



XAVIER CHARTER SCHOOL BOARD MEETING MINUTES

**Location: 1218 North College Road
Twin Falls, Idaho
5:30 pm, December 9, 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: Teresa Berry, Emily Huber, Joan Hurlock, Shawn Willsey (Jeff Bulkley not present)

Welcome and Introductions

5:33 PM – Welcome and Introductions. TBerry, Board Vice Chairman, called the meeting to order.

❖ **Approval of Agenda**

TBerry requested to amend the agenda and move the second reading of the two policies on the agenda to the Business Items section because the board could vote on them tonight. EHuber moved to approve the agenda as amended. JHurlock seconded. The motion passed unanimously.

❖ **Adoption of November Minutes**

SWillsey moved to approve the November board meeting minutes. JHurlock seconded. The motion passed unanimously.

Member of the public asked about a sign-in sheet for agenda items. TBerry stated if members of the public would like to comment about a specific agenda item, she would acknowledge them at the time the board is addressing the item.

REPORTS

❖ **PFA Report**

PFA reported it is doing well. The breakfast event went well, and they served over 500 people and raised about \$2800. The funds were sent to Modern Woodman, which will provide a \$1500 match. The next event is the ski day in February. Sign-up sheets will be available beginning the first day after Christmas break

BUSINESS ITEMS

❖ **Accept Resignation of Jeff Bulkley from the Board of Directors**

EHuber read the letter of resignation from Board Chairman Jeff Bulkley. TBerry thanked JBulkley for his service and reviewed the procedures that occur when there is a vacancy.

The vacancy will be filled by board appointment until the seat is open in June; at that point, there will be an election for the seat. An application/questionnaire will be posted on the website on or before Dec 11th. TBerry will forward all applications to all board members so that they can review the applications.

At the January 13th board meeting, the board will follow school policy and the school's bylaws to fill the vacancy filled by a recommendation submitted with the application/questionnaire, then nomination, followed by a vote by the board to appoint. Applications will be accepted through December 24th.

Several members of the public had questions. It was restated that the appointment would take place at the January board meeting. There were questions regarding the October election last year and the impact this would have on pending staff disciplinary issues. It was noted that the board is simply following policy and disciplinary issues are entirely separate. It was clarified that this will be an interim board appointment, and an election for the seat will occur in June. TBiggers clarified how elections have been addressed in the past: March applications, nominating committee and elections in June; He noted that he will ensure that notice and information will be posted on the school's website for this position and in the spring for the election.

DISCUSSION ITEMS:

❖ Introduction and Recognition of Xavier Education Association

Becky Baird read information she has submitted to the board. 90% of professional members of XCS staff have signed cards verifying that XEA will represent them. XEA leadership is as follows: Rebecca Baird – President, Michelle Archibald – Vice President, Jonathan Lord – Secretary. XEA is in the process of developing a procedural agreement and plan to present to the board in January. The XEA would like to bargain for \$100,000 in Jobs Fund money. BBaird noted that the XEA had submitted a request for the names, seats and terms of the board members. TBerry provided the information to BBaird. BBaird requested that the board put this information in the minutes and read the seats and terms in the board meeting.

5:54 PM – Additional Business Items:

❖ Proposed Amendment to Policy 5287 – Prohibition of Contracts with Employees for Goods and Services

SWillsey read Policy 5287 in its entirety and noted one grammatical error that will be corrected. SWillsey moved to accept the amended policy with addition of "to" to the sentence at bottom of the policy. EHuber seconded. The motion passed unanimously.

The board noted that they will discuss the requirement to accept the lowest bid at a future board meeting in response to an individual's comment that cheapest is not always best.

❖ Proposed Amendment to Policy 3510 – Administering Medications to Students

Brandon Fairbanks read the policy in its entirety and provided the board with an updated copy of the policy with the edits discussed at the previous board meeting. A grammatical correction was noted: "Pre K" should be corrected to read "K."

The board heard public comment regarding discipline if a student violates the policy. For example, what constitutes a medication (Ben Gay was used as an example). TBiggers

stated that the policy has gone through revisions and review by front office staff, and clarified that this amendment was a result of concern from the front office staff regarding the number of students coming to the office for medicine, and ultimate enforcement would be handled by the administrator on a reasonable and individual basis. SWillsey moved to approve the policy with the "Pre K" revision. JHurlock seconded. The motion passed unanimously.

Public comment requesting that a medication consent form be placed on the school's website so parents can have access. It was suggested that the board change the meeting room next month to a larger room, and the board agreed.

Andey Dayley, from the PFA, forgot to ask about IDFY and money for wrapping paper. TBiggers stated that the question should come to him, and he will provide the response.

Adjourn. At 6:28, EHuber moved to adjourn. JHurlock seconded. The motion passed unanimously and the meeting was adjourned.