

## Evergreen Community Charter School Board of Directors

Minutes September 22, 2016

Attendance: Joanne Storer, Chris Kinsley, Mary Ann Lewis, Kathleen Sandt, Joe Spinelli

Advisory: Jill Shoosmith, Nancy Lewis

The meeting was called to order by President Joanne Storer at 7:14pm, followed by the Pledge of Allegiance. Motion was made by Joe, Second by Joanne, to approve the minutes from the August 2016 meeting. Motion passed 5-0.

### Director's Report

Jill reported the following:

Facility Upgrades: Renovations of heating and AC systems are complete. The new fire alarm system is up and running. Waiting for ATT to install dedicated phone lines for direct notification to emergency services. Alarms now show which zones are affected. Alarm system is tied in to the front door lock.

Students: Jill reports that the first three weeks have been good. Students seem to be forming cohesive groups. Parent night went very well. A parent has offered to update the website. Math classes seem to be going well.

The school is trying to coordinate with Pocono Family YMCA for movement options since the Pocono Dome closed.

District payments have been slow for September. New rates just went through. PMSD increased approximately 10%.

Software: Thinkwave grading and notification software has been a bit challenging to adapt to. Some features are great, but teachers aren't able to message individual students.

### Items for Discussion and Possible Resolution

Lease Agreement: The lease agreement with the Foundation needs to be signed. The Rate of \$15,000 per month will hold at least through 2020. Rent includes all utilities, plowing, maintenance, and upgrades. Motion to approve lease agreement (retroactive to July 1) by Chris, Second by Kathleen; approved 5-0.

### Business and Financial Affairs

Approval of payments to vendors via the August 2016 Check Register: Motion by Mary Ann, Second by Chris; approved 5-0.

Approval of current Financial Statements to be provided to PMSD, including the Profit & Loss and the Balance Sheets as of August 31, 2016: Motion by Joe, Second by Kathleen; approved 5-0.

The Grant account was closed and moved to regular checking; new grant funds will be announced at the end of September.

### Open Discussion

ECCS is celebrating its 20<sup>th</sup> Anniversary this year. Patti O'Keefe is organizing a pot luck dinner. The Halloween Parade Float will acknowledge this milestone. T-shirts and hoodies are being made for student purchase. Kathleen Sandt has offered to write a news release highlighting the school's features.

Adjournment: Motion by Joe, Second by Chris; approved 5-0. Meeting adjourned at 7:48pm.

*The next Board of Directors meeting will be held on **Thursday, October 27, 2016 at 7 PM.***