

**Meeting Minutes for
Evergreen Community Charter School Board of Trustees
Special Meeting
Held 7:00 PM Thursday April 5, 2013 at
Evergreen Community Charter School**

ATTENDANCE:

Board of Trustees

Chris Kinsley, Joanne Storer, Frank Lopez, and Cindy Haab

Advisory Panel

Jill Shoemith, Nancy Lewis, and Nancy Price

Guests

None

1. Call to Order by President – Joanne Storer called the meeting to order at 7:01 pm.
2. Pledge of Allegiance led by Joanne Storer.

*Jill announced that our **Special Meeting** tonight was advertised, in accordance with the Sunshine Law*

3. Approval of Minutes
3.1 Minutes from March 21, 2013 are Tabled until the April 25, 2013 Regular Meeting
4. Reports
4.1 Director of Evergreen – Jill Shoemith *see below*
8. Items for Discussion and Possible Resolution
- 8.1 Further Discussion of the Findings of the State Auditor’s General Report and the response to a Letter that was received from Pocono Mountain School District’s Superintendent and Business Manager dated March 15, 2013

The meeting was used to discuss this topic. Discussion points included:

- Jill announced that a new Pocono Mountain School District liaison will attend our next Board of Trustees Meeting on April 25, 2013
- Charter School Principal
 - Jill reported that she spoke to the attorney and spoke to a consultant from Bucks County regarding if a Principal is needed at a Charter School. He stated that Charter School Law does not state that a Principal is required, however PDE states that someone must evaluate the staff and retaining someone on a per diem is legal.
 - Jill also reported that there is a teacher at ECCS interested in taking the coursework to serve as a Principal to do teacher evaluations.
 - McKeena, our Solicitor, will speak with another school using a per diem Principal
 - Jill knows of an interested qualified retired Pocono Mountain School District interested in a per diem arrangement
 - **Frank Lopez makes the motion for Jill to explore the concept of having a per diem Principal retained. Chris Kinsley seconded it and the motion was carried 4-0**

- Review of Accounting Firms
 - Jill presented a list of 5 Accounting Firms and a discussion was held
 - *Joanne Storer makes the motion to hire Maureen Christy, CPA for the school's accounting purposes. Cindy Haab seconded it and the motion was carried 4-0*

- Charter School Board of Trustees Training
 - The Solicitor has suggested that the Board be trained and understand Charter School Law and the Sunshine Law
 - The Board felt that training by the Solicitor should occur on May 23, 2013, since the April 25, 2013 Meeting will be devoted to reviewing Policies and the new 2013-2014 Application

- Assignment of Policy Review
 - Jill provided everyone with proposed Policies on a flash drive
 - The following Assignments were made:
 - Frank to review Policies 1 through 6
 - Joanne to review Policies 7 through 12
 - Cindy to review Policies 13 through 17
 - Chris to review Policies 18 through 22
 - Additional assignments:
 - Holly and Tim will review the Financial Policies
 - Nancy P and Patti will review the Employee Policies
 - Nancy L will review the Nursing and Medical Policies
 - Jill will review any left over policies

The motion was made at 7:29 pm to adjourn by Joanne Storer, Seconded by Chris Kinsley. Motion passed 4-0.

The next monthly meeting will be held on April 25, 2013.