

**Evergreen Community Charter School Board of Trustees**  
**Minutes**  
**Thursday, August 24, 2023**

**Attendance:** Joe Spinelli, Mary Ann Lewis, Sandi Denniston, and Eric Noone (Board Members)  
Jill Shoesmith, Nancy Lewis, and Steven Richard (Advisory Members)

Meeting was called to order and Pledge of Allegiance led by President at 7:00pm.

**Executive Session** – Called to order at 7:05pm

Motion made by Joe and seconded by Eric to reconvene Regular Meeting at 7:10pm. (4-0)

**Approval of Previous Meeting Minutes**

June Meeting's Minutes were accepted in a motion made by Sandi and seconded by Mary Ann. (4-0)  
There was no scheduled meeting for July.

**Recognition of Visitors**

No visitors were in attendance.

**Director's Report**

- Upgrade to the facility: Over the summer the Foundation paid for several upgrades to the building. We recarpeted the office and the former Computer Lab (now Auxiliary Classroom). We also have a portion of the roof replaced and will decide if the whole building's roof will be replaced at the beginning of next summer (2024). The building has been powerwashed and restained.
- The Charter Renewal Process is underway. Pocono Mountain has accepted our letter of intent to renew and has provided us with a list of information they will review.
- This year's independent audit will include a section known as the Management Discussion and Analysis.
- The 2023-24 General Fund Budget will be filed on September 1, 2023.
- Our reconciliation reports have been filed. East Stroudsburg owes approximately \$37000 in past due tuition.
- The REAP Grant is now called SRSA grant and is still to be used for technology, teaching equipment, and instructional supplies. This year's Grant is \$32,000.
- We are excited to start the new academic year and have 103 students enrolled.

**Instructional Report by Teachers and Students**

Joe made the motion to approve Fall electives which include: Coding, Creative Writing, Poetry, Mythology, Art, Western Civ, Cooking, SAT Prep, Civics, and History of Cooking. Mary Ann seconded. (4-0)

**Business and Financial Affairs**

After a review of both June and July 2023 Financials, Eric made a motion to approve the June statements, seconded by Sandi. (4-0). Joe made the motion to approve July statements which was seconded by Mary Ann (4-0).

**Students, Curriculum, and Policy**

Several students have enrolled in the Dual Enrollment option. Students will take classes through Northampton Community College or Penn State during elective or study periods while still enrolled at Evergreen.

Additional textbooks and digital materials are being reviewed to update the curriculum in History, Literature, and Mathematics with the focus on both remediation as well as enrichment.

**Personnel- Professional Staff**

Teacher meeting has been scheduled for August 30. Mr. Richard has spent time this summer researching Professional Development opportunities for our staff. Currently, we have added topics such as Classroom and Time Management. We continue to build on our programs emphasizing Diversity, Equity, and Inclusion.

**Open Discussion**

Nancy Lewis mentioned that several recent graduates have stopped by school to say goodbye and share their excitement for college.

**Adjournment**

With no other business to come before the Board, a motion made by Joe and seconded by Eric to adjourn the meeting at 7:45pm. (4-0)

*The next meeting is scheduled for September 28, 2023 at 7:00 p.m.*