



Xavier Charter School Board Meeting Minutes August 20, 2026 6:00 p.m.

I. Roll Call Attendance

6:00 p.m. Melissa Crane – not present, Lisa Thompson – Present, Becky Baird – present, Nicole Wilson – present, and Sarah Ahrens – present

II. Pledge of Allegiance

***We recognized the meeting was not posted on the website 48 hours before the meeting. Two board members, Lisa T and Sarah A were present in person and Nicole W and Becky B were present via video.**

***Moved the Executive Session on the agenda to the end after action due to timing.**

III. Approval of Agenda

Motion: To approve the agenda as amended.

Made by: BB

Seconded by: SA

Result: All present in favor; motion carries

IV. Consent Agenda

a. Approval of Minutes from July 16th, 2026 Regular Board Meeting

b. Approval of Minutes from July 22nd, 2026 Policy Review Committee Meeting

Motion: To approve the consent agenda.

Made by: BB

Seconded by: SA

Result: All present in favor; motion carries

V. Public Input—None

VI. Reports/Discussion Items

PFA: They met August 12, 2026. Discussed switching t-shirt vendor. They are switching to Magic Valley Mobile Swag. Creating new spirit wear designs. Discussed the back to school bash September 18. They are sending out a QR code to get volunteers to sign up.

Business Manager: Joseph presented the District and ASB financials.

Phoenix Fund: The Phoenix fund was discussed and possibly moving it to another bank. It has been requested to be put on the agenda for September.

Internal Fiscal Policies and Procedures: Talked about IDEA Part B fiscal monitoring.

Jesse Mittelstadt: Mr. Moon presented the contract for Jesse Mittelstadt to provide a service for SPED.

2026-2027 Preliminary Bus Routes and Safety Busing: Mr. Moon presented the preliminary bus routes and safety busing.

HOS/Deans/Facilities Report:

Mr. Moon—Reported on enrollment but numbers are distorted as school has not begun for the year. He talked about the Digital Literacy and 7-8 Art classes. We have hired previous substitute to teach the class. Strategic planning development will be planned for next month. IDEA part B monitoring has begun. We needed an additional 11th grade English class, so a teacher agreed to teach this class giving up her prep. The legislative visit will be coming up October 15th. We encouraged an awkward photo submission for staff to help raise funds for the Sunshine Committee.

Megan Lemons--- Presented on new paraprofessional training. They plan on doing a once-a-week training for them utilizing Love and Logic and Great Expectations training.

Johnnie Zimmers---Presented on 7th grade and new student orientation. Schedules will be handed out at that time.

Kelsie Rogers---She talked about the master schedule and getting the student schedules out. She said fine arts numbers are great.

Facilities--- Mr. Moon presented that Brian, Josh and student helpers worked on the sprinklers and landscaping. The parking lot was sealed. All work and maintenance orders were complete from May. We are looking at getting a basic truck for maintenance to pull the trailer. Still acquiring opinions about the roof.

New/Updated Job Descriptions---We have changed lead teacher to academic dean and an IT Specialist to help in the Technology Department.

Continuous Improvement Planning/Strategic Planning---This has been moved to September.

Policy 1303—Propose to review this every July.

Policies 2600, 2605---Propose to make 2600 elementary only and create a new policy for 7th and 8th grade which would be 2605.

Policies 5335, 5335F: Employee Use of Electronic Communication Devices---These were presented with suggested edits.

VII. Action Items

Business Manager Report

Motion: To accept the Business Manager's report for June and July financials as presented.

Made by: BB

Seconded by: SA

Result: All present in favor; motion carries

Internal Fiscal Policies and Procedures

Motion: To accept the internal fiscal policies and procedures as presented.

Made by: NW

Seconded by: SA

Result: All present in favor; motion carries

Phoenix Fund—Tabled Nicole is investigating and going to provide a contact from First Federal.

Contract, SPED, Jesse Mittelstadt

Motion: To accept the contract of Jesse Mittelstadt for SPED as presented.

Made by: NW

Seconded by: SA

Result: All present in favor; motion carries

2026-2027 Preliminary Bus Routes and Safety Busing

Motion: To accept the presented preliminary bus routes and safety busing.

Made by: BB

Seconded by: NW

Result: All present in favor; motion carries

New/Updated Job Descriptions

Motion: To accept the Academic Dean from lead teacher and IT Specialist job descriptions.

Made by: LT

Seconded by: SA

Result: All present in favor; motion carries

Policy 1303

Motion: To accept policy 1303 as presented.

Made by: NW

Seconded by: BB

Result: All present in favor; motion carries

Policies 2600 and 2605 retention policies

Motion: To accept 2600 and 2605 as presented.

Made by: BB

Seconded by: NW

Result: All present in favor; motion carries

Policies 5335, 5335F Employee Use of Electronic Communication Devices

Motion: To accept policies 5335, 5335F as presented with edits.

Made by: LT

Seconded by: SA

Result: All present in favor; motion carries

Policies-New Legislation-Update #3: 1315, 1420, 2303, 2353, 2353F, 3295, 3295P, 3330, 3297, 3330, 3331, 3500, 3500F, 3515F, 3515P, 3540, 3545, 5100, 5100P, 5100F, 5210, 5260, 5265, 5295, 5296, 5296P, 5330, 5330F, 5500, 5900, 6100. 9605

Motion: To accept the above-listed policies with recommendations by the policy committee.

Made by: NW

Seconded by: SA

Result: All present in favor; motion carries

VIII. 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: Enter into Executive Session at 7:44 p.m.

Roll Call: Melissa Crane – not present, Lisa Thompson – Present, Becky Baird – present, Nicole Wilson – present, and Sarah Ahrens – present

Made by: LT

Seconded by: NW

Result: All present in favor; motion carries

Motion: Enter into Open Session at 7:53 p.m.

Roll Call: Melissa Crane – not present, Lisa Thompson – Present, Becky Baird – present, Nicole Wilson – present, and Sarah Ahrens – present

Made by: LT

Seconded by: NW

Result: All present in favor; motion carries

IX. Motion: Expel Student A until May 1, 2027 as recommended by administration at 7:54 p.m.

Made by: BB

Seconded by: SA

Result: All present in favor; motion carries

X. Adjourn

Motion: Adjourn the meeting at 7:55 p.m.

Made by: SA

Seconded by: BB

Result: All present in favor; motion carries

Signature of Board Secretary

Date

Recorded by SE