



**Xavier Charter School
Board Meeting Minutes
August 16, 2018
6:00 p.m.**

I. Roll Call Attendance

6:01 p.m. Debbi Burr, chairperson, in the Chair. Debbi Burr- present, Melissa Crane – present, Trisha Neudorff – absent, Spencer Uhl – present, Diana Wettstein – present, Lynnae Hymas - present

II. Approval of Agenda – Amendment of the agenda to switch items (b) and (c) from the Reports/Discussion Items because the marketing report needs to happen earlier.

Motion: To approve the agenda as amended

Made by: Melissa Crane

Seconded by: Diana Wettstein

Result: All present in favor; motion carries

III. Consent Agenda –

- A. Approval of minutes from the July 16th meeting
- B. Approval of minutes from the July 19th meeting
- C. Approval July Accounts Payable
- D. Approval of July Building Petty Cash Accounts Payable
- E. Approval of Employee Handbook
- F. Policy: 3060, 3525, 5270, 5360, 5420P, 5470, 5710, 5800P, 5830P, 6200, 7400, 8100, 9100 (2nd or 2nd plus readings)

Motion: To approve the consent agenda

Made by: Spencer Uhl

Seconded by: Diana Wettstein

Result: All present in favor; motion carries

IV. Public Input – None

V. Reports/ Discussion Items

- A. **Approve Busing Rate and Preliminary Routes (Action Item)** – Kate stated there would be 6 basic bus routes for this school year.

Motion: To approve the Busing Routes

Made by: Lynnae Hymas

Seconded by: Melissa Crane

Result: All present in favor; motion carries

- B. Marketing Report** – Mr. Chris Huston presented marketing videos for XCS and will be using marketing tools for the website and to media.
- C. K-6 and 7-12/Head of Schools Reports/Student Outcomes**
 - 1. Becky Baird – Grammar School:** She stated that a Shirley Grammar Curriculum trainer will come during the training for teachers, and the lead teachers will introduce Explicit Instruction.
 - 2. Lisa Thompson – Logic School:** She reported that the material with Explicit Instruction is specific for Elementary and Secondary Schools.
 - 3. Gary Moon – Head of Schools:** He had Diana Wettstein give the PFA report. He stated that school registration will be August 28-29. He will be putting a salary committee together in preparation for the next Budget Session.
 - 4. Jon Goss – Assistant Head of Schools:** He presented a discipline procedure packet to the Board.
- D. Facility/Maintenance/Expansion update – Brian Loosli:** He presented the information that Mr. Bill Hamlin prepared which included 4 conceptual plans for a proposed building.
- E. Modular Bid Update** – Mr. Moon stated that the next step is preparing to go out for bids for 2 newer-used modular buildings which would be 4 more classrooms.
- F. Teacher In-service 2018-2019 school year** – Mr. Moon stated that the in-service schedule was included in the board packet for the Board to review.
- G. Chain of Command/Organizational Chart** – Mr. Moon presented the chain of command and organizational chart.

VI. Action Items

- A. Business Manager’s/Building Petty Cash Reconciliation Report** – Mrs. Sheryl Liu-Philo presented the monthly financial reports. She gave the Board the opportunity to ask questions.

Motion: To approve the Business Manager’s Report and the Building Petty Cash Reconciliation Report as accepted

Made by: Spencer Uhl

Seconded by: Lynnae Hymas

Result: Roll Call: Melissa Crane- yes, Debbi Burr- yes, Trisha Neudorff – absent, Spencer Uhl – yes, Lynnae Hymas – yes, and Diana Wettstein - yes. All present in favor; motion carries

- B. Add Board Treasurer to DL Evans Account –**

Motion: To approve adding Lynnae Hymas as a signer to the bank account with D.L. Evans Bank

Made by: Spencer Uhl

Seconded by: Melissa Crane

Result: Roll Call: Melissa Crane- yes, Debbi Burr- yes, Trisha Neudorff – absent, Spencer Uhl – yes, Lynnae Hymas – yes, and Diana Wettstein - yes. All present in favor; motion carries

- C. Approval of Student Handbooks/Fees** – Mr. Moon presented the Student Handbooks to the Board.

Motion: To approve the student handbooks and fees for 2018-2019 school year

Made by: Melissa Crane

Seconded by: Diana Wettstein

Result: All present in favor; motion carries

D. Approve School Safety Plan – Mrs. Stacey McFarland presented the school safety plan and will be doing training with faculty before school starts.

Motion: To approve the school safety plan

Made by: Spencer Uhl

Seconded by: Lynnae Hymas

Result: All present in favor; motion carries

E. Firearms Policy (1st Reading) – The Board held the first reading on policy 9450.

Motion: To put a moratorium on approving any applications for carrying a firearm on campus

Made by: Spencer Uhl

Seconded by: Melissa Crane

Result: All present in favor; motion carries

F. Policy: 3050 (1st Reading); 2580, 2580F, 2580P, 3080, 4135, 8800 (2nd Reading); 3295, 3295P, 3330, 5350 (2nd Plus) – The Board held the readings on these policies.

G. Review: 6000 - 7430 (1st Reading) - The Board held the readings on these policies.

VII. Executive Session as per Idaho Code 74-206

Motion: To go into Executive Session pursuant **Idaho Code 74-206 (1) Subsections (c) To conduct deliberations considering legal negotiations or acquire real property;** at 9:50 p.m.

Made by: Melissa Crane

Seconded by: Diana Wettstein

Result: Roll Call: Melissa Crane- yes, Debbi Burr- yes, Trisha Neudorff – absent, Spencer Uhl – yes, Lynnae Hymas – yes, and Diana Wettstein - yes. All present in favor; motion carries

Motion: To come out of Executive Session at 10:13 p.m.

Made by: Spencer Uhl

Seconded by: Lynnae Hymas

Result: Roll Call: Melissa Crane- yes, Debbi Burr- yes, Trisha Neudorff – absent, Spencer Uhl – yes, Lynnae Hymas – yes, and Diana Wettstein - yes. All present in favor; motion carries

VIII. Action Resulting from Executive Session:

Motion: To authorize Debbi Burr to talk with Attorney Evan Robertson regarding the purchase of real property

Made by: Lynnae Hymas

Seconded by: Spencer Uhl

Result: All present in favor except for Melissa who abstained; motion carries

IX. Adjourn

Motion: To adjourn at 10:15 p.m.

Made by: Spencer Uhl

Seconded by: Lynnae Hymas

Result: All present in favor; motion carries

Signature of Board Secretary

Date

Recorded by DR