

**Souderton Charter School Collaborative
Board of Trustees Meeting Minutes
7:00 p.m. – November 16, 2004**

Board Members:

Carina Urbach	President
Kim Buchanan	Secretary
Pattie Guttenplan	Treasurer
Joy Hunsberger	Trustee
Wendy McClanahan	Trustee
John Penny	Trustee

Absent:

J. Whiteley

Other Persons in Attendance:

Wendy D. Ormsby, MS SCSC Director of Organizational Development

Board called to order by President, C. Urbach at 7:04 pm.

Roll called by K. Buchanan

Reviewed October 19, 2004 minutes. **Motion:** J. Hunsberger made motion to accept minutes as is. W. McClanahan seconded motion. Motion passed unanimously.

Public Comment- None

Leadership Report – Presented at the meeting by W. Ormsby.

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

Finance Committee Report – Presented by P. Guttenplan. The committee met 11/16/04 and focused on the review of the copier. Additionally, Baum, Smith, & Clemens final report issued.

Human Resources Committee Report – Presented by K. Buchanan. Next meeting is scheduled for Nov 19, 2004 at the school at noon.

Fundraising & Outreach Committee Report – presented by J. Hunsberger. A meeting was held on November 8, 2004 at Indian Valley Library and reviewed the upcoming events.

Properties Committee Report – no report

Old Business:

Approval of payment for Sylvan Learning tutoring services per compensatory education responsibilities - Presented by W. Ormsby

Motion: C. Urbach motioned to authorize Wendy Ormsby and Micheal Brooks to draw up an agreement between Sylvan Learning Center and SCSC to compensate Sylvan for remaining 281 hours of compensatory education obligation at a rate of \$38/hour which fulfills total compensatory education obligation to include the provision that if services are not used by the child's twenty-first birthday, SCSC will be entitled to a refund from Sylvan. K. Buchanan seconded the motion. Motion passed unanimously.

Approval of cleaning contract – presented by W. Ormsby

Motion: K. Buchanan motioned to approve the cleaning contract for Vanguard Cleaning at \$1400/month for September through June. C. Urbach seconded the motion. Motion passed unanimously.

New Business:

Copier Contract- presented by W. Ormsby

Motion: W. McClanahan motioned to authorize Jeff Whiteley, Pattie Guttenplan, and Wendy Ormsby to examine proposed copier contract from Sharp and at their discretion, sign contract. C. Urbach seconded the motion. Motion passed unanimously.

Adjournment: Motion: C. Urbach motioned to adjourn meeting at 7:50 pm to executive session. P. Guttenplan seconded the motion. Motion passed unanimously.

Respectively submitted by,

Approved by,

Wendy Ormsby
DOD

Kimberly A. Buchanan
Secretary