



Xavier Charter School Board Meeting Minutes March 19, 2020 6:00 p.m.

I. Roll Call Attendance

6:05 p.m. Debbi Burr, in the Chair. Debbi Burr- present, Melissa Crane –present, Diana Wettstein – present, Lynnae Hymas – present, James Wallace – absent

II. Pledge of Allegiance

III. Approval of Agenda – Remove policy 3270 from the consent agenda because it was already on the action agenda.

Motion: To approve the agenda as amended

Made by: Melissa Crane

Seconded by: Lynnae Hymas

Result: All present in favor; motion carries

IV. Consent Agenda –

- A.** Approval of minutes from the February 20th meeting
- B.** Approval February Accounts Payable
- C.** Approval of February Building Petty Cash Accounts Payable
- D.** Policies: 3000, 3020-3265, 3270F-3280, 3290, 3295P (2nd Readings); 5100, 7400P3, 7455 (2nd Plus Readings)

Motion: To approve the consent agenda as amended

Made by: Lynnae Hymas

Seconded by: Diana Wettstein

Result: All present in favor; motion carries

I. Public Input – Two stakeholders have input regarding the calendar discussion.

II. Reports/ Discussion Items

- A. PFA Report-** Tami Ditlefsen stated the Penny Wars has been started and was going well. The PFA decided to purchase portable curtains for the stage and classrooms.
- B. Teachers of the Month** –Mr. Gary Moon presented the Elementary Teacher of the Month for March who was Ms. Tami Ditlefsen, 1st Grade Teacher. He also presented the Classified Employee of the Month for March, who was Mrs. Stacey Young, Registrar. Mr. Jon Goss presented the Secondary Teacher of the Month for March who was Senora Blanco, Spanish Teacher.

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

- 1. Gary Moon – Head of Schools:** He presented the Elementary enrollment numbers. He stated that the Federal Programs Review went well, and XCS had no findings. Every day he has had a 2-hour superintendent conference call since Sunday and will continue them indefinitely. Online meetings are being used to communicate with staff and others. He stated that the staff will continue to be paid and the classified will be used to help in the school. He stated that the graduation venue through CSI has been closed for May.
- 2. Jon Goss – Assistant Head of Schools:** He presented the enrollment numbers. He stated that graduation will be completed differently than in the past. He proposed a Withdraw/Failure (WF) grade to be part of the procedure for transcripts and will be added to the student handbook.
- 3. Lisa Thompson – 7-12:** She reported that the History Department lesson plans have all been submitted to her. She stated that the English Department has been meeting on a weekly basis and collaborating.
- 4. Becky Baird – K-6:** She stated that she visited with the Excellence in Writing author and how to tie it in with Shirley Grammar program. She said she found a Singapore Math trainer for K-8th to train the teachers. She stated that an application for the Glanbia grant was submitted to request funds for new playground equipment.
- 5. Building and Maintenance –** Mr. Loosli included his report in the Board Packet. Mr. Moon added that on March 27th nobody will be allowed in the building and the cleaning company will be doing a deep, disinfection cleaning.

D. Institute of Classical Education Conference Report – Mrs. Thompson stated that Susan Wise Bauer presented at the conference about classical history curriculum and how it impacts schools and students. She said that teachers' starting wage was \$35,000 in the Arizona charter schools. Mr. Moon and Mrs. Burr stated it was unique and valuable conference. During a tour at a classical school in Arizona, they observed that the classrooms had a similar look to Xavier's classrooms.

E. Grant Report- Mrs. Dannah Robertson gave the grant report to the Board.

F. Quarterly Suspension Report – Mr. Moon presented the quarterly suspension report.

G. S&P Rating Final Report – Mrs. Angie Carter reported the S&P Rating was a triple B rating.

H. COVID-19 Update and Discussion – Mr. Moon updated the Board and thanked them for holding a meeting two nights ago. He said that they are very aware of the social and physical implications and the needs for the students. He stated that the Elementary and Secondary students will be treated differently. Mr. Goss stated that switching curriculum to an online platform has been a whole new experience. They have a plan in place for any staff or administration that falls ill. Ms. Crane stated that she would be able to step in to take lead if Debbi Burr becomes ill.

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: Melissa Crane

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

B. Approve CIP –

Motion: To approve the Continuous Improvement Plan as amended

Made by: Melissa Crane

Seconded by: Lynnae Hymas

Result: All present in favor; motion carries

C. 2020-2021 School Calendar –

Motion: To approve the 2020-2021 School Calendar Option B with a start date of August 31st and end date of May 28th

Made by: Melissa Crane

Seconded by: Lynnae Hymas

Result: All present in favor; motion carries

D. Approve Extra-curricular Guidelines for 6th-8th grades and 9th-12th grades – Mr. Goss presented the guidelines to the Board.

Motion: To approve the extra-curricular guidelines as amended for 5th – 8th grades and 9th – 12th grades

Made by: Lynnae Hymas

Seconded by: Melissa Crane

Result: All present in favor; motion carries

E. Action Related to COVID-19 Planning (if needed) – No action.

F. Appoint Board Members to Election Committee – The Board appointed two Board members: James Wallace and Lynnae Hymas.

G. Policy 8110-Safety Busing – Mr. Moon presented this policy to the Board. It is the first reading.

H. Policies: 2430, 3270, 4160, 5410P, 5420, 5420P (1st Reading) 1242 (2nd Readings) - The Board held the readings on policies 4160, 5410P, 5420, and 5420P. Policies 1242, 2430, and 3270 were moved to April's Board meeting.

IV. No Executive Session was held.

V. Adjourn

Motion: To adjourn at 9:37 p.m.

Made by: Lynnae Hymas

Seconded by: Melissa Crane

Result: All present in favor; motion carries

Signature of Board Secretary

Date

Recorded by DR