

XAVIER CHARTER SCHOOL
BOARD MEETING AGENDA
Location: 771 North College Road
5:30 pm, February 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: Tracey Meyerhoeffer, Emily Huber, Shawn Willsey, Teresa Berry, Scott Hunsaker, Jeff Bulkley

5:37 PM – Welcome and Introductions

* Approval of Agenda

JBulkley moved to add a business item regarding the charter school support services agreement to follow executive session and adopt the agenda as amended. EHuber seconded. The motion passed unanimously.

* Adoption of Minutes

SWillsey noted that his name needed to be removed from the minutes. SHunsaker noted that Andrea Daily provided the PFA report. TMeyerhoeffer moved to adopt the minutes as amended. TBerry seconded. The motion passed unanimously.

DISCUSSION ITEM

* Recognition of donation from Family Health Services via Chris Perotto – Scott Hunsaker

SHunsaker notified the board and all present that Chris Perotto from Family Health Services contacted Xavier to donate a slightly used NEC phone system. The donated system consists of (60) sixteen button phones, (5) thirty-two button phones, and (5) cordless NEC phones plus manuals and hardware. The board publicly thanked FHS and Mr. Perotto, and EHuber suggested writing a thank you

letter and volunteered to write and send it to Mr. Perotto on behalf of the school and the board.

* Timeline for Vacating Current Facility – Cindy Fulcher

CFulcher indicated she received an email from the future tenants of Xavier's current facility. SHunsaker noted that this is not a board issue, and the future tenant should coordinate directly with CFulcher. BFairbanks said he had contacted the land owner and shared with him Xavier's plan to vacate the facility at the end of the lease term on June 30, 2010. In June, there will be a coordinated effort to transition tenancy from Xavier to the next tenant. It was recommended that the school ensure it sets aside funds in the budget to cover moving expenses.

* School Fundraisers – Scott Hunsaker

SHunsaker led the discussion on Xavier's policy regarding the purpose and opportunities for fundraising. CFulcher provided a background on the intent fundraising played since the school's beginning. She noted that this approach has evolved. She discussed a leveled option for donating funds and ways to recognize each tier/level. CFulcher recommended that Xavier move back to the original approach to fundraising. JBulkley expressed concern with the amount of fundraising efforts. CFulcher clarified by noting that Xavier has one main fundraiser each year – all other small fundraisers would be for smaller groups with a specifically identified purpose. General discussion regarding fundraising. SWillsey thought the leveled approach was good, but thought that Xavier stakeholders/parents needed to be better informed. CFulcher said she could include the information in Student Handbook. SHunsaker suggested that all groups have a stake in the Dance-a-thon and focus all fundraising efforts on this one fundraiser. SHunsaker suggested that a committee look into the options and report back at the next meeting. Initially this committee will consist of TMeyerhoeffer and CFulcher.

REPORTS

* PFA Report – Amy Coleman

AColeman asked about the status of the “seed money” for the PFA. SHunsaker clarified that the funds were donated to the PFA. SHunsaker asked about the progress on the Jog-a-thon and the Dance-a-thon. Renee Robbins provided an update. AColeman noted that the PFA is establishing the organizational structure of its offices (i.e. bylaws). The board noted that they did not need to be involved in the decision-making process, but they do care about how the PFA is organized. It was suggested that the PFA update the board on its structure at the March or April board meeting.

* Paragon Schools Report – Brandon Fairbanks & Christine Ivie

JBulkley began by providing an overview of his visit with the site superintendent and BFairbanks to review progress of the new facility construction. JBulkley provided an update on the progress what to expect over the next month. Clvie provided the board with an overview of the state budget process, current status, and what to expect in the upcoming weeks/months. She noted where the state is looking to cut funding. She shared both the benefits and costs associated with the discussion in the current legislative session. BFairbanks discussed some of the items in the new facility and brought up marketing to new students. General discussion regarding signage at the current and future facility. BFairbanks said he would see if the developers would put up a sign or signs at the new site depicting an artist’s rendering of the future building. BFairbanks asked for volunteers to work on the kitchen plan as well as the lunch program. TBerry and JBulkley volunteered.

* Principal’s Report – Cindy Fulcher

CFulcher provided an update on enrollment numbers. She said she would update the board in a couple weeks on enrollment numbers. TMeyerhoeffer asked if CFulcher could identify “new” as opposed to “current” students enrolled at the school.

CFulcher noted that she will be working with the Idaho Charter School Network to audit other Idaho charter schools. CFulcher notified the board that Cindy Jones was awarded the Pacific Northwest Dance Educator of the year from the National Dance Association. The board congratulated Cindy Jones and commended her on

this accomplishment. CFulcher discussed parent teacher conferences, teacher in-service, and a second semester update. General discussion regarding PowerSchool and keeping the data updated for parents and the administration. CFulcher discussed Snow Days and advanced opportunities for Xavier students. She discussed a popular opportunity for Xavier: Dual Credit. CFulcher indicated that the school's dual-credit program would need to meet the classical methodology outlined in Xavier's charter. She then provided additional information on the dual-credit requirements and process. TMeyerhoeffer clarified the difference between dual-credit, release time, and tech prep. CFulcher said the next step will be to visit each department at the local colleges to discuss Xavier's curriculum to see what options will be available. TMeyerhoeffer and SWillsey indicated that they would prefer that Xavier work with the College of Southern Idaho to keep local funds in the community. TMeyerhoeffer requested that this be placed on the agenda for the March board meeting.

CFulcher shared progress on next year's course schedule. She noted that this is a "bare bones" schedule, but it would be modified when staffing and enrollment numbers are more specifically identified. General discussion regarding next year's class schedule and staff needs. The board discussed this year's student survey and provided several options for survey types. CFulcher will work with BFairbanks to determine this year's survey content. She asked the board to determine the method of delivery, whether it be done via mail, electronically, or during parent-teacher conferences.

BUSINESS ITEM

* Discuss and Vote to retain legal services to review proposed lease agreement – Jeff Bulkley

JBulkley notified the board that they have received a final version of the lease agreement for the new facility. For the record, he noted that the board had received the lease about twelve months ago, and since that time, minor changes had been included. He noted that the board needed to retain legal representation to provide final legal review of the lease. JBulkley recommended a local attorney, Charlie Wright, to represent Xavier and review/advise on the lease. TMeyerhoeffer moved to retain Charlie Wright as Xavier's attorney to review the lease agreement. TBerry seconded. The motion passed unanimously.

EXECUTIVE SESSION PURSUANT TO ID CODE SECTION 67-2345(1)(b) (CLOSED TO THE PUBLIC)

TMeyerhoeffer moved to enter executive session pursuant to Idaho Code § 67-2345(1)(b). TBerry seconded. SHunsaker called for a ROLL CALL VOTE; TBerry: aye; TMeyerhoeffer: aye; SHunsaker: aye; JBulkley: aye; EHuber: aye; SWillsey: aye. The board entered closed session "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" (Idaho Code § 67-2345(1)(b)).

BUSINESS ITEM

* Discuss and Vote on Charter School Support Services Agreement/Addendum – Jeff Bulkley

JBulkley informed the board that he thought it would be beneficial to Xavier if they were to extend the term of their agreement with Paragon in exchange for a reduced fee that would be fixed for the term. He presented a proposed addendum for the board's consideration. TMeyerhoeffer moved to approve the addendum. SWillsey seconded. The motion passed unanimously.

ADJOURN TMeyerhoeffer moved to adjourn the meeting. JBulkley seconded. The motion passed unanimously