



Xavier Charter School Board Meeting Minutes April 17, 2025 6:00 p.m.

I. Roll Call Attendance

6:01 p.m. Melissa Crane, in the Chair. Lisa Thompson - present, Becky Baird – not present, Amy Wendler- not present, Nicole Wilson- present, and Sarah Ahrens - present

II. Pledge of Allegiance

III. Approval of Agenda –

Motion: To approve the April 17th agenda

Made by: SA

Seconded by: LT

Result: All present in favor; motion carries

IV. Consent Agenda –

- a. Approval of Minutes from the March 20th, Regular Board Meeting
- b. Approval of March Accounts Payable
- c. Approval of April 10 Safety Meeting Minutes

Motion: To approve the consent agenda

Made by: SA

Seconded by: NW

Result: All present in favor; motion carries

V. Public Input – No public input.

VI. Reports/Discussion Items

PFA Report/Financials – The Jog-A-Thon brought in less than previous years. PFA is in the process of scheduling for next year. Xavier at Skateland was a great success.

Business Manager – Mr. Gillen reported on the transition with Charter Impact. He reported accounts payable is being processed weekly. He is working on the budget for 2025-2026. He discussed the budget process.

K-6 and 7-12 Lead Teachers/HOS/AHOS/Building and Maintenance Reports –

Mr. Moon, Head of Schools – He stated enrollment remains steady. Discussed ERC and being eligible for that through the IRS. Mr. Moon discussed the legislative review and mentioned there are some significant requirements coming up. The Ed Law Conference is April 28 and 29 and Mr. Goss will sub for admin during this time. The post legislative tour is May 9. The marketing committee is getting information for enrollment.

Mrs. Megan Choate – Presented data on discipline and looking at new ways of improving the discipline procedure.

Mrs. Hilary Harm – Presented on a history conference in Boise that was put on by Hillsdale. It really focused on the educator. She said Isats begin April 21 and testing should be complete by May 2. She mentioned they are looking for math materials to help address some concerns the teachers have. She reported that they conducted 25 tours and 23 from those tours have entered the lottery for enrollment.

Mrs. Angela Banks — Presented data on the substitutes and that we are struggling to cover classes for a variety of reasons. There is a need to have two building subs. She talked about professional development with Mandy Patchin and using commonplace.

Mrs. Elizabeth Parker – Presented on secondary discipline and how it is more than last year. Looking at other things to reduce the referrals. She mentioned they are taking a hard look at omitting weekend homework. Discussed end of year events and graduation. Requested board presence at a few of the events.

Building Facilities – The facilities report was presented.

Open Enrollment/Lottery Update – There were a few more applications than last year. Mr. Moon stated we would work on more marketing to help increase enrollment.

Treasurer's Role—Checks and Balances – Mr. Moon discussed having a meeting with Jonathan to discuss what this role will look like going forward with Charter Impact.

Board Office Role Descriptions – Mr. Moon talked about having the board look at their role descriptions and revise as needed.

Bids – Mr. Moon presented the following bids to be addressed for the summer to finish up the secondary side. Flooring: Recommend Rocky Mountain Flooring in the amount of 67,671.80. Painting: Recommend Satterwhite in the amount of 11,625.00 and Cabinetry: Recommend Premier Woodworking in the amount of 10,905 for the English classrooms. Electric One in the amount of 29,943.05 before the rebate. Electrical bid for the outside before rebate to be taken from the July facilities money 4,967.17. **Policies** – 9550 to bring back for a second reading, 3050 and 3050F to be updated and 3420P to have one word removed.

VII. Action Items

Action: Business Manager Report

Motion: To approve the March financials.

Made by: LT

Seconded by: SA

Result: All present in favor; motion carries.

Action: Bid for Rocky Mountain Flooring to do the floors in the amount of 67,671.80

Motion: To approve flooring bid for 67,671.80 from fund balance.

Made by: NW

Seconded by: LT

Result: All present in favor; motion carries.

Action: Bid for Satterwhite to do the painting in the amount of 11,625.00

Motion: To approve the painting bid for 11,625.00 from fund balance.

Made by: NW

Seconded by: SA

Result: All present in favor; motion carries.

Action: Bid for Premier Woodworking to do cabinetry for English classrooms in the amount of 51,951.00

Motion: To approve the cabinetry bid for 51,951.00 from fund balance.

Made by: LT

Seconded by: NW

Result: All present in favor; motion carries.

Action: Bid for Electric One to replace lighting in the amount of 29,943.05

Motion: To approve the electrical bid for 29,943.05 from fund balance.

Made by: SA

Seconded by: LT

Result: All present in favor; motion carries.

Action: Bid for Electric One for outside lighting in the amount of 4,967.17

Motion: To approve the electrical bid for outside for 4,967.17 to be taken from 2025-2026 facility funds.

Made by: LT

Seconded by: SA

Result: All present in favor; motion carries.

Action: Policy 3050

Motion: To approve the policy 3050 with recommended edits as presented.

Made by: NW

Seconded by: SA

Result: All present in favor; motion carries.

Action: Policy 3420P

Motion: To approve the edit policy 3420P with recommended edits as presented.

Made by: NW

Seconded by: SA

Result: All present in favor; motion carries.

Action: Policies: 1005, 1315, 1510, 2100, 2453, 2435F, 2470F, 2470P, 2530, 2650, 3005, 3040, 3050, 3060, 3070, 3085, 3265, 3297, 3460, 3500F, 3510, 4105, 4110, 4120, 5350, 5800, 6320

Motion: To approve the edited policies as recommended by the policy committee.

Made by: LT

Seconded by: SA

Result: All present in favor; motion carries.

VIII Executive Session as per Idaho Code: 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

Pursuant to 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.

Motion: To move into executive session

Made by: SA

Seconded by: NW

Result: All present in favor; motion carries

Roll Call Attendance

8:19 p.m. Melissa Crane, in the Chair. Lisa Thompson - present, Becky Baird – not present, Amy Wendler- not present, Nicole Wilson- present, and Sarah Ahrens - present

Motion: To exit executive session 8:42 p.m.

Made by: MC

Seconded by: NW

Result: All present in favor; motion carries

Becky Baird – yes, Nicole Wilson – yes, Lisa Thompson – yes, Melissa Crane – yes, Sarah Ahrens - yes

Motion: To approve request by Student A

Made by: LT

Seconded by: SA

Result: Aye 4, Nay 1; motion carries

IX Adjourn

Motion: To adjourn at 8:44 p.m.

Made by: NW

Seconded by: SA

Result: All present in favor; motion carries

Signature of Board Secretary

Date

Recorded by SE