



# **Xavier Charter School Board Meeting Minutes February 20, 2020 6:00 p.m.**

## **I. Roll Call Attendance**

6:05 p.m. Debbi Burr, 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 as accepted

**Made by:** Lynnae Hymas

**Seconded by:** Dianna Wettstein

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

## **IV. Consent Agenda –**

- A.** Approval of minutes from the January 16<sup>th</sup> meeting
- B.** Approval of minutes from the February 6<sup>th</sup> CIP meeting
- C.** Approval January Accounts Payable
- D.** Approval of January Building Petty Cash Accounts Payable
- E.** Policies: 3010, 3285, 3295, 3330, 4120F (2<sup>nd</sup> Readings); 4530, 4530F, 5100P2 (2<sup>nd</sup> Plus Readings)

**Motion:** To approve the consent agenda as accepted

**Made by:** Lynnae Hymas

**Seconded by:** Dianna Wettstein

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

## **I. Public Input – None**

## **II. Reports/ Discussion Items**

**A. PFA Report-** Tami Ditlefsen stated the next fundraiser will be February 25 at Panda Express and March 17 at Kneaders. She stated that Ms. Katie Carr suggested portable curtains around the stage as a possible project for the PFA. They will be starting a Penny War Fundraiser in the near future. For parent-teacher conference in March, a dinner will be provided for the teachers on March 18<sup>th</sup>. Also, a Book Fair will be held around parent-teacher conference. She stated that the PFA will be purchasing book stops for the Library and recess equipment. She reported that BoxTop donations are continuing be credited to Xavier Charter School.

Melissa Crane joined at 6:11 p.m.

**B. Teachers of the Month** –Mr. Goss presented the Secondary Teacher of the Month for February who was Mr. Trent Siler, Mathematics Teacher. He also presented the Classified Employee of the Month for February, who was Mrs. Dale Hawes, Elementary Paraprofessional. He presented the Elementary Teacher of the Month for February who was Ms. Stacey McFarland, 5<sup>th</sup> Grade Teacher.

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

1. **Gary Moon – Head of Schools:** He included his report in the Board Packet.

2. **Jon Goss – Assistant Head of Schools:** He presented a draft of intervention strategies. He reported on the school's first year of MathCounts Competition for the 7<sup>th</sup> and 8<sup>th</sup> graders.

3. **Lisa Thompson – 7-12:** She reported on the Ambrose School visit. She presented poster boards that will be displayed during the Open House.

4. **Becky Baird – K-6:** She is excited for the Xavier Community Open House February 27<sup>th</sup> 5:00-6:30 p.m. She stated that as she visited Ambrose that she was reminded that XCS is unique in the community. She presented what was going to be proposed as Idaho Science Standards (K-6) as compared to Xavier's Core Knowledge Science.

5. **Building and Maintenance** – Mr. Loosli reported that new commercial vacuums were purchased from Vacuum Cleaners of Idaho. He reported that he will be purchasing a welder for school maintenance.

**D. Maintenance Scheduling and Planning-** Mr. Loosli presented a 25 year maintenance schedule.

**E. S&P Report update** – Mrs. Angie Carter reported the S&P annual review call as held and all the investor's questions were answered. The report will be received by the end of February.

**F. 2020-2021 School Calendar Discussion** – Mrs. Burr asked the Board how they want to gather data in regards to the calendars. The Board are requested the calendar committee to make a recommendation next month from the survey feedback from the teachers and stakeholders.

**III. 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:** Dianna Wettstein

**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. Calendar Budget Work Sessions** – Mrs. Burr will email the Board to find a date in April/May to calendar the budget work sessions.

**C. Approve Extra-curricular Guidelines** – Mr. Goss will be postponing the approval of the guidelines until next month.

**D. Approve Change in PERSI Procedure –**

**Motion:** To approve the change in PERSI procedure that contributions will be made on behalf of an employee that is close to the PERSI required threshold

**Made by:** Lynnae Hymas

**Seconded by:** Dianna Wettstein

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

**E. Approve PERSI Payment –**

**Motion:** To approve the PERSI payment of \$6,857.42 on behalf of an employee

**Made by:** Lynnae Hymas

**Seconded by:** Dianna Wettstein

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

**F. Approve Policy 2385 –**

**Motion:** To suspend the rule of readings and take action regarding policy 2385

**Made by:** Lynnae Hymas

**Seconded by:** Dianna Wettstein

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

**Motion:** To approve policy 2385

**Made by:** Lynnae Hymas

**Seconded by:** Dianna Wettstein

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

**G. Policy Review: 3000, 3020-3280, 3290, 3295P (1<sup>st</sup> Readings) -** The Board held the readings on these policies.

**H. Policies: 1242 (1<sup>st</sup> Reading) 7400P3 & 7455 (2<sup>nd</sup> Readings); 5100 (2<sup>nd</sup> Plus Reading) -** The Board held the readings on these policies.

**IV. 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; (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; (d) consider records that are exempt from disclosure as provided in chapter 3, title 9, Idaho Code;** at 9:03 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 9:20 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

#### **V. Action Resulting from Executive Session**

**Motion:** To accept the resignation of Employee A

**Made by:** Lynnae Hymas

**Seconded by:** Melissa Crane

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

**Motion:** To hire Employee B

**Made by:** Lynnae Hymas

**Seconded by:** Melissa Crane

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

#### **VI. Adjourn**

**Motion:** To adjourn at 9:22 p.m.

**Made by:** James Wallace

**Seconded by:** Lynnae Hymas

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

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**Signature of Board Secretary**

**Date**

**Recorded by DR**