

## Evergreen Community Charter School Board of Directors

Minutes April 23, 2020

Video-conference

Attendance: Joe Spinelli, Sandi Denniston, Max Feldman, Mary Ann Lewis

Advisory: Jill Shoemith, Nancy Lewis

The meeting was called to order by Vice President Joe Spinelli at 7:00pm followed by the Pledge of Allegiance.

### Executive Session

Discussion of Legal and Personnel Matters: No items to discuss.

**Approval of Previous Meeting's Minutes:** Motion was made by Sandi, Second by Max, to approve the minutes from the February 2020 meeting (no meeting in March). Motion passed 4-0.

### Director's Report

Jill reported the following:

Strategies for Dealing with Closure from COVID-19: Student were sent home with all of their books on March 13. Slow start given the circumstances, but strategies were soon effective. Using Thinkwave. Teachers also started using Zoom and Google Classroom; now holding video-conference classes at scheduled times, usually twice a week. Course loads reduced. Overall, in good shape. All students have internet access. Some students were loaned Chromebooks to use at home.

Office Procedures: Nancy and/or Jill in from 8am-3pm each day.

Extensive Cleaning: Cleaning staff will be here through June, then back again in August.

Two staff members have been making fabric masks for the Evergreen community.

Following School Calendar: No changes to calendar except for Graduation.

Ideas for Graduation: On hold for now; possible outdoor ceremony at a later date.

Prom: Not giving up on possibility of prom still taking place; waiting to see what happens.

20-21 Applications: Will be accepted beginning May 1.

### Instructional Report by Teachers and Students

Testing cancelled by the State.

All teachers introducing new materials and grading for the remainder of the year.

### Items Requiring Board Action

Business and Financial Affairs: Approval of payments to vendors via the February through March 2020 Check Register: Motion to accept by Joe, Second by Sandi; approved 4-0. Approval of current Financial Statements to be provided to PMSD, including the Profit & Loss and the Balance Sheets as of March 31, 2020, and approval of Grant Expenses (with correction): Motion to accept by Mary Ann, Second by Max; approved 4-0.

### Students, Curriculum, and Policy

Letter regarding request for Flexible Instruction Days: Previously allowed five days per year; now unlimited. Valid through 2021/22. Motion to accept by Joe, Second by Mary Ann; approved 4-0.

Review of 20-21 Enrollment Policy and Application: Families may not be able to visit the school given the current COVID-19 circumstances; ECCS will explore possibility of a virtual tour. Motion by Joe to approve pending whether it's necessary to include a proof of residency requirement, Second by Sandi; approved 4-0.

### Personnel- Professional Staff

Teachers are continuing professional development classes with Ready to Learn monies. Steven Richard is attending Principal Certification classes, Ben Cohen is close to finishing certification in English, and Jessica Planchock is working on a masters degree.

**Adjournment:** Motion by Joe, Second by Mary Ann; approved 4-0. Meeting adjourned at 7:41pm.

*The next Board of Directors meeting will be held on **Thursday, May 28, 2020** at 7 PM.*