



Xavier Charter School Board Meeting Minutes Thursday, January 19, 2023 6:00 p.m.

I. Roll Call Attendance

6:00 p.m. Debbi Burr, in the Chair. Debbi Burr – present, Melissa Crane – present, Amy Wendler – present through Google Meets, Marc Astin – present, and Thad Biggers – present through Google Meets

II. Pledge of Allegiance

III. Approval of Agenda –

Motion: To approve the 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 January 5th meeting
- B. Approval December Accounts Payable
- C. Approval December Building Petty Cash Accounts Payable
- D. Policy Review: (2nd Readings) 3295P & 5412

Motion: To approve the consent agenda

Made by: Marc Astin

Seconded by: Melissa Crane

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) consider evaluation, dismissal or disciplining or, to hear complaints or charges brought against an employee or student; at 6:03 p.m.

Made by: Melissa Crane

Seconded by: Marc Astin

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

Motion: To come out of Executive Session at 6:16 p.m.

Made by: Melissa Crane

Seconded by: Amy Wendler

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

VII. Reports/ Discussion Items

- A. **Bidding for Transportation** – Mr. Moon reviewed the transportation bids from First Student and Mid-Columbia. It was recommended the Board approve the Mid-Columbia contract.
- B. **Bidding for Modular Buildings** – Mr. Moon presented the bid information regarding the new and used modular buildings. He presented a modular classroom and construction plan.
- C. **Report on Chemical Storage Cabinets** – Mr. Moon stated he is continuing to look into the chemical storage cabinets, and he will be presenting more information in the future.
- D. **Cell Tower Proposal** – Mrs. Angie Carter reported an agreement has been received and will be having the Board review it. She stated if the agreement is signed, the cell tower company will promote the site to carriers. It is not guaranteed carriers will be acquired.
- E. **Teachers of the Month** – Mr. Moon presented Mrs. Debbie Barrutia as the K-6 Teacher of the Month for December and Mrs. Renee Robbins as the K-6 Teacher of the Month for January. Mr. Goss presented Mr. Trent Siler as the 7-12 Teacher of the Month for December and Mrs. Amanda Loosli as the 7-12 Teacher of the Month for January.
- F. **HOS/Building and Maintenance Reports**
 - A. **Gary Moon – Head of Schools:** He presented the enrollment numbers to the Board. He reported on the information he received from the Superintendent’s Meeting.
 - B. **Building and Maintenance** – Mr. Brian Loosli included his report in the Board Packet.
- G. **Secondary Showcases** – Mr. Goss reported on the secondary showcases which were of exemplary work. He invited Mr. William McGhee to report on the music groups. Mr. McGhee stated the students did well in performing as choirs and bands. Mr. Goss read a statement from Mrs. Ridenour who spoke about the performing arts students. Mr. Goss expressed appreciation for Mr. Loosli, Mr. Jason Hicks, and Ms. Mayalei Yates for helping with the Drum Corp performance.
- H. **PFA Report/Financials**– Mrs. Robbins presented the PFA financials to the Board. She reported on the Spirit Nights which included Panda Express last night. She stated the next Spirit Night will be at Chick-fil-A on March 28th. She stated the PFA continues to assemble Substitute bags. She reported they are looking at sponsoring a Jog-a-thon which will be for K-12 students. The PFA is looking to get an updated bid on a walking track for campus.
- I. **Accreditation Report** – Mr. Moon stated the accreditation due dates are the first part of February. Mr. Goss reported the teachers have worked hard in helping gather the information needed for this accreditation process.
- J. **Report on Full Day Kindergarten** – Mr. Moon reported they will do another survey in regards to full day kindergarten. He will report on the survey results in the next meeting.
- K. **New Club Proposal- Behind the Scenes Club** –Ms. Kelsie Rogers invited a student, Rengin Kurtcu, to present information about the new proposed “Behind the Scenes” club. Ms. Kurtcu asked the Board to approve this club as a Board sponsored club.
- L. **Process for Review of Board Policies** – The Board wanted to go over the process for reviewing board policies. The Chair proposed sending an email to the stakeholders to give them the opportunity to request policies from the review of Board policies and the option to submit written comment to the Chair. If stakeholders want to make comments on the policies in the

regular Board meeting, they will be asked to sign-in for public comment before the beginning of the meeting.

M. **Quarterly Suspension Report** – Mr. Moon presented the quarterly suspension report to the Board.

N. **Calendaring the Continuous Improvement Plan Meeting** – The Board Chair stated they will be scheduling a date in the future.

VIII. Action Items

A. **Business Manager Report/Building Petty Cash Reconciliation Report** –Mrs. Angie Carter presented the monthly financial reports. She stated the DL Evans loan has no prepayment penalty, and they can request a payoff amount at any time. She gave the Board the opportunity to ask questions.

Motion: To approve the monthly financial reports as presented

Made by: Melissa Crane

Seconded by: Amy Wendler

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

B. **Approve Modular Building Bid–**

Motion: To approve the purchase of 2 new modular buildings through Pacific Mobile

Made by: Melissa Crane

Seconded by: Marc Astin

Result: All in favor; motion carries

C. **Approve Transportation Bid -**

Motion: To award the transportation contract to Mid-Columbia with the technology upgrades included in the contract

Made by: Melissa Crane

Seconded by: Marc Astin

Result: All in favor; motion carries

D. **Approve Cell Tower Proposal** – No Action.

E. **Approve New Club Proposal – Behind the Scenes Club –**

Motion: To approve the Behind the Scenes Club

Made by: Melissa Crane

Seconded by: Amy Wendler

Result: All in favor; motion carries

F. **Annual Policy Review: (1st Readings) 3285, 3295, 3330, 8200, & 9800F-** The Board held the readings on these policies.

G. **Policy Review: (2nd Reading) 4120; (2nd Plus Reading) 9100 -** The Board held the readings on these policies.

- H. **Policy 2021 Summer Updates: (2nd Plus Reading) 2150P** – The Board held the reading on this policy.
- I. **Policy 2022 Summer Updates: (2nd Readings) 2460, 2470, & 2470P (ELO/Self-Directed Learners)** - The Board held the readings on these policies.

IX. Action Resulting from Executive Session

Motion: To accept the resignations of Employee A and Employee B
Made by: Melissa Crane
Seconded by: Thad Biggers
Result: All present in favor; motion carries

X. Adjourn

Motion: To adjourn at 8:59 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