

**GREEN WOODS CHARTER SCHOOL  
BOARD OF TRUSTEES MEETING**

**September 1, 2004  
Green Woods Charter School**

**MEETING MINUTES #1**

**Board Members Present:**

Elizabeth Bailey, President	Dana Lotkowski, Vice President
Carol Spangenberg, Secretary	Emilie Nichols, Treasurer
Theresa Lewis-King	Glenn Vickers

**Board Members Absent:**

Tracy Kay	Steven Tilney
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**Staff Present:**

Dr. Harold Kurtz, Interim CEO, Synergy Educational Consultants  
Annette SolarSKI  
Barbara Mail  
Alison Hart

**Parents Present:**

Kim Birkmire	John Birkmire	Joyce Clugston
Earl Spangenberg	Sue Mobly	Keith King
Anita Quain	Joan Carr	Vickie Fenton
Anthony Galzarano		

**Guests:**

Ms. Megan Schaeffer, School Attorney

**CALL TO ORDER**

Ms. Elizabeth Bailey, President, called the meeting to order at 7:04 p.m. The secretary took roll call.

Ms. Lotkowski moved to accept the minutes of the August 4, 2004 Board meeting. Ms. Spangenberg seconded. The minutes were approved unanimously.

Ms. Lotkowski moved to accept the minutes of the August 25, 2004 Public meeting. Ms. Nichols seconded.

Ms. Lewis-King requested the comments made by Mr. Keith King, during public comment, be added to the minutes. It would read, "Mr. King expressed concern that his son be treated fairly and that there be no retaliation due to any position that his wife may have taken as a board member."

Dr. Kurtz reassured the Board and all guests present, that all students are being treated fairly and equally in our school and will always be treated in the same manner.

Ms. Nichols moved to accept minutes of August 25, 2004 as amended. Ms. Lewis-King seconded. The minutes from August 25, 2004 were approved as amended.

### **INTERIM CEO REPORT**

Dr. Kurtz reported that we are ready to open school. We are still interviewing for a custodian. We will be getting the play area and walkways resurfaced; a portion of it will be paid by the SCEE.

### **BOARD SCREENING COMMITTEE**

Ms. Spangenberg reported that she, along with Mr. Vickers and Ms. Nichols met with Ms. Mai Khalad and Ms. Kim Birkmire as possible board members. The committee is recommending Ms. Kim Birkmire as a board member. There is another position vacant but it is for a community member and at this time we have no candidates. If anyone has a recommendation they should contact Ms. Spangenberg.

### **FACILITIES COMMITTEE REPORT**

Mr. Vickers reported there was no facilities committee meeting this month. He reminded us that the job of the Facilities Committee is to look into long range planning for the facility. Dr. Kurtz noted that he has been meeting with Mr. Kay, Director of SCEE and there is a plan for both boards to meet to discuss the future of these facilities.

### **FUNDRAISING COMMITTEE REPORT**

The Fundraising committee has been hard at work to prepare for the 1<sup>st</sup> Annual Auction, which will be held on Friday November 5, 2004. The committee has been soliciting donations from businesses in our area as well as school families. Each of the classrooms will be putting together a "theme" basket with donations from the students. Also there will be a class art project for each grade to be auctioned that night. Ms. Mail is working with us on the projects.

We held a "site" meeting on Monday August 9, 2004 and an auction meeting on Monday August 30, 2004 at the school. The tickets (\$20. each) will be on sale at Back to School night.

## **CEO SEARCH**

Dr. Kurtz reported that there are 20 resumes that responded to the last advertisement. He will be sending out a notice to the search committee after school starts to start the process of reviewing the resumes.

## **CURRICULUM COMMITTEE REPORT**

Ms. Lewis-King will call a meeting of the Curriculum Committee to meet with Jean Wallace, Co-Coordinator of Instruction, to see how they can support the staff.

## **CONSENT AGENDA**

**9/01/04 – 1 – BE IT RESOLVED** that the Board approves the modified 2004-2005 School Holiday Schedule.

**9/01/04 – 2 – BE IT RESOLVED** that the Board approve the lease agreement with Resun for double classroom modular unit at a cost of \$1, 000.00 per month for a 24-month period.

**9/01/04 – 3 – BE IT RESOLVED** that the Board approve the purchase of a mobile computer lab with a total for 28 laptops and a double cart at a cost of \$25,742.88. Leasing arrangements to be resolved by next week. (either a 2 or 3-year payment cycle and \$1 buyout)

**9/01/04 – 4 – BE IT RESOLVED** that the Board approves the hiring of John Kirk to do technology support on an as needed basis at the rate of \$30.00 per hour, to be signed off by the CEO.

**9/01/04 – 5– BE IT RESOLVED that** the Board approves the appointment of Harold Kurtz (Synergy Educational; Consultants) as Interim CEO/Principal at the rate of \$7,000 per month as per the approved 2004-2005 budget line item for this position. This will be effective September 1, 2004 and will remain in effect until the new school leader is appointed.

**9/01/04 – 6– BE IT RESOLVED** that the Board approves the company, Greg DeCaro, to resurface the handicapped lot, extend play area and resurface the walkway to the trailer and main entrance of school not to exceed \$8,000.00 (a portion to be paid by the Schuylkill Center)

Ms. Lotkowski moved to approve the resolutions 1 thru 6. Mr. Vickers seconded.

There was no public comment

The motion passed unanimously.

### **NEW BOARD MEMBER**

Ms. Spangenberg moved to appoint Ms. Kim Birkmire as Board Member. Ms. Lotkowski seconded. All Board members unanimously accepted Ms. Birkmire as our new Board member. Ms. Megan Schaeffer swore Ms. Birkmire in. (?)

### **BOARD MEETING SCHEDULE**

Ms. Bailey thanked the Board for their hard work over these past summer months. She announced that there would be no September work sessions or board meetings. The work session will be on the second Thursday of the Month. The Board Meeting will be on the 3<sup>rd</sup> Tuesday of the month. The schedule for the year is as follows:

#### **Work Session**

Thursday October 14, 2004  
Thursday November 11, 2004  
Thursday December 9, 2004  
Thursday January 13, 2005  
Thursday February 10, 2005  
Thursday March 10, 2005  
Thursday April 14, 2005  
Thursday May 12, 2005  
Thursday June 9, 2005

#### **Board Meeting**

Tuesday October 19, 2004  
Tuesday November 16, 2004  
Tuesday December 14, 2004  
Tuesday January 18, 2005  
Tuesday February 15, 2005  
Tuesday March 15, 2005  
Tuesday April 19, 2005  
Tuesday May 17, 2005  
Tuesday June 14, 2005

### **BUDGET**

Dr. Kurtz stated that we are on budget. A group a revisions will be brought to the Board at the next meeting.

### **PUBLIC COMMENT**


Ms. Joan Carr informed us that her company is donating 38 computers and we need to look into having someone upgrade them. Dr. Kurtz will work with Ms. Carr.

Ms. Nichols thanked Dr. Kurtz for his dedicated service to our school over the summer.

Ms. Lotkowski moved to adjourn the meeting. Mr. Vickers seconded.  
The meeting ended at 8:04 p.m.

The next work session of the Board of Trustees will be Thursday October 14, 2004 at 7:00 p.m. at the school.

Respectfully submitted,

  
Carol Spangenberg  
Secretary

Attachments:  
Fundraising Committee Report