



XAVIER CHARTER SCHOOL BOARD MEETING MINUTES

**Location: 1218 North College Road
Twin Falls, Idaho**

Time/Date: 5:30 pm, November 11, 2010

MISSION

The mission of Xavier Charter School is to instill in students a love of perpetual learning, an aspiration for personal achievement, and the capacity to become cooperative contributors of society.

Board Members Present: Joan Hurlock, Teresa Berry, Emily Huber, Shawn Willsey (Jeff Bulkley absent)

5:38 PM – Welcome and Introductions

❖ Approval of Agenda

TBerry welcomed those present. TBerry noted there may be a business item added to the Discussion of Policy 5287. The agenda was unanimously approved.

❖ Approval of Minutes

EHuber moved to approve the October meeting minutes. JHurlock seconded. SWillsey asked to amend the October 28, 2010 minutes to reflect that Idaho Code Section 67-2345(1)(b) be added to each executive session breakout at the October 28, 2010 meeting. SWillsey moved to approve the minutes as amended. EHuber seconded. The motion passed unanimously.

Reports

❖ Paragon Report

BFairbanks noted that the financial audit report was submitted and contained no findings. He stated that this audit included the regular "annual" audit as well as the single audit that was required because Xavier received federal funds in excess of \$500,000 during the previous fiscal year. Clvie provided the board with an overview of Title I and No Child Left Behind programs. She gave a background on funding and programs associated with NCLB. She noted that Xavier is currently following a Targeted Assistance program and stated that after reviewing the school's program approximately a year ago, the administration realized Xavier met the threshold for a School Wide Title I program. She provided an overview of the process of becoming a School Wide program and its application at Xavier.

❖ Vice Principal's Report

TBiggers updated the board on current enrollment at 627 students, and noted that enrollment has essentially stabilized. TBiggers noted that the Student Council would provide an update on upcoming events. He noted that the Sadie Hawkins and Lock-In

activities were very successful, and there was a lot of positive feedback. On the secondary side, attendance was a little down. He noted there is a film festival on Friday, November 19 (7-12 grade students). It will be a formal event, and students are looking forward to attending. He informed the board that Xavier was recognized as one of the Governor's Brightest Stars. The school was nominated and won. Mrs. Stevens and Mr. Loosli went to receive the award, and Mrs. Stevens noted that they went to Boise, met the Governor and first lady, and it was a very positive experience.

❖ **Student Council Report**

A student council member shared information on the "Open Mic" activity, Sadie Hawkins dance, and the upcoming film festival. He also noted there is a lot of excitement about the upcoming talent show. Two other members of the council noted that they had met with Shawn Willsey, Emily Huber, and Mr. Biggers. They discussed questions and rumors that had been circulating. The council members responded to questions presented by those that were in the audience.

❖ **PFA Report**

Andey Dayley noted that the Fall Frolic was very successful. They are preparing for a lunchroom "breakfast" fundraiser. Tickets will be sent home with students. There will be pictures with Santa Claus, and they are asking for students to bring canned goods to be donated. Directories and sweatshirts are still available for sale.

Discussion Item(s)

❖ **Discuss School Medical Training & Response**

SWillsey asked for information about medical response at Xavier. TBiggers noted that Idaho Home and Hospice visits the school each day. Clvie noted that Ms. Carson was the 504 Coordinator. She then updated the board on various approaches and training options to assist the school in this regard.

❖ **Discuss Proposed Amendment of Bylaws (5.4) and Amendment to Policy 1240 *Board Meetings to Contain the Notice Requirements set forth in ID Code § 67-2343***
Discussion item tabled.

❖ **Discuss Amendment to Policy 1220 *Board Candidate Qualifications (first reading) to Expand Candidate Eligibility.***

Ginger Narum noted that the current policy restricts board members to "stakeholders." She suggested opening board member qualifications to those that are outside the definition of "stakeholder" would provide Xavier the opportunity to expand its reach and influence. She noted that the April Programmatic Audit made the same recommendation. Discussion regarding her suggestions. There was discussion only, no first reading.

❖ **Discuss Proposed Amendment to Policy 5287 *Prohibitions of Contracts with Employees for Goods and Services***

TBerry noted that this policy is intended to avoid conflicts of interests for "employees" at the school. She clarified that there is a different policy that applies specifically to board members, and that policy was not under review. TBerry read the proposed policy as amended. TBerry then noted that Policy 1250 allows for temporary approval of a proposed policy absent two full readings under special circumstances. EHuber moved to grant temporary approval for the Amended Policy 5287 due to special events that

need to take place prior to the second reading at the next board meeting. JHurlock seconded. The motion passed unanimously.

❖ **Discuss Proposed Amendment to Policy 3510 *Administering Medications to Students* (first reading)**

Clvie noted that this policy dealt with the front office staff's concerns with handing out medications to students. Clvie summarized the policy provisions. Clvie read the proposed policy. SWillsey noted that "pre-kindergarten" and b(1) needs a hyphen between self and administer. TBiggers noted that "or designee" should be added to references to "school nurse." Discussion regarding whether delivery of the medication must be by the parent. It was suggested that it would be beneficial to place a link to the parent permission form on the school's website.

❖ **Discuss Dates for Board Member Training – Teresa Berry**

TBerry noted the desire to conduct board member training. It was indicated that evenings are generally preferable, and the board should try to participate in a training some time after Thanksgiving.

Business Item(s)

❖ **Discuss and Vote to Ratify Transportation Contract & Execution of Extension Option**

Item removed from agenda

❖ **Discuss and Vote to Approve Subcontractor Bid**

TBiggers noted there were several bids to construct the dance floor that came from local contractors and national companies. He noted there were two local bids, and the low bid and the bidder with the best reference was "The Master's Touch." He indicated that this was Bob Baird's company, and the board would have to approve the contract. The contract is for a mobile 30x40 feet floor that stands 30" high and is moveable. He clarified that the floor could not be moved easily, but it can be moved with a couple hours of work. Discussion surrounding safety concerns of a 30" high dance floor. SWillsey moved to approve the bid presented by The Master's Touch contingent on safety issues being addressed on the side and back of stage and to authorize TBiggers to make that judgment. JHurlock seconded. The motion passed unanimously.

A moment was set aside for attendees of the meeting to comment to the board. Following comment, JHurlock moved to adjourn. EHuber seconded. The motion passed unanimously and the meeting was adjourned.