



**XAVIER CHARTER SCHOOL**  
**Board Meeting Minutes**  
**Location: 1218 North College Road**  
**Twin Falls, Idaho**  
**6:00 pm, March 8, 2012**

**I. Roll Call Attendance** – 6:10pm DBurr – Present; MCrane – Present; JHurlock – Present; JWallace –Present; MLambert –Present. The Pledge of Allegiance was said by all in attendance.

**II. Approval of Agenda** –MCrane made a motion to strike Approval of February 22, 2012 Minutes due to the fact that it was a Budget Work Session and the information covered will be addresses during tonight’s meeting, JWallace seconded. All-Aye, motion carries.

**III. Approval of Minutes** – DBurr asked for a motion to approve the minutes. MLambert made motion to approve the minutes of February 9, 2012 and March 2, 2012, JHurlock seconded, All-Aye, motion carries.

**IV. Board Items-**

**a.** Charter School Convention-will be March 16&17<sup>th</sup> all Board members will be attending with the exception of MLambert whom has a prior commitment.

**b.** Report on work session-See c., d., and e.

**c.** Grading and Promotion Policy 2600 & 2620- MWiseman worked on these policies and found many inconsistencies. This will be the first reading of the new 2600 & 2620 policies with the second reading being at the April regular Board meeting. Proposed changes: 60% or better, striking any grade level requirement of 70% of higher. 2600 under the 7<sup>th</sup> and 8<sup>th</sup> graders change to 60%.

**d.** Policy 2000, 3000 and 4000 first reading- will be posted on the website for public comment. Table 1<sup>st</sup> reading until next month’s regular meeting due to the Board not being able to open the electronic copy.

**e.** Discussion of calendar adoption for the school year 2012-2013-DBurr asked the Lead Teachers to bring a schedule of the collaboration that are proposed every Monday at 2pm, requiring early release each Monday of the upcoming school year. Lead Teachers were asked to have an outline of the schedule by the next regular meeting so it can be clear the students will be able to get the help they need after school when teachers are in meetings. JLanting mentioned the current bell schedule will need a \$2700.00 node to accommodate the additional Monday bell schedule needs. DBurr reiterated the request for the Lead Teachers to bring to

next month's regular Board meeting, a schedule of planned teacher collaboration and ideas for bell schedule so as not to spend \$2700.00 for the node.

**f.** FY2012-2013 Budget Process- A Special Board meeting is planned for March 22, 2012 at 6pm. It will be held in Executive Session to discuss the salary schedule and staffing needs for the upcoming school year. The Lead Teachers have been asked to attend.

**g.** Board Elections- DBurr said election timeline and criteria, need to be posted to the web site by April 2, 2012 and placed put in Renuncio newsletter. JHurlock and DBurr will be the Board designees to the Election Committee.

#### Proposed Timeline for the 2012 Elections:

Website & Renuncio Notice:	April 2, 2012
Nominating Committee determined:	April 12, 2012
Applications Open:	April 16, 2012
Applications Closed:	April 30, 2012
Nominees determined and given to Board:	May 10, 2012
Candidates Forum:	Week of May 14
Elections:	May 21, 22, 23, 24
Ratification of Election results:	June 14, 2012
Newly elected Board members installed:	June 14, 2012

**h.** Approval of Certified Resignation-JHurlock made motion to accept resignation of certified staff member, JWallace seconded, all aye, motion carries.

## **VI. Business**

### **a.** Business Manager's report-

- i. Transportation
  1. State inspection on March 2, 2012- tail light out on one bus and a latch broken on another, both have been fixed. All personnel checked out fine.
- ii. Facility Inspection Report-there are several repeats which will need to be addressed: Repeats \*Many violations of the 2 feet from the ceiling rule \*Electrical power taps, daisy chaining, etc. \*Chem Lab needs an overhead shower \*36 inch walking clearance around desks and aisles. Help will be needed from the Board to finance the needs of smaller desks in the classrooms. Nine projection carts will need new plug ends. Art rooms continue to be a challenge; storage is the main issue as it is for the whole school. Also noted, we still have paper clutter throughout the building that must be addressed.

- iii. Nutrition Services- Federal pay back of \$1,246.98 and \$4,733.70 in funds needed to cover the corrected application so as not to effect the families in a negative manner. JWallace made motion to allocate funds on behalf of the incorrectly identified students effected in the NSLP audit not to exceed \$5,500.00, JHurlock seconded. Roll call vote. JWallace-aye, MLambert-aye, DBurr-aye, MCrane-aye, JHurlock-aye, motion carries.
  - iv. Request for bids-Lawn Equipment-JLanting will bring bids to the next regular Board meeting.
- b. Presentation of bills- Bills were presented without question.
  - c. Approval of bills-JWallace made motion to approve the bills, MLambert seconded, Roll call vote; JWallace-aye, MLambert-aye, DBurr-aye, MCrane-aye, JHurlock, motion carries.
  - d. NEW Financial Statement-DBurr thanked JLanting for time put forth to create the new format. The decision was made to have the Board Treasurer sign off on the Bank Reconciliation.

## **VII. Reports**

- a. PFA – Approximately \$17,573.80 is in PFA account, PFA Board is working with the Lead Teachers to determine the amount needed for laptops and library books. Dance-a-thon set for May 11, 2012. Electronic fund raising will be possible this year thru PayPal. Teachers are asking for funds to be dedicated for a rear projection screen. PFA Nominations in April with the elections in May.
- b. Administration-MWiseman gave overview of report included in the Board packet.
  - 1. Grammar Lead Teacher-BBaird - Working on finding more Substitute teachers to cover the Sub listed. There is a great need for Teacher coverage. BBaird, is looking into some additional ideas for a new logo.
  - 2. Logic Lead Teacher-TBiggers - Science club or Science activity for next year is on the radar. Teachers Evaluation Committee met last week.
  - 3. Rhetoric Lead Teacher-TMcAllister - 7<sup>th</sup> grade Hooverville and Pemberley Ball both were very successful. Discussed possible Attendance Improvement pilot policy- JWallace made motion to allow the pilot option of attendance policy until the end of the school year 2011/2012, JHurlock seconded. Roll call vote: JWallace-aye, MLabert-aye, DBurr-aye, MCrane-aye, JHurlock-aye. Motion carries.

**VIII. Building/Maintenance-**JWallace made motion to pay Design West \$400.00 with caveat not to have to vote again for the additional \$100.00 later, MLambert seconded. Roll call vote: JWallace-aye, MLambert-aye, DBurr- did not vote, MCrane-aye, JHurlock-aye. Motion carries.

DBurr did state that the copier leases, health insurance, liability insurance for the Board will all need to be looked into during the Budget planning.

**X. Executive Session-**Pursuant to Idaho Code §67-2345(1) (b) (c) and (2), Pursuant to Idaho Code 67-2345 (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

JWallace made motion to move to executive session pursuant Code§67-2345(1)(b)(c) and (2) , JHurlock seconded.

Roll call vote: MLambert-aye, JWallace-aye, DBurr-aye, MCrane-aye, JHurlock-aye, motion carries.

Adjourn to Executive session at 9:09pm

**XI. Return to Open Session-** At 11:47pm JWallace made the motion to re-enter Open Session. MLambert seconded. Roll call vote: MLambert – Yes, MCrane – Yes, JHurlock – Yes, JWallace – Yes, DBurr –Yes

**XIII. Adjourn-** J Wallace made a motion to adjourn the meeting, MLambert seconded. Roll call vote: JWallace – Aye, MLambert – Aye, DBurr – Aye, MCrane – Aye, JHurlock –Aye. Meeting was adjourned at 11:48pm