

Evergreen Community Charter School Board of Directors

Minutes March 23, 2018

Attendance: Joanne Storer, Chris Kinsley, Kathleen Sandt, Joe Spinelli

Advisory: Jill Shoemsmith, Nancy Lewis

The meeting was called to order by Joanne Storer at 7:05pm followed by the Pledge of Allegiance. Motion was made by Joanne, seconded by Joe to approve the minutes from the January 2018 meeting. Motion passed 4-0. It was noted that the February meeting was cancelled due to weather.

Director's Report

Jill reported the following:

Kevin McKenna, our lawyer called to let us know that Evergreen has been designated as a top tier school by the Pennsylvania Department of Education.

Our faculty meetings have focused on updating our Emergency and Safety plans and discussing available options for drills (with and without the students). Students in the Alpha Helpers club are discussing their possible role in the upcoming April Walk-out Day.

Bids are being taken for increasing safety of the building in terms of reflective film on exterior windows as well as security cameras.

Calendar has been adjusted for snow/power outage days. Spring break has been cut to only one day, April 30.

Senior Plans: One student has received an ROTC scholarship which may be presented during the graduation ceremony.

Another has been accepted with a full scholarship to University of Southern California.

Student Play: Scheduled for May 16 and 18. Rehearsals are going well for an adaptation of *Annie*.

Prom: To be held May 12 at the Water Gap Country Club.

Executive Session

Discussion of Legal and Personnel Matters.

Student Affairs

The Raffle for Perfect Attendance (6th, 7th, and 8th) will be held during the April Board meeting. Prizes are being donated by the North Pole Village, and include free passes to Mountain Creek Stables.

Items for Discussion and Possible Resolution

The Board suggested that we coordinate with the Pocono Regional Police to schedule training and review during the May 3-hour Teacher meeting.

The Board suggested that we discuss the need for a full time generator system with the Foundation Board.

In preparing for the Charter Renewal, Jill noted that we will be using our solicitor more often.

Update of Procedures and Policies: Jill was asked to provide the first group of updated policies at the April meeting.

Business and Financial Affairs

Approval of payments to vendors via the February 2018 Check Register and approval of current Financial Statements to be provided to PMSD, including the Profit & Loss and the Balance Sheets as of February 28, 2018, and approval of Grant Expenses: Motion by Kathleen, Second by Joe; approved 4-0.

Personnel—Professional Staff

Reminders have been sent out regarding preparation for the Charter renewal process. Professional files must be complete with required training and documentation of degree/certification.

Adjournment: Motion by Joe, Second by Kathleen; approved 4-0. Meeting adjourned at 8:20pm.

*The next Board of Directors meeting will be held on **Thursday, April 26, 2018** at 7 PM.*