

## Evergreen Community Charter School Board of Directors

Minutes February 27, 2014

Attendance: Chris Kinsley, Mary Ann Lewis, Tijuana Summers, Frank Lopez

Advisory: Jill Shoemith, Nancy Lewis

The meeting was called to order by Vice President Chris Kinsley at 7:13pm, followed by the Pledge of Allegiance. Minutes from the January 2014 meeting were reviewed: Motion to approve with one correction (adding Nancy Lewis to the attendance) by Mary Ann, Second by Tijuana; approved.

**Director's Report.** Jill Shoemith reported on the following topics:

Teacher Patti O'Keefe has returned to work and is recovering well from a car accident last month. She isn't teaching 1<sup>st</sup> or last periods, but has resumed her other responsibilities.

Snow days: If there are any more snow days, seniors will not have 990 instructional hours required to graduate by Memorial Day weekend. One option is to hold the ceremony as planned, but not award the official diplomas, and require seniors to attend school the following week to complete the hours. Other options will be considered.

Charter Renewal: Haven't heard anything since documents were delivered last month. PMSD has 45 days to respond.

### **Instructional Reports (Jill Shoemith)**

Community Service: Younger students visited a daycare and read to the children. ECCS students and daycare kids then delivered canned food from a food drive to a local pantry.

Students have formed a new community service club at Evergreen: Alpha Helpers. Alpha has focused on recycling and on a clothing drive for the Philippines. Over 40 students came to the meeting.

The National Honor Society students will visit Pleasant Valley Manor soon.

PSSA Testing (not Keystone as previously reported): 6-8<sup>th</sup> grades took first field writing test. In mid-March 6-8<sup>th</sup> and 11<sup>th</sup> will take reading, math, and writing. Science will take place late April/early May.

College Acceptance and Scholarships: Most seniors have accepted their first choice schools. Scholarship offers are still coming in.

### **Items for Discussion and Possible Resolution**

Review of Bids for Copy Machine: Tech grant money can be used. Current lease with Eagle ends tomorrow. Nancy Lewis researched options for replacement. Top choices include scanner, networking capabilities, and service agreement that includes all parts, toner, and labor. The plan is to buy outright instead of lease. Motion to accept bid from Advanced Business Equipment by Chris; Second by Frank; approved.

### **Business and Financial Affairs**

Approval of payments to vendors via the January 2014 Check Register:  
Motion to approve by Frank, Second by Tijuana; approved.

Approval of current Financial Statements to be provided to PMSD, including Profit & Loss and the Balance Sheets as of January 31, 2014:  
Motion to approve by Chris, Second by Tijuana; approved.

## **Students, Curriculum, and Policy**

Policy Review: No policies to review at this time.

Motion to Adjourn: Motion by Tijuana, Second by Mary Ann; approved. Meeting adjourned at 8:03pm.

*The next Board of Directors meeting will be held on **Thursday, March 27, 2014** at 7 PM.*