

Meeting Minutes for
Evergreen Community Charter School Board of Trustees
Held 7:00 PM Thursday July 29, 2010 at
Evergreen Community Charter School

ATTENDENCE:

Board of Trustees

Joanne Storer, Cindy Haab, Mary Baxter, Holly Corcoran, Frank Lopez, and Andalisa Lopez.

Advisory Panel

Jill Shoosmith, Patti O'Keefe, Nancy Lewis, Nancy Price

Guests

Ed Fetcauge and Rob Baxter

ABSENT:

Chris Kinsley, (Board Member) Rudy Haab, (Advisory Members) and Henry Bockelman (PMSD Liason).

1. Call to Order by President – Joanne Storer called the meeting to order at 7:00 pm.
2. Pledge of Allegiance led by Joanne Storer.
3. Approval of Minutes
 - 3.1 Motion made by Mary Baxter, Seconded by Joanne Storer to approve minutes from the 5/27/2010 Board meeting. 6-0 in favor. Motion approved.
 - 3.2 Motion made by Joanne Storer and seconded by Holly Corcoran to approve minutes from the 6/24/2010 Board meeting. 6-0 in favor. Motion approved.
4. Reports
 - 4.1 Director of Evergreen – Jill Shoosmith indicated that the lottery was held on 6/30/10 and the process went smoothly. Board member Mary Baxter, Nancy Price, Nancy Lewis and one parent attended. Calls were made by noon on 6/30/10. All new students have responded with the intent to enroll.

During the past month we have been visited by three different auditing entities: Our own independent auditor, the business office from PMSD, and the State Auditor General's office.

Bids have been sent out for the lunch program. They will be reviewed at the next board meeting. In addition, quotes for garbage removal will be sought and presented at the August meeting. We received an email from Alan Young declining our request to be the Charter Solicitor. Instead, he recommended several local firms he felt were more qualified in dealing with Charter Law.

5. Executive Session

Not necessary at this meeting.

6. Instructional Report

None

7. Recognition of Visitors – Ed Fetcavage gave us a presentation on Endless Mountains Solar Services. This is the company which was awarded the bid for \$17,000 worth of solar panels to be installed at Evergreen during the fall of 2010. Mr. Fetcavage gave a brief outline of the proposed work involved to introduce and erect the solar demonstration project. He answered questions relating Solar Energy Credits which are in addition to units sold back to PPL. Discussion followed and Pocono Raceway was used as an example to explain how the credits will more than pay off the project in less than 5 years. During the first phase of Evergreen's project 1/9 of the electrical use should be covered. After three years we should realize a 33% savings in energy. In late September, Endless Solar will spend an entire day with all of Patti's classes to explain the project (sight choice, how it ties to grid, estimated amount of energy, review of bills). Then another session will be focused on installation. Students will view the process and ask questions. At the conclusion of the project Endless Mountain Solar will arrange for a press release. He gave us brochures explaining how the system works and suggested that they be sent to the parents before the project begins.

8. Items for Discussion and Possible Resolution

8.1 The Financial Statements for the Board members were distributed. Unfortunately, the 2006 and 2007 statements were sent directly to PMSD and have been misplaced. We learned this after the State Auditors asked to see them. From now on we will keep the statements on file here at Evergreen.

8.2 Holly Corcoran made the motion which was seconded by Andalisa Lopez to approve the schedule of Board meetings for the 2010-2011 year. 6-0 all in favor. Motion passed.

8.3 Board members up for term agreed to nominations for renewal. Motion was made by Joanne Storer and seconded by Cindy Haab to approve the slate of Board members for the 2010-2011 year. 5-0 in favor. 1 abstention. Motion passed. Holly indicated that she would most likely be able to serve two more years.

9. Items Requiring Board Action

9.1 Business and Financial Affairs

9.1.1 Motion was made by Joanne Storer and seconded by Mary Baxter to approve the vendor payments for May 2010. All approved with Holly Corcoran abstaining.

9.1.2 Motion made by Mary Baxter and seconded by Andalisa Lopez to approve the Profit/Loss report. All approved with Holly Corcoran abstaining.

9.1.3 Motion made by Frank Lopez and seconded by Cindy Haab to approve the Financial Statements (including the Balance Sheet) to be filed for Pocono Mountain's Business Office quarterly review. All approved with Holly Corcoran abstaining.

9.1.4 No Grant monies were spent during the past month.

9.2 Professional and Support Salaries

Proposed:

All employees serving 10 years or more will be offered the option of salary to be paid throughout the 12-month year (\$50,000). Lead teachers (\$52,500) and hourly staff members (\$21/hr) will receive a 5% increase for the 2010-2011 school year. Benefits will remain the same as in previous years (Geisinger Health and Chamber Choice Dental).

Discussion:

Joanne Storer noted that if accepted, this proposal applies to all staff members; administrative and teaching. Setting the standard of 10 years of service creates a non-arbitrary goal to which others will aspire. Holly noted that various employee manuals should be reviewed to be fully accountable.

Motion was made by Cindy Haab and seconded by Holly Corcoran Frank Lopez to approve the salaries for the 2010-2011 school year. 6-0 in favor. Motion passed.

9.2.1 2010-2011 Budget – reviewed the Profit/Loss vs. Actual through April 2010 and compared it to Profit/Loss Budget Overview for 6/2009-6/2010. New budget will be based on 81 students using last year's payment schedule. Some of the insurance costs will be taken over by the Foundation. Lease remains stable at \$15,000. In terms of auto and building liability both entities should be covered.

Motion to approve the 2010-2011 Budget was made by Andalisa Lopez and seconded by Frank Lopez. 5-0 in favor. 1 abstained (Holly Corcoran). Motion passed.

9.2.2 School Calendar – Evergreen meets the 990 hr/year requirement under Charter Law. This past year students completed 1068hr/year. A similar Calendar has been proposed for the 2010-2011 academic year.

Motion to approve the School Calendar was made by Mary Baxter and seconded by Joanne Storer. 6-0 in favor. Motion passed.

9.2.3 Letter received from Private Counselor to reinstate student placed on homebound instruction after behavioral incident in May 2010. Student has completed required course work. Discussion followed. A motion was made by Holly Corcoran and seconded by Mary Baxter to allow student to return to Evergreen given a contract of behavioral expectations and agreement to continue counseling. 6-0 in favor. Motion passed.

9.2.4 Student in jeopardy of not receiving the necessary credits in math for graduation. Discussion followed. Motion was made by Joanne Storer and seconded by Cindy Haab to send a letter and call of concern to student outlining the possible consequence of not graduating from Evergreen if the math credit is not made up within the first semester of 2010-2011. 6-0 in favor. Motion passed.

10. The motion was made at 8:31 pm to adjourn by Andalisa Lopez. Seconded by Mary Baxter. All in favor. Motion passed. The next monthly meeting will be held on August 26, 2010.