

Evergreen Community Charter School Board of Directors

Minutes June 25, 2015

Attendance: Joanne Storer, Frank Lopez (via phone), Danielle Perez, Chris Kinsley

Absent: Mary Ann Lewis and Tijuana Summers

Advisory: Jill Shoemith, Nancy Lewis

The meeting was called to order by President Joanne Storer at 7:05pm, followed by the Pledge of Allegiance. Motion was made by Chris, Second by Danielle to approve the minutes from the May 2015 meeting. Motion passed 4-0.

Director's Report

Preliminary Water Testing Results have come back and our water is fine! Wrap up meeting with DEP representative scheduled for August.

School tours are wrapping up on Monday June 29th. Lottery will be held on Tuesday June 30th at 9:00 a.m. Dr. Guthrie will be in charge of drawing the names. We have 114 applications.

Pocono Mountain School District's Business Office visited today on June 25th to conduct the yearly review of our books and accounts. They had a few suggestions regarding the classifications we use for different accounts. This makes it easier to complete the State paperwork and the General Fund Budget. All in all very positive review.

All staff members working or volunteering at Evergreen will be required to complete updated clearances in PA State Police criminal background check, Child Abuse check, and FBI fingerprinting. In addition, Jill reported that all teachers with the exception of Michael Vary have signed the letter of assurance indicating their return for the 2015-16 school year.

Instructional Reports

Academic Issue: An 11th grade student did not pass English for the year. Traditionally, if a student fails a core subject the student leaves Evergreen for the sending district, mainly because we do not have multiple instructors for each subject area, and our scheduling is limited as to when each course may be offered. He is asking the Board if he may take an English 101 at Northampton Community College and apply his passing grade to his Evergreen transcript. Board discussion followed. Joanne made the motion that the student could return after passing the NCC English class with the condition that it not be an online class and that his parents would agree to a meeting at the end of the first quarter. Seconded by Danielle and passed (4-0).

Items for Discussion and Possible Resolution

Lottery procedures and class sizes for the upcoming year were reviewed. Motion was made by Chris to keep the 12th grade at 13, unless the grandfathered student who applied but moved, decided to return. Seconded by Joanne and passed (4-0). Joanne made the motion to still pull the names from 11th and 12th grade applicants even though there are currently no openings. This would create a wait list in case someone in those grades did not return. Seconded by Danielle and passed (4-0).

The Final General Budget for 2015-16 was presented and motion made by Frank, seconded by Chris to approve the budget with a 3% raise for all staff. The motion passed (4-0).

Motion was made by Chris and seconded by Joanne to advertise the physics (1/2 time) and math (full time) positions at ESU, NCC, and the Pocono Record. The motion passed (4-0).

Business and Financial Affairs

Approval of payments to vendors via the May 2015 Check Register: Motion to approve by Chris, Second by Danielle; approved 4-0.

Approval of current Financial Statements to be provided to PMSD, including Profit & Loss and the Balance Sheets as of May 31, 2015: Motion by Danielle, Second by Chris; approved 4-0.

Approval of Grant Expenses for May 2015: Motion to approve by Joanne, Second by Chris; approved 4-0.

Adjournment: Motion by Danielle, Second by Danielle; approved 4-0. Meeting adjourned at 8:05pm.

*The next Board of Directors meeting will be held on **Thursday, July 23, 2015** at 7 PM.*