



XAVIER CHARTER SCHOOL
Board Meeting Minutes
Location: 1218 North College Road
Twin Falls, Idaho
6:00 pm, December 8, 2011

I. Roll Call Attendance – 6:07pm JWallace – Present; MLambert – Present; DBurr – Present; MCrane – Present; JHurlock - Present

II. Approval of Agenda – MLambert made a motion to move approve the agenda. JWallace seconded. All – Aye, motion carried

III. Approval of Minutes – MLambert made a motion to move this to January meeting. JWallace seconded. All – Aye, motion carried

IV. Executive Session - 6:08 pm MLambert made a motion to move into Executive Session pursuant to Idaho Code 67-2345 (1) (b), (c) and (f). JWallace seconded. Roll Call vote: JWallace – Yes; MLambert – Yes; DBurr – Yes; MCrane – Yes; JHurlock - Yes.

V. Return to Open Session – 7:28pm MCrane made the motion to re-enter open session. JHurlock seconded. Roll Call vote: JWallace – Yes; MLambert – Yes; DBurr – Yes; MCrane – Yes; JHurlock - Yes.

VI. Public Input –

Public Comment: A parent presented to the Board that she has been asked by St. Jude’s Children’s Hospital. She asked if Xavier Charter School would organize a community walk. DBurr suggested this be brought to PFA for consideration.

VII. Board Items

- a. Public Charter School Commission presentation on December 15
- b. Dress code discussion – Proposed changes will be addressed at January meeting based on all information received from both stakeholders and the Student Council.
- c. Administrative Leadership Structure RFP Presentation - Thad Biggers made a presentation to the Board regarding a new leadership structure to replace the traditional Principal at Xavier Charter School.
- d. Timeline for Administrator selection – Mel proposed that the timeline for Administrator selection be deferred pending the adoption of the new leadership

structure, which will make the selection of an administrator a different process than if we were to look for a traditional principal.

e. Development of Board Committees – MCrane to reinstate the Marketing Committee; MLambert to reinstate the Grant Writing/Fundraising Committee. The formation of these committees is to be posted on the website

f. Policy manual update – process for policy updating was discussed.

i. Second reading 6000 series policies – The 6000 series had not been posted on the website. Once it is posted, it can be considered for second reading at January meeting.

ii. First reading 8000 series policies – To be posted on website.

g. Board Training – Idaho Open Meeting Law. DBurr provided training to the board and stakeholders on the updates to the Idaho Open Meeting Law in November 2011.

VIII. Business

a. Business manager's report

i. Status of Audit

ii. Status of Dashboard data for public inspection January 1, 2012

b. Presentation of bills

c. Approval of bills – MCrane made the motion to approve for payment the bills as presented. MLambert seconded. Roll Call vote: JWallace – Present; MLambert – Present; DBurr – Present; MCrane – Present; JHurlock - Present

d. Financial Statements

IX. Reports

a. PFA – updates and projects

b. Administration

i. Technology plan due to state by January 6, 2012

ii. Other administrative items

X. Building/Maintenance

a. Building maintenance issues (Mr. Lanting and/or Mr. Murphey)

JWallace made a motion to have JLanting approve a provisional contract for use of the gym. MCrane seconded. All - Aye

b. Building Finance/Purchase report (Mrs. Burr)

c. Building – Available properties for construction in Twin Falls (Mr. Wallace)

d. Building – Available properties for lease in Twin Falls (Mrs. Hurlock)

XI. General Information

a. Strategic Planning Session

b. Board Christmas party

VIII. Business

a. Business manager's report

- i.** Status of Audit – The Auditors will finish their field work for the audit tomorrow. The audit is scheduled to be presented in January 2012.
- ii.** Status of Dashboard data for public inspection January 1, 2012 – The dashboard data is now posted on the website.

b. Presentation of bills

c. Approval of bills – MCrane made the motion to approve for payment the bills as presented. MLambert seconded. Roll Call vote: JWallace –Yes; MLambert –Yes; DBurr –Yes; MCrane –Yes; JHurlock - Yes

d. Financial Statements

IX. Reports

a. PFA – updates and projects

b. Administration

- i.** Technology plan due to state by January 6, 2012
- ii.** Other administrative items

X. Building/Maintenance

a. Building maintenance issues - JWallace made a motion to have JLanting approve a provisional contract for use of the gym. MCrane seconded. All - Aye

b. Building Finance/Purchase report (Mrs. Burr)

c. Building – Available properties for construction in Twin Falls (Mr. Wallace)

d. Building – Available properties for lease in Twin Falls (Mrs. Hurlock)

XI. General Information

a. Strategic Planning Session – The next session will be held Thursday, January 19, from 6-9 pm at Xavier Charter School.

b. Board Christmas party will be held December 22nd at the home of James Wallace.

XII. Adjourn – MLambert made the motion to adjourn. JHurlock seconded All – Aye. Meeting adjourned at 9:45pm