

Evergreen Community Charter School Board of Directors

Minutes Thursday, February 23, 2023

Zoom

Attendance: Joe Spinelli, Mary Ann Lewis, Sherline Eugene and Eric Noone

Advisory: Jill Shoemith, Steven Richard

Meeting called to order at 7:00pm by President, Joe Spinelli

Pledge of Allegiance

Recognition of Visitors (Community input/ presenters, etc)

No visitors were present.

Executive Session

No Executive Session was required this month.

Approval of Previous Meeting's Minutes

Meeting minutes from January 2023 were reviewed. Motion was made by Joe, seconded by Mary Ann to approve January minutes. (4-0).

Director's Report

Safe2Say Retraining 1/31/23 for all students and staff. 2 separate assemblies were held to review and discuss the purpose and steps to follow when reporting an incident. Staff held a meeting to discuss both Safe2Say and Emergency Evacuations.

Water Testing Report was Clear. All parameters will now need to be tested only once a year. Scouts have requested special use of the Theater area only for Court of Honor ceremonies.

Motion was made by Sherline to approve this request. It was seconded by Eric and passed 4-0.

The Family Ski Trip to Smugglers Notch in VT is scheduled for March 1-4. 70 will attend. They are all families.

Pocono Mountain asked for clarification regarding our Annual Report. The questions centered on the building, Board operations, teacher certification, and suggestions for Audit procedures. Materials were prepared and delivered within the timeline requested.

Instructional Report

Virtual Spanish Instruction has been completed and was very successful. Classes ran smoothly. The substitute assigned helped to keep the technology running flawlessly. We found that the projection of both students and teacher were very beneficial with respect to pronunciation.

Seniors (Class of 2023) have been accepted to the following colleges: Grinnell College, ESU, Finger Lakes CC, Del St University, Moravian, Oakland Univ, Misericordia, Point Park, West Chester University, Penn State, Western New England, St. Johns, Hofstra, Manhattan College, NYU, Niagara College, Oregon State, Wagner College, Pennsylvania College of Technology, Chatham, Duquesne, Alvernia College.

Financial Affairs

Motion made by Joe and seconded by Eric to approve the Financial Report from January, which included payments to vendors, Balance Sheet, Profit/Loss Statement, and Grant Expenses.

Motion passed (4-0)

In addition, there was discussion on a suggestion made by Pocono Mountain to include a formal document with next year's audit. This document would outline Evergreen's current financial state and project future financial goals to strive toward. Motion made by Sherline and seconded

by Joe to add a Management Discussion and Analysis component to the 2023 independent audit. Motion passed (4-0)

Students, Curriculum and Policy

The Board discussed and reviewed the Language Instruction for English Learners Policy. Motion made by Mary Ann and seconded by Eric to approve the Policy. (4-0)

The Board also made a motion to have our attorney, Kevin McKenna, review and send us updates for all of our existing policies (some which date back to 2013). Motion made by Sherline, seconded by Joe. Approved (4-0).

Personnel – Professional Staff

Steven Richard detailed the newest opportunity for staff development. Teachers will be encouraged to visit the classrooms of other teachers to learn more about teaching styles, classroom management, and organization. Steve or Jill will cover for these sessions.

Open Discussion

Adjournment With no more business to come before the Board a motion was made by Eric and seconded by Sherline to adjourn at 7:40pm. The next meeting is scheduled for March 23, 2023.

SRSA GRANT EXPENSES

DATE	DESCRIPTION	WITHDRAWL	DEPOSIT	BALANCE
2/14/23	Balance			\$18,796.35
2/17/23	Ink	119.76		
2/22/23	Ink	26.50		
2/25/23	Books	40.44		
2/26/23	Filters	27.55		
3/1/23	Utilities	453.91		
3/5/23	Video	10.59		
3/07/23	Speakers	74.96		
3/7/23	Book	16.76		
3/11/23	Comp supplies	66.13		
				\$17,959.75