

GREEN WOODS CHARTER SCHOOL
BOARD OF TRUSTEES
Board Meeting Minutes
June 23, 2010

Dennis Winters, Board President, called the meeting to order at 7:20 pm.

The secretary called the roll:

Joan Carr, Micah Gold-Markel, Rick Meketon, Tom Schrand, Laura Schwingel, Julie Stapleton-Carroll, Dennis Wesley, Dennis Winters were present. Barry Sunshine was not present.

Members of the public present: Joyce Clugston, David Artman

GWCS officials present: Jean Wallace, Gerald Santilli

A motion to approve the minutes for May 26, 2010 was introduced. Meketon made the motion, Wesley seconded. Carr asked to change the minutes as follows: “Meketon requested that the minutes record his introduction of a motion to revise the GWCS bylaws so that only 1 GWCS parent serves as a member of *the board executive committee (i.e., as one of the four board officers).*”

Minutes as amended were approved unanimously.

President's Remarks:

Winters commented on the success of the 8th grade graduation ceremony, and thanked GWCS for inviting him to attend. SCEE's board met last week to approve its budget, but Winters was not in attendance, since much of the meeting was scheduled as executive session.

Report from the CEO:

Wallace reported on the school's curricular work and fundraising focused on Haiti and the response to its recent earthquake. Schwingel complimented the staff for incorporating current events so quickly and successfully, and asked for more context for the items highlighted in the Academic Report. Carr seconded this request, and Wallace volunteered to expand the report in the future. Wallace reported that the staff worked for several days on curriculum development after school ended. 8th graders tested 100% proficient in science this year. Other scores were also high. Stapleton-Carroll asked if a board meeting in the future could include a presentation summarizing GWCS test performance. Wallace said that she was planning a PDE presentation on testing which could also include a report from her on the recent test scores. Schwingel asked about the arrival of the new administrator—Wallace replied that he will start on July 1st, but he has already attended some staff meetings. Schwingel also asked about the progress this year on the new Literacy curriculum—Wallace said that the curriculum was completed and will be implemented in the fall.

Report from the Controller:

Santilli reviewed the May 31st balance sheet and the budget-to-actual report. The school's cash position is the strongest it's been since Santilli started as BSP. Santilli and Thompson discovered a \$20,000 PSERS overpayment, and got the amount credited back to GWCS. Salary variances are due to staff sick leave. Schwingel thanked Santilli for his company's success in recovering money for the school.

Committee Reports:

- Audit – Julie Stapleton-Carroll, Chair

Stapleton-Carroll asked if there were any questions regarding the audit report. There were no questions. Resolutions based on the audit are on the agenda for a board vote. Winters asked if our current auditors were involved in 2006 when the double PSERS payment occurred. Santilli said that it was not the same company, and he recommends changing auditors at least every 5 years.

- Executive - Dennis Winters, Chair
Winters was late for the Trustee Recruitment Committee meeting due to bus problems. He reported that he currently has 7 possible candidates, including Sunshine's application for a second term. Meketon reported that the committee reviewed 4 applications, and that it hopes to have finalists ready for the board to vote on at its August meeting. Meketon noted that all 4 candidates were parents, which is a welcome change from past recruitment efforts. Stapleton-Carroll asked about outreach for recruiting. Winters said that he is contacting people based on recommendations from GWCS staff and board members. Stapleton-Carroll followed up with a question about diversity on the board. Winters said that the current applicant pool was quite homogeneous, and asked for suggestions about how to broaden the search. Stapleton-Carroll offered to send out the announcement if Winters would provide it. He agreed to send it to her. The executive committee will be responsible for developing a list of interview questions. Carr asked to have a question
- Finance - Dennis Wesley, Chair
Wesley reported that the board needs to approve the budget, and the committee has also introduced a resolution about new accounting software.
- Curriculum - Micah Gold-Markel, Chair
No report from the curriculum committee.
- Facilities/Strategic Planning - Barry Sunshine, Chair
Gold-Markel reported that the committee had been busy touring possible building sites and meeting with a project management company. Gold-Markel argued that GWCS needs to move forward as if it already had approval for expansion, given the timeline needed for a new building.
- Home and School - Melanie Dudek, Chair
No report.

Old Business:

There was no old business.

New Business:

Gold-Markel thanked the board members for using the Google Groups site. Schrand asked if it was possible to create sub-groups—Gold-Markel said that we can create as many groups as we need. Schwingel asked about using the service for scheduling meetings—Gold-Markel said that there were calendar tools for that as well.

Schwingel asked about elections to replace departing officers. After discussion, the board agreed to put elections on the agenda for the August meeting. Meketon will propose a resolution to change the bylaws regarding the number of parents on the executive committee as soon as he identifies the latest version of the bylaws. He also floated the idea of reserving a position on the board for a GWCS founder as an emeritus member. Winters asked Meketon to present a list of proposed changes for the August meeting. Carr asked whether former board members would be excluded from the Google account. Gold-Markel said that the group administrator can add and remove members. It was suggested that the board secretary could serve as the administrator.

Santilli suggested that as the board considers changes to the bylaws, it might want to look at other examples for ideas for strengthening the GWCS document.

Public Comment on Agenda Items Only:

There were no public comments.

Resolutions:

- **6/23/10 - 1, BE IT RESOLVED**, that the Board of Trustees accepts the May 2010 Report of the Controller.
Schwingel made the motion, and Meketon seconded. The resolution passed unanimously.
- **6/23/10 - 2, BE IT RESOLVED**, that the Board of Trustees approves contracts and salaries for Green Woods personnel as outlined in the budget and discussed in executive session.
Wesley made the motion, and Meketon seconded. Gold-Markel, Meketon, Schrand, Schwingel, Stapleton-Carroll, Wesley, and Winters voted aye; Carr voted nay.
- **6/23/10 - 3, BE IT RESOLVED** that the Board of Trustees approves the 2010-2011 budget.
Wesley made the motion, and Stapleton-Carroll seconded. Meketon, Schrand, Schwingel, Stapleton-Carroll, Wesley, and Winters voted aye; Carr and Gold-Markel abstained.
- **6/23/10 - 4, BE IT RESOLVED**, that the Board of Trustees approves the auditor's report for 2008-2009.
Schwingel made the motion, Stapleton-Carroll seconded. The resolution passed unanimously.
- **BE IT RESOLVED**, that the Board of Trustees retains the services of Zelenkofske Axelrod LLC for the audit services for the year ending June 30, 2010 through 2013 for \$15,000 with a 4 percent increase per annum.
Wesley made the motion, Stapleton-Carroll seconded. The resolution passed unanimously.
- **6/23/10 - 5, BE IT RESOLVED**, that the Board of Trustees accepts the resignation of Allison Hart Fineberg. On behalf of the entire community, we would like to extend our sincere gratitude to Allison for her years of service to Green Woods.
Meketon made the motion, and Gold-Markel seconded. The resolution passed unanimously.
- **6/23/10 - 6, BE IT RESOLVED**, that the Board of Trustees of Green Woods Charter School hereby authorizes the school to purchase of MIP software from SAGE which will provide a state-of-the-art financial system for back office operations as well as provide on-line access for school-based staff at a cost not to exceed \$20,300 and an annual maintenance and hosting fees at a cost of \$9,865.

BE IT FURTHER RESOLVED, that Green Woods Charter School increase its contract with Santilli & Thomson, LLC for software implementation at a cost of not to exceed \$15,846.

Wesley made the motion, and Schrand seconded. Meketon asked whether this software was necessary at our current enrollment. Santilli answered that this is a luxury that we can't afford not to have. Due to the current scrutiny of charter schools, both locally and in terms of federal stimulus funds. Santilli noted that due to the large number of his clients who are signing up for this system, the price will be lower than expected. The software would run independently of the relationship of GWCS with Santilli and Thompson. GWCS would be in the middle of implementation, and could expect to be activated by December 2010. Gold-Markel

asked Wallace for her thoughts about the system. Wallace said that it would give her real-time access to budget figures, and it would help protect GWCS from financial scrutiny. Stapleton-Carroll stated that she feels strongly that this is too expensive for GWCS at this time, and that the money could be better spent somewhere else. She said that the board should expect our BSP to provide the services to protect us from scrutiny and auditing. Meketon asked whether this system would help us in our fundraising efforts. Santilli said that this would provide us with a very strong internal control system, which increases lender or funder confidence. Stapleton-Carroll said that the BSP should incorporate this software into their services. Santilli replied that his firm is not interested in that approach to the system—he wants the schools to own their data and the software. Schwingel said that there are so many uncertainties for the school to invest in this system currently. Meketon said that he doesn't want to be penny wise but pound foolish. He stated that this system will cost more if we invest in it, later. Schwingel said that she would rather wait until other schools have implemented and tested the system

Wesley, Meketon, Winters voted aye; Carr, Stapleton-Carroll, Schrand and Schwingel voted nay; Gold-Markel abstained. The resolution did not carry.

- **6/23/10 - 7, BE IT RESOLVED**, that the Board of Trustees approves the policies contained in **Section 300. Special Education Policies**.

Wesley made the motion, and Meketon seconded. Stapleton-Carroll asked whether the vote could be delayed. Wallace said that this resolution was time-sensitive. Stapleton-Carroll asked that the board get more time before voting on board policies.

Carr, Meketon, Schrand, Stapleton-Carroll, Schwingel, Wesley, and Winters voted aye. Gold-Markel abstained. The resolution was approved.

General Public Comments: there were no public comments.

The meeting was suspended to hold an executive session to discuss two resolutions on the table. The meeting was reconvened at 9:05 pm. The board voted to approve Resolutions 6/23/10-2 and 6/23/10-3.

The meeting was adjourned at 9:07 pm.