



Xavier Charter School Board Meeting Minutes May 16, 2019 6:00 p.m.

I. Roll Call Attendance

6:12 p.m. Debbi Burr, chairperson, in the Chair. Debbi Burr- present, Melissa Crane – absent, Trisha Neudorff – present, Spencer Uhl – present, Diana Wettstein – present, Lynnae Hymas - absent

II. Pledge of Allegiance

III. Approval of Agenda –

Motion: To approve the agenda

Made by: Spencer Uhl

Seconded by: Trisha Neudorff

Result: All present in favor; motion carries

IV. Consent Agenda –

- A.** Approval of minutes from the April 18th meeting
- B.** Approval of Safety Committee minutes April 15th
- C.** Approval of Special Meeting minutes April 29th
- D.** Approval of minutes from the May 2nd budget meeting
- E.** Approval of minutes from the May 9th budget
- F.** Approval April Accounts Payable
- G.** Approval of April Building Petty Cash Accounts Payable
- H.** Policies: 1313, 7218, 7235, 7235P, 7237, 7270, 7320, 7320P1, 7400P1, 7400P2, 7400P3, 7400P4, 7450, 7450P2, (2nd Readings) 9100, 9200 (2nd Plus Reading)

Motion: To approve the consent agenda

Made by: Spencer Uhl

Seconded by: Diana Wettstein

Result: All present in favor; motion carries

V. Public Input – None

VI. Reports/ Discussion Items

- A. Candidate Forum** – The Board held a Candidate Forum.
- B. PFA Report-** Mrs. Wettstein stated that Kate Henna will be the new PFA President. Spirit Night was held at Pizza Pie Café on Wednesday, May 15th. The PFA is holding a motorcycle raffle which was donated at cost by Action Cycle.

C. Graduation Reminder – The Board was invited to attend graduation and to be on the stage by 6:55 p.m. on May 31st.

Lynnae Hymas joined the meeting at 6:32 p.m.

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

- 1. Gary Moon – Head of Schools:** Mr. Moon's report was in the Board packet.
- 2. Jon Goss – Assistant Head of Schools:** He presented information on the 8th and 12th grade graduation programs.
- 3. Lisa Thompson – 7-12:** She reported that she has been preparing the new student information packets which includes introducing them to Xavier's philosophy, classes, and programs. She also is creating a Civics test for the 8th grade. She stated that they had a presentation to award the Patriot's Pen.
- 4. Becky Baird – K-6:** She stated that she prepared a new student packet for the new student group presentations. She also informed the Board that the Science Fair was a success and that the Bayer Scientists are willing to continue their support.
- 5. Building and Maintenance** – Mr. Brian Loosli stated that the portables inspection will be the end of June. Students are hired to work on the grounds and are going through. Inspection and don't care what is on classrooms and only 20% in the hallways. One more committee meeting next week.

E. Teachers of the Month- Mr. Goss presented the Lower School Teacher of the Month for May who was Mrs. Lisa Thompson, 5th Grade Teacher and Lead Teacher. Mr. Goss presented the Upper School Teacher of the Month for May who was Ms. Elizabeth Copp, Rhetoric Language Arts teacher,

F. Marketing Committee Report – Mrs. Burr stated that they would like to put in place social media guidelines. She asked that the marketing committee present some guidelines in June or July. She also stated that marketing can move forward under the administrators' oversight of social media until the guidelines are in place.

G. Safety Committee Report – Mrs. Stacey McFarland stated that they ran safety drills last week in preparation for next week's full-scale safety drill. She felt the drills went well, and the school is prepared and ready for a full-scale drill.

VII. Action Items

A. Business Manager's/Building Petty Cash Reconciliation Report – Mrs. Sheryl Liu-Philo presented the monthly financial reports. She stated the increased amount to be paid for employees benefits can only be changed during the enrollment period which will be January 2020. At this time, it will increase from \$455 to \$500. Mrs. Hymas and Mr. Uhl will be part of the interviewing process for the Business Manager position. Ms. Liu-Philo 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- absent, Debbi Burr- yes, Trisha Neudorff – yes, Spencer Uhl – yes, Lynnae Hymas – yes, and Diana Wettstein - yes. All present in favor; motion carries

B. Name Board Member to Count Ballots– The Board named 2 members to counts ballots which were Spencer Uhl for the morning and Trisha Neudorff for the afternoon. It is contingent on when the PFA member can meet to count.

C. Appoint a Board Member for Seat 3-

Motion: To appoint Diana Wettstein to Seat 3 for the 3-year appointed seat

Made by: Debbi Burr

Seconded by: Lynnae Hymas

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

D. Approve Shurley English – Mrs. Baird presented the Shurley English Curriculum to be used for the 3rd – 6th grades.

Motion: To adopt Shurley English Curriculum for grades 3rd – 6th

Made by: Spencer Uhl

Seconded by: Trisha Neudorff

Result: All present in favor; motion carries

E. Policy 3260 Dress Code: (1st Reading) The Board held a reading on this policy.

F. Policies: 2720 (1st Reading) 7235PF1, 7235PF1 (2nd 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 (a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated to fill a particular vacancy or need, unless a vacancy in an elective office is being filled;** 10:08 at p.m.

Made by: Lynnae Hymas

Seconded by: Trisha Neudorff

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

Motion: To come out of Executive Session at 10:22 p.m.

Made by: Spencer Uhl

Seconded by: Lynnae Hymas

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

IX. Action Resulting from Executive Session:

Motion: To accept the resignations of Employee A and Employee B

Made by: Lynnae Hymas

Seconded by: Spencer Uhl

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

X. Adjourn

Motion: To adjourn at 10:23 p.m.

Made by: Spencer Uhl

Seconded by: Debbi Burr

Result: All present in favor; motion carries

Signature of Board Secretary

Date

Recorded by DR