



Xavier Charter School Board Meeting Minutes Monday, November 15, 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 – present, Amy Wendler - present, Marc Astin - present

II. Pledge of Allegiance

III. Approval of Agenda –

Motion: To approve the agenda

Made by: Marc Astin

Seconded by: Amy Wendler

Result: All present in favor; motion carries

IV. Consent Agenda –

- A.** Approval of minutes from the October 21st meeting
- B.** Approval of minutes from the November 1st special board meeting
- C.** Approval of minutes from the November 9th special board meeting
- D.** Approval October Accounts Payable
- E.** Approval of October Building Petty Cash Accounts Payable
- F.** Policy Review: (2nd Reading) 1240

Motion: To approve the consent agenda

Made by: Marc Astin

Seconded by: Amy Wendler

Result: All present in favor; motion carries

V. Public Input – None.

VI. Reports/ Discussion Items

- A. Insurance Renewal Rates – Cody McQueen** - He presented the insurance renewal rates which had less than a 1% increase for health insurance and no increase for the dental insurance for the 2022 enrollment year. He also presented other options with other insurance companies. He recommended XCS stay with the Regence/BlueShield grandmothers plan and Delta Dental plan.

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

- 1. Gary Moon – Head of Schools:** He presented the enrollment numbers. He stated the parents wanted to do a Grown-up Get Together, and it will be tomorrow, November 16th. He explained how the substitute-retention grant will be spent. He informed the board he and Mr. Goss will be going to the school law conference in April. He reported the school was selected by for Region IV to have one of the school's choirs perform for the Superintendent's meeting in December. He stated the Veterans Day celebration went well and had positive feedback from the community.
 - 2. Jon Goss – Assistant Head of Schools:** He stated the Secondary Parent/Teacher Conference for this year had a high turnout of parents with the face to face meetings as compared to prior years. He stated the four-year graduation rate is 73.6%. Then, with the appeals approved, it will be 90%. The five-year rate is 94%. The official graduation rate for Xavier Charter School is 91%.
 - 3. Becky Baird – K-6:** She reported that she has been doing new student interviews. She stated the Lead Team has been hiring substitutes and paraprofessionals throughout the last month.
 - 4. Lisa Thompson – 7-12:** She included her board report in the board packet. She will give a report next month.
 - 5. Building and Maintenance –** Mr. Loosli included his report in the Board Packet.
- C. New Club Proposal –** Ms. Burr presented the information from the lawyer in regards to the proposed Volley Belles and Jr. Belles Club. The Board discussed the club proposal and asked a revised proposal be presented next month.
- D. Contract for FY 22 Audit –** Ms. Angie Carter stated she went to bid for a new auditor and received 2 bids. She recommended both auditors.
- E. Federal Grant Report –** Ms. Angie Carter presented the Federal Grant Funding report.
- F. Character Club Update –** Ms. Renee Robbins reported on the Character Club. She stated the students are learning leadership skills and enjoying the incentives for the Pillars of Character.
- G. Construction Committee Discussion –** Mr. Moon reported he and Mr. Goss would like to be on the construction committee. He stated the administration would like a secondary teacher, an elementary teacher, and 2 stakeholders also on the committee. Ms. Burr stated that she spoke with James Wallace, and he agreed to be on the committee. The business manager will also be included on the committee. The Board will have Ms. Burr represent them on the committee. Ms. Burr asked the construction committee members and options for meeting times be finalized and presented at the next board meeting so the committee can begin meeting in January 2022
- H. COVID Update –** Mr. Goss reported the positive COVID test trends for our school are declining. He stated Xavier is at the green risk level, and the county is at the yellow risk level.
- I. COVID Leave for Employees –** Mr. Moon presented information about COVID Leave for the benefit-eligible employees and stated the recommendation would be to allow three COVID leave days for 2021-2022 school year with the appropriate documentation. He also suggested the leave be retroactive starting at the beginning of the school year.
- J. Quarterly Suspension Report–** Mr. Moon presented the quarterly suspension report. He gave the Board the opportunity to ask questions.
- K. Funding Comparison: ADA vs. Enrollment at XCS –** Mr. Moon presented the projected funding comparison between ADA and enrollment.

VII. 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: Amy Wendler

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

Motion: To approve Mike Burr to look at the books in preparation for a second audit to be completed by a different auditor due to inconsistencies found in the original audit report

Made by: Marc Astin

Seconded by: Amy Wendler

Result: Debbi Burr recused herself; All others in favor; motion carries

B. Approve Contract for FY 22 Audit-

Motion: To approve Quest CPA to redo the FY 21 audit, complete and file the 990, and do the FY 22 audit

Made by: Marc Astin

Seconded by: Amy Wendler

Result: All in favor; motion carries

Motion: To approve the redo of the audit to be less than \$12,000.

Made by: Marc Astin

Seconded by: Diana Wettstein

Result: All in favor; motion carries

C. Ratify Substitute-Retention Grant Spending– Mr. Moon presented the classified stipends for November 2021 payroll.

Motion: To ratify the substitute-retention grant spending

Made by: Marc Astin

Seconded by: Diana Wettstein

Result: All in favor; motion carries

D. Approve Insurance Renewal Rates –

Motion: To approve the dental and health insurance renewal rates and continue with the same plan for the 2022 calendar year

Made by: Marc Astin

Seconded by: Diana Wettstein

Result: All in favor; motion carries

E. Approve Dump Trailer for Grounds Maintenance – Mr. Moon suggested the funding for the dump trailer be paid out of ESSER II funds.

Motion: To approve the dump trailer for ground maintenance to be paid by ESSER II funds up to \$13,000

Made by: Marc Astin

Seconded by: Diana Wettstein

Result: All in favor; motion carries

F. Approve Potential COVID Leave for Employees-

Motion: To approve the three COVID leave days for employees who are benefit-eligible and for it to be paid by ESSER II funds starting August 30, 2021.

Made by: Marc Astin

Seconded by: Diana Wettstein

Result: All in favor; motion carries

G. Approval of Club Request - The Board asked for a revised proposal, and it to be presented at the next month's meeting by interested students, teachers, and/or advisors.

H. Review/Potentially Revise American Rescue Plan: Safe Return to School and COVID-19 Protocols for 2021-2022 School Year – No action.

I. Formation of Construction Committee – No action. The Board asked prospective committee members and possible times to meet be finalized for the next board meeting.

J. Policy 3281—Gender Identity (2nd Plus Reading) – The Board held the reading on this policy.

K. Policy Review: (1st Reading) 3050; (2nd Reading) 6320; (2nd Plus Readings) 6100 & 7270 – The Board held the readings on these policies.

L. Policy Series Review: (1st Readings) 8000-8600, 8610-8800 - The Board held the readings on these policies.

M. Policy Summer Updates: (1st Readings) 2150P, 2340, 2375, 2410, 2500, 2530, 2570, 2570F, 2585, 2585F, 2700, 2700P, 2800, 3060, 3085, 3290, 3570F1, 3570P, 4105, 4120, 4120F, 4135, 4150, 5240, 5250, 5750, 5751, 7402, 7407; (2nd Plus Reading) 8605 - The Board held the readings on these policies.

VIII. Adjourn

Motion: To adjourn at 10:02 p.m.

Made by: Marc Astin

Seconded by: Amy Wendler

Result: All present in favor; motion carries

Signature of Board Secretary

Date

Recorded by DR