



**Xavier Charter School
Board Meeting Minutes
Thursday, December 16, 2021
6:00 p.m.**

I. Roll Call Attendance

6:02 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 VI. Reports/Discussion Agenda item a. because the presenter was ill and will present next month. Amendment to remove action items g. and h. because the information needed from the lawyer for these policies has not been received.

Motion: To approve the amended agenda

Made by: Melissa Crane

Seconded by: Marc Astin

Result: All present in favor; motion carries

IV. Consent Agenda –

- A.** Approval of minutes from the November 15th meeting
- B.** Approval November Accounts Payable
- C.** Approval of November Building Petty Cash Accounts Payable
- D.** Policy Review: (2nd Readings) 3281 & 6100; (2nd Plus Reading) 3050
- E.** Policy Series Review: (2nd Readings) 8000, 8105F-8110, 8120-8160, 8200-8600, 8700-8800
- F.** Policy Summer Updates: (2nd Readings) 2340, 2375, 2570, 2570F, 2800, 3570P, & 7407
- G.** Archived Policies: (2nd Readings) 8115 & 8185

Motion: To approve the consent agenda

Made by: Melissa Crane

Seconded by: Diana Wettstein

Result: All present in favor; motion carries

V. Public Input – None.

VI. 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 or, to hear complaints or charges brought against an employee or student;** at 6:04 p.m.

Made by: Marc Astin

Seconded by: Melissa Crane

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

Motion: To come out of Executive Session at 7:14 p.m.

Made by: Marc Astin

Seconded by: Diana Wettstein

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

VII. Reports/ Discussion Items

A. ISBA Fall Conference Summary – Ms. Burr and Mr. Astin gave a report on the ISBA Fall Conference. The report also included the Safety Plan can be discussed by the Board in executive session.

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 school is low on copy machine toner and stated they are planning to bring in backup copiers next month if the toners are still not available next month. He said the Lead Team reviewed the data Mr. Thad Biggers presented in their meeting. Mr. Moon reported showcases have been happening this week and have been successful. He explained the State Board of Education approved public K-12 schools to use student enrollment rather than ADA (average daily attendance) as a basis for state funding.

2. Jon Goss – Assistant Head of Schools: He stated the official graduation rate for Xavier Charter School is 97%. He reported the choir did well at superintendent’s meeting. He presented the Frontline, a recruiting and hiring software, which will increase the ability to hire qualified candidates. He stated South Central Community Partnership expressed appreciation to the secondary students who helped fight hunger in the community.

3. Becky Baird – K-6: She reported she continues doing new student interviews and tours. She has been reviewing the charter and will be sharing it with the staff.

4. Lisa Thompson – 7-12: She reported the History and English Departments are working on their curriculum in regards to the Cana Academy training. They will be doing more training on January 7.

5. Building and Maintenance – Mr. Loosli included his report in the Board Packet. A dump trailer was purchased, and they will be getting a bid on replacing exterior building lights with LED units. They will also be doing an annual fire alarm and backflow testing over the winter break.

C. Federal Grant Report – Ms. Angie Carter presented the Federal Grant Funding report. Ms. Burr stated, at the superintendents meeting, feedback was given to the legislators about why the schools are holding onto their funds. One of the explanations given was the schools do not know how much funding they will actually be receiving in the future.

- D. Construction Committee Discussion** – Mr. Moon presented the building construction committee which consists of Mr. Moon, Mr. Goss, James Wallace, Brian Loosli, William McGhee, Renee Robbins, 2 Stakeholders, and Debbi Burr (Amy Wendler as an alternate). Ms. Burr stated this committee is about a 2-month commitment with about 4-6 meetings during that time period.
- E. COVID Update** – Mr. Goss reported the risk level for the school has not changed. He stated Xavier continues to be at the green risk level, and the county is at the yellow risk level.
- F. Grant Report** – The Board reviewed the grant report.
- G. Student Achievement Data** – Mr. Thad Biggers presented the testing data to the Board.

VIII. Action Items

A. Business Manager’s/Building Petty Cash Reconciliation Report – Mrs. Angie Carter presented the monthly financial reports. She entered the journal entries from Mr. Mike Burr. She stated she is looking at purchasing a fingerprinting scanner to help streamline the hiring process. She does not recommend increasing the employee benefit an additional \$50 since it was not included in the budget this year. The Chair asked the budget for next year to visit and possibly include an increase starting January 2023 (beginning of the insurance contract year) which would be an increase for half the school year. 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: Diana Wettstein

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

B. Approval of Club Request – Volleyball Club – Ms. Brenda Blanco and Ms. Kaila Kaiser presented the Volleyball Club information to the Board. It included having the club as co-ed. About 22-25, 7th – 12th grade students are participating. They will continue to meet twice a week.

Motion: To approve the Volleyball Club proposal to be a school sponsored club

Made by: Melissa Crane

Seconded by: Amy Wendler

Result: All in favor; motion carries

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

D. Schedule Construction Committee Meeting – The meeting was scheduled for January 10, 2022, at 3:30 p.m.

E. Policy Review: (1st Reading) 3281F; (2nd Plus Reading) 7270 - The Board held the readings on these policies.

F. Action Resulting from Executive Session

Motion: To deny the request of Parent A

Made by: Amy Wendler

Seconded by: Melissa Crane

Result: All in favor; motion carries

IX. Adjourn

Motion: To adjourn at 9:07 p.m.

Made by: Marc Astin

Seconded by: Diana Wettstein

Result: All present in favor; motion carries

Signature of Board Secretary

Date

Recorded by DR