

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

**October 9, 2003
Green Woods Charter School**

MEETING MINUTES #5

Board Members Present:

Elizabeth Bailey, President
Carol Spangenberg, Secretary
Edison Freire
Glenn Vickers

Dana Lotkowski, Vice President
Emilie Nichols, Treasurer
Theresa Lewis-King

Board Members Absent:

Janet Castellini

Tracy Kay, Executive Director of SCEE

Staff Present:

John DiLello, CAO
Annette Solarski, Administrative Assistant
Donna Dougherty, Coordinator of Instruction

Parents Present:

Greg Richey, Jessica Platzer, Tanya Harris

Elizabeth Bailey, President of the Board, called the meeting to order at 7:15 p.m. Everyone present introduced themselves.

Ms. Bailey requested the Board members to respond in a timely manner to e-mails from the Board Secretary to avoid postal mailings of documents.

Ms. Bailey announced that John DiLello was on the Radio today. Sandra Dungee Glenn, who is on the Philadelphia School Reform Commission and also hosts a radio show on WURD am and requested Mr. DiLello to be one of the guests of the show. There were two other Charter schools represented. Mr. DiLello felt it was a positive experience and could be used as a recruiting tool in the future. Ms. Solarski will see if she can get a copy of the tape for our archives.

Ms. Bailey announced that most of the Board has been assigned to a committee. Mr. Freire stated that he would be on the Curriculum committee. Ms. Bailey will start to contact the parents that have shown an interest in being on a particular committee.

Ms. Bailey motioned to approve the minutes. Mr. Vickers seconded. Ms. Lewis-King requested that the wording be corrected on page 5 of the minutes to "Ms Lewis King, requested that the gym teacher and art teacher, because neither of them have experience working with children, receive professional development that would center around the areas of working with children and especially children with diverse needs." The minutes were approved as amended.

10/09/03 – 1 – BE IT RESOLVED that the Board of Trustees hereby approves for first reading the By-laws and Board Procedures 001, 002, 003, 004, 005, 006, 006.1 and 007 in the form attached. The Board will consider the bylaws and procedures for second reading and formal approval at its next regular meeting currently scheduled for November 13, 2003 at 7:00 p.m. at the Green Woods Charter School.

Ms. Spangenberg motioned to approve the resolution. Ms. Lotkowski seconded. All Board Members present approved the motion unanimously.

10/09/03 – 2 – BE IT RESOLVED that the Board of Trustees hereby approves for first reading the Discipline Policy in the form attached The Board will consider the Discipline Policy for second reading and formal approval at its next regular meeting currently scheduled for November 13, 2003 at 7:00 p.m. at the Green Woods Charter School.

Ms. Lotkowski motioned to approve the resolution. Ms. Lewis-King seconded. All Board Members present approved the motion unanimously.

Committee Reports:

Executive: Ms. Spangenberg reported that there was an Executive Committee held on October 8, 2003 to discuss Personnel issues.

Fundraising: Ms. Spangenberg reported that the fundraising committee will have their first meeting on Tuesday October 21st, at 7:00 at the school.

Finance: Ms. Nichols reported that the Finance Committee met on October 7th at 4 p.m. at Green Woods Charter School. The committee chair requested an updated copy of the budget from the CAO. This will be available for the October audit and at the November meeting. Mary Lou DiLello and Dana Lotkowski are developing an accounting system.

Curriculum: Committee has not met yet.

Facilities: Committee has not met yet.

CAO REPORT:

Mr. DiLello updated the Board on the 3 electrical bids that were received for the electrical work needed for the Module. The actual work will take about a week to complete. The Board reviewed the bids presented by Mr. DiLello.

Mr. DiLello thanked everyone for their help in getting the module ready for our students. Ms. Spangenberg suggested that the students in 5, 6 and 7th grades be given a special treat for their patience with the temporary class situation.

Mr. DiLello stated that we are holding a 90-day temporary certificate of occupancy for the module. In order to convert to a 5 yr. Certificate, we need to make some lighting changes. Bob Tomasoni will be able to do most of the work.

Mr. DiLello will report on the curriculum next month.

Mr. Sole will be involved in a conference next Wednesday with architects. One of the sessions will be held at our school. Some of our students will be interacting with the architects as they brain storm to redesign the school.

The Book Fair will be held Tuesday October 14, 2003 to Thursday October 16, 2003. A Family Book Night will be held on Wednesday night.

10/09/03 – 3 – BE IT RESOLVED that the Board of Trustees give John DiLello authority to work with the Finance and Facilities Committees to select a contractor to provide the electrical service needed to the module not to exceed \$37,000.

Ms. Lotkowski motioned to accept the resolution. Mr. Freire seconded. All Board members present approved the motion unanimously.

10/09/03 – 4 – BE IT RESOLVED that the Board of Trustees give John DiLello authority to work with the Finance and Facilities Committees to select a plumbing contractor to lay pipe to provide water to the module not to exceed \$5,000.

Ms. Nichols motioned to accept the resolution. Ms. Lotkowski seconded. All Board members present approved the motion unanimously.

The contracts will be sent to our lawyer, Ken Roos for review.

PUBLIC COMMENT:

Mr. Greg Richey, parent, asked a question and made some comments regarding the electrical contract. Mr. Vickers and Mr. DiLello addressed his concerns.

Ms. Jessica Platzer had a question regarding the school uniforms. Mr. DiLello addressed her question.

ADJOURNMENT

Ms. Nichols motioned to adjourn the meeting. Ms. Spangenberg seconded. The meeting was adjourned at 8:15 p.m.

Respectfully submitted,



Carol Spangenberg
Secretary

Attachments:

Agenda
Finance Committee Report
Electrical Contract Quotes