



# **Xavier Charter School Board Meeting Minutes Thursday, May 20, 2021 6:00 p.m.**

## **I. Roll Call Attendance**

6:11 p.m. Debbi Burr, in the Chair. Debbi Burr – present, Melissa Crane - present, Diana Wettstein - present, Amy Wendler - present, Creighton Knight - present

## **II. Pledge of Allegiance**

## **III. Approval of Agenda –**

**Motion:** To approve the agenda

**Made by:** Melissa Crane

**Seconded by:** Diana Wettstein

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

## **IV. 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;** at p.m.

**Made by:** Melissa Crane

**Seconded by:** Creighton Knight

**Result:** Roll Call: Debbi Burr – yes, Melissa Crane- yes, Amy Wendler– yes, Creighton Knight – yes, and Diana Wettstein - yes. All present in favor; motion carries

**Motion:** To come out of Executive Session at 7:57 p.m.

**Made by:** Diana Wettstein

**Seconded by:** Creighton Knight

**Result:** Roll Call: Debbi Burr – yes, Melissa Crane- yes, Amy Wendler– yes, Creighton Knight – yes, and Diana Wettstein - yes. All present in favor; motion carries

## **V. Consent Agenda –**

- A.** Approval of minutes from the April 15<sup>th</sup> meeting
- B.** Approval of minutes from the April 29<sup>th</sup> budget meeting
- C.** Approval April Accounts Payable
- D.** Approval of April Building Petty Cash Accounts Payable
- E.** Approve signing of returning teacher contracts and those previously hired for 2021-2022 school year

**Motion:** To approve the consent agenda

**Made by:** Creighton Knight

**Seconded by:** Amy Wendler

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

**VI. Public Input – None.**

**VII. Reports/ Discussion Items**

**A. Teacher/Classified of the Month-** Mr. Moon presented the Elementary Teacher of the Month for May who was Ms. Hillary Harm, 6<sup>th</sup> Grade Teacher. Mr. Goss presented the Secondary Teacher of the Month for May who was Ms. Elizabeth Trask, Language Arts Teacher. He also presented the Classified Employee of the Month for May who was Stacey Young, Registrar.

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

**1. Gary Moon – Head of Schools:** Mr. Thad Biggers gave the Head of Schools report. He presented the enrollment report. He stated the student testing is completed. He informed the board that the contracts for certified have been distributed and signed. He also reported that classified work agreements and admin contracts will be completed next week after the budget work session and before the last day of school.

**2. Jon Goss – Assistant Head of Schools:** He reported the seniors' last day is tomorrow. He stated there will be one salutatorian and two valedictorians for the graduating senior class, and graduation will be held, Thursday, May 27<sup>th</sup>. He reported how well Event Day went which included a kayak trip on the Snake River and zip lining. He stated Elevation was great venue for the Prom. He said the music festival in Wendall happened on May 11<sup>th</sup>, and Mr. McGhee and the students did very well. He informed the board about the changes to procedures in regards to sweatshirts and hoodies.

Recommended from the newly created dress code committee, the plan for next year will be no sweatshirts or hoodies can be worn on campus Mondays through Thursdays. On Fridays, students can have their house sweatshirts and Xavier wear. The alternative to sweatshirts during the week will be business casual wear. He also recognized Xavier students who wrote the book, Codex.

**3. Becky Baird – K-6:** She stated she held the new family group orientation on May 13. She thanked the teachers for helping with the new student testing after school. She reported she will be completing the end of the year wrap-up with teachers and collecting and tabulating textbook orders for 2021-22. She will continue to work through the summer on Explicit Instruction.

**4. Lisa Thompson – 7-12:** She reported the new student orientation for 7<sup>th</sup>-12<sup>th</sup> and had about 40 people attending. She stated the 6<sup>th</sup> grade classes participated in the Patriots Pen, and 2 students received 1<sup>st</sup> place and 2<sup>nd</sup> place. Kylie Henna received 1<sup>st</sup> place and Brooklyn Allan received 2<sup>nd</sup> place. She recognized the nominees for the Senior Character Awards: Elizabeth Arritt, Kaitlyn Armstrong, Sarah Beus, Alan Bonilla, Rio Buck, Dalton Rencher, and Kendall Whitney. She stated the 8<sup>th</sup> graduation will be May 28<sup>th</sup>. She explained she is in the process of finishing the scheduling of the Fall Teacher Training.

**5. Building and Maintenance –** Mr. Brian Loosli included his report in the Board Packet.

- C. Blended Learning Grant/CRF/Cares Act Update-** Ms. Angie Carter stated the need to use up the remaining funds of the Cares Act so they can start using ESSER II funds.
- D. COVID Update** – Mr. Goss reported the school stays low in risk, and he continues to monitor the school’s green risk level. He stated there is a desire to get students back in the classroom. The plan for next year will not offer any online schooling to XCS students. He verified that no one is having difficulties getting access to receiving the COVID-19 vaccine.
- E. ESSER II & ESSER III Funding Update-**Ms. Carter reported that on July 1, 2021, Xavier should receive the rest of the ESSER II funds in the amount of \$90,347. She also stated that the stipulations have been loosened on the ESSER III funds.
- F. Trivium Award** – Mr. Biggers presented the criteria for the Trivium Award which has been created and funded by an anonymous donor. He stated any senior who has continuously attended Xavier from 4<sup>th</sup> to 12<sup>th</sup> grade will each receive \$250.
- G. Graduation Reminder** – Mr. Goss invited the School Board members to attend graduation on May 27<sup>th</sup>.
- H. S&P Rating Final Report** – Ms. Carter presented the S&P Rating Final Report which included a stable outlook with a stable hold in enrollment.

## **VIII. 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:** Creighton Knight

**Seconded by:** Melissa Crane

**Result:** Roll Call: Debbi Burr – yes, Melissa Crane- yes, Amy Wendler– yes, Creighton Knight – yes, and Diana Wettstein - yes. All present in favor; motion carries

- B. Ratify School Board Election Results** – Mrs. Burr stated Mr. Marc Astin received the majority of the votes for Seat 5 (26 votes and Ms. Amy Wendler 23 votes).

**Motion:** To ratify the school board election results for this cycle

**Made by:** Melissa Crane

**Seconded by:** Creighton Knight

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

- C. Board Appointments –**

**Motion:** To appoint Debbi Burr to Seat 1 for 3 years on the Board

**Made by:** Amy Wendler

**Seconded by:** Diana Wettstein

**Result:** Debbi Burr abstained; Amy Wendler, Creighton Knight, Melissa Crane, Diana Wettstein in favor; motion carries

**Motion:** To open Seat 6 on the Board  
**Made by:** Creighton Knight  
**Seconded by:** Diana Wettstein  
**Result:** All present in favor; motion carries

**Motion:** To appoint Amy Wendler to Seat 6 for 3 years on the Board  
**Made by:** Diana Wettstein  
**Seconded by:** Creighton Knight  
**Result:** Amy Wendler abstained; Debbi Burr, Creighton Knight, Melissa Crane, Diana Wettstein in favor; motion carries

**D. Approve New Secondary Science Sequence** – Ms. Carrie Fossette and Mr. Brad Hansen presented the new Secondary Science Sequence which included the proposed Science Flow Path and Student Placement Criteria.

**Motion:** To approve the new Secondary Science Sequence  
**Made by:** Amy Wendler  
**Seconded by:** Creighton Knight  
**Result:** All present in favor; motion carries

**E. Approve Frontline HR Software** – Mr. Goss and Ms. Carter presented Frontline Human Resource Software and purposed purchasing it with the ESSER I funds.

**Motion:** To approve Frontline HR software using ESSER I funds  
**Made by:** Amy Wendler  
**Seconded by:** Melissa Crane  
**Result:** All present in favor; motion carries

**F. Approve Special Education Manual** – Mr. Biggers presented the current Special Education Manual.

**Motion:** To approve the current Special Education Manual  
**Made by:** Melissa Crane  
**Seconded by:** Creighton Knight  
**Result:** All present in favor; motion carries

**G. Policy Review Series: (1<sup>st</sup> Readings) 5325-5900** – The Board held the readings on these policies.

**H. Policy: (2<sup>nd</sup> Reading) 1282** – The Board held the reading on this policy.

**I. Review staff application for conceal carry per Policy 9450-** The Board reviewed the staff application for conceal carry.

## **IX. 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;** at 10:18 p.m.

**Made by:** Diana Wettstein

**Seconded by:** Melissa Crane

**Result:** Roll Call: Debbi Burr – yes, Melissa Crane- yes, Amy Wendler– yes, Creighton Knight – yes, and Diana Wettstein - yes. All present in favor; motion carries

**Motion:** To come out of Executive Session at 10:45 p.m.

**Made by:** Melissa Crane

**Seconded by:** Creighton Knight

**Result:** Roll Call: Debbi Burr – yes, Melissa Crane- yes, Amy Wendler– yes, Creighton Knight – yes, and Diana Wettstein - yes. All present in favor; motion carries

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

**Motion:** To accept the application of Employee A for conceal carry

**Made by:** Amy Wendler

**Seconded by:** Creighton Knight

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

**Motion:** To rescind the letter of resignation from Employee B

**Made by:** Amy Wendler

**Seconded by:** Melissa Crane

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

**Motion:** To accept the letter of resignation from Employee C

**Made by:** Amy Wendler

**Seconded by:** Melissa Crane

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

**Motion:** To accept the letter of resignation from Employee D

**Made by:** Amy Wendler

**Seconded by:** Melissa Crane

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

**Motion:** To hire Candidate A for Math

**Made by:** Amy Wendler

**Seconded by:** Melissa Crane

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

## **XI. Adjourn**

**Motion:** To adjourn at 10:48 p.m.

**Made by:** Melissa Crane

**Seconded by:** Creighton Knight

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

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**Signature of Board Secretary**

**Date**

**Recorded by DR**