

## Evergreen Community Charter School Board of Directors

Minutes December 15, 2016

Attendance: Joanne Storer, Mary Ann Lewis, Kathleen Sandt, Joe Spinelli

Advisory: Jill Shoemsmith, Nancy Lewis

The meeting was called to order by Kathleen Sandt at 7:10pm, followed by the Pledge of Allegiance. Motion was made by Mary Ann, Second by Joe, to approve the minutes from the October 2016 meeting. Motion passed 4-0.

### Director's Report

Jill reported the following:

Technology Grant Update: The error in reporting from the Department of Education has been resolved. ECCS will receive \$18,000+ in January or February 2017.

Alarm systems are online and working. If an alarm goes off, both Jill and the electrician are contacted.

Community Service: The food drive wraps up tomorrow. Toys for Tots collection and Reading is Fun book drive are also in process. During Spirit Week this week, students can contribute to one of the causes, including a children's cancer fund.

### Instructional Reports by Teachers and Students

There was a combined field trip for Theater and Western Civ classes to NYC last week. They toured the city, saw a production, and experienced different cuisines.

### Business and Financial Affairs

Approval of payments to vendors via the October & November 2016 Check Register and approval of current Financial Statements to be provided to PMSD, including the Profit & Loss and the Balance Sheets as of November 30, 2016: Motion by Mary Ann, Second by Kathleen; approved 4-0.

There were no Grant Expenses for October/November 2016.

### Students, Curriculum, and Policy

There was an incident two weeks ago with a student suspected of stealing another student's cell phone. The student escalated when confronted; situation was managed by staff. Her parents were supportive and chose to withdraw the student from ECCS rather than go through the expulsion process.

The resulting open spot in the 11th grade has been filled by a student on the waiting list.

### Personnel- Professional Staff

Teachers Steve Richard and Jessica Planchock completed training for the Student Assistance Program. There are now five faculty trained.

### Personnel- Support Staff

Motion by Kathleen, Second by Mary Ann, to bring on Benjamin Cohen as a part-time employee to provide substituting and resources. All clearances are completed and on file. Motion passed 4-0.

**Adjournment:** Motion by Mary Ann, Second by Kathleen; approved 4-0. Meeting adjourned at 7:50pm.

*The next Board of Directors meeting will be held on **Thursday, January 19, 2017** at 7 PM.*