



**Xavier Charter School
Board Meeting Minutes
Thursday, July 20, 2023
6:00 p.m.**

I. Roll Call

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

II. Pledge of Allegiance

III. Approval of Agenda

Please note: Pursuant to Idaho Code §74-204 (4) an agenda shall be required for each meeting. The agenda shall be posted in the same manner as the notice of the meeting. An agenda may be amended, provided that a good faith effort is made to include, in the original agenda notice, all items known to be probable items of discussion.

Motion: To approve the agenda as amended

Made by: Melissa Crane

Seconded by: Amy Wendler

Result: All present in favor; motion carries

IV. Consent Agenda by ^^^(action item)

- a. Approval of minutes from the June 29th meeting
- b. Approval June Accounts Payable
- c. Approval June Building Petty Cash Accounts Payable
- d. Policy Review: (2nd Plus Reading) 2150P
- e. Policy 2023 Winter Updates: (2nd Readings) 2395

Motion: To approve the consent agenda

Made by: Melissa Crane

Seconded by: Nicole Wilson

Result: All present in favor; motion carries

V. Public Input - none

VI. Reports/Discussion Agenda

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a. K-6 and 7-12/

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must be completed by July 28 and the can will be

August 16. The first grade position is still open, interviews are taking place.

Jon Goss, Assistant Head of Schools, reported to the board. The transition with the new lead teacher for the secondary level is going well. This role will look different than previous years due to the reduced hours that the lead teachers will be responsible for teaching their own classrooms. Secondary AI Technology awareness was discussed. Best Public High Schools in Idaho from Stacker and Xavier Charter School was rated thirteenth in the state.

Liz Parker, Secondary Lead Teacher, reported to the board. All items on her report are on the discussion agenda.

Hillary Harm, Lower Lead Teacher, reported to the board. The focus has been spent preparing for teacher training. Elementary science curriculum has arrived. The PFA has purchased the non-consumable materials kits for the K-6 science. New teacher onboarding/orientation, there will be 5 new teachers on the elementary end. The new teachers will come in on the 11th. New student testing will happen on August 9th for those that have not yet tested.

Maintenance Report -Gary Moon reported for Brian Loosle. The modular units will arrive on July 24th. There are multiple projects in progress. The school has received two bids to paint over the wallpaper in the hallways. One bid was \$18,000 and the other was \$20,000. Fairbanks Painting will be able to complete the project school starts.

b. **PFA Report/Financials – report by PFA president, Zach Uhrig**

Reported regarding the back to school bash and providing lunch to the teachers for back to school. They are working on getting t-shirts ready for the back to school Meet and Greet

c. **Prior Years Attendance Codes Update** - will provide more details later in the meeting during the business managers report.

d. **Student Transportation Bid/Contract** – There is a proposed contract for Mid-Columbia Bus Company. There are other transportation options, although the timeframe to implement is not adequate. The board asked for a quote for a one-year

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e. House Leader

plans regarding next year's house program. The House Governors have prepared a leadership curriculum for the upcoming year. The leadership curriculum is based on the Nine Pillars of Character.

f. Teacher Training For 23-24 School Year – Liz Parker updated the board on the plans for teacher training.

g. Student Worker Pay Increase - Mr. Moon reported on an increase to our student worker pay. The pay has been increased to \$12 per hour.

h. Federal Grant Report – reported was submitted in writing to the board.

i. Grant Report – no changes reported

j. Middle School Career Explorations - Jon Goss presented information regarding 8th Grade Career Exploration. The state has mandated that the 8th Grade Career Exploration must be offered in the 2023-24 school year. Due to time constraints and staffing constraints Mr. Goss is proposing the class be offered through IDLA.

k. Secondary Curriculum: Health and History – Liz Parker presented information regarding Health and History.

Health Approximately 30-50% of our students are taking health on IDLA and the Xavier class sizes are extremely small. Xavier needs to adopt a health curriculum or offer it through IDLA. The board has asked that the lead team explore getting our own health curriculum.

History – the new history curriculum has arrived. The lead team is concerned regarding some missing time periods and some of the government standards. The team is exploring options on filling those gaps.

l. Hallway Painting Bids – discussed in maintenance report

m. Building Beautification/Entrance Art Plans – Liz Parker presented – A plan was presented to create a more cohesive look in our halls. Creating places for student artwork with guidelines on how to display. The board was presented with options for an American Legacy Wall. The board has asked for input from the founder of the school. This will be brought back next month. The beautification committee also reported on new furnishings and paint in the administration area.

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n. Calendar CIP

VII. Action Agenda ^^^ All

A. Action: Business M

included the monthly financial reports in the Board packet. The Board held a discussion on the reports.

Motion: To approve the monthly financials.

Made by: Melissa Crane

Seconded by: Nicole Wilson

Result: All in favor; motion carries

B. Action: Discarded Items – no action

C. Action: Student Transportation Bid/Contract

Motion: To ask for a one-year contract at the rate that was proposed.

Made by: Melissa Crane

Seconded by: Amy Wendler

Result: All present in favor; motion carries

D. Action: House Leadership Curriculum

Motion: To approve the proposed house leadership curriculum.

Made by: Melissa Crane

Seconded by: Nicole Wilson

Result: All present in favor; motion carries

E. Action: Middle School Career Explorations

Motion: To approve the use of the IDLA Middle School Career Explorations program for the 2023-24 school year.

Made by: Melissa Crane

Seconded by: Amy Wendler

Result: All present in favor; motion carries

F. Action: Secondary Curriculum Health and History

Motion: No Action

G. Action: Hallway Painting Bids

Motion: To approve the bid from Fairbanks bid for painting.

Made by: Melissa Crane

Seconded by: Nicole Wilson

Result: All present in favor; motion carries

H. Action: Building E

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II. Adjourn

Motion: To approve adjourn

Made by: Melissa Crane

Seconded by: Nicole Wilson

Result: All present in favor; motion carries