



**Xavier Charter School  
Board Meeting Minutes  
October 17, 2024  
6:00 p.m.**

**I. Roll Call Attendance**

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

**II. Pledge of Allegiance**

**III. Approval of Agenda –**

**Motion:** To approve the September 19th agenda

**Made by:** AW

**Seconded by:** NW

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

**IV. Consent Agenda –**

- a. Approval of Minutes from the September 19th, Regular Board Meeting
- b. Approval of September Accounts Payable
- c. Approval of September Building Petty Cash Accounts Payable
- d. Approval of October 8, 2024 policy review committee meeting minutes

**Motion:** To approve the consent agenda

**Made by:** AW

**Seconded by:** BB

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

**V. Public Input – None**

**VI. Reports/Discussion Items –**

**PFA Report/Financials** – Mr. Moon presented the PFA report and financials. Pizza Pie Cafe was a great fundraiser. Chick Fil-A night will be November 11, 2024.

**K-6 and 7-12/HOS//Building and Maintenance Reports –**

**Mr. Moon, Head of Schools** – Mr. Moon reported on the superintendent meeting. The new website is up and running. RTI conference discussed the importance of Tier 1. The legislative visit went well. Chamber of

Commerce will visit on their education day. Implemented a maintenance tracker which showed over 100 requests submitted and completed. Teacher retention 94.1%. Xavier's elementary school was ranked #1 school in Twin Falls County by Niche ranking.

**Counselor** – Introduction of counselor, Ms. Labat. Ms. Jones accepted a FAFSA award at Waypoint Conference.

**Ms. Parker and Ms. Banks, Secondary Academic Deans** – Reported on enrollment. Consultation with Arcadia to discuss recruitment of Charter Schools. Discussed discipline. Exalt week went well. Created a homework tracking to track trouble spots. Presented the substitute report for the month of October. Xavier could use more substitutes. The curriculum for French, Anatomy and Physiology books have arrived.

**Ms. Harm and Ms. Choate, Elementary Academic Deans** – Reported interim ISAT testing is wrapping up. Next step on the website is to link social media accounts under one umbrella. The 4-6 seminar training has been well received. Reported on discipline and the amount of referrals.

**Audit Report FY 2024** – No findings found this year. It was a very good year.

**Building Facilities** – Discussed doing preliminary research on things that need addressed in the future. Looking at the potential to add a mezzanine in the shop to store Xavier records.

**Safety Committee** – Recommend upgrading the PA system. They are looking at a device that would secure classroom doors. They are a little expensive but super effective.

**Transportation** – Cameras on the buses have been a huge help. There are a lot of stop arm violations and the cameras help with these.

**Federal Grant Report** – The last portion of the Esser money has been encumbered to be used by December.

## **VII. Action Items:**

Action: Business Manager Report/Building Petty Cash Reconciliation.

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

**Made by:** LT

**Seconded by:** SA

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

Action: Approve Audit FY 2024

**Motion:** To approve Audit FY 2024 as presented.

**Made by:** SA

**Seconded by:** NW

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

Action: Safety Committee Recommendations/Requests

No action made.

Action: 9450

No action made.

Action: Policy (To Consent) 3281, 3380, 2500, 2530, 2530F, 3295, 3297, 3500, 3500F, 3540 (Archive) 3281F, 1500B, 3085F1, 3085P, 4105F, 7402

\*\*Becky Baird left the meeting at 8:20 p.m.

### **VIII. Executive Session as per Idaho Code 74-206**

**Motion:** To go in to Executive Session as per Idaho Code 74-206 (1) (a) to consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated to fill a particular vacancy or need, unless a vacancy in an elective office is being filled (b) consider evaluation, dismissal or disciplining or, to hear complaints or charges brought against an employee or student, (c) conduct deliberations considering legal negotiations or acquire real property (d) consider records that are exempt from disclosure as provided in chapter 3, title 9, Idaho Code (e) consider preliminary negotiations involving matters of trade or commerce in which the governing body in competition with governing bodies in other states or nations (f) communicate with legal counsel (g) consider custody review of Idaho Department of Juvenile corrections (h) custody review (i) communicate with schools risk manager or insurance provider on pending litigation (j) labor negotiations at 9:01 p.m.

**Made by:** AW

**Seconded by:** NW

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

**Roll Call:** Melissa Crane, chairperson in the Chair and present. Lisa Thompson - present, Becky Baird - not present, Amy Wendler- present, and Nicole Wilson- present, Sarah Ahrens - present

Discussion on charter certificates for employees A and B.

Action: Approve employee A to pursue a charter certificate for science.

**Motion:** To approve employee A to pursue a charter certificate for science.

**Made by:** LT

**Seconded by:** SA

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

Action: Approve employee B to pursue a charter certificate for language arts.

**Motion:** To approve employee B to pursue a charter certificate for science.

**Made by:** NW

**Seconded by:** SA

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

### **VIII. Adjourn**

**Motion:** To adjourn at 9:05 pm

**Made by:**

**Seconded by:**

**Result:**

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**Signature of Board Secretary**

**Date**

**Recorded by SE**