

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

**October 19, 2004
Green Woods Charter School**

REGULAR MEETING MINUTES #2

Board Members Present:

Elizabeth Bailey, President	Dana Lotkowski, Vice President
Carol Spangenberg, Secretary	Kim Birkmire
Emilie Nichols	Glenn Vickers

Board Members Absent:

Tracy Kay	Theresa Lewis-King
Steve Tilney	

Staff Present:

Harold Kurtz, Interim CEO, Synergy Educational Consultants
Carolyn Manzo
Annette Solarski
Jean Wallace

Parents Present:

Joyce Clugston
Joe DiGiovanni
Mary Lou Finch

Guests:

Megan Schaeffer, Esq.
Wisler, Pearlstine, Talone, Craig, Garrity & Potash, LLP
Attorneys at Law
Michael Whisman, School Accountant

CALL TO ORDER

Ms. Bailey, President, called the meeting to order at 7:05 p.m. The secretary took roll call.

Ms. Lotkowski moved to accept the minutes from the September 1, 2004 Board meeting. Ms. Nichols seconded. The minutes were approved unanimously.

BUDGET REPORT

Our accountant, Mike Whisman, gave a general overview of the current Budget vs. Actual Profit and Loss report as well as a brief overview of our financial audit. Form 990 is due November 15, 2004. The Annual Financial Report is due November 19, 2004. The auditors will be at the November 16, 2004 Board Meeting.

FUNDRAISING

Carol Spangenberg reported that the Fundraising Committee is hard at work preparing for the silent auction. The booklet was finished today and sent to the printer. A dress rehearsal for the event will be held Thursday, October 28th. To date, \$15,000 worth of donated items have been received. The children's work will be well-represented among the auction items.

CURRICULUM

Jean Wallace, Coordinator of Curriculum, reported that the State of Pennsylvania has given GWCS \$5,000 for teachers to visit an Environmental Education program in Ridley Township.

FACILITIES

Annette Solarski, Operations Manager reported that a permanent Certificate of Occupancy for the new mobile unit will be issued pending a few modifications to the unit.

CEO SEARCH

Dr. Kurtz reported that seven candidates have been identified for the CEO position. Interviews will begin the second week of November.

COMMUNITY COUNCIL/TOWN MEETING UPDATE

Ms. Bailey reported that instead of setting up a Community Council, which would essentially be creating another Board committee, we will start with a Town Meeting. This will be a way for the extended school community to have input on matters concerning the school.

CEO REPORT

Dr. Kurtz reported that everything is moving along well. The biggest challenges are related to facilities and space needs. A School-Wide Planning Council will be forming that is made up of the Founders, the CEO, a Board member, the Coordinator of Curriculum, the Counselor, and a representative from the teaching

staff. These meetings will be monthly and will look at the big issues affecting the school and not the day-to-day operations of the school.

November 11, 2004 is the date set for a meeting with staff, Founders and the Board to talk about the Founder's Declaration.

CONSENT AGENDA

10/19/04 -1-BE IT RESOLVED that the Board approve the appointment of Ronald Rigler as a custodian effective September 13, 2004 at the rate of \$27,500 (prorated). There will be a 60-day probation period.

10/19/04-2-BE IT RESOLVED that the Board accept the resignation of Marie Seltzer as a full time classroom aide.

10/19/04-3-BE IT RESOLVED that the Board approve the appointment of Kristina Skladaitis as a full time classroom aide (grade 2) at the rate of \$13 per hour effective September 15,2004.

10/19/04-4-BE IT RESOLVED that the Board approve the following budget transfers:

Transfer from teacher salary account	\$40,000
Transfer to: Trailer set-up	\$25,000
Legal fees	4,000
Advertising	2,000
Professional Services	4,000
Computer Equipment	5,000

10/19/04-5-BE IT RESOLVED that the Board approve termination of John Kirk effective October 4, 2004.

10/19/04-6-BE IT RESOLVED that the Board approve the adoption of the Founders' Declaration.

10/19/04-7-BE IT RESOLVED that the Board approve the appointment of Helen Vernitsky as a noon-time aide for 2 hours per day at the rate of \$7.35 per hour effective October 20, 2004.

10/19/04-8-BE IT RESOLVED that the Board approve the appointment of Carolyn Manzo to Lunchroom Coordinator and an increase in hourly rate to \$10.00 per hour effective October 20, 2004.

Ms. Spangenberg moved to approve Resolutions 1 - 8. Ms. Lotkowski seconded. There was no public comment.

The motion to approve Resolutions 1 - 8 passed unanimously.

PUBLIC COMMENT

Mary Lou Finch stated that parents need to know where to look for the public notice of meetings.

The Board responded that meeting dates will be posted on the GWCS website, published in The Daily News and printed in the Wednesday Bulletin.

ADJOURNMENT

Mr. Vickers moved to adjourn the meeting. Ms. Birkmire seconded. The meeting adjourned at 7:50 p.m.

The Board moved into Executive Session at 8:00 p.m. The Board attorney, Megan Schaeffer, updated the Board on current legal matters.

The Executive Session adjourned at 8:45 p.m.

The next Board meeting is Tuesday November 16, 2004, at 7:00 p.m. at the school.

Respectfully Submitted,

Emilie Nichols,
On behalf of
Carol Spangenberg, Secretary

Attachments:

Fundraising Report