



**Xavier Charter School
Board Meeting Minutes
October 17, 2019
6:00 p.m.**

I. Roll Call Attendance

6:02 p.m. Debbi Burr, chairperson, in the Chair. Debbi Burr- present, Melissa Crane – absent, Diana Wettstein – present, Lynnae Hymas – present, James Wallace – present

II. Pledge of Allegiance

III. Approval of Agenda –

Motion: To approve the agenda

Made by: James Wallace

Seconded by: Lynnae Hymas

Result: All present in favor; motion carries

IV. Consent Agenda –

- A. Approval of minutes from the September 19th meeting
- B. Approval September Accounts Payable
- C. Approval of September Building Petty Cash Accounts Payable
- D. Policy Series Review: 1000-1645; 2000-2360 (2nd Readings)
- E. Policy: 3563, 5390, 7400, 7400P4, 7401, 7405, 7405P, 7408, 7409 (2nd Readings)

Motion: To approve the consent agenda

Made by: Lynnae Hymas

Seconded by: Diana Wettstein

Result: All present in favor; motion carries

V. Public Input – None

Melissa Crane joined the meeting at 6:04 p.m.

VI. Reports/ Discussion Items

- A. **PFA Report-** Tami Ditlefsen stated the t-shirts sold last year made a \$1628 profit, and the profit for this year is \$700. Xavier Spirit Night is scheduled for November 19th at Chick-fil-a from 5-8 p.m. ButterBraid Fundraiser orders and money are all turned in, and the counting and sorting of the orders has started. She stated the Fall Frolic was attended by about 150 people. She stated paper BoxTops are ending and moving to scanning BoxTops.

B. Teachers of the Month- Mr. Moon presented the Elementary Teacher of the Month for October who was Ms. Hillary Harm, 6th Grade Teacher. He also presented the Classified Employee of the Month for October Danielle Hardesty, who works in the Special Education Department. Mr. Goss presented the Secondary Teacher of the Month for October who was Mr. Nathan Barnhill, Social Studies Teacher.

C. K-6 and 7-12/HOS/AHOS/Building and Maintenance Reports

1. Gary Moon – Head of Schools: Mr. Moon reported that the Morning Mile has started off well with about 70-90 students and parents participating. The burning of the Phoenix will be rescheduled, possibly, for next Spring. Mr. Moon stated that for Veteran’s Day, there will be a presentation in the Veterans’ honor. He stated two teachers are going through alternate authorizations and two are going through emergency authorizations. He stated the Social Media Director will be Mr. John Kapeleris.

2. Jon Goss – Assistant Head of Schools: Mr. Goss presented data that reflected the number of students who have exited in each grade level. He stated that the testing in the Secondary School is going well, and he will be looking forward to using the test data as some benchmark information.

3. Lisa Thompson – 7-12: She stated the history teachers meet every 2 weeks to continue working on the history curriculum. She said that for American Heritage Day, the teachers were given time to plan for that day. She said that the Patriots Pen is coming and will be involving the 6th to 8th grades.

4. Becky Baird – K-6: She stated that Ms. Ditlefsen will be holding a Math Night. Ms. Baird stated the Elementary students enjoyed the activities held during the American Heritage Day, Oct. 8th.

5. Building and Maintenance – Mr. Loosli included his report in the board packet.

D. Exit Survey Review- Mr. Moon reviewed the exit survey results with the Board.

E. SAT Results and Report – Mr. Thad Biggers presented the SAT results.

F. Updated Performance Certificate Progress– Ms. Dannah Robertson stated that the revised charter was accepted by the Charter Commission and a signature page for the Performance Certificate was updated.

G. Invitation to State Legislators for Upcoming Board Meeting– The Board asked the Chair to reach out to the Legislators to invite them to an upcoming Board meeting. The Chair asked for questions for the legislators to be submitted to her before the meeting.

H. ISBA Convention November 2019 – Ms. Burr encouraged the Board members to attend the ISBA Convention.

I. Safety Committee Report - Mr. McNurlin stated next week will be safety week, and they will review ALICE training with the students and teachers. He stated that Thursday will be a full ALICE drill with everyone in the building. He stated that the Safety Committee would like to add one more secondary teacher to be ALICE trained.

VII. Action Items

A. Business Manager’s/Building Petty Cash Reconciliation Report – Mrs. Angie Carter 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: Lynnae Hymas

Seconded by: Melissa Crane

Result: Roll Call: Melissa Crane- yes, Debbi Burr- yes, James Wallace – yes, Lynnae Hymas – yes, and Diana Wettstein - yes. All present in favor; motion carries

B. Approve the Audit Report –

Motion: To approve the 2018-2019 Audit Report

Made by: Melissa Crane

Seconded by: James Wallace

Result: All present in favor; motion carries

C. Updated Fencing Bid– Mr. Moon requested the fencing bid be approved.

Motion: To approve fencing bid to not exceed \$24,000

Made by: Melissa Crane

Seconded by: James Wallace

Result: Roll Call: Melissa Crane- yes, Debbi Burr- yes, James Wallace – yes, Lynnae Hymas – yes, and Diana Wettstein - yes. All present in favor; motion carries

D. Board Response to State Safety Standardization- Ms. Burr proposed a letter to be sent to Governor Brad Little, Sheri Ybarra, and Debbie Critchfield in behalf of the Board.

Motion: To approve the letter to be sent to Governor Brad Little, Sheri Ybarra, and Debbie Critchfield

Made by: Melissa Crane

Seconded by: Lynnae Hymas

Result: All present in favor; motion carries

E. Policy Summer Updates: 1240, 1255, 1282, 1620, 2335, 2435, 2435F, 2700P, 3285, 3290, 3296, 3450F, 4120, 4150, 4530F, 5250, 5395, 5750, 8170P (1st Readings) - The Board held the readings on these policies.

F. Policies: 2615, 2615F, 2700P, 9450 (1st Readings); 4530, 5105, 9100 (2nd Readings) - 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 (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;** 9:30 at p.m.

Made by: Lynnae Hymas

Seconded by: Melissa Crane

Result: Roll Call: Melissa Crane- yes, Debbi Burr - yes, James Wallace – yes, Lynnae Hymas – yes, and Diana Wettstein - yes. All present in favor; motion carries

Motion: To come out of Executive Session at 9:46 p.m.

Made by: Lynnae Hymas

Seconded by: Melissa Crane

Result: Roll Call: Melissa Crane- yes, Debbi Burr - yes, James Wallace – yes, Lynnae Hymas – yes, and Diana Wettstein - yes. All present in favor; motion carries

IX. Adjourn

Motion: To adjourn at 9:47 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