



Xavier Charter School Board Meeting Minutes Thursday, June 17, 2021 6:00 p.m.

I. Roll Call Attendance

6:04 p.m. Debbi Burr, in the Chair. Debbi Burr – present, Melissa Crane - absent, Diana Wettstein - absent, Amy Wendler - present, Creighton Knight - present

II. Pledge of Allegiance

III. Approval of Agenda – Executive session was moved to item VI.

Motion: To approve the agenda

Made by: Creighton Knight

Seconded by: Amy Wendler

Result: All present in favor; motion carries

IV. Consent Agenda –

- A.** Approval of minutes from the May 20th meeting
- B.** Approval of minutes from the May 24th budget session meeting
- C.** Approval May Accounts Payable
- D.** Approval of May Building Petty Cash Accounts Payable
- E.** Policies: (2nd Readings) 5325-5480; 5500-5740; 5810-5900

Motion: To approve the consent agenda

Made by: Creighton Knight

Seconded by: Amy Wendler

Result: All present in favor; motion carries

V. Public Input – None.

Melissa Crane joined at 6:07 p.m.

VI. 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 6:08 p.m.

Made by: Melissa Crane

Seconded by: Creighton Knight

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

Motion: To come out of Executive Session at 6:18 p.m.

Made by: Creighton Knight

Seconded by: Amy Wendler

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

VII. Action Resulting from Executive Session

Motion: To accept Candidate A to be hired as the half time PE/Health teacher and pursue an Emergency Provisional Certificate through the State Department of Education

Made by: Creighton Knight

Seconded by: Melissa Crane

Result: All present in favor; motion carries

VIII. Annual Meeting of Xavier Charter School 501(c)3 Corporation

1. **Welcome and introduction of the newly appointed Board Members by the current Chair.**
2. **Swear in of newly-elected Board Member to Seat 5-** Marc Astin read the oath of office.
3. **Swearing in of newly-appointed Board Member to Seat 1 and 6-** Debbi Burr and Amy Wendler read the oath of office.
4. **Signature of Code of Ethics for Board Members** – All new Board members signed the Code of Ethics.
5. **Election of Board Officers-**
 - a) **Chair** – Amy Wendler nominated **Debbi Burr**;
 - b) **Vice-Chair** – Debbi Burr nominated **Diana Wettstein**;
 - c) **Secretary**– Creighton Knight nominated **Amy Wendler**;
 - d) **Treasurer** – Amy Wendler nominated **Creighton Knight**;

Motion: To approve the slate of candidates for the Board Offices

Made by: Melissa Crane

Seconded by: Marc Astin

Result: All present in favor; motion carries

Approved Board Offices: **Debbi Burr** was elected as chair; **Diana Wettstein** was elected as vice-chair; **Amy Wendler** was elected as secretary; **Creighton Knight** was elected as treasurer.

6. **Assumption of office by the new Chair, Debbi Burr.**
7. **Set a Time and Date for the Monthly Board Meetings for FY2021-2022** – The first meeting will be July 15th and is set to be the third Thursday of each month.

Motion: To set the monthly board meetings for the 3rd Thursday

Made by: Melissa Crane

Seconded by: Marc Astin

Result: All present in favor; motion carries

IX. Reports/ Discussion Items

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

1. **Gary Moon – Head of Schools:** He stated that Senior Graduation and the end of the year staff lunch went well. He informed the board that handbooks will be presented in the July meeting. He reported that the ASB will be managed by an office employee. He stated that the Library Construction has begun. He reported that the PFA will be coming back next year, and Christina Mauldin will be serving as president. The next PFA meeting will be July 14th.

2. **Jon Goss – Assistant Head of Schools:** He will report next month and included his report in the Board Packet. It was stated that 8th grade and senior graduations went well.

3. **Becky Baird – K-6:** She will report next month and included her report in the Board Packet. It was stated that her curriculum ordering is completed.

4. **Lisa Thompson – 7-12:** She had Darla Ridenour and Amanda Loosli present the elements of the House System for next year and report on how the Houses went this last school year.

5. **Building and Maintenance** – Mr. Brian Loosli reported that major repairs were made to the sprinklers. He stated the playground equipment and developing the 2.5 acres will be on hold. Chance Requa will be mowing the 2.5 acres this month. There are more bottle filling stations being installed for the next school year. He stated the building meeting committee recommended pursuing a Fine Arts building with the possible auditorium with the capacity of 500 seats. The next step would be asking an architect to look at the property size and space for a building and parking on the 2.5 acres. The Board asked Mr. Loosli to move forward in pursuing the next steps to developing the 2.5 acres with Bill Hamlin and in researching the cost of renovating classrooms to facilitate the Science classrooms and labs.

B. Blended Learning Grant/CRF/Cares Act Update- Mrs. Angie Carter stated all funds have been expensed.

C. ESSER II & ESSER III Funding Update- Mr. Moon stated that they are really close to spending all the ESSER I funds and will be starting to spend the ESSER II funds. They will wait to spend some of the ESSER II funds. He stated they will be conservative with the spending of ESSER III funds in case of a required payback.

D. COVID Update – Mr. Goss included the report in the Board Packet and reported that the COVID data from South Central Public Health has shown that the school will move to more normal operations for the next school year.

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

F. Grant Report– Mrs. Dannah Robertson presented the grant report.

- G. Schedule Board Retreat** – The Board scheduled the Board Retreat for July 19, 2021, at 6 p.m. and August 9, 2021 at 6 p.m. Ms. Burr will let the Board members know the place.
- H. Schedule Board Self-Assessment** – The Board scheduled the Board Self-Assessment for the same time as the retreat.

X. 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: Melissa Crane

Seconded by: Marc Astin

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

- B. FY 21 Budget Amendment-** Ms. Carter presented the FY 21 budget amendment.

Motion: To accept FY 21 budget amendment

Made by: Amy Wendler

Seconded by: Marc Astin

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

- C. FY 22 Budget Hearing-** Ms. Carter presented the FY 22 proposed budget.

Motion: To accept FY 22 proposed budget

Made by: Marc Astin

Seconded by: Creighton Knight

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

- D. Vendor Contracts-** Mr. Moon presented vendor contracts.

1. **Occupational Therapy** – Primary Therapy
2. **Speech/Language** – Clear Talk
3. **Custodial** – Class Act
4. **SPED Consulting** – Jesse Mittelstadt
5. **Food Service** – Twin Falls School District
6. **School Psych.** – Southern Idaho School Psychology
7. **SPED Director/504 Director** - Edwise

Motion: To approve the above contracts

Made by: Amy Wendler

Seconded by: Creighton Knight

Result: All in favor; motion carries

F. Secondary Clubs – Mrs. Thompson presented the secondary clubs to the Board.

Motion: To approve the list of clubs as presented

Made by: Melissa Crane

Seconded by: Marc Astin

Result: All present in favor; motion carries

G. Secondary Dual Credit Classes – Mrs. Thompson presented the secondary dual credit classes from the Ms. Kelsie Rogers, Counselor.

Motion: To approve the secondary dual credit classes offered for the next school year

Made by: Creighton Knight

Seconded by: Melissa Crane

Result: All present in favor; motion carries

H. Secondary Culture Committee Recommendations – Mrs. Thompson presented the information on the secondary culture committee recommendations.

Motion: To approve the additional day for the secondary culture committee training

Made by: Melissa Crane

Seconded by: Marc Astin

Result: All present in favor; motion carries

I. Policy Review: (1st Readings) 2700P and 3330; (2nd Reading) 5490 – The Board held the readings on these policies.

XI. Adjourn

Motion: To adjourn at 9:04 p.m.

Made by: Melissa Crane

Seconded by: Marc Astin

Result: All present in favor; motion carries

Signature of Board Secretary

Date

Recorded by DR