



**Xavier Charter School  
Board Meeting Minutes  
August 15, 2024  
6:00 p.m.**

**I. Roll Call Attendance**

6:00 p.m. Melissa Crane, in the Chair. Melissa Crane present, Lisa Thompson present, Becky Baird present, Amy Wendler present, and Nicole Wilson present

**II. Pledge of Allegiance**

**III. Approval of Agenda –**

**Motion:** To approve the consent agenda

**Made by:** Amy Wendler

**Seconded by:** Nicole Wilson

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

**IV. Consent Agenda –**

a. Approval of Minutes from the July 18th, Regular Board Meeting

b. Approval of July Accounts Payable

c. Approval of July Building Petty Cash Accounts Payable

**Motion:** To approve the consent agenda

**Made by:** Amy Wendler

**Seconded by:** Sarah Ahrens

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

**V. Public Input – None**

## **VI. Reports/Discussion Items –**

- a. HOS/Secondary and Elementary Dean/Building and Maintenance – Mr. Moon discussed the IASA conference had great break out sessions. The keynote speaker does classical things and teaches to rigor. He wrote a book. In 10 years's time his school has only had one student that did not attend college. The admin retreat took place in Salmon. They had a day of team building on the river and a day of doing work furthering the Arcadia training.  
  
Discussed 20 hours of volunteering and the ability to only encourage not require parents and families to do so. The process will be sent out early next week.  
  
Ms. Harm showed a video presentation for the website that presented the website and how it will work. Linked the social media to help with algorithms. The curriculum and science supplies are coming in.  
  
Mr. Moon stated the lawn came back well after sprinklers were shut off for installation of track. Cabinets have all been installed. There is a cost difference with the electrical that Mr. Moon should be able to approve.
- b. PFA Report/Financials – PFA has been working on getting a board of president, vice president, secretary, treasurer and co-treasurer. Back to school bash will be held September 6. Pizza pie is set for September and Chick Fil-A is scheduled for November.
- c. Policy Review – There will be a special board meeting to discuss the first edit of about 40 policies that need to be updated. We will start using the charter school policies. We need to update a series that got skipped and then we will address the most recent updates.
- d. Student Transportation – The bus drivers will be doing dry runs on the bus routes the end of next week. Tablets should be in buses. Transportation director is certified to do 60-day inspections beyond that another inspector will need to do it.
- e. Teacher/Staff Training – New teacher training has begun. Went over hallmarks of classical education, the mission and explicit instruction. Next week will be some safety training.
- f. Federal Grant Report – This has been tabled until the September meeting.

g. Overdue Food Service Balances – A proposal for overdue food balances was presented. Twin Falls School District will be doing automatic phone calls once a student has a negative balance. They will send out a monthly statement.

An alert will be made at -5.00. Sack lunches given at -20.00 and at the end of each quarter if balance is -50.00 or higher a phone call will be made to make payment arrangements. If not paid after arrangements made, all balances 50.00 or more will go to collections.

h. Latin Curriculum – Ms. Harm presented how latin is taught. Two new teachers who do not know latin. Swapping an already used program with another. This will be used in the 6th grade.

## **I.VII. Action Items**

a. Business Manager Report/Building Petty Cash Reconciliation

**Motion:** To approve the business manager report.

**Made by:** Amy Wendler

**Seconded by:** Becky Baird

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

b. Action: Building Petty Cash Reconciliation

**Motion:** To approve the building petty cash reconciliation.

**Made by:** Amy Wendler

**Seconded by:** Sarah Ahrens

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

c. Action: Overdue Food Service Balance

**Motion:** To approve the overdue food service balance proposal.

**Made by:** Amy Wendler

**Seconded by:** Becky Baird

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

d. Action: Latin Curriculum

**Motion:** To approve the latin curriculum

**Made by:** Lisa Thompson

**Seconded by:** Sarah Ahrens

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

## **VIII. Adjourn**

**Motion:** To adjourn at 8:44 pm

**Made by:** Amy Wendler

**Seconded by:** Nicole Wilson

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

---

**Signature of Board Secretary**

**Date**

**Recorded by SE**