

Meeting Minutes for Evergreen Community Charter School

June 23, 2011

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

3. Approval of Previous Meeting Minutes for May 26, 2011 Moved by Mary Baxter and Second Chris Kinsley approved

4. Instructional Reports

Jill Shoemith – Chief Executive Officer and Director

Report on the new applications and grandfathered students. About 100 applicants applied. Breakdown is as follows:

12th grade – 10

11th grade – 11, add 3 from lottery

10th grade – 13, add 1 grandfathered, 1 lottery

9th grade – 14, add 2 lottery

8th grade – 14, add 5 lottery

7th grade – 11, add 2 grandfathered, 1 lottery

6th grade – 7, add 5 grandfathered, 2 lottery

Total 80

7. No visitors present

8.1 Human Resources Manual will be distributed to the staff and board for review by e-mail. Suggestions should be returned by the next board meeting. (July 28, 2011)

9.1 Business and Financial Affairs

9.1.1 Approval of payments to vendors via the April and May 2011 Check Register. Motion by Joanne Storer, second Chris Kinsley approved.

9.1.2 Approval of current Financial Statements for April and May 2011. Motion by Andalisa Lopez, second by Frank Lopez approved.

9.1.3 Review of Budget vs. Actual through May 2011 – Discussion was held on the adjustment or revisions based on changes in reimbursement rates and the allocation of Special Education and Administration costs. Motion Joanne Storer, second Mary Baxter approved.

9.1.4. Approval of Grant Expenses for April and May 2011. Motion by Mary Baxter, second Joanne Storer, approved. Discussion was held on moving the computer lab to the basement using the grant money. Jill will contact Pocono Mountain and the IU 20 on regulations for handicap accessibility for a classroom in the basement.

9.1.5 Approval of 2011-2012 Budget - approval is tabled until we adjust for 2 additional students for next year. Jill will also look into changes in cost of Medical Insurance increasing deductible, and chamber of commerce. Discussion was held on staff paying for insurance or less of a raise. In addition, any changes to payroll also influence Social Security and other reimbursements. Holly explained what the different categories and numbers mean.

Lease – Jill will find out from Mary Baxter about whether the rates have changed, then have a Foundation meeting and e-mail the Board about the terms of the lease, and rate change if any.

9.2.1 approval of Available slots for 2011-2012 year Motion Holly Corcoran and second Chris Kinsley.

Next meeting is the Annual Meeting; Holly will stay for one more year. Suggestions were made to check the by-laws to see about adding another person, and what length of each person' term.

Meeting Adjourned at 8:21 p.m. Motion Mary Baxter, second by Holly Corcoran.