

**Evergreen Community Charter School Board of Directors**  
Minutes Thursday, August 18, 2022  
Zoom

Attendance: Joe Spinelli, Mary Ann Lewis, Sherline Eugene, and Eric Noone  
Advisory: Jill Shoemsmith, Nancy Lewis

Meeting called to order at 7:00pm by Joe Spinelli  
Pledge of Allegiance performed by all members.

**Recognition of Visitors (Community input/ presenters, etc)**

No visitors were present.

**Executive Session**

Session began at 7:02pm

Regular meeting reconvened at 7:12pm

**Approval of Previous Meeting's Minutes**

Meeting minutes from June were reviewed. This was no meeting in July. Motion was made by Sherline to approve June minutes, seconded by Maryann. (5-0).

**Director's Report**

Jill reported the following:

102 students enrolled for the 2022-23 school year.

Water Testing results were all good. In addition to the e. coli test, we tested this month for lead and copper.

FCC space – spoke with the director and space is not needed at this time.

Reconciliation reports have been completed. Two schools still owe money to the Charter for 2021-22.

The Annual Report is normally due by August 1<sup>st</sup> . This year PDE has a technical glitch and we were unable to submit. They have indicated that we should be able to submit on August 26<sup>th</sup> .

Pocono Mountain has been notified.

Employee Handbook - has been updated and will be ready for distribution to staff on September 1, 2022.

The Foundation has hired a new cleaning company for the building. The company will provide clearances and full insurance for any workers.

**Instructional Report**

We will be adding an assistant to both the ELA and Physical Science classes to assist with students who may be having difficulty with the day to day instruction.

**Personnel – Professional Staff**

Jessica Fuehrer has accepted the full time position of teaching 6<sup>th</sup> grade math and assisting in Junior High Physical Science and ELA.

**Financial Affairs**

Jill reported that we are finalizing our last orders for the 2021-22 SRSA Grant. We hope to have the account zeroed out by the beginning of September. Motion made by Mary Ann and seconded by Eric to approve the Financial Report from June and July, which included payments to vendors, Balance Sheet, Profit/Loss Statement, and Grant Expenses. Motion passed (5-0)

**Students, Curriculum and Policy**

Motion made by Joe and seconded by Eric to approve the Updated Employee Handbook.

**Open Discussion**

The Foundation has placed a bid on a 2014 School Bus from Stroudsburg School District. We will find out if we won the bid in mid-September.

**Adjournment**

With no more business to come before the Board a motion was made by Eric and seconded by Sherline to adjourn at 7:40pm

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