

**Meeting Minutes for
Evergreen Community Charter School Board of Trustees
held 7:00 PM Thursday, September 25, 2008 at
Evergreen Community Charter School**

ATTENDENCE:

Board of Trustees

Joanne Storer, Mary Baxter, Holly Corcoran, Andalisa Lopez, Frank Lopez, and Chris Kinsley

Advisory Panel

Jill Shoesmith, Nancy Lewis, Patti O'Keefe, Nancy Price

Guests

none

ABSENT:

Rudy Haab, Advisory Panel, Henry Bockelman, Liason, and Cindy Haab, Board of Trustees

1. Call to Order by President – Joanne Storer called the meeting to order at 7:05PM.
2. Pledge of Allegiance led by Joanne Storer
3. Approval of Previous Meeting's Minutes from July 24, 2008
A motion was made by Holly Corcoran and seconded by Andalisa Lopez to approve the minutes from the July 24, 2008 meeting. Motion passed 6:0
4. Reports
 - 4.1. Chief Executive Officer and Director of Evergreen Community Charter School – Jill Shoesmith
Jill provided a written report and reviewed how the construction is proceeding. There is a new grading system using www.engage.com and will be unveiled with the mid-semester grades giving parents and students access to their grades online. Thanks to Cindy Haab this saved the school about \$3,500 on grading software.
The school is employing an independent psychologist to evaluate some of the students needing educational classification. It has been found that this classification can follow them to college and make students eligible for educational support at the upper levels.
The school has received the PSSA grades and all are fine.
This year we need to renew our charter to maintain our charter school status with PDE.
5. Executive Session
Not necessary at this meeting.
6. Instructional Report by Teachers and Students
 - 6.1. Guest Speaker in Class- Nancy Price reported that a parent of one of the students is an advocate for speaking to the student of Evergreen about diversity, especially of Latinos and the challenges that it faces.
7. Recognition of Visitors (Community input/ presenters, etc) – none

8. Items for Discussion and Possible Resolution

8.1. Tour of school to show off some of the grant expenditures – The Board members toured all of the classrooms and reviewed additional equipment and improvements. Most impressive was the new science room that has been divided to allow for two classroom areas as well as a safe experiment lab.

9. Items Requiring Board Action

9.1. Business and Financial Affairs

- 9.1.1. Approval/Disapproval of payments to vendors via the July and August 2008 Check Registers – Motion made by Andalisa Lopez and seconded by Frank Lopez to approve the vendor payments for July and August 2008, passed 5:0 with Holly Corcoran abstaining.
- 9.1.2. Approval/Disapproval of current Financial Statements to be given to PMSD, including the July and August 2008 Profit & Loss – motion was made by Mary Baxter and seconded by Joanne Storer to approve the July and August profit and loss statements, passed 5:0 with Holly Corcoran abstaining.
- 9.1.3. Approval/Disapproval of current Financial Statements to be given to PMSD, including the Balance Sheet as of July 31, 2008 and August 31, 2008 – Motion was made by Joanne Storer and seconded by Mary Baxter to approve the balance sheets for July and August 2008, passed 5:0 with Holly Corcoran abstaining.
- 9.1.4. Approval/Disapproval of bid request for snow plowing
The Board discussed requesting bids for snow plowing that will be advertised in the Pocono Record. Joanne Storer made a motion, seconded by Frank Lopez for Evergreen to request information outlining specifications, when plowing is to be done, and what to do for cindering & salting for ice. The bids will be due by November 1st and a decision will be made shortly thereafter. Motion carried 6:0.

9.2. Students Curriculum and Policy

9.2.1. New teacher/parent/student grading software being implemented www.engrade.com – discussed as a part of Jill's report.

9.3. Personnel- Professional Staff – n/a

9.4. Personnel- Support Staff – n/a

10. Open Discussion

10.1. Board Members

* Andalisa Lopez suggested that a study skills class be held during or after school since students seemed to have benefited from the class in the past. Nancy Price indicated that she would follow up on that class.

* Holly Corcoran raised a question about meeting dates suggesting that with the financial activity related to the grant(s), it may be important to meet monthly to keep the Board apprised on a timely basis. Chris Kinsley made a motion to revert back to a monthly meeting except for July and August months pending approval of the next year's budget on or before the June meeting and combining the November/December meetings. The meetings would then be as follows:

October 23, 2008

December 11, 2008

January 22, 2009

February 26, 2009

March 26, 2009

April 23, 2009

May 28, 2009

June 25, 2009

Joanne Store seconded the motion and it was carried 6:0.

10.2. Advisory Panel/Evergreen Foundation Members – n/a

10.3. Pocono Mountain School District Liaison – n/a

10.4. Public Comment – n/a

Adjournment *The next Board of Trustees meeting will be held on Thursday, October 23, 2008 at 7 PM*