



Xavier Charter School

Board Meeting Minutes

November 15, 2018

6:00 p.m.

I. Roll Call Attendance

6:05 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 add action item (h) Calendar Change because the Board received an email today with a deadline of December 17th.

Motion: To approve the agenda as amended

Made by: Melissa Crane

Seconded by: Spencer Uhl

Result: All present in favor; motion carries

IV. Consent Agenda –

- A.** Approval of minutes from the October 18th meeting
- B.** Approval October Accounts Payable
- C.** Approval of October Building Petty Cash Accounts Payable
- D.** Approval of Job Descriptions for Assistant Head of Schools and Lead Teacher
- E.** Policy: 1242, 5290, 5820, 5820F, 8605 (2nd Readings); 8800, 9450 (2nd plus readings)

Motion: To approve the consent agenda

Made by: Melissa Crane

Seconded by: Trisha Neudorff

Result: All present in favor; motion carries

V. Public Input – None

VI. Reports/ Discussion Items

- A. Q&A with Linda Hartgen-** She was unable to attend and will reschedule another session.
- B. Insurance Renewal Rates – Cody McQueen:** He presented the insurance renewal rates which decreased for the 2019 enrollment year. He also presented other options with other insurance companies.
- C. Teachers of the Month-** Mr. Moon presented the Lower School Teacher of the Month for October who was Ms. Shelly McElliot. Mr. Goss presented the Upper School Teacher of the Month for October who was Mr. Jeremy Bennett.

D. Marketing Update- Mrs. Burr stated that the marketing brochure will be updated with changes that have been discussed with Mr. Huston and others. She also presented information from an email regarding the brochure for the Board to discuss.

E. Facilities Director Update – Mr. Moon stated the storage building should be built and completed by the end of Christmas Break. He also stated that the site plan has been received for the modulars.

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

1. Gary Moon – Head of Schools: He presented enrollment numbers, Title III update, and the October bullying prevention student training. He stated that he had a meeting regarding the Federal Programs, and the information given there will help in being prepared for the review next year.

2. Jon Goss – Assistant Head of Schools: He stated he will have a meeting to analyze data regarding Star Reading and Testing. He also stated that the Parent/Teacher conferences held in the gym went well for the parents and staff involved. He stated that he received positive feedback regarding the new process and that approximately 42 percent of the parents attended Parent/Teacher conferences for the Secondary School.

3. Lisa Thompson – 7-12: She stated a formal discussion about civil discourse was held with teachers and students and was an enlightening and positive experience for all involved.

4. Becky Baird – K-6: She stated that videos about Explicit Instruction will eventually be available on the Xavier website to present what a Xavier classroom looks like with this type of instruction implemented. She also shared a sample video of the Shurley Grammar Curriculum in action.

G. Quarterly Suspension Report – Mr. Moon presented all out-of-school suspensions from the beginning of the school year to November 14, 2018.

H. ISBA Fall Conference Report- Mrs. Burr stated that Board members that attended the ISBA training will be training the Board members who could not attend in the coming month.

I. TSI Update- Mr. Moon reported that Xavier falls into this category because of the gap between the general student population and students with disabilities. The requirement is to have a plan to close the gap.

J. Accreditation Update- Mrs. Burr stated that the accreditation concerns have been escalated to a higher level person.

K. Proposed Funding Formula – The Board discussed the proposed funding formula.

VII. Action Items

A. Business Manager's/Building Petty Cash Reconciliation Report – Mrs. Sheryl Liu-Philo presented the monthly financial reports. She stated that she needs to hire a Cafeteria Plan/Section 125 consultant. 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: Debby Burr- present, Melissa Crane – present, Trisha Neudorff – present, Spencer Uhl – present, Diana Wettstein – present, Lynnae Hymas - present. All present in favor; motion carries

B. Insurance Renewal Rates –

Motion: To approve the insurance renewal rates with a decrease in the premiums with the same coverage

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

C. Leadership Premiums – Mr. Moon presented the leadership premiums.

Motion: To approve the Leadership Premiums for the 2018-2019 school year

Made by: Melissa Crane

Seconded by: Spencer Uhl

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. Remove Moratorium on Staff Firearms Requests-

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

Made by: Spencer Uhl

Seconded by: Melissa Crane

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

E. Signage Related to Firearms on Campus – Mr. Uhl suggested that a firearms sign be placed on campus, and the Board held a discussion. It will be brought back in December.

F. Accounts Payable Clerk/Assistant Business Manager Job Description– The job description was reviewed by the Board.

Motion: To approve the job description for the accounts payable clerk/ assistant business manager

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

G. Policies: 5440, 5450 (1st Readings); 2435, 2700A, 2700P (2nd Readings); 3080, 3330, 5350 (2nd Plus Readings) - The Board held readings on these policies.

H. Calendar Change -

Motion: To move the December Board meeting from December 20th to December 13th

Made by: Spencer Uhl

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

VIII. Executive Session as per Idaho Code 74-206

Motion: To go into Executive Session pursuant **Idaho Code 74-206 (1) Subsections (b) 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 (c) To conduct deliberations considering legal negotiations or acquire real property;** at 9:46 p.m.

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

Motion: To come out of Executive Session at 10:04 p.m.

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

IX. Action Resulting from Executive Session:

Motion: To not pursue the purchase of property

Made by: Lynnae Hymas

Seconded by: Spencer Uhl

Result: all in favor; motion carries

X. Adjourn

Motion: To adjourn at 10:07 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