

## Evergreen Community Charter School Board of Directors

Minutes August 28, 2014

Attendance: Joanne Storer, Frank Lopez, Danielle Perez, Tijuana Summers, Mary Ann Lewis

Advisory: Jill Shoemith, Nancy Lewis

The meeting was called to order by President Joanne Storer at 7pm, followed by the Pledge of Allegiance. Motion was made by Danielle and seconded by Tijuana to approve the minutes from the July 2014 meeting. Motion passed 5-0.

### **Director's Report**

Preparation for the 2014-15 Academic Year: A second senior-level science course (Environmental) has been added. Also, an additional math class (college algebra) will be available to students who had difficulty passing the Keystone test.

Enrollment Report: Enrollment stands at 97 students. One senior withdrew due to wanting to play sports at PMSD; a new 6th grader was brought in to fill the opening.

Health Care: Committee of faculty researched options and found a plan with a slightly higher deductible, but monthly cost would decrease 11%.

Retirement: The difference in health care costs may need to shift to cover retirement plan costs, which have increased.

### **Instructional Reports**

First Day Back for Teachers: Jill reviewed the agenda for the faculty meeting which included a list of upgrades and renovations at the school (covered by the Foundation), an emphasis on getting students to turn in work on time, and discussion about cell phones. A parent has requested that the board consider banning cell phones at school. The board has decided to continue the policy as stated in the Responsibility Code.

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

Board Membership Update: A letter will be sent to Brett Riegel thanking him for his service to the board as his term has ended. Board acknowledged that membership can consist of five to nine persons. Discussed board member attendance & unexcused absences; will consider creating policy to address three unexcused absences, asking if member wishes to continue serving on the board.

### **Business and Financial Affairs**

Approval of payments to vendors via the July 2014 Check Register: Motion to approve by Mary Ann, Second by Joanne; approved 5-0. Approval of current Financial Statements to be provided to PMSD, including Profit & Loss and the Balance Sheets as of July 31, 2014: Motion by Tijuana, Second by Danielle; approved 5-0, pending minor clarification by the accountant. Approval of Grant Expenses for July 2014: Motion to approve by Frank, Second by Joanne; approved 5-0.

### **Policy Review**

Purchasing Policy: Textbook purchase request for Environmental Science (\$961.00): Motion to approve by Danielle, Second by Frank; approved 5-0.

### **Personnel—Support Staff**

School Nurse has been hired at an hourly rate with the same benefits as the last nurse. New nurse may be able to substitute for classes as needed.

Adjournment: Motion by Danielle, Second by Joanne; approved 5-0. Meeting adjourned at 7:50pm.

*The next Board of Directors meeting will be held on **Thursday, September 25, 2014** at 7 PM.*