



Xavier Charter School

Board Meeting Minutes

Thursday, September 16, 2021

6:00 p.m.

I. Roll Call Attendance

6:00 p.m. Debbi Burr, in the Chair. Debbi Burr – present, Melissa Crane - present, Diana Wettstein – present, Amy Wendler - present, Marc Astin - present

II. Pledge of Allegiance

III. Approval of Agenda – Amendment of the agenda to remove the discussion item a. and action item b. because the auditor is not finished with the audit. The auditors will present their report in the October board meeting. Amendment to move the discussion item c. to item VI. because the timing of presenter. Amendment to move action item h. to discussion item i. before item “ISBA Fall Conference- November 17-19” because it does not need action.

Motion: To approve the agenda as amended

Made by: Melissa Crane

Seconded by: Diana Wettstein

Result: All present in favor; motion carries

IV. Consent Agenda –

- A.** Approval of minutes from the August 19th meeting
- B.** Approval of minutes from the August 25th special board meeting
- C.** Approval August Accounts Payable
- D.** Approval of August Building Petty Cash Accounts Payable
- E.** Policy: (2nd Reading) 3050
- F.** Policy Series Review: (2nd Readings) 6000, 6100F-6400, 7000-7237, 7310-7455
- G.** Policy Spring Updates: (2nd Readings) 2400, 2700P, 3525, 3570, 3570P, 4420, 5100, 5105, 5340, 7408
- H.** Archive Policies: (2nd Readings) 2220, 2710, 7403, 7700, 7710

Motion: To approve the consent agenda

Made by: Diana Wettstein

Seconded by: Marc Astin

Result: All present in favor; motion carries

V. Public Input – Yes, the board chair invited Ms. Nancy Cox to contribute when the board discusses the COVID protocols.

VI. 2021-2022 Bus Routes and Safety Busing Stops- Mr. James Stevenson from Mid-Columbia Bus Company presented busing stops and routes. He expressed the challenges they are having with bus drivers being sick with COVID-19 and not having enough drivers to staff buses.

VII. Board Structure – Action Item

A. Disposition of Open Board Seat 2 – The Board held a discussion about the open seat 2 and were encouraged to recruit more applicants for elections.

Motion: To keep Board Seat 2 open

Made by: Diana Wettstein

Seconded by: Melissa Crane

Result: All present in favor; motion carries

B. Election of New Board Officer – Melissa Crane appointed Marc Astin as Treasurer. Mr. Astin accepted the office.

C. Selection of Board Member for Building Committee – Diana Wettstein volunteered to be on the building committee, and Amy Wendler will be an alternate.

VIII. Reports/ Discussion Items

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

1. Gary Moon – Head of Schools: He presented the enrollment numbers. He is planning on moving the registration date earlier for 2022-2023 school year so the office has more time contacting people on the waiting list. He spoke with the bus company about informing the school earlier about late or no-show buses. He stated more money is available, and the administrators plan on using it towards office help, substitutes, and paraprofessionals.

2. Jon Goss – Assistant Head of Schools: He explained Xavier's accreditation score from the last review was high, and the school is not needing to do a Cognia Monitoring Engagement Review. He reported NAEP testing will be happening for 4th and 8th grades. He explained the activities that will be happening during Spirit Week which will be held September 27-30. He also reported on the service projects the Houses are participating in. He expressed appreciation for Aiden McFarland and Rengin Kurtcu who set flags by the Phoenix to remember those who lost their lives on 9-11.

3. Becky Baird – K-6: Her report was included in the Board Packet.

4. Lisa Thompson – 7-12: She presented the early release Monday meetings schedule for the teachers. She informed the Board that Mr. Andrew Zwerneman will be at the school continuing his training program on September 23 and 24. She stated Rinard Media is in the process of updating the website with new pictures and videos.

5. Building and Maintenance – Mr. Loosli included his report in the Board Packet. Mr. Moon stated the library is completed and available for students to use. He explained the lunch tables for the elementary students are coming in slow due to materials being scarce. He reported dividers will be installed between the urinals in the boys' bathrooms.

B. Testing Data Summary 2020-2021 School Year- Mr. Thad Biggers reported the testing data for the 2020-2021 school year. He presented the assessment data for the IRI, ISAT, and SAT testing. He stated he will present the enrollment data for October 2020 – September 2021 once he has it compiled. The Board Chair asked for SAT data of how Xavier compares to local schools.

- C. Federal Grant Review and Update**–Mr. Moon reported on the ESSER Funds.
- D. COVID Update** – Mr. Goss reported 18 student positive cases and 2 positive staff cases. He explained an average of 85% of the Xavier students are attending school and about 31% of the absences are COVID related. He stated no change in the safety protocols is needed to be made at this time. He stated Xavier is at the orange risk level, and the county is at the red risk level. He reported the PPE and sanitation supplies are at good levels. Mr. Loosli has been preparing by ordering paper masks for elementary and secondary students. He stated the group gatherings have been altered as a precaution. Ms. Cox asked some questions and made a suggestion about getting COVID information to parents and administrators receiving feedback.
- E. COVID Leave for Employees** – Mr. Moon presented information about COVID Leave for the employees and what surrounding districts are doing for COVID Leave and employees. The Board asked that a formal COVID Leave proposal be presented at the October Board meeting.
- F. Grant Report** – Mrs. Dannah Robertson reported no grants have been applied for thus far.
- G. School Nurse Contract** – Mr. Goss presented the information about the need for a school nurse.
- H. ISBA Fall Conference – November 17-19** – The Chair encouraged the Board to attend the ISBA Fall Conference and the ISBA Region 9 meeting.

IX. 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: Marc Astin
Seconded by: Melissa Crane
Result: Roll Call: Debbi Burr – yes, Amy Wendler– yes, Marc Astin – yes, Melissa Crane – yes, and Diana Wettstein – yes. All present in favor; motion carries
- B. Review/Potentially Revise American Rescue Plan: Re-entry and COVID-19 Protocols 2021-2022 School Year** – Mr. Goss and Mr. Moon requested the change of continued use of lockers be added to the plan.

Motion: To approve the revision to the yellow and orange plan by adding the continued use of lockers
Made by: Melissa Crane
Seconded by: Amy Wendler
Result: All in favor; motion carries
- C. Approve Potential COVID Leave for Employees**– No action. Postponed until next month.

D. Approve the 2021-2022 Bus Routes-

Motion: To approve the bus routes as presented

Made by: Melissa Crane

Seconded by: Marc Astin

Result: All in favor; motion carries

E. Approve Safety Busing Stops-

Motion: To approve the safety busing stops

Made by: Melissa Crane

Seconded by: Marc Astin

Result: All in favor; motion carries

F. Approve Long Term Substitute and \$120 Pay Rate - Mr. Moon presented the long term sub pay rate of \$120 pay rate.

Motion: To approve the long term substitute pay of \$120

Made by: Melissa Crane

Seconded by: Amy Wendler

Result: All in favor; motion carries

G. Policy 3281—Gender Identity (1st Reading) – The Board held the reading on this policy.

H. Policy Review: (1st Reading) 2600; (2nd Reading) 2210P2, 3030, 3031, 3340P, 5212C, 6100, 7270; (2nd Plus Readings) 3330, 5490 – The Board held the readings on these policies.

I. Policy Spring Updates: (2nd Plus Readings) 1300, 1303, 1315, 1500, 1650, 2125, 3500, 7460, 8605 - The Board held the readings on these policies.

X. Adjourn

Motion: To adjourn at 10:45 p.m.

Made by: Marc Astin

Seconded by: Melissa Crane

Result: All present in favor; motion carries

Signature of Board Secretary

Date

Recorded by DR