

Meeting Minutes for
Evergreen Community Charter School Board of Trustees
Held 7:00 PM Thursday March 24, 2011 at
Evergreen Community Charter School

ATTENDANCE:

Board of Trustees

Joanne Storer, Frank Lopez, Cindy Haab, Holly Corcoran, and Andalisa Lopez

Advisory Panel

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

Guests

None

ABSENT:

Mary Baxter and Chris Kinsley (Board Members), Henry Bockelman (PMSD Liason),
Rudy Haab (Advisory Member).

1. Call to Order by President – Joanne Storer called the meeting to order at 7:16 pm.
2. Pledge of Allegiance led by Joanne Storer.
3. Approval of Minutes
3.1 Motion made by Andalisa Lopez, seconded by Frank Lopez to approve the minutes from the January 27, 2011 Board meeting. 5-0 in favor. Motion approved.
4. Reports
 - 4.1 Director of Evergreen – Jill Shoesmith reported that she has been working on an employee manual that was provided by Mary Baxter. The school has struggled with the numerous snow days. PSSA testing is ongoing. The school is receiving several calls regarding the application process. Jill is concerned about the state budget. The archery program has been well received at Evergreen. Jill reported that the school is researching Special Ed funding available through the IU. iPads with Dragon Speak and 3 Toshiba laptops. The school will be looking into retired school buses from Pocono Mountain. Patti also mentioned that Stroudsburg School District has advertised bidding. Jill mentioned that the Foundation will be taking over the snowplowing and mowing as a part of the Property Management. Holly mentioned that this should be included in the lease. Jill said that the PMSD Business Officer came to Evergreen at the beginning of March.
5. Executive Session
Not necessary at this meeting.
6. Instructional Report
 - 6.1 Nancy Price said the 9 snowstorms have been challenging. The PSSA tests are underway for grades 6, 7, 8, and 11, 3 testing sessions have been completed and there are 3 more to go.
 - 6.2 Patti said the school survived a flu epidemic. One day there were 17 students absent

7. Recognition of Visitors – none
8. Items for Discussion and Possible Resolution
 - 8.1 HR Manual (*tabled until next meeting*)
9. Items Requiring Board Action
 - 9.1 Business and Financial Affairs
 - 9.1.1 ***Motion was made by Joanne Storer and seconded by Frank Lopez to approve the vendor payments for January and February 2011. Motion passed 4-0 (Holly Corcoran abstained).*** A discussion was held regarding the copy machine and the overage charges. The lease is up in February 2012.
 - 9.1.2 ***Motion made by Andalisa Lopez and seconded by Frank Lopez to approve the Profit/Loss reports for January and February 2011. Motion passed 4-0 (Holly Corcoran abstained).***
 - 9.1.3 ***Motion made by Andalisa Lopez and seconded by Frank Lopez to approve the the Balance Sheets for January and February 2011 to be filed for Pocono Mountain’s Business Office quarterly review. Motion passed 4-0 (Holly Corcoran abstained).***
 - 9.1.4. Approval/Disapproval of Grant Expenses for January and February 2011 (*tabled until next meeting*)
 - 9.1.5. Approval/Disapproval of Audited Financial Statements
Motion was made by Cindy Haab and seconded by Frank Lopez to accept and approve the audited financial statements by Kirk and Company
Holly explained the financial statement to the Board.
 - 9.2. Students Curriculum and Policy
 - 9.2.1. Admissions Policy with Siblings- The Board held a discussion about children living in the same household. ***Motion made by Frank Lopez to reword 4.5.B in the Admissions Policy to read “Children residing in the same household” and to remove 4.5.D “Stepsiblings living in different households are not considered for a sibling preference.” And seconded by Holly Corcoran. Motion passed 5-0***
 - 9.3. Personnel- Professional Staff
 - 9.4. Personnel- Support Staff
10. ***The motion was made at 8:00 pm to adjourn by Andalisa Lopez. Seconded by Joanne Storer. Motion passed 5-0.***

The next monthly meeting will be held on April 28, 2011.