

**Souderton Charter School Collaborative
Board of Trustees Meeting Minutes
7:00 pm - 18 June 2002**

Board Members in Attendance:

Carina Urbach	President
Joy Hunsberger	Secretary
Pattie Guttenplan	Treasurer
Karen Keller	Trustee
Candy Nixon,	Trustee
John Penny	Trustee
Lori Exley,	Vice President

Board Members Absent:

None

Other Persons in Attendance:

Wendy D. Ormsby, MS SCSC Director of Organizational Development
Kimberly A. Buchanan
Chris Mills
Scott Nyce
Jennifer Arevalo SCSC CAO/DOE

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

Reviewed 5/21/02 minutes. **Motion:** Candy Nixon made motion to accept 5/21/02 minutes with minor corrections. L.Exley seconded motion. Motion passed unanimously.

C.Urbach announced that executive sessions were held on 5/21/02, 5/30/02, and 6/13/02 to discuss personnel and legal issues.

C.Urbach presented a recommendation to reposition Jennifer Arevalo as acting CAO until 8/01/02, when she would permanently assume the responsibilities of CAO/Director of Education with a beginning salary of \$50,000 to be paid the day before the last banking day of each month; contributions to PSERs and health benefits would continue. **Motion:** Karen Keller made motion to accept recommendation. L.Exley seconded motion. Motion passed unanimously.

W.Ormsby presented the Budget vs.Actual Financial Report, dated through 6/17/02, and June 2002 spending proposals. Jennifer Arevalo briefly presented supporting information. **Motion:** L.Exley made motion to approve B v. A Report dated 6/17/02 and June 2002 spending proposals. C.Nixon seconded motion. Motion passed unanimously.

Finance Committee had no report at this time.

Curriculum Committee had no report at this time.

Human Relations Committee had no report at this time.

Fundraising Committee had no report at this time.

Properties Committee had no report at this time.

C.Nixon, of the **Volunteerism Committee** reported that this committee met on 5/30/02 and 6/18/02 to prepare for an Evening of Appreciation, and to finalize Partners in Education Volunteer Packet, which will be mailed out to volunteers, starting in August.

Old Business: W.Ormsby distributed copies of next year's proposed budget (7/01/02 - 6/30/03) for Board approval. **Motion:** L. Exley made motion to approve budget for 7/01/02 - 6/30/03. J. Penny seconded motion. Motion passed unanimously.

New Business:

W. Ormsby presented discussion for partial tuition reimbursement for Joyce Seals, to be paid after completion of courses in 2003. Joyce needs some additional course work to comply with state laws regarding School Nurse qualifications. In return for partial tuition reimbursement, Joyce agrees to remain in the position as School Nurse through the end of the current charter.

J. Arevalo recommended that the Board hire for the following for the 2002-2003 school year.

- Sue O'Shura for an Apprentice Teacher position, at an annual salary of \$20,000 including health benefits for self only or health care buyout, to begin working 8/26/02.

- Margaret Warnke-Barker for an Apprentice Teacher position at annual salary of \$20,000 including health benefits for self only or health care buyout, to begin working 8/26/02.

- Sarah Winter for a Lead Teacher position at annual salary of \$30,000 including health benefits for self/spouse/children or health care buyout, to begin working on 8/19/02.

- Stephanie Sienkeiwicz for a Learner Support Assistant position at an hourly rate of \$9/hour, to begin working on 8/27/02.

Motion: C. Urbach made motion to accept the hiring recommendation as presented. J. Hunsberger seconded motion. Motion passed unanimously.

C. Urbach presented discussion on Special Education Compliance Monitoring Training. W. Ormsby and J. Arevalo will be attending training in July in Pittsburgh, PA.

C. Urbach presented ballot for Board Member Elections. **Motion:** C. Nixon made motion to approve ballot for Board Member Elections, for June 2002, as presented. P. Guttenplan seconded motion. Motion passed unanimously.

Brief discussion concerning expectations of new Board members and their involvement.

K. Keller stated the following concerns: The SCSC is in the process of a major transition as it welcomes a new CAO, and this transition will take considerable focus and facilitation by the Board. The Board must recognize its limits, and responsibilities to the orientation of new Board members. It would be irresponsible and unfair to accept new Board members at this time. A recommendation to stay at a seven member Board, reconsidering after the transitional phase, was made.

Scott Nyce and Kim Buchanan responded, stating why they would be good candidates for Board election.

Ballots were collected and tallied by W. Ormsby and J. Arevalo. L. Exley, J. Penny, and J. Hunsberger were re-elected to fill three-year terms. Kim Buchanan was elected to fulfill a vacant position with the remaining term of one year, at which time she officially joined the Board.

C. Urbach presented the positions for Annual Board Reorganization.

L. Exley nominated C. Urbach for the position of President of the Board. J. Hunsberger seconded the nomination. **Motion:** L. Exley made motion to accept by acclamation. C. Nixon seconded the motion. Motion passed unanimously.

C. Urbach nominated L. Exley for the position of Vice President of the Board. P. Guttenplan seconded the nomination. **Motion:** C. Urbach made motion to accept by acclamation. J. Hunsberger seconded the motion. Motion passed unanimously.

J. Hunsberger nominated P. Guttenplan for the position of Treasurer of the Board. C. Nixon seconded the nomination. **Motion:** J. Hunsberger made motion to accept by acclamation. C. Urbach seconded the motion. Motion passed unanimously.

C. Nixon nominated J. Hunsberger for the position of Secretary of the Board. L. Exley seconded the nomination. **Motion:** C. Urbach made motion to accept by acclamation. L. Exley seconded the motion. Motion passed unanimously.

Public Comment: Wendy McClanahan stated the need to look at required Board hours for potential Board members who are considered general community members that are not currently involved as members of

the SCSC school community. A brief discussion concerning the need for such members to understand the mission of the organization, and the proposed possibility of an Advisory Board followed.

Motion: C. Nixon made motion to adjourn the meeting. P.Guttenplan seconded motion. Motion passed unanimously. Meeting adjourned at 9:02 pm.

Next SCSC Board of Trustees meeting is scheduled for 7/16/02 at 7 pm to be held at the school.

Respectively submitted by,

Approved by,

Jennifer Arevalo
CAO

Joy Hunsberger
Secretary