



# Xavier Charter School Board Meeting Minutes March 9, 2016 6:00 p.m.

## I. Roll Call Attendance

6:05 p.m. call to order by chairperson, Shawna May. Melissa Crane- present, Debbi Burr- present, Heather Roberts – absent, Shawna May- present, Brian Hilverda – present, and John Kapeleris – present

## II. Approval of Agenda -

**Motion:** To approve the amended agenda

**Made by:** John Kapeleris

**Seconded by:** Melissa Crane

**Result:** all in favor; motion carries

## III. Consent Agenda

- A. Approval of minutes from February 10<sup>th</sup>, 22<sup>nd</sup>, and 24<sup>th</sup> meetings
- B. Approval February Accounts Payable
- C. Approval February Building Petty Cash Accounts Payable
- D. Enrollment
- E. Policies: 2700P, 3030, 9000, 9200, 9300, 9500, 9600, 9700, 9700P (2<sup>nd</sup> Readings)

**Motion:** To accept the consent agenda

**Made by:** Debbi Burr

**Seconded by:** John Kapeleris

**Result:** all in favor; motion carries

## IV. Public Input – none

## V. Action Items

**A. Idaho Power Discussion-** Mr. Moon reported that Idaho Power wanted to tie into the school's power box for some new construction. The power company found more power would be needed so they are putting in a new box from the east.

**B. Portable Classrooms Plan for 2016-2017 –** Mr. Moon reported that the trip to Boise to look at the used portables went well and that the units looked to be in good condition, insulated, and up to code. He would not hesitate to recommend them, but Mrs. Liu-Philo recommended that the school should only purchase 2 units. Mr. Moon also stated that the position for a project manager was posted, and he would recommend Kenny Anderson for that position.

**Motion:** To approve the project manager as proposed from Don Anderson Construction and grant authority to do a request for this on this project

**Made by:** Brian Hilverda

**Seconded by:** Debbi Burr

**Result:** all in favor; motion carries

**C. Business Manager's/Building Petty Cash Reconciliation Report** – Sheryl Liu-Philo presented the monthly financial reports and gave the Board the opportunity to ask questions.

Heather Roberts joined at 6:31 p.m.

**Motion:** To approve the Business Manager's Report and the Building Petty Cash Reconciliation Report as accepted.

**Made by:** John Kapeleris

**Seconded by:** Debbi Burr

**Result:** roll call - Melissa Crane- yes, Debbi Burr- yes, Heather Roberts – yes, Shawna May- yes, Brian Hilverda – yes, and John Kapeleris –yes all in favor; motion carries

**D. Policies: 3340, 3440, 9100, 9400, 9800 (2<sup>nd</sup> Readings); Bylaws (2<sup>nd</sup> + Reading)**  
The Board approved policies 3340, 9100, 9400, and Bylaws. Policy 3440 will be revisited in May. Policy 9800 will be brought back with Mrs. Liu-Philo's changes.

**Motion:** To approve Policy 3340 as amended

**Made by:** Debbi Burr

**Seconded by:** John Kapeleris

**Result:** all in favor; motion carries

**Motion:** To approve Policy 9100 as amended

**Made by:** Brian Hilverda

**Seconded by:** John Kapeleris

**Result:** all in favor; motion carries

**Motion:** To approve Policy 9400

**Made by:** Melissa Crane

**Seconded by:** Debbi Burr

**Result:** all in favor; motion carries

**E. Winter Policy Updates: 2140, 2150P, 2375, 4520 (1<sup>st</sup> Reading)** - The Board will bring back policies 2150P, 2375, and 4520 for next month. Policy 2140 will be moved to the consent agenda for next month.

## **VI. Reports/ Discussion Items**

**A. Dress Code 3260 (with changes 2<sup>nd</sup> Reading)** – The Board had a discussion about dress code and will bring it back for next month's meeting.

**B. Lead Teacher/Head of Schools Reports/Student Outcomes**

**1. Becky Baird- Grammar Schools:** The 6-9 year olds had a Robotics Club meeting and great attendance. She has been working with the attendance policy and is evaluating how to help improve attendance.

**2. Lisa Thompson-Logic School:** She stated Monsanto will be judging and providing prizes for the Science Fair's top winners. The Logic School students wrote patriotic essays, and three students placed in the top three. They will be awarded by the Veterans of Foreign Wars.

**3. Brian Loosli – Rhetoric School:** He has been working on classical education integration and attendance evaluations.

**4. Gary Moon – Head of Schools:** He stated that Facebook and Twitter accounts have been created, and they can help with parents communicating with one another. He is checking into some options with Driver's Education. He suggested a proposed calendar for next year to be completed by the teachers.

**C. PFA Report – Danielle Hardesty:** Pizza Hut will be next month. PFA purchased a laminator for the school. They are going to start monthly activities for families that want to get to know more families at Xavier.

**D. Title I Parent Involvement Report – Mrs. Ditlefsen** is overseeing Title I, and the report helped in evaluating growth and effectiveness.

**E. Homework Procedures –** The procedures for secondary and elementary are to help measure of accountability for students and teachers by enforcing the consequences.

**F. Legislative Report –**Mr. Kapeleris reported what legislature is working on in regards to charter schools.

**G. Old clinic in the context of replication –** The Board concluded they would like to replicate but felt it is too soon.

**H. Gun Club Requirements –** Mrs. Robbins stated that there is a need for putting in place requirements for this club.

**I. New Drive Way –** Ms. May suggested there is a need for a new drive way. Mr. Kapeleris stated that to create a new driveway a right-of-way permit and engineering proposal would be required.

**J. Decennial Activities –** The 10<sup>th</sup> anniversary for Xavier Charter School will be approaching next year, and Mr. Kapeleris would like to involve the community in the activities.

**K. Appoint 2 Board Members for Election Committee –** For the election committee, Debbi Burr and Melissa Crane were appointed by the chairperson.

**L. CSI Horticulture class –** Mr. Kapeleris stated Chance Munns is potentially going to have a horticulture class this Fall and would like to work with Xavier Charter School.

**M. Arbor Day Celebration –** Mr. Kapeleris stated Chance Munns mentioned Xavier Charter School as a potential site for planting trees that are from the County Commission. The school was selected as a site, and three trees are scheduled to be planted.

**I. Executive Session as per Idaho Code 74-206 (1) Subsections (b): Consider evaluation of employee**

Idaho Code 74-206 (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.

**Motion:** To go into Executive Session pursuant **Idaho Code 74-206 (1) Subsections (a)**, at 10:34 p.m.

**Made by:** John Kapeleris

**Seconded by:** Debbi Burr

**Result:** Roll Call: Melissa Crane- yes, Debbi Burr- yes, Heather Roberts – yes, Shawna May-yes, Brian Hilverda – yes and John Kapeleris –yes all in favor; motion carries

**Motion:** To come out of Executive Session at 11:20 p.m.

**Made by:** Debbi Burr

**Seconded by:** Melissa Crane

**Result:** Roll Call: Melissa Crane- yes, Debbi Burr- yes, Heather Roberts – yes, Shawna May-yes, Brian Hilverda – yes and John Kapeleris –yes all in favor; motion carries

**II. Adjourn**

**Motion:** To adjourn at 11:21 p.m.

**Made by:** Melissa Crane

**Seconded by:** Brian Hilverda

**Result:** all in favor; motion carries

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**Signature of Board Secretary**

**Date**

**Recorded by DR**