



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

I. Roll Call Attendance

6:02 p.m. Debbi Burr, in the Chair. Debbi Burr – Present, Melissa Crane – Absent, Amy Wendler – Present, Marc Astin – Present, and Nicole Wilson – Present

II. Pledge of Allegiance

III. Approval of Agenda –

Motion: To approve the consent agenda

Made by: Melissa Crane

Seconded by: Nicole Wilson

Result: All present in favor; motion carries

IV. Consent Agenda –

- a. Approval of Minutes from the October 16th, Policy Review Committee Meeting
- b. Approval of Minutes from the October 18th, Safety Committee Meeting
- c. Approval of minutes from the October 19th Regular Board Meeting
- d. Approval October Accounts Payable
- e. Approval October Building Petty Cash Accounts Payable
- f. Policies: (2nd Reading) 3030, 4105 (Reviewed By Committee) 4000, 4100, 4110, 4120, 4120F, 4126, 4130, 4135, 4150, 4160, 4170, 4200

Motion: To approve the consent agenda

Made by: Melissa Crane

Seconded by: Amy Wendler

Result: All present in favor; motion carries

V. Public Input –

VI. Executive Session as per Idaho Code 74-206

Motion: To go in to Executive Session as per Idaho Code 74-206 Section (1) (b) consider evaluation, dismissal or disciplining or, to hear complaints or charges brought against an

employee or student, (d) consider records that are exempt from disclosure as provided in chapter 3, title 9, Idaho Code. at 6:11pm.

Made by: Melissa Crane

Seconded by: Marc Astin

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

Motion: To come out of Executive Session at 6:33pm.

Made by: Melissa Crane

Seconded by: Marc Astin

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

Reports/Discussion Items

- a. **Insurance Update, Cody McQueen-** Regence Insurance Rep. presented new 2024 Insurance options including rates. December 31st, 2023 is the last day for selection of a new policy. Several plans were rigorously looked into and options were presented to the board sharing minimums and increases, per plan. Delta Dental plans were also researched for best options. Current plans include roll over rates where coverage increases based on years with the insurance co. Other options included, XCS offering 2 different plans each year, where employees can select a plan one year and switch the following year if needed.
- b. **Student Government Report - Mrs. Galina Maki, Treasurer and Social Media Director -** Group representatives reported on their recent attendance to the ISBA Boise Convention where XCS Student Government received an Outstanding Student Council award. They also gave a report on the schools' homecoming event that took place at the local Rock Creek Event Center. The students stated that the manager of the event center was so impressed with student behavior that she has offered to host this year's school prom at no cost to XCS. Student Governments next focus is their involvement at the upcoming school Mingle Jingle event and the activities that student government will plan and manage during that day.
- c. **K-6 and 7-12 Lead Teachers/HOS/AHOS/Building and Maintenance Reports -**
Mr. Moon, Head of Schools - Reported on current and average annual enrollment numbers for XCS. He states that student enrollment numbers have increased from last month. He reported to the board that ALICE drills have been conducted a few times since the start of the school year and the most recent took place during the current week. Mr. Moon shared information regarding his attendance to this month's Idaho Superintendents conference and 1 day mentorship where professional development and team building models were presented by the Deputy Superintendent. Main topics of the conference included, financing, police questioning protocols and gender identity.

Due to scheduling the employee dress code committee will be meeting at a later date. He spoke on AI in the classroom uses and concerns that are being looked at currently. This is a new focus that will require policies to be updated and put in place. And, then reported on Domain 5 - which is utilized as part of Teacher evaluations for students. State approval will not need to be used if the first 4 domains are included. Information regarding the next stages of strategic plans will come back to the board in December.

Mr. Goss, Assistant Head of Schools - Gave report on the Annual graduation report. He stated that the report from the State of Idaho has not been released yet. He stated that XCS numbers for graduation rates had an average of high ninetieth percentile. He reported on parent teacher conferences that recently took place with large attendance numbers of parents. He shared information on the student dress code committee that took place in early November with 14 attendees including parents and staff members. The purpose of the meeting was to provide the committee with a philosophy of dress choice and history of code and then recent changes that have been made. Dress code options were compared to other local charter schools in the area. December 4th is the next planned meeting to decide on any updates to current policy. Will bring the results to the board for review. Mr. Goss also shared that Exalt week was a huge success.

Mrs. Liz Parker - Presented to the board on results of the recently celebrated Exalt week and this being the transition year, moving from Spirit only activities to the legacy structure of leadership training for the 2024-2025 year, tied in the Quest to curriculum and will continue to do so in future years, all of Exalt will be planned in the Teacher Inservice before school starts next year. She presented images from the week's events and student involvement/dress.

Mrs. Hilary Harm - Presented a finalized list of school beautification art selections for the school and requested a dollar amount for purchases of artworks.

Building Facilities - Mr. Moon reported that Mr. Brian Loosli is working on obtaining a second bid for repairs to the mower and will report back in December. The Intercom and Phones systems are complete and working well. Insurance reports are still in process. Science lab status will be reported back to the board in December.

- d. **PFA Report/Financials** - Representative from the group gave a report on Kiwi Loco sales for the month of October. And, shared that school sweatshirts sales will begin soon. Mrs. Robbins shared with the board that because of the schools' support of local company - Elite Screen printing they will be supplying this year's shirts for the schools Jog-a-thon fundraiser.
- e. **Club Proposal - Carpe Librum, Mrs. Amanda Sandell** - Presented to the board on student interest in starting a new reading club at the school called Seize the Book. Where students, mainly in the 7th to 10th grade range, can come together for an allotted amount of time each week to provide students with the opportunity to share their love of reading with like-minded peers. Review of Information will take place in December.

- f. **Data Update - Istation, CLT** - Mr. Moon gave a report on Istation data including Current Math and Reading results from September to October. This performance review shares K-6th growth data trends. Testing takes place monthly. Mrs. Hilary Harm, presents classical testing compared to national norms. The results follow individual students, as well as grade levels. This will follow each student throughout their educational learning experience. Testing looks at reasoning and content. Concepts were shared in test results. Testing is new with future intent to demonstrate that goals are being met and followed through with success/improvement rates. Long term data can be obtained over the upcoming years. Updates will be discussed in December.
- g. **Stakeholder Dashboard** - Will be brought back to the board at a later date.
- h. **Designation of Financial Institution Signers Update** - Mrs. Angie Carter is currently working on these updates. Reports to follow.
- i. **Counselor Update** - Apply Idaho/Scholarship Idaho/Idaho Launch - Mrs. Kelsie Rogers reported to the board on Idaho in Demand grants that are being offered to selected applicants in the amount of \$8,000 per student. November 30th is the deadline for applications through the Idaho Scholarship Program. 50% of XCS students have already submitted applications for this grant. 92% of seniors interviewed this year have stated that they will attend college and are starting to fill out college applications. 100% of XCS senior students have applied to apply Idaho - which covers applications to all colleges in Idaho.
- j. **First Federal Proposal** - Mrs. Angie Carter reported to the board regarding questions that had been presented to the First Federal Bank Representative and responses that she received.
- k. **Building Artwork** - Lead Teachers presented to the board a list of selected options. The images shared ranged from Western Civilization to Classical options including Iconic art history to modern art eras. Selections and purchasing options were discussed.
- l. **Federal Grant Report** - XCS currently has 2 active grants in use. Esser II and III. Esser II has recently been used to purchase google workspace for teachers along with learning software and Esser III which has recently been utilized to purchase curriculum for elementary and secondary classrooms. Please see the board packet for additional information.

VI. Action Items

A. Action: Approval of Business Manager Report/Building Petty Cash Reconciliation/First Federal Proposal for LGIP Funds

Motion: To approve the monthly financial reports as presented

Made by: Marc Astin

Seconded by: Nicole Wilson

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

B. Action: Approve Club Proposal - Carpe Librum - No action taken at this time.

C. Action: First Federal Proposal - No action needed.

D. Action: Building Artwork -

Motion: To approve the purchase of art selections in the amount of \$10,000

Made by: Melissa Crane

Seconded by: Nicole Wilson

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

E. Policies: (1st Reading) 3335 - The Board held the readings on these policies.
(2nd Reading) 3031, 4120 - The Board held the readings on these policies.

F. Review: Spring Policy Updates - 1100, 2120, 2130, 2303, 2425, 2425F, 2425P, 2605, 2700, 2700P, 3010, 3010F, 3010P, 3080, 3500, 3500F, 3510, 3518, 3530, 3570, 4140, 4420, 4510, 7402, 7408, 9802. The board is reviewing these policy updates.

VII. Executive Session as per Idaho Code 74-206

Motion: To go in to Executive Session as per Idaho Code 74-206 Section (1) (b) consider evaluation, dismissal or disciplining or, to hear complaints or charges brought against an employee or student, (d) consider records that are exempt from disclosure as provided in chapter 3, title 9, Idaho Code. at 9:11pm.

Made by: Melissa Crane

Seconded by: Marc Astin

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

Motion: To come out of Executive Session at 9:23pm.

Made by: Melissa Crane

Seconded by: Marc Astin

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

VII. Adjourn

Motion: To adjourn at 9:23p.m.

Made by: Marc Astin

Seconded by: Melissa Crane

Result: All present in favor; motion carries

Signature of Board Secretary

Date

Recorded by MJ