

Evergreen Community Charter School Board of Directors

Minutes January 24, 2019

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

Advisory: Jill Shoemith, Nancy Lewis

The meeting was called to order by Joanne Storer at 7:10pm followed by the Pledge of Allegiance. Motion was made by Kathleen, Second by Joanne, to approve the minutes from the December 2018 meeting with changes (misplaced sentence moved to appropriate section). Motion passed 4-0.

Executive Session

Session began at 7:11pm.

Discussion of Legal and Personnel Matters

Session ended at 7:12pm and regular meeting resumed.

Director's Report

Jill reported the following:

Discussion of Renewal: Financial policies are complete. Curriculum standards are in process. Hard copy of audit will be sent to PMSD soon.

School Safety Update—Safe to Say Program (hotline for students): Mandated by State. All students were trained Jan. 16 & 17.

Weather depending, film will be applied to windows next week.

Instructional Report by Teachers and Students

Keystone testing is finished.

Business and Financial Affairs

Approval of payments to vendors via the December 2018 Check Register and approval of current Financial Statements to be provided to PMSD, including the Profit & Loss and the Balance Sheets as of December 31, 2018: Motion by Joanne, Second by Kathleen; approved 4-0.

No Grant Expenses at this time.

Students, Curriculum, and Policy

Today begins the 3rd marking period.

Personnel—Professional Staff

All staff are required to document TB test results and complete I-9 form for personnel files. Motion by Kathleen, Second by Joanne, to put reminder in paychecks; Approved 4-0.

Adjournment: Motion by Kathleen, Second by Joanne; approved 4-0. Meeting adjourned at 7:47pm.

*The next Board of Directors meeting will be held on **Thursday, February 28, 2019** at 7 PM.*