

**Souderton Charter School Collaborative
Board of Trustees Meeting Minutes
7:00 pm -15 April 2003**

Board Members in Attendance:

Carina Urbach	President
Lori Exley	Vice President
Joy Hunsberger	Secretary
Kim Buchanan	Trustee
Karen Keller	Trustee
Candy Nixon	Trustee
John Penny	Trustee

Board Members Absent:

Pattie Guttenplan	Treasurer
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Other Persons in Attendance:

Wendy D. Ormsby, MS	SCSC Director of Organizational Development
Jennifer Arevalo, MEd.	SCSC CAO/DOE

Board called to order by President, C. Urbach, at 7:03 PM.
Roll called by J. Hunsberger.

Reviewed 03/18/03 minutes. **Motion:** C. Urbach made motion to accept minutes with changes. C. Nixon seconded motion. Motion passed unanimously.

J. Arevalo presented Significant Successes: Special Education Audit. Arevalo stated that SCSC was commended for being the "best Special Education Audit ever ", and having IEPs for all students. It was also recommended that the school psychologist be part of the special education team, and that faculty receive additional training.

Finance Committee Report - Presented by W. Ormsby. **Motion:** L. Exley made motion to accept the report. K. Buchanan seconded motion. Motion passed unanimously.

Curriculum Committee Report - Presented by C. Urbach. The Curriculum Committee is continuing to review Math programs. The next meeting of this committee will be held April 22, 2003 at 4:30pm.

Human Resources Committee Report - Presented by K. Buchanan. The Human Resources Committee is continuing efforts on the Performance Review Policy, and completed parent surveys for performance feedback.

Fundraising and Outreach Committee Report - Presented by J. Hunsberger. The Fundraising and Outreach Committee received 5 responses from the Friends of SCSC fund drive mailing to date. The next meeting will be held on May 12, 2003 at 7pm.

Properties Committee Report - Presented by J. Penny. There is no report.

Volunteerism Committee Report - Presented by C. Nixon. The last meetings of this committee was on April 3, 2003. The next meeting will be held on May 8th, 2003. The committee is continuing plans for Public School Appreciation Week, Faculty Appreciation Week, and National Charter School Week.

Old Business:

W. Ormsby presented the 2003-2004 school year calendar for approval. Any motions were tabled until the next meeting.

W. Ormsby presented the Pennsylvania Department of Education Master Agreement for approval. **Motion:** C. Urbach made motion to authorize C. Urbach and J. Hunsberger to sign the agreement. L. Exley seconded motion. Motion passed unanimously.

W. Ormsby recommended the hiring of Alice Fallom as Art Teacher at \$25/class. **Motion:** J. Hunsberger made motion to approve the recommendation. C. Nixon seconded motion. Motion passed unanimously.

W. Ormsby recommended the hiring of Michelle Beynon as Substitute Support Service at \$9/hr, one day a week. **Motion:** C. Urbach made motion to approve the recommendation. L. Exley seconded motion. Motion passed unanimously.

W. Ormsby presented the Performance Review Policy for approval, with a recommendation to review the data collection process. **Motion:** C. Urbach made motion to approve the policy with corrections. C. Nixon seconded motion. Motion passed unanimously. **Motion:** C. Urbach made motion to amend prior motion with the clarification that the new policy shall replace any existing performance review policies or guidelines. C. Nixon seconded motion. Motion passed unanimously.

Discussion of the 2003-2004 budget.

New Business:

W. Ormsby presented the resignation of Carolyn Ford for acceptance. **Motion:** C. Urbach made motion to accept the resignation and to include compensation for accrued salary for the summer months and continued health benefits through August 2003, effective March 18, 2003. L. Exley seconded motion. Motion passed unanimously.

W. Ormsby recommended the hiring of Margaret Warnke-Barker as Long-term Substitute at an additional \$3500 to be paid over the next five months. **Motion:** J. Hunsberger made motion to approve the recommendation. L. Exley seconded motion. Motion passed unanimously.

L. Exley stated a reminder that elections for open board member positions will be held in June, 2003.

J. Arevalo stated that SCSC will be publicly advertising available positions for the coming 2003-2004 school year.

Public Comment - none

Adjournment:

Motion: C. Nixon made motion to adjourn. L. Exley seconded motion. Motion passed unanimously. Meeting adjourned at 8:22pm.

Respectively submitted by,

Approved by,

Jennifer Arevalo, MEd
CAO

Joy Hunsberger
Secretary

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