

Meeting Minutes for Evergreen Community Charter School

July 28, 2011

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

Previous Meeting Minutes for June 23, 2011 were approved

Instructional Reports

Jill Shoesmith – Chief Executive Officer and Director

Based on the e-mail vote by the board it was determined to increase the class size and split 6th and 7th grades into separate classes. New class size has been determined to be. 6th has 11 and grade 7 has 13.

No deli bids were received for lunches at this time, specifications that were sent out did not require delivery. Deadline is August 1, 2011.

Building renovations include expanding the Green Room into the teacher's lunch room. Also, the computer room was divided into two. The additional space will house the 6 & 7 grade math and social studies. Deck will be power washed.

The Lottery was held as usual. There were three families present, and it was very difficult for the students who were not chosen.

Only one withdrawal has been received as yet. Current students are at 88, with the expectation that there will be two additional withdrawals.

Health Insurance coverage is comparing Blue Cross with our current Geisinger Insurance was discussed. The representatives of Blue Cross will come to a special teachers meeting to answer questions.

No visitors present

Human Resources Manual was downloaded and will be reviewed and suggestions should be returned by the next board meeting. (Sept. 22, 2011)

Business and Financial Affairs

Bids for cleaning service were opened and reviewed.

Karen Hardy \$120 day

Rebecca's Cleaning \$105

Rick Scradato \$90 day

SPW \$90

Jay Pavelski \$ 68

Green Clean Janitorial \$ 2140/month - \$105

Decision to accept the lowest bid, J Pavelski , with a 90 day trial period , 30 days notice prior to the end of the 90 days. Request background clearances as required for Schools, and minimum of 3 references. Review by Nancy Lewis prior to awarding of contract.

If the contractor is unable to fulfill the above, the award will go to Rick Scrudato. motion by Mary Baxter, second by Andalisa Lopez, approved

New board members nominating committee is Holly and Frank. Motion by Joanne, second by Frank. Suggestions were discussed, and we will ask if they want to attend a meeting in Sept.

Cindy Haab is anxious to continue to participate, but her work schedule makes attending meetings difficult. Mary will bring her IPAD to create an online interface for Cindy to attend the meetings.

Lease Agreement – Tabled while members review the lease and discuss at next months meeting.

9.1.1 Approval of payments to vendors via the June 2011 Check Register. Motion by Mary Baxter, second Joanne Storer, approved.

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

9.1.3 Review of Budget profit/loss vs. Actual through June 2011 – Motion by Mary Baxter, second by Frank Lopez, approved.

9.1.4. Approval of Grant Expenses for Tabled. Motion by Frank second Joanne, approved

9.1.5 Approval of 2011-2012 Budget - Holly explained what the different categories and numbers mean. Motion by Mary Baxter , second by Frank Lopez, approved.

9.3 Personnel:

Larry Laubach resigned to complete his course work. He still has to return keys and laptop.

Hiring two new teachers, Stephen Richard will teach math and social studies for 6 & 7.

Michael Vary Higher level math (Algebra and Geometry)

Meeting Adjourned at 8:45 p.m. Motion Andalisa Lopex, second Holly Corcoran, approved.