

**Independence Charter School
Board of Trustees Meeting
Wednesday, May 12, 2004**

AGENDA

Board Members Present: Rebecca Baehr, William Boyd, Jon Baram, Michelle Campbell, Eric Cramer, Sean Hennessy, Rosina Miller, Susan Gobreski, Pamela Prell

Board Members Absent: Julia Colton, Bruce LeBuhn, Ed Hanlon, Gary Shepherd

Others Present: Randy Ostrow, Foundations, Inc., John Rowe, Deputy Director, Jurate Krokys, CAO, Krista Pfeiffer, Teacher Representative, Andrea Soelter, Dean of Students

I. Call to Order

President Eric Cramer called the meeting to order at 7:15pm.

II. Reading and Review of Minutes

The minutes were circulated and reviewed. No objections were made and the minutes were adopted.

III. CAO Report

IV. Treasurer's Report

Discussion

Susan Gobreski asked about "Tokens" being listed under "Benefits". **Randi Ostrow** will look into this issue.

Randi Ostrow is looking into getting our Federal checks this summer in order that ICS should catch up. She will also look into the start up funding from the state.

Be it resolved that the Independence Charter School Board of Trustees approve cash disbursements as listed in the treasurer's report.

Sean Hennessy moves to adopt the resolution.

Rosina Miller seconds the motion.

Unanimous to adopt.

V. Updates

A. ICS PTA

None

B. Renovation

Six general contractors showed up to look at the building. Two HVAC contractors showed up. The bidding process will begin on Monday, May 17, 2004.

C. Special Education Audit – final report by Meredith Barkley

Every 3 years each school is required to go through a special education audit, called CMCI (Cyclical Monitoring for Continuous Improvement). The on-site auditors look at 21 reports of policies and procedures, known as a "facilitated self-assessment", "file review" and "parent interviews". Out of 133 areas we are only required to do corrective action in 1 area!! This area is "hearing aids" and PATTAN has been contacted to provide us with training this coming August. Meredith believes that ICS needs to more proactive in communicating with schools where special education students originate in order to obtain all of the documents needed. This will significantly help us in renewal.

D. Committee reports

1. Human Resources

There has been a great deal of interviews and hiring going on. We have hired one part time special education position. We will also have to hire one full time special education position.

2. Budget

The committee passed a resolution to get a security system for the 3rd and 5th floor.

3. Fundraising

\$1350.00 has come in over the past month. The money will continue to come in.

4. Community Relations

The survey has been completed and the results were distributed to the BOT. 95% of parents are very satisfied. One of the biggest problems seen by parents was the bussing and the many

problems that arise. There were 160 responses, almost 1/3 of the student population!! There will be a 2-page report that will be sent out to parents and posted on the web site. If anyone has comments as to how the report is published they should talk to **Susan Gobreski**.

5. **Technology**

The committee is working on a plan for next year. **John Baram** contacted the School District of Philadelphia when considering the issue of School Days. **Michelle Campbell** asks whether we can re-do the phone mail system so that first names are used instead of last names. All of the BOT minutes should be posted on the Web Site after they are approved. All changes and updates should go through **John Rowe**.

6. **Curriculum**

There was a Scott-Forsman text book rep for Spanish Immersion. The teachers are very excited about the possibility of a complete language arts program. It would be a 5-year investment that is within the budget. Wish List requests from the specialist teachers are still coming in. This year's silent auction will supplement these wish lists.

7. **Discipline**

Two parents are appealing the suspension of their children from the bus. One child is being reinstated to the bus. The other child is still in question. There is an expulsion hearing scheduled for May 19, 2004. We are looking at having two Code of Conducts. One for the younger children and one for the 5th and 6th grades.

8. **Legal**

None

9. **Policy**

Susan Gobreski would like to discuss Domestic Partner coverage for staff. There is also a need for a grievance procedure. **Eric Cramer** feels that as we define Domestic Partner, they should receive the same benefits as a Married partner.

10. **Nominations**

None

11. **Executive/Renewal**

The next meeting is scheduled for the first Monday in June...June 7th at 7pm. Location TBA.

12. **CAO Evaluation**

Becky Baehr states that several Board members need to turn in their evaluation forms. She will send another reminder via e-mail. Teacher evaluations are coming up and next month there will be a full report.

VI. **Resolutions**

A. **Old Business**

1. **CAO to CEO change (as required by state)**

Be it resolved that the bylaws are hereby amended so that "CAO" will be seen as "CEO".

Becky Baehr moves to adopt the resolution.

Sean Hennessy seconds the motion.

Roll Call Vote

Rebecca Baehr-aye
William Boyd-aye
Jon Baram-aye
Michelle Campbell-aye
Eric Cramer-aye
Sean Hennessy-aye
Rosina Miller-aye
Susan Gobreski-aye
Pamela Prell-aye

Unanimous to adopt.

B. **New Business**

1. **Arts Camp**

Be it resolved that Independence Charter School approves the operation of an Arts Camp at Independence Charter School in the summer of 2004 under the terms and conditions agreed upon by the Budget Committee of the Independence Charter School and the CEO.

Rosina Miller moves to adopt the resolution.

Sean Hennessy seconds the motion.

Unanimous to adopt.

2. **Calendar 2004-2005**

Be it resolved that Independence Charter School confirm the following calendar for the 2004-2005 school year (see attached)

Discussion

Rosh Hashanah... **Eric Cramer** states that we should not list this and let those who wish to take the time off do so.

Susan Gobreski moves to adopt the resolution.

Sean Hennessy seconds the motion.

Unanimous to adopt.

3. **Personnel (new hires and/or status change)**

Be it resolved that the following individuals be offered contracts for positions as stated below under the terms and conditions specified by the CAO and the employee contract:

- a. Ann Tarbox Hall (student support)
- b. Katie Jo Andreola (teacher)
- c. Anita Hrubby(part time spec.ed. teacher)
- d. Ben Horner(teaching intern)
- e. Natalie Kozlowski (full time art teacher)

Rosina Miller moves to adopt the resolution.

Sean Hennessy seconds the motion.

Unanimous to adopt.

4. **Personnel (teacher renewals)**

Be it resolved that the following individuals be offered contracts for positions as stated below under the terms and conditions specified by the CAO and the employee contract:

Full Time teachers: Claire Grillo, Cheryl Direso, Paulina Hayden, Justine Mullen, Rosemary Williams, Davelba Sanchez Duska, Claudia Lee, Kristen Martin, Kelly Smith, Eve Manz, Rita Orsino, Anna Evans, Barbara Kay, Veronica Kim, Krista Pfeiffer, Carla Krochak, Susan MacDonald, Adrienne Lindstrom, Luz Angela Bolivar Poveda, Meredith Barkley, Barbara Zisk,

For Teaching Intern: John Robinson

Pamela Prell moves to adopt the resolution.

Michelle Campbell seconds the motion.

Unanimous to adopt.

5. Be it resolved that the Board of Trustees of Independence Charter School hereby approves the following coordinator positions for the upcoming 2004-2005 school year.

Immersion coordinator, teacher mentor coordinator, voyager program coordinator, FLES program coordinator, SWEBS coordinator, world studies coordinator.

Susan Gobreski moves to adopt the resolution.

Sean Hennessy seconds the motion.

Unanimous to adopt.

6. Be it resolved that the Board of Trustees of Independence Charter School commend the exemplary work demonstrated by Special Education Teacher and Coordinator Meredith Barkley in the preparation and execution of the state mandated Special Education Audit in 2004. Be it further resolved that the Board of Trustees of Independence Charter School recognize the assistance provided by Teacher Barbara Zisk in the preparation and finalization of all required paperwork. The Board Of Trustees commends your work and expresses its gratitude for your fine contribution to the 2004 Charter Renewal Process.

Rosina Miller moves to adopt the resolution.
Becky Baehr seconds the motion.
Unanimous to adopt.

VII. Public Comment Period

The board enters executive session at 8:50 pm to discuss confidential matters pertaining to staff.

VIII. Adjournment

The board returns to public session at 9:30 pm and the meeting is adjourned.