

**Souderton Charter School Collaborative
Board of Trustees Meeting Minutes
7:00 p.m. – August 17, 2004**

Board Members:

Carina Urbach	President
Jeff Whiteley	Vice President
Kim Buchanan	Secretary
Joy Hunsberger	Trustee
John Penny	Trustee
Wendy McClanahan	Trustee

J. Hunsberger entered the meeting at 7:45 pm.

Absent:

Pattie Guttenplan

Other Persons in Attendance:

Wendy D. Ormsby, MS SCSC Director of Organizational Development

Board called to order by President, C. Urbach at 7:10 pm.

Roll called by K. Buchanan

A tour of the newly renovated sections of SCSC began at 7:12 pm and ended at 7:30 pm.

Reviewed July 20, 2004 minutes. **Motion:** C. Urbach made motion to accept minutes with changes. W. McClanahan seconded motion. Motion passed unanimously.

Public Comment- None

Leadership Report – Presented at the meeting by W. Ormsby. Reviewed recent addition to the school staff and school nurse completed her course work. Reviewed status of Solar Project.

Financial Report - Presented by W. Ormsby. **Motion:** K. Buchanan made a motion to approve the BVA for August as is. J. Whiteley seconded the motion. Motion passed unanimously.

Finance Committee Report - Presented by W. Ormsby. Audit has completed its second day. Final report expected in September.

Human Resources Committee Report – None

Fundraising & Outreach Committee Report – presented by W. McClanahan. The next meeting is scheduled for September 13 at 6:30 pm.

Properties Committee Report – no report.

Old Business:

Approve changes to student handbook- Presented by W. Ormsby **Motion:** C. Urbach motioned to accept handbook as presented at the meeting. J. Hunsberger seconded the motion. Motion passed unanimously.

Approve 2003-2004 Annual Report – Presented by W. Ormsby **Motion:** C. Urbach motioned the approval of 2003-2004 Annual Report be tabled until September board. J. Whiteley seconded the motion. Motion

passed unanimously.

Approve 2004-2005 school lease – Presented by W. Ormsby **Motion:** C. Urbach motioned to accept the lease for September 1, 2004 to August 30, 2010, but not to exceed the numbers presented on the Agreement dated 8/10/04. K. Buchanan seconded the motion. Motion passed unanimously.

Approve tuition reimbursement of up to \$7500 for Jennifer Arevalo to attend University of Pennsylvania to complete coursework required to receive a Pennsylvania Principal's Certificate Presented by C. Urbach. **Motion:** K. Buchanan motioned to approve the tuition reimbursement of up to \$7500 for Jennifer Arevalo to attend University of Pennsylvania to complete coursework required to receive a Pennsylvania Principal's Certificate and to approve the funds to be distributed by the SCSC Administration. J. Hunsberger seconded the motion. Motion passed unanimously.

Approve hiring of Wendy Ormsby as Director of Organizational Development at \$54,250/year – Presented by C. Urbach **Motion:** W. McClanahan motioned to approve the hiring of W. Ormsby as Director of Organizational Development. J. Whiteley seconded the motion. J. Penny abstained from the vote. Motion passed unanimously.

Approve merit increase for Jennifer Arevalo of \$1500 as per her 360 Feedback at \$54,250/year.-Presented by C. Urbach. **Motion:** J. Whiteley motioned to approve a merit increase for Jennifer Arevalo of \$1500 as per her 360 Feedback at \$54,250/year. W. McClanahan seconded the motion. Motion passed unanimously.

New Business:

Approve hiring of Jeannine Youngers as lead teacher at \$31,000/year – Presented by W. Ormsby **Motion:** C. Urbach motioned to hire Jeannine Youngers as a lead teacher at a salary of \$31,000/year. J. Whiteley seconded the motion. . Motion passed unanimously.

Discussion regarding outdoor play space- Presented by J. Hunsberger

Adjournment: Motion: C. Urbach motioned to adjourn meeting at 8:40 pm. K. Buchanan seconded the motion. Motion passed unanimously.

Respectively submitted by,

Approved by,

Wendy Ormsby
DOD

Kimberly A. Buchanan
Secretary