Xavier Charter School
Board Meeting Minutes
June 18, 2026
6:00 p.m.

I. **Roll Call Attendance**
6:04 p.m. Melissa Crane – Present, Lisa Thompson – Present, Becky Baird – present, Nicole Wilson – not present, and Sarah Ahrens – present

II. **Pledge of Allegiance**

III. **Approval of Agenda**
Motion: To approve the agenda as presented.
Made by: BB
Seconded by: LT
Result: All present in favor; motion carries

IV. **Consent Agenda**
a. Approval of Minutes from the May 21, 2026 Regular Board Meeting
b. Approval of Minutes from the June 2, 2026 Safety Committee Meeting
c. Approval of Minutes from the April 9, 2026 Science Curriculum Meeting
d. Policies (2^{nd} Reading) 3265, 4260, 4260F
Motion: To approve the consent agenda as presented.
Made by: LT
Seconded by: BB
Result: All present in favor; motion carries

V. **Public Input –** None

VI. **Annual Meeting of Xavier Charter School 501(c)3 Corporation**

A. **Board Appointment-Declaration of Election Seat Holder and Appointee—**Becky Baird will move to seat 5 for 1 year and Sarah Ahrens will move to Seat 2 for 2 years.
B. **Swearing in of newly-elected and newly-appointed Board Members-** Sarah Ahrens and Becky Baird read the Oath of Office and Code of Ethics.
C. **Signature of Code of Ethics for Board Members–** All new Board members have signed the Code of Ethics.
D. **Election of Board Officers**
a) Chair– Melissa Crane was nominated by LT and SA seconded.
b) Vice-Chair– Lisa Thompson was nominated by MC and SA seconded.
c) Treasurer– Nicole Wilson was nominated by MC and LT seconded.
d) Secretary– Becky Baird was nominated by LT and SA seconded.
Result: All present in favor; motion carries

E. **Assumption of office by the new Chair, Melissa Crane.**
F. **Declaration of Being a Five-Member Board with seats 1, 2, 4, 5, and 7.**
G. **Set a Time and Date for the Monthly Board Meetings for FY 2026-2027–** The first meeting will be July 16th and is set to be the third Thursday of each month at 6 p.m.

VII. Reports/Discussion Items

a. PFA presented their financials.
b. Business Manager Report -District and ASB Accounts- Joseph presented the financials and discussed 2026-27 FY budget and fielded questions.
c. Gary Moon presented information on the substitutes, Strategic Planning Development, data review. He talked about the bus facility lease and how there is one year on it. There will need to be a discussion on possibly relocating or doing upgrades. He presented the unpaid lunch balances and how we will proceed with trying to collect on them. He talked about the annual charter collaboration and how the presenters were great and presented on board relations, financial best practices and difficult conversations. He mentioned that cellphones and texting should not be used for confidential business.

   Megan Lemons presented on the Sage Day Parade participation as a way to showcase Xavier and give information to the community.

   Brian Loosli presented the facilities report. He obtained a parking lot bit for 26,000.00 and it is scheduled for July. They are updating some of the modulars and would like to look into painting the outside of the modulars. He reported on the roof and how it is lifting and has more leaks. He discussed sprinklers and proposed that Josh Dickson become the sprinkler repair man as it should save money in the long run.
d. Gary Moon presented the 2025-2026 suspension report.
e. Megan Lemons presented the Grammar Handbook with changes.
f. Parking lot seal coating bid is 26,996.00.
g. Vendor Contracts with the following vendors were presented:
   1. Progressive Behavior Services
   2. Magic Valley ABA Therapy
   3. Children’s Therapy Place
   4. Edwise
   5. Clear Source
   6. Class Act
   7. Primary Therapy
   8. Twin Falls School District

VIII. Action Items

Action: Business Manager Report – District and ASB Accounts
Motion: To approve the Business Manager Report as presented
Made by: BB
Seconded by: LT
Result: All present in favor; motion carries

Action: Student Handbook
Motion: To approve the Grammar Handbook with as presented

Made by: SA
Seconded by: BB
Result: All present in favor; motion carries

Action: Parking Lot Seal Coat
Motion: To approve the parking lot seal coat bid up to 27,000.00
Made by: LT
Seconded by: SA
Result: All present in favor; motion carries

Action: Vendor Contracts
Motion: To approve the vendor contracts as presented
Made by: BB
Seconded by: LT
Result: All present in favor; motion carries

IX. Executive Session as per Idaho Code 74-206 Section (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.

Time In: 7:29 p.m.
Motion: To enter into Executive Session pursuant to Idaho Code 74-206 Section (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.
Made by: MC
Seconded by: BB
Roll Call: Melissa Crane, Lisa Thompson, Becky Baird, Sarah Ahrens

Motion: To Exit Executive Session
Made by: MC
Seconded by: LT
Roll Call: Melissa Crane, Lisa Thompson, Becky Baird, Sarah Ahrens

Action: NONE

X. Adjourn
Motion: To adjourn at 7:43 p.m.

Made by: MC
Seconded by: SA
All in Favor: 4 yes

Signature of Board Secretary **Date**

Recorded by SE