



**Xavier Charter School  
Special Meeting Minutes  
Monday, December 4, 2023  
6:06 p.m.**

- I. Roll Call –Debbi Burr Present, Melissa Crane Present, Amy Wendler Present, Nicole Wilson Present, Marc Astin Present**
- II. Motion to approve agenda by Melissa Crane, Second-Nicole Wilson. Passed all in favor.**
- III. Mr. Moon presented information on the performance review certificate.  
Performance report overview - Academic good standing.  
Admin recommends that we accept the directors recommendation.**
- IV. Move to approve directors recommendation for renewal Motion-Marc Astin, Second-Melissa Crane. Passed all in favor 6:24 pm.**
- V. Executive session in. Motion-Marc Astin, Second-Melissa Crane. Passed all in favor 6:25 pm.**
- VI. Move to approve Certified Teaching Certificates. Motion-Melissa Crane, Second-Marc Astin. Passed all in favor 6:26 pm.**
- VII. Motion to Adjourn-Melissa Crane, Second-Debbi Burr. Passed all in favor 6:27 pm.**