



# **Xavier Charter School Board Meeting Minutes Thursday, March 16, 2023 6:00 p.m.**

## **I. Roll Call Attendance**

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

## **II. Pledge of Allegiance**

## **III. Approval of Agenda –**

**Motion:** To approve the agenda

**Made by:** Thad Biggers

**Seconded by:** Marc Astin

**Result:** All present in favor; motion carries

## **IV. Consent Agenda –**

- A. Approval of minutes from the February 13th policy committee meeting
- B. Approval of minutes from the February 13th CIP meeting
- C. Approval of minutes from the February 16th meeting
- D. Approval of minutes from the March 8th Secondary Curriculum meeting
- E. Approval February Accounts Payable
- F. Approval February Building Petty Cash Accounts Payable
- G. Policy Series Review: (2nd Readings) 3000-3250, 3265-3295P
- H. Policy 2022 Fall Updates: (2nd Plus Readings) 4105 & 5101
- I. Archived Policies: (2nd Readings) 3080 & 3210

**Motion:** To approve the consent agenda

**Made by:** Thad Biggers

**Seconded by:** Marc Astin

**Result:** All present in favor; motion carries

## **V. Public Input – None.**

## **VI. Reports/ Discussion Items**

- A. **Teachers of the Month for February & March** – Mr. Moon presented Ms. Amanda Sandell as the K-6 Teacher of the Month for March. Mr. Jason Hicks as the 7-12 Teacher of the Month for March. February Teachers of the month will be presented next month.

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

**A. Gary Moon – Head of Schools:** He presented the enrollment numbers. He reported the Secondary Enrollment Committee will be meeting, and a report from the meeting will be given at the next Board meeting. He reported the advertising for Open Enrollment has changed for this year. They advertised through community leader boards, Facebook, emails, community calendars, and magazines. He stated Math night went well which was enjoyed by stakeholders and students. He updated the Board about the Superintendent's meeting and reported JFAC approved \$147 million to go into certified salaries. He stated funding will most likely be based on ADA. He stated the Post Legislation Session will be held April 17th. He reported the Music Teacher resigned a couple of weeks ago, and they are filling the position using Fine Arts teachers' extra preps to fill in the music classes.

**B. Jon Goss – Assistant Head of Schools:** He reported they are moving forward with the new 2023-24 Bell schedule and are working on the logistics for Houses. He worked with a committee of teachers to create a dance code of conduct and will be including it in the handbooks. He stated they are finalizing the commencement speaker procedures. Mr. Goss reported the Secondary Conferences were completed today. He informed the Board that Samuel Rowlands placed 1<sup>st</sup> and Dylan Canty placed 3<sup>rd</sup> in the Math Counts Competition. He also reported the 3-D Printing Club took 1<sup>st</sup> place at Boise and won a new 3-D printer. He reported the Pi Day activities were successful with the K-12 students and staff. He informed the Board that Baker Hilverda is the President for State Student Council next year.

**C. Becky Baird – K-6:** Her report was included in the Board packet.

**D. Lisa Thompson – 7-12:** She reported she is hearing from teachers that students are starting to understand Seminar and its process. She has been doing the school tours and stated the parents are impressed with the students and how they seem "happy" to be at our school.

**E. Building and Maintenance –** Mr. Loosli presented the Science Lab plans and expansion. He stated they would like to purchase the supplies for the renovations of the Science Department and then start construction the summer of 2024. He presented the site plan for the two proposed modular. He reported construction will be allowed between the current modulars and North College Road. He stated they still need to meet with the City of Twin Falls.

**C. PFA Report/Financials–** Mrs. Robbins stated they are seeing funds being raised for the Jog-a-thon and will be extending the date until April 28. They have roughly received \$4000. She presented the PFA financials. They are looking forward to the Princess Party for the Daddy/Daughter activity, and the Cowboy Hoedown for the Mother/Son activity for which they will provide food.

**D. Secondary Science Update –** Mr. Brad Hansen presented plans and projected costs of the needs for the Science Department. He reviewed the proposed budget for the Science Department. He stated Mr. Shawn Moses created a list of items/facilities needed in order to qualify as a dual credit class which includes offering dual credit labs.

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

**F. COGNIA Accreditation Report –**Mr. Moon presented the final accreditation report and included the IEQ number: 352.

**G. PCSC Follow-up Report –** Mr. Moon will report on the PCSC follow-up next month.

- H. **Report on Kindergarten** – Mr. Moon reported 91 students have enrolled in Kindergarten. He invited Mrs. Shelly LeBlanc to speak about full-day kindergarten. Mr. Moon stated the majority of the parents who filled out the survey wanted full-day kindergarten.
- I. **Secondary History Curriculum** – Mrs. Thompson presented the history curriculum: Classical Academic Press. She stated the parents/teachers on the secondary history curriculum committee recommended the books/series from the Classical Academic Press. She is asking for \$11,000 to cover the curriculum costs for the first year.
- J. **Secondary Supplemental English Curriculum** – Mrs. Thompson presented the Supplemental English curriculum: “The Ox-bow Incident”. She stated the parents/teachers on the secondary supplemental English curriculum committee recommended the supplemental curriculum “The Ox-bow Incident”.
- K. **Bids on Building Entrance Art** – Mr. Moon presented examples of entrance art and is continuing to look into a wide variety of art. It will be approximately \$1500-\$3000 for the art and planning. He stated the school can install it themselves which will save on costs.
- L. **School Calendar Options** – Mr. Moon presented two calendars to the Board.
- M. **Review/Potentially Revise American Rescue Plan: Safe Return to School** – Mr. Moon presented the ARP plan. The plan was reviewed and read by the Board.
- N. **Administration Leadership Structure** – Mr. Moon reported on the training Ms. Elizabeth Parker and Ms. Hillary Harm received in Phoenix, AZ. They will be meeting with a committee of people to address the restructuring of the Administration Leadership.
- O. **Review Continuous Improvement Plan** – Mr. Moon presented the CIP with the updated goals for Strategic Goal #2. He stated the K-3 IRI and ISAT data will be added.
- P. **Classroom Assignment Plan** – Mr. Moon updated the Board on where the classroom/office assignments will be and is looking at adding walls for privacy in the Administrators offices.
- Q. **Modular Installation Bid** – Mr. Loosli stated they only received 1 bid yesterday which was from Pacific Mobile for a little over \$204,000 for the installation of the modulares. They plan to have it done by the middle of August.
- R. **Modular Change Order** – Mr. Loosli stated he would recommend a steel roof to be considered for the 2 modulares to be installed which is an estimated cost of \$22,000.
- S. **Grant Report** – Ms. Dannah Robertson reported on the current grants applied for and grants received.
- T. **Quarterly Suspension Report** – Mr. Moon presented the quarterly suspension report to the Board.
- U. **Appoint 2 Board Members for the Election Committee** – The Board appointed Amy Wendler and Thad Biggers to be on the election committee.

## **VII. Action Items**

- A. **Business Manager Report/Building Petty Cash Reconciliation Report** – Mrs. Angie Carter presented the monthly financial reports. She reported the DL Evans loan was paid off, and she received the deed today. She gave the Board the opportunity to ask questions.

**Motion:** To approve the monthly financial reports as presented

**Made by:** Marc Astin

**Seconded by:** Thad Biggers

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

**B. Action: Secondary History Curriculum -**

**Motion:** To approve the Secondary History Curriculum modifications as presented

**Made by:** Thad Biggers

**Seconded by:** Amy Wendler

**Result:** All in favor; motion carries

**C. Action: Secondary Supplemental English Curriculum -**

**Motion:** To approve the Secondary Supplemental English Curriculum to include the “Oxbow Incident”

**Made by:** Marc Astin

**Seconded by:** Amy Wendler

**Result:** All in favor; motion carries

**D. Action: Bids on Building Entrance Art – No Action.**

**E. Action: School Calendar–**

**Motion:** To approve the School Calendar with a start date of August 28<sup>th</sup>

**Made by:** Thad Biggers

**Seconded by:** Debbi Burr

**Result:** All in favor; motion carries

**F. Action: Review/Potentially Revise American Rescue Plan: Safe Return to School – No Action.**

**G. Action: Administration Leadership Structure– No Action.**

**H. Action: Continuous Improvement Plan–**

**Motion:** To approve the Continuous Improvement Plan

**Made by:** Thad Biggers

**Seconded by:** Marc Astin

**Result:** All in favor; motion carries

**I. Action: Modular Installation Bid–**

**Motion:** To approve the bid received for the Modular Installation

**Made by:** Marc Astin

**Seconded by:** Thad Biggers

**Result:** All in favor; motion carries

**J. Action: Modular Change Order– No Action.**

**K. Policy Review: (1<sup>st</sup> Readings) 2700F, 2720, 3260, 3261; (2<sup>nd</sup> Plus Reading) 9100 -** The Board held the readings on these policies. Mr. Goss stated in regards to policy 2720 that administration will invite the class president and valedictorians to speak up through the class of 2026.

- L. **Policies Series Review (2<sup>nd</sup> Plus Reading) 2700P** – The Board held the reading on this policy.
- M. **Policy 2022 Fall Updates: (2<sup>nd</sup> Plus Reading) 5100** - The Board held the reading on this policy.
- N. **Policy 2022 Summer Updates: (2<sup>nd</sup> Plus Readings) 2470F (ELO/Self-Directed Learners)** - The Board held the reading on this policy.
- O. **Policy 2021 Summer Updates: (2<sup>nd</sup> Plus Reading) 2150P** – The Board held the reading on this policy.

**VIII. Executive Session as per Idaho Code 74-206 – None Needed.**

**IX. Adjourn**

**Motion:** To adjourn at 10:16 p.m.

**Made by:** Marc Astin

**Seconded by:** Thad Biggers

**Result:** All present in favor; motion carries

---

**Signature of Board Secretary**

**Date**

**Recorded by DR**