

Meeting Minutes for
Evergreen Community Charter School Board of Trustees
Held 7:00 PM Thursday September 23, 2010 at
Evergreen Community Charter School

ATTENDANCE:

Board of Trustees

Joanne Storer, Mary Baxter, Frank Lopez, Chris Kinsley, and Andalisa Lopez.

Advisory Panel

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

Guests

Jane Knecht, Carol Hardy, and Karen Hardy

ABSENT:

Cindy Haab, Holly Corcoran (Board Members), Rudy Haab, (Advisory Member) 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 July 2010 Board meeting. 5-0 in favor. Motion approved.
4. Reports
 - 4.1 Director of Evergreen – Jill Shoesmith reported that the Lunch RFB's were sent to 5 local delis and grocery stores. Only one responded with a bid. Momma Carol's offered to provide the menu requested in the RFB and include delivery for \$4.25 per lunch.
Chris Kinsley made the motion to approve the 2010-2011 bid submitted by Momma Carol's for \$4.25 per lunch. The motion was seconded by Andalisa and passed 5-0.

Jill continued her report with an update on the visiting State Auditors. Concerns have arisen regarding our participation in the lease reimbursement program, completing the 990 tax form, the relationship between the School and the Foundation, Jill's Director vs. Principal Certification, and a possible conflict of interest within the Board members. Jill will be given the opportunity to respond to each of these findings. We have been given a date (October 20) for the wrap up meeting. Board members will be notified. After that meeting, the State gives us two years to act on any of the findings before any additional action is recommended.
 - 4.2 Solar Grant – Part 2 of the REAP Grant was awarded for the sum of \$19000. This money will be used to fund the second phase of the solar demonstration project as outlined in the original RFP. The same company will complete the entire project. Endless Mountain

Solar, Inc. will be arriving at school sometime in mid-October to begin instruction and construction.

5. Executive Session

Not necessary at this meeting.

6. Instructional Report

None

7. Recognition of Visitors – Evergreen Parent, Karen Hardy, her mother Jane Knecht, and her mother-in-law Carol Hardy, attended the meeting in order to request consideration regarding Karen's younger daughter, Brianna. Karen's older daughter, Brooke is a current 11th grade student enrolled in Evergreen. During the 2010-2011 enrollment period (May 1-June 1) Karen did not complete an application for Brianna to enter the 6th grade. Brianna wanted to go to Pocono Mountain in order to be with her friends. After the first day of school, Brianna suffered from an anxiety attack and did not feel comfortable returning to Pocono Mountain. Karen was asking the Board to take Brianna in now as a grandfathered student.

Discussion followed. Carol Hardy spoke in Karen's defense and said that the bylaws were not clear regarding the need for grandfathered students to complete an application. Unfortunately, there were four separate Weekly Updates that were sent home (and posted on the website) which specifically reminded all parents with grandfathered students to make application during the enrollment period. There was a miscommunication between Karen Hardy and Jill regarding the idea that any of Brooke's brothers or sisters were free to try out Pocono Mountain and would not lose their grandfather status. Jill felt that they were talking about from one year to another. Karen felt that there was no time limit.

Discussion followed. The problem centers on two areas. First, no application was completed. This resulted in the selection of a full class for the 6th grade. Second, there are currently two students, who were selected using the lottery, on the waiting list. Given the fact that Evergreen's Enrollment and Lottery Policy states in section 4.6 that application must be made by all students there is little argument for bringing a sibling in to the 6th grade now. However, there is room for interpretation regarding if Brianna should "trump" existing alternate students if a 6th grader should leave Evergreen.

Motion was made by Mary Baxter and seconded by Frank Lopez to consult the solicitor regarding the entire situation, including an examination of the bylaws and recommend action to take. The motion passed 5-0. Jill was instructed to contact Kevin McKenna of Latsha, Davis, Yohe, and McKenna, P.C.

8. Items for Discussion and Possible Resolution

8.1 Inquiry was made for clarification regarding salary for a ten-year Part-Time employee. ***Frank Lopez made the motion that the salary step was available for full-time employees (35+ hours per week). The motion was seconded by Joanne Storer. Motion passed 5-0.***

9. Items Requiring Board Action

9.1 Business and Financial Affairs

9.1.1 *Motion was made by Chris Kinsley and seconded by Andalisa Lopez to approve the vendor payments for July and August 2010. Motion passed 5-0.*

9.1.2 *Motion made by Mary Baxter and seconded by Andalisa Lopez to approve the Profit/Loss report.*

9.1.3 *Motion made by Mary Baxter and seconded by Frank Lopez to approve the Financial Statements (including the Balance Sheet) to be filed for Pocono Mountain's Business Office quarterly review.*

9.1.4 No Grant monies were spent during the past month.

10. *The motion was made at 8:30 pm to adjourn by Andalisa Lopez. Seconded by Chris Kinsley. Motion passed 5-0.*

The next monthly meeting will be held on October 29, 2010.