

Meeting Minutes for
Evergreen Community Charter School Board of Trustees
Held 7:00 PM Thursday May 23, 2013 at
Evergreen Community Charter School

ATTENDANCE:

Board of Trustees

Chris Kinsley, Joanne Storer, Cindy Haab, Tim Hegarty, Danielle Perez, Holly Corcoran, and Frank Lopez

Advisory Panel

Jill Shoosmith, Nancy Lewis, Nancy Price

Guests

Joshua Pollak, Solicitor from Latsha, Davis, Yohe, and McKenna, P.C.

Tijuana Summers, Parent

1. Call to Order by President – Joanne Storer called the meeting to order at 7:11 pm.

2. Pledge of Allegiance led by Joanne Storer.

3. Approval of Minutes

3.1 Motion made by Chris Kinsley, seconded by Tim Hegarty to approve the minutes from the April 25, 2013 Board meeting with the correction of the spelling of Guests' names, Omari Pierre Louis and Tijuana Summers. 7-0 in favor. Motion approved.

4. Training Session

4.1 Motion made by Chris Kinsley to recess the meeting while Joshua Pollack conducted the Board Training Session on a review of Charter School Law. Seconded by Tim Hegarty. 7-0 in favor. Motion approved.

The Public Session was reopened at 9:00 pm.

5. Executive Session

Motion was made by Joanne Storer to go into Executive Session to discuss legal matters. Seconded by Danielle Perez. 5 in favor, 2 abstain (Holly Corcoran and Tim Hagerty). Motion passed. (Holly and Tim excused themselves from the room at this time)

6. Instructional Report – *none*

7. Recognition of Visitors – Tijuana Summers in attendance as an interested parent.

8. Items for Discussion and Possible Resolution

8.1 Motion made by Frank Lopez and seconded by Danielle Perez that pursuant to section 7 of the Evergreen Community Charter School By-Laws, the School will indemnify Holly Corcoran for legal costs associated with defending her for findings identified in the Auditor General's Report from October 2010. 5 in favor, 2 abstain (Holly Corcoran and Tim Hagerty were not present). Motion passed.

At this time, Holly and Tim returned to the meeting.

9. Items Requiring Board Action

9.1 Business and Financial Affairs

Review of the Revised Budget 2012-2013.

Motion was made by Chris Kinsley and seconded by Frank Lopez to approve the Revised Budget as presented. Motion passed 5 in favor, 2 abstain (Holly Corcoran and Tim Hagerty).

Motion was made by Joanne Storer and seconded by Danielle Perez to table the Financials until later in the meeting. Motion passed 7-0.

9.2. Students, Curriculum, and Policy

9.2.1 Conflict of Interest Policy

Motion made by Danielle Perez and seconded by Joanne Storer to approve the Conflict of Interest Policy. Motion passed 7-0.

9.3. Personnel- Professional Staff

9.3.1. Pre-Employment Checks Policy

Motion was made by Frank Lopez and seconded by Holly Corcoran to approve the Pre-Employment Checks Policy. Motion passed 7-0.

9.3.2. Job Descriptions

Motion was made by Joanne Storer and seconded by Chris Kinsley to approve the Job Descriptions Policy. Motion passed 7-0.

9.3.2 Employee Files Policy

Discussion by Board led to addition “employee may add documentation, comment, or respond to his/her file in the presence of an administrator.”

Motion made by Holly Corcoran and seconded by Joanne Storer to approve the Employee File Policy as amended. Motion passed 7-0.

10. Open Discussion

Discussion regarding the repayment to Pocono Mountain. Board members will look into possible private or bank loan rates. Jill and Patti will meet with Foundation solicitor to explore other options.

Danielle Perez made the Motion at 9:25 pm to recess the meeting until Wednesday May 29th at 3pm. Seconded by Joanne Storer. Motion passed 7-0.

Meeting Called Back to Order on May 29, 2013 at 3:00pm. Cindy, Danielle, Joanne, Frank, Chris, Holly, and Tim present.

9.1.1 Motion made by Frank Lopez and seconded by Danielle Perez to approve the vendor payment for April 2013. 7 in favor. Motion passed.

9.1.2 Motion made by Joanne Storer and seconded by Chris Kinsley approve the Profit/Loss reports and Balance Sheet for April 2013. 7 in favor. Motion passed.

10.1. Board Members

Motion made by Joanne Storer and seconded by Frank Lopez to approve and submit Evergreen Community Charter School's Response and Corrective Action Plan based on the findings of the Auditor General's Report from October 2010 to the Pennsylvania Department of Education . Motion passed 7-0.

10.1.2 Nominating Committee

The Nominating Committee will advertise their public meeting to be held at Evergreen on Saturday, June 15th at 10am. The Committee will report at the next Board meeting.

10.2. Advisory Panel/Evergreen Foundation Members- *none*

10.3. Pocono Mountain School District Liaison- *none*

10.4. Public Comment- *none*

The motion was made at 3:45 pm to adjourn by Holly Corcoran . Seconded by Danielle Perez. Motion passed 7-0.

The next monthly meeting will be held on June 27, 2013 at 7:00pm..