

Evergreen Community Charter School Board of Trustees
Minutes July 26, 2018

Attendance: Joanne Storer, Kathleen Sandt, Danielle Perez, Joe Spinelli

Advisory: Jill Shoesmith, Nancy Lewis

The meeting was called to order by Joanne Storer at 7:00 followed by the Pledge of Allegiance. Motion was made by Kathleen, Second by Danielle, to approve the minutes from the June 2018 meeting. Approved 4-0.

Executive Session

Executive Session began at 7:02.

Discussion of legal and personnel matters.

Executive Session ended at 8:08 and regular meeting resumed.

Items for Discussion and Possible Resolution

Review of updated policies: Tabled until next meeting.

Director's Report

Jill reported the following:

The Annual Report was filed on July 26, 2018.

Health benefits- as long as we don't change coverage, premiums will not change.

School safety update: Security cameras are installed and working; we are receiving bids for window film and repairs.

Refurbishing work for the summer is underway: 75% of rugs have been installed.

Renewal Process: Letter to initiate process was sent on July 15; we have not heard back yet

Audit fieldwork will begin August 3 which is earlier than last year.

Business and Financial Affairs:

Approval of payments to vendors via the June 2018 check register and approval of current financial statements to be provided to PMSD, including the Profit and Loss and the Balance Sheets as of June 30, 2018, and Grant Expenses: Motion by Joe, Second by Kathleen; approved 4-0.

Students, Curriculum, and Policy

A Senior Life Skills elective will be added.

Personnel-Professional Staff

Safe School training with Pocono Mountain Regional Police is set for August 30.

Applications for a part-time Art teacher were reviewed; an interview was conducted; and the position was offered to, and accepted by, Jill Elizabeth. Rate of pay is \$27.81 per hour.

The Board approved a new combined IT/Maintenance Position Description and a letter will be drafted offering the non-teaching position to Marc Carter.

Adjournment: Motion, Danielle; Second, Joanne. Approved 4-0.

Executive Session: 7:02 to 8:08

A letter to Joanne Storer from Sandi Carter was presented for review; the Board noted no changes from previous reviews of qualifications and will draft a response letter.

Motion: Joe; Second, Danielle. Approved 4-0.

Reviewed and approved new combined, non-teaching IT/Maintenance position. Position will be offered to Marc Carter. A letter will be drafted. Motion: Joe; Second, Danielle. Approved 4-0.

Applications were reviewed for the position of part-time art teacher; an interview was conducted; and the position was offered to, and accepted by, Jill Elizabeth. Rate of pay is set at \$27.81 per hour.

Motion: Kathleen; Second, Joe. Approved 4-0.