations
 - c) Science Fair – 5th & 6th Grade March 20 and/or 21, 2013
 - d) Saturday School – February 8th

- e) New Student Interviews - continue
- f) 7th/8th Play Pirates of Penzance – Friday, January 10 and January 11 – the students did a great job. Ms. Mumford had great leadership and the feedback has been great.

3. Head of Schools – Gary Moon

- a) **Showcase** – was extremely impressive
- b) **7th/8th Grade Play** - was very good and equally impressive as the showcase
- c) **Busing Update** – started the 4 route system after the break and Mr. Moon has had no feedback
- d) **Charter Commission Visit** – February 24th
- e) **Annual Safety Inspection** - January 29
- f) **Open Enrollment** – Opens February 4th
- g) **Open House** – February 20th for prospective students
- h) **Chamber Tour** – February 20th
- i) **Enrollment** – We have a few students that are planning on withdrawing at semester. We also have a few rhetoric students that are returning.

XI. Executive Session –9:37 p.m.

Motion: To go into executive session Pursuant to Idaho Code 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

Made by: Shawna May

Seconded by: Melissa Crane

Result: Roll call vote - James Wallace- absent, Melissa Crane- yes, Debbi Burr- yes, and Shawna May- yes

Motion: To return to regular session at 10:34

Made by: Melissa Crane

Seconded by: Shawna May

Result: Roll call vote - James Wallace- absent, Melissa Crane- yes, Debbi Burr- yes, and Shawna May- yes

Action Resulting from Executive Session

Motion: To offer Mr. Moon a 3 year contract as Head of School with salary to be determined

Made by: Melissa Crane

Seconded by: Shawna May

Result: all in favor, motion carries

Motion: To adjourn at 10:37

Made by: Melissa Crane
Seconded by: Shawna May
Result: all in favor; motion carries