



Xavier Charter School Board Meeting Minutes October 18, 2018 6:00 p.m.

I. Roll Call Attendance

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

II. Pledge of Allegiance

III. Approval of Agenda – Amendment of the agenda to move action item (d) Leadership Premiums to the November meeting because the business manager is not present and the spreadsheet needs to be compiled by her.

Motion: To approve the agenda as amended

Made by: Melissa Crane

Seconded by: Diana Wettstein

Result: All present in favor; motion carries

IV. Consent Agenda –

- A.** Approval of minutes from the September 16th meeting
- B.** Approval September Accounts Payable
- C.** Approval of September Building Petty Cash Accounts Payable
- D.** Approval of Job Descriptions for Assistant Head of Schools and Lead Teacher
- E.** Policy: 2580, 7110, 7120 (2nd 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. Resource Officer- Sargent Diamond: Resource officers are used to work with children. They investigate crimes and organize trainings for school faculty. He stated that they offer law enforcement classes to students.

B. Director of Marketing and Development Report – Chris Huston: He presented a brochure that will go along with the marketing videos.

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

- 1. Gary Moon – Head of Schools:** He presented the teachers of the month for October which were the 5th Grade teacher, Stacey McFarland and Rhetoric Math teacher, Kari Crockett. He stated that October is bullying prevention month which will include some school presentations.
- 2. Jon Goss – Assistant Head of Schools:** He presented the attendance report and information about parent-teacher conference. He also stated that he will be sending quarter grade reports in conjunction with parent-teacher conferences. He stated that Spirit Week went very smoothly and was fantastic.
- 3. Lisa Thompson – 7-12:** She presented how cursive writing is implemented in Xavier Charter School. She stated that they expect 5th – 8th graders to write in cursive.
- 4. Becky Baird – K-6:** She presented the procedural differences by comparing Explicit Instruction to what they were doing in prior years. She stated that more students are involved in large group instruction.

D. Facilities Director Update – Mr. Moon stated the facilities director is working on getting permits for the storage building and preparing a site plan for the modulars.

E. Financial Report Training – Mike Burr: He trained the Board on reviewing and understanding the financial reports.

F. Accreditation Report- Mr. Moon reported that he received the final engagement review, and Xavier will be accredited through 2023.

G. Idaho-Student Directed Learning- Mr. Moon and Mrs. Burr presented information about Idaho-student directed learning.

VII. Action Items

A. Business Manager's/Building Petty Cash Reconciliation Report – Mrs. Sheryl Liu-Philo presented the monthly financial reports via the Board Packet. Mrs. Burr asked for 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: Debbi Burr- present, Melissa Crane – present, Trisha Neudorff – present, Spencer Uhl – present, Diana Wettstein – present, Lynnae Hymas - present. All present in favor; motion carries

B. Job Description: Accounts Payable Clerk/Assistant Business Manager – The job description was reviewed and will be brought back next month.

C. Approve Modular Bid – Mr. Moon received modular bids and presented one qualified bid to the Board.

Motion: To accept the qualified bid as presented

Made by: Spencer Uhl

Seconded by: Lynnae Hymas

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

Motion: To approve the budget for the modular project with a cap of \$482,309.00

Made by: Melissa Crane

Seconded by: Diana Wettstein

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

D. Policy Updates: 1242, 2435, 2700A, 2700P, 2710, 5290, 8600, 8605 (1st Readings) - The Board held the readings on these policies.

E. Policies: 5820, 5820F (1st Readings); 9450 (2nd Readings; 3080, 3330, 5350, 8800 (2nd Plus Readings) - The Board held 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 9:49 p.m.

Made by: Lynnae Hymas

Seconded by: Trisha Neudorff

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

Motion: To come out of Executive Session at 10:03 p.m.

Made by: Spencer Uhl

Seconded by: Trisha Neudorff

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

IX. Action Resulting from Executive Session: None

X. Adjourn

Motion: To adjourn at 10:04 p.m.

Made by: Melissa Crane

Seconded by: Lynnae Hymas

Result: All present in favor; motion carries

Signature of Board Secretary

Date

Recorded by DR