

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

**September 21, 2006  
Green Woods Charter School**

**REGULAR MEETING MINUTES #2**

**Board Members Present:**

Steve Tilney, President  
Glenn Vickers  
Joyce Clugston, Treasurer

Kim Birkmire, Secretary  
Kevin Godshall, Vice President  
Chris Crockett

**Board Members Absent:**

Dawn Cute

**Staff Present:**

Jean Wallace  
Elizabeth Bailey

Dana Lotkowski  
Annette Solarski

**Parents Present:**

Gail Craighead  
Joan Carr  
Christy Coughlin

Erika Wallace  
Mary Jo Aldinger

**CALL TO ORDER**

Steve Tilney, President opened the meeting at 7:33 P.M.

**OPENING COMMENTS**

Steve Tilney commented on the work that was done on the art room and computer room separation. Mr. Tilney also wanted to publicly thank the volunteer parent who painted the walls of the school.

**ROLL CALL**

Kim Birkmire, Secretary took roll call.

Steve Tilney  
Chris Crockett  
Kevin Godshall

Joyce Clugston  
Kim Birkmire  
Dawn Cute (absent)

Glenn Vickers

## **APPROVAL OF MINUTES**

The Board reviews the Minutes from August 10, 2006 Board meeting. Glenn Vickers motioned to approve the minutes and Chris Crockett seconded. All present approved the August 10, 2006 Minutes as presented.

## **COMMITTEE REPORTS**

### **Executive Committee:**

Steve Tilney reviews his report with the Board. Report attached.

### **Fundraising:**

Kim Birkmire updates the Board on the activities of the Fundraising Committee as well as requests bank statements for this account from August 2005-August 2006. Report attached.

### **School Leadership Team Report:**

Jean Wallace, Coordinator of Curriculum and Instruction reads the September School Leadership report. Report attached.

### **Facilities**

Kevin Godshall reviews his report with the Board. Report attached.

### **Business:**

Mike Whisman, consultant from Charter School for Choice, reviewed the financial statements with the Board. Mike also reported that Green Woods audit took place on September 6<sup>th</sup> and 7<sup>th</sup> and everything went smoothly. A draft of the auditors report will be at school by October 15, 2006. Financial reports attached.

## **PUBLIC COMMENT (General)**

Erika Wallace, parent, commented on the new counselor being available outside of Wednesday's, as well as by phone if necessary.

Steve Tilney asked the Board to review the proposed Resolutions. Mr. Tilney asked for a motion to approve resolutions 1-6. Glenn Vickers motioned to approve the resolutions, Joyce Clugston seconded. All members present unanimously approved the resolutions as presented.

## **Resolutions**

**8/10/06-1- BE IT RESOLVED that the Board of Trustees hereby approves the job descriptions for the School Leadership Team in the form attached to this resolution.**

**8/10/06-2-BE IT RESOLVED that the Board of Trustees hereby approves a contract with Catapult Learning to provide guidance counseling services one day per week from September 2006 through June 2007, at a cost of \$12,500, exceeding the 2006 approved budget line item by a total of \$2,500.**

**8/10/06 – 3 – BE IT RESOLVED that the Board of Trustees approves the July 2006 Bills List.**

**8/10/06-4-BE IT RESOLVED that the Board of Trustees approves the Confidentiality Policy in the form attached to this resolution.**

**8/10/06-5-BE IT RESOLVED that the Board of Trustees approves a lease agreement dated September 20, 2006 in the form attached to this resolution, between Green Woods Charter School and The Schuylkill Center for Environmental Education for the lease of portions of the property known as 8480 Hagy's Mill Road, Philadelphia, PA and the facility located thereon known as The Schuylkill Center for Environmental Education Main Administration and Classroom Building. The Board hereby authorizes the Board President to execute, and the Board Secretary to attest, the lease in the form attached to this Resolution.**

**8/10/06-6- BE IT RESOLVED that the Board of Trustees approves a lease renewal with Resun Leasing, Inc. for the trailer building, asset numbers 52620 and 52622. The term shall be 24 months, September 5, 2006 through September 5, 2008 at a rate of \$1,000 per month.**

### **PUBLIC COMMENT (Resolution Items Only)**

There was no public comment.

### **ADJOURNMENT**

Chris Crockett motioned to adjourn. Joyce Clugston seconded. Motion carried. The regular meeting ends at 8:12 P.M.

Respectfully submitted,

Kim Birkmire,  
Secretary of the Board

**Attachments:**

**Board Meeting Minutes**

**Budget/Financial statements**

**Facilities Report**

**Fundraising Report**

**SLT Report**

**Executive Committee Report**

**Confidentiality and Professionalism Policy**

**SLT Job Descriptions**

**Letter of Agreement for Counseling & Psychological Services**