



# **Xavier Charter School**

## **Board Meeting Minutes**

### **September 20, 2018**

#### **6:00 p.m.**

#### **I. Roll Call Attendance**

6:02 p.m. Debbi Burr, chairperson, in the Chair. Debbi Burr- present, Melissa Crane – absent, Trisha Neudorff – present, Spencer Uhl – present, Diana Wettstein – absent, Lynnae Hymas - present

#### **II. Pledge of Allegiance**

**III. Approval of Agenda** – Amendment of the agenda to take action on the audit presentation because of the need to take action in regards to the timing of the presentation.

**Motion:** To approve the agenda as amended

**Made by:** Spencer Uhl

**Seconded by:** Lynnae Hymas

**Result:** All present in favor; motion carries

#### **IV. Consent Agenda –**

- A.** Approval of minutes from the August 16<sup>th</sup> meeting
- B.** Approval of minutes from CIP work session September 10<sup>th</sup>
- C.** Approval August Accounts Payable
- D.** Approval of August Building Petty Cash Accounts Payable
- E.** Policy: 2580F, 2580P, 3050, 3295P, 4135, 6000-6100P, 6300-7100, 7125-7310, 7400P-7430 (2<sup>nd</sup> or 2<sup>nd</sup> plus readings)

**Motion:** To approve the consent agenda

**Made by:** Spencer Uhl

**Seconded by:** Trisha Neudorff

**Result:** All present in favor; motion carries

#### **V. Public Input – None**

#### **VI. Reports/ Discussion Items**

- A. Audit Presentation-** Benjamin Ware of Ware & Associates presented 2017-2018 audit. The auditors evaluated internal controls in relation to financial information and policies and procedures in relation to guarding assets. They found them satisfactory. The auditor issued an unmodified opinion of the financial statements.

**Motion:** To approve the audit report as presented

**Made by:** Trisha Neudorff

**Seconded by:** Spencer Uhl

**Result:** All present in favor; motion carries

**B. K-6 and 7-12/Head of Schools Reports**

1. **Gary Moon – Head of Schools:** He stated that Exalt Week will be transitioning to Spirit Week. He presented the enrollment numbers and provided information about ALICE, Title IV, and Title III trainings.

2. **Jon Goss – Assistant Head of Schools:** He stated that the lead team spent a large amount of time preparing for the teacher training which resulted in a successful training. He also presented how they are stream lining the calendar/fundraising events, teacher evaluations, dress code, and the discipline procedures. He stated that they will be starting Saturday School this coming Saturday.

3. **Lisa Thompson – 7-12:** She reported that she contacted the Idaho College of Medicine and Hillsdale College to start creating an association with Xavier Charter School.

4. **Becky Baird – K-6:** She stated that Parent Night went well for the parents and teachers. She also presented the difference between conventional and traditional education.

5. **Brian Loosli – Facilities and Bussing Report:** Mr. Moon presented the building committee meeting report.

**C. Student Outcomes - SAT Results:** Mr. Moon presented the SAT results which was presented through graphs that Mrs. Burr created.

**D. Job Descriptions –** Mr. Moon presented the job descriptions of the Assistant Head of Schools/Grade 7-12 Principal and Lead Teacher.

**E. Modular Bid Update –** Mr. Moon stated the bids for the 2 modulars will be due September 25<sup>th</sup>.

**F. Safety Training Report –** Mrs. Stacey McFarland reported that the ALICE Training was received well by the faculty, and they will be moving forward in continuing the training to faculty as they prepare for an evacuation in the future.

**G. Resource Officer Research –** Mr. Moon presented information about the research in regards to a resource officer.

**VII. 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:** Trisha Neudorff

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

**B. Approve CIP Updated Plan –**

**Motion:** To approve the updated Continuous Improvement Plan

**Made by:** Spencer Uhl

**Seconded by:** Lynnae Hymas

**Result:** All present in favor; motion carries

**C. Policy: 9450 (1<sup>st</sup> Reading); 7110, 7120 (2<sup>nd</sup> Reading) 2580, 3080, 3330, 5350, 8800 (2<sup>nd</sup> Plus) – The Board held the readings on these policies.**

**VIII. 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 9:10 p.m.

**Made by:** Lynnae Hymas

**Seconded by:** Spencer Uhl

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

**Motion:** To come out of Executive Session at 9:37 p.m.

**Made by:** Spencer Uhl

**Seconded by:** Trisha Neudorff

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

**IX. Action Resulting from Executive Session: None**

**X. Adjourn**

**Motion:** To adjourn at 9:38 p.m.

**Made by:** Trisha Neudorff

**Seconded by:** Lynnae Hymas

**Result:** All present in favor; motion carries

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Signature of Board Secretary

Date

Recorded by DR