



Xavier Charter School Board Meeting Minutes Thursday, August 18, 2022 6:00 p.m.

I. Roll Call Attendance

6:04 p.m. Debbi Burr, in the Chair. Debbi Burr – present, Melissa Crane - present, Amy Wendler - present, Marc Astin - absent

II. Pledge of Allegiance

III. Approval of Agenda – Amendment of the agenda to remove executive session due to not having enough Board members to go into executive session and remove action item c. because the bus company does not have all the information but they will be presenting in the September meeting.

Motion: To approve the amended agenda

Made by: Melissa Crane

Seconded by: Amy Wendler

Result: All present in favor; motion carries

IV. Consent Agenda –

- A.** Approval of minutes from the July 21st meeting
- B.** Approval July Accounts Payable
- C.** Approval of July Building Petty Cash Accounts Payable

Motion: To approve the consent agenda

Made by: Melissa Crane

Seconded by: Amy Wendler

Result: All present in favor; motion carries

V. Public Input – None.

VI. Reports/ Discussion Items

A. Review Bus Routes- Robert Gummere introduced Brian who replaced James. Brian presented the goals and improvements in Mid-Columbia Bus Company. They presented the bus routes.

B. New Club Proposal – Archery Club- Ms. Elizabeth Parker presented information and overview about starting an archery club for 5th – 12th grades. She stated students for 5th – 8th grades must be accompanied by a parent or guardian. They are working to coordinate scheduling of practices with the Trap and Skeet Club.

C. Reactivate Outdoor Club – Ms. Parker stated she has had interest in reactivating the outdoor club.

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

A. Gary Moon – Head of Schools: He will be giving enrollment numbers the first few days of school to the Board members. He stated they had the Lead Team and discussed the future leadership structure. He reminded the Board accreditation will happen this school year. They will be starting the process and requested an on-site visit. He reported he was able to go to IASA Conference which included how to help staff with stressful and transitional times. He will start presenting regular achievement data at the Board meetings. Mr. Moon introduced Ms. Megan Choate, the new Elementary Counselor.

B. Jon Goss – Assistant Head of Schools: He included his reports in the board packet and will be reporting next month. Ms. Lisa Thompson stated Mr. Goss will be holding a 7th Grade Orientation Event August 23rd and 8th-12th grade Orientation Event August 24th.

C. Becky Baird – K-6: She stated she continues to purchase textbooks. This week the teachers went through the K-6 Core Knowledge training. She also stated Ms. Hillary Harm volunteered to help with the scheduling process. In remembrance of Ms. Carol Stevens, Mrs. Baird read an article written by Ms. Stevens regarding the joy of teaching.

D. Lisa Thompson – 7-12: She reported she is in the process of finishing textbook orders. She stated the Ambrose Seminar Training in Boise was wonderful and very helpful. She stated Mr. Goss did a great introduction to the 2022 Teacher Training which will continue until August 26th.

E. Building and Maintenance – Mr. Loosli included his report in the Board Packet.

E. PFA Report– Ms. Robbins stated they raised \$400 with the Pizza Pie Fundraiser. She reported Chick-fil-A contacted Xavier to do a fundraiser. They will be reinstating the Kiwi loco fundraiser on Fridays during lunch. She stated the PFA will pay for lunch during the teacher training. PFA ratified the officers on August 16th which include Brandi Meiners- President; Lindsey Hughes – Vice President; Jennifer Harriel – Secretary; and Cheri Aiello – Treasurer.

F. Federal Grant Report – Ms. Angie Carter reported on the amount of money available in the federal fund accounts.

G. COVID Update – Mr. Goss included in the Board packet the latest COVID report from IdahoEd News.

H. Review Safety Plan – Mr. Moon reviewed the safety plan with the Board and will be updating the teacher safety manuals.

I. Review Training Requirement for Concealed Carry as per Policy 9450 – Ms. Burr stated the names of those who are authorized to conceal carry are kept confidential. She proposed the Board pay for the training for those who are the designated concealed carry people.

J. ISAT – Math/Science Alignment – The Board asked Mr. Goss to report on the ISAT information in the September or October Board Meetings.

K. Review Parent/Staff Satisfaction Surveys and Goals – Mr. Moon presented the possible goals in regards to the surveys. He will be reporting in September on the goals.

L. Proposed Change to XCS Bylaws Article 4 Section 4.1 Board of Directors – Ms. Burr proposed a change to the Xavier Charter School Bylaws.

M. Applicants for Vacant Board Seat 5 and Appointment Timeline – Ms. Burr stated they have received applications for the vacant Board seat and will be appointing a Board member in the September meeting.

N. ISBA Region IX Bylaw Change – Ms. Burr presented changes to the Region IX Bylaws. It was stated that sponsoring the change will help with better representation.

O. Calendar Continuous Improvement Planning Meeting – The Board calendared the CIP meeting for September 19th at 6 p.m.

VII. Action Items

A. Business Manager Report/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: Amy Wendler

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

B. Approve Bus Routes – Ms. Burr stated the bus routes are not final and will be back next month to finalize the routes.

Motion: To approve six routes as presented with the understanding of moving to five routes

Made by: Melissa Crane

Seconded by: Amy Wendler

Result: All in favor; motion carries

C. Approve Safety Busing Locations – No action. Moved to next month’s meeting.

D. Approve New Club Proposal – Archery Club –

Motion: To approve the new club proposal for the Archery Club

Made by: Melissa Crane

Seconded by: Amy Wendler

Result: All in favor; motion carries

E. Approve Reactivate Outdoor Club –

Motion: To approve reactivation of the Outdoor Club

Made by: Melissa Crane

Seconded by: Amy Wendler

Result: All in favor; motion carries

F. Approve Construction of Wall/Door for New Counselor Office – Mr. Moon stated there is a need for space and will plan to use ESSER funds for the construction. The new counselor will help with the social and emotional support needed for the Elementary, and the construction of a wall/door will keep things confidential.

Motion: To approve the construction of a wall and door for the new counselor’s office

Made by: Melissa Crane

Seconded by: Amy Wendler

Result: All in favor; motion carries

G. Review Staff Applications for Conceal Carry per Policy 9450– None at this time.

H. Training Requirements as per Policy 9450 – The Board discussed not putting a limit on the number of employees for training.

Motion: To approve funding for the training proposed as per policy 9450 for employees

Made by: Melissa Crane

Seconded by: Amy Wendler

Result: All in favor; motion carries

I. Approve ISBA Region IX Bylaw change -

Motion: To approve ISBA Region IX Bylaw change

Made by: Melissa Crane

Seconded by: Amy Wendler

Result: All in favor; motion carries

J. Proposed Change to XCS Bylaws Article 4 Section 4.1 Board of Directors (1st Reading) - The Board held the reading on this policy.

K. Policy Review: (1st Readings) 2440, 3420P, 4120, 4120F, 5400F, 8320, 8520 - The Board held the readings on these policies.

L. Policy 9000 Series Review: (2nd Plus Readings) 9200 & 9800 - The Board held the readings on these policies.

M. Policy 2021 Summer Updates: (2nd Plus Reading) 2150P - The Board held the reading on this policy.

N. Policy 2021 Fall/Winter Updates: (2nd Plus Readings) 3370, 3370P, 4210P - The Board held the readings on these policies.

O. Policy 1000 Series & Policies 2000-2360 Review (1st Readings) - The Board held the readings on these policies.

P. Policy 2022 Summer Updates: (1st Readings) 1233, 1292, 2310, 2385, 2415, 2460, 2470, 2470F, 2470P, 2520, 2540, 2605, 2700, 3370P, 4110, 4180, 5105, 5480, 5750, 8105, 8160; (2nd Plus Reading) 2700P - The Board held the readings on these policies.

VIII. Adjourn

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

Made by: Melissa Crane

Seconded by: Amy Wendler

Result: All present in favor; motion carries

Signature of Board Secretary

Date

Recorded by DR