

Independence Charter School Board of Trustees Meeting September 8, 2004, 7:00PM

Board Members Present: Pam Prell, Becky Baehr, Michelle Campbell, John Baram, Rosina Miller, Eric Cramer, Sean Hennessy, Susan Gobreski,

Board Members Absent: William Boyd, Sean Hennessy, Gary Shepherd

Others Present: Jurate Krokys, CAO; Andrea Soelter, Dean of Students; Randi Ostrow, Foundations; Ramzy Andrawos, Operations Manager; Krista Pfeiffer, Board Liason; David Webber, PTA Liason; Mr. Banko'le, ICS Parent; Prospective Parent

I. Call to Order

President Rebecca Baehr called the meeting to order at 7:12 PM

II. Reading and Review of Minutes

The minutes from the last Board meeting were circulated. No objections or modifications were made and the minutes were approved.

III. CEO Report

Discussion

We need to discuss the date of renewal. Jurate Krokys has requested time in executive session to discuss a parent issue.

Do we accept children in the 4th, 5th, 6th grades? Do we accept applications for these grades if we plan to have attrition due to the immersion and FLES programs? Do we accept applications all year? Do we have a cut off date? The board believes the applications should be accepted with a disclaimer stating that you can apply but it is highly unlikely that any openings will occur. Susan Gobreski feels that the Board should ratify a procedure

The Independence Charter School Board of Trustees authorizes the CEO to choose a date each year for the deadline of the final acceptance of applications.

Susan Gobreski moves to adopt the resolution.

Eric Cramer seconds the motion.

Unanimous to adopt.

IV. Treasurer's report / Budget Committee Report

Be it resolved that the ICS board of trustees approves the spending of \$234,232.84.

Sean Hennessy moves to approve the spending.

Pamela Prell seconds this motion.

Roll Call Vote

Pam Prell -- aye

Becky Baehr -- aye

Michelle Campbell -- aye

John Baram -- aye

Rosina Miller -- aye

Eric Cramer -- aye

Sean Hennessy -- aye

Susan Gobreski, -- aye

Unanimous to adopt.

Discussion

The school audit will be done the week of September 21, 2004.

Sean Hennessy moves to approve the balance sheet.

Eric Cramer seconds the motion.

Roll Call Vote

Pam Prell -- aye

Becky Baehr -- aye

Michelle Campbell -- aye

John Baram -- aye

Rosina Miller -- aye

Eric Cramer -- aye

Sean Hennessy -- aye

Susan Gobreski, -- aye

Unanimous to adopt.

V. Updates

A. PTA report

No report

B. Teacher representative report

Teachers would like to see the approved pay scale. Susan Gobreski and Jurate Krokys will get the staff a finalized copy.

Rebecca Baehr would like to post this on the website under the prospective employee section.

Sean Hennessy asks what the benefit would be. The pay scale is public information, but prospective staff can ask

Scheduling for teachers: The dismissal time has expanded and teachers are saying, “the longer we stay here, the more we are asked to do.” The end of the day used to be used for calling parents and tying up loose ends. Now teachers only have 5 minutes to finish up their day. Susan Gobreski states that perhaps the grades could double up classes and not all teachers have to go downstairs. Jurate Krokys states that with security we need to think about all that is involved in dismissal. Teachers are also grateful for the 10 extra minutes for lunch.

Peanut Free School: We have a child who has exceedingly severe peanut allergies and we are asking teachers, parents, and students to not bring any food item that has peanut products. This child will carry an epi-pen with him at all times. Teachers want to know how much control we can have and/or take. Can he eat in another area? Can we talk to his physician? Eric Cramer suggests that we get more information, looking on the web and finding out what the school district does. Can the nurse look into this? Eric Cramer—asks if we need to have the family sign a waiver regarding privacy laws? Michelle Campbell asks what the parents expect? How are the parents dealing with every day life? How does the child cope?

C. Committee Report

1. Executive Renewal

Spencer has e-mailed the renewal application form to Rebecca Baehr and this will be distributed to the rest of the board.

There is controversy about what year we renew. The state renewal date differs from the School District date. Jerry Santelli says that the renewal is five years to renew after the doors open. Spencer states that renewal is five years from the application process. Jurate Krokys says that we owe it to our 6th graders to do renewal this year. Rosina Miller says that we would just have to do it next year and doesn't see any value in postponing. Pamela Prell says they may not be ready to evaluate us after four years. Perhaps they need five years of operation. Jurate Krokys states that other schools have received a four year renewal process. Susan Gobreski says that it seems we need to argue what we want. She states that the best option is the five year renewal with the ability to carry through to 7th grade. We could ask for a provisional charter in the mean time. The question arises: Is an extension legal charter process? Susan Gobreski suggests that we consult Alice Heller about this renewal controversy. Jurate Krokys will fax a copy of the charter to Alice Heller and ask Ms. Heller for some guidance. We need to, however, position ourselves so that we can move ahead on either process.

Rebecca Baehr reminds the board that there needs to be a discussion about the “neighborhood set aside” issue. Pamela Prell would first like to what percentage of our children are currently accepted from “our neighborhood”. We could then

compare this number to the percentage of children we already accept.
Discussion ensued.

2. Human Resources

One of our Spanish FLES teachers resigned during the first week of teacher in services. We have found a promising teacher who has been hired and is ready to start the year.

Nurse Leslie is very energetic and a great asset. She has been handling everything in stride.

3. Curriculum

There was no meeting this month.

4. Discipline

None

5. Technology

The committee has been working on getting the school up and running. The server crashed, had to be rebuilt and was renamed. All of the computer have to be renamed to the server. The committee has rebuilt 30 computers...making them workable. There are about 25 or 30 other computers to be rebuilt.

Each teacher will have to sign a statement saying they will check their e-mail every day for announcement and updates.

Ramzy Andrawos states that we have to address the issue of RAM for most computers as they are updated to Windows XP. Ernie Coates has created a ghost hard drive that will allow crashed computers to be rebuilt.

6. Community Relations

There is a Board Nomination possibility who will be invited to next board meeting. Michelle has an idea for the Board seats with ties to the Hispanic community and will send their "bios" around to the board. Both people have been approached and are willing to be active members of the board. Michelle will set up a lunch meeting and invite the board. The Board hopes to have a full board for the next meeting.

Parents have been informed about the Parent seats on the Board. The September 20th deadline (for candidates) gives the parents a chance to say a word at the Back to School Night...allowing all parents to ask questions and meet the candidates.

7. Fundraising

Rosina Miller will e-mail Sean Hennessey with the name of a fundraising program.

VI. Resolutions

A. Old Business

1. School based account signatures

Be it resolved that the Independence Charter School Board of Trustees approve the following as signatures on the WINGS, fundraising, student activities and petty cash school based accounts.

The CEO, Jurate Krokys

The Business Manager, Randy Ostrow

The Board Treasurer, Sean Hennessey

The Board Secretary, Rosina Miller

Rosina Miller moves to adopt the resolution.

Sean Hennessey seconds the motion.

Unanimous to adopt.

2. School tokens

Be it resolved that the price of SEPTA token packets, as sold to parents and students, be at the same cost as that incurred by ICS.

Sean Hennessey moves to adopt the resolution.

Eric Cramer seconds the motion.

Unanimous to adopt.

3. School accounts – acceptable signatures

Be it resolved that all school business accounts: payroll, general, money market; handled by the business manager may have the following acceptable signatures for approval:

Randy Ostrow, Foundations
Michael Thomson, Foundations
Jurate Krokys, CEO
Current Board President
Current Board Treasurer
Current Board Secretary

Sean Hennessey moves to adopt the resolution.

Eric Cramer seconds the motion.

Unanimous to adopt.

B. New Business

1. Cleaning Company

Be it resolved that the ICS Board of Trustees authorize the budget committee to approve a contract for cleaning services with Po-Well Trauma Cleaning Squad, Inc., for an amount not to exceed \$57,000.00 per year, which includes a full time janitor whose working hours begin at 8am, for general janitorial duties, the starting date to be announced pending successful probationary time.

Sean Hennessey moves to adopt the resolution.

Eric Cramer seconds the motion.

Discussion

Will the cleaning company provide a substitute if the janitor is out? Does the janitor have a criminal background and child abuse clearance? Can we get rid of the janitor if we do not like them?

Pam Prell -- aye
Becky Baehr -- aye
Michelle Campbell -- nay
John Baram -- aye
Rosina Miller -- aye
Eric Cramer -- aye
Sean Hennessey -- aye
Susan Gobreski, -- abstention

Motion to adopt the resolution carries.

2. Change Order for Fire Tower

Be it resolved that the change order for installing a wall in the fire tower, 5th floor renovation, be approved for a sum not to exceed \$1,000.00.

Sean Hennessey moves to adopt the resolution.

Rosina Miller seconds the motion.

Discussion

The quote is \$782.00

Unanimous to adopt.

3. Telephone System – 5th Floor

Be it resolved that the ICS Board of Trustees approve the installation of hardware and wiring as necessary for a telephone system on the 5th floor to be done by On-Line Communications for a sum not to exceed \$6,000.00.

Sean Hennessey moves to adopt the resolution.

Eric Cramer seconds the motion.

Discussion

It was \$600.00 cheaper to have On-Line do it than to have the electricians do the wiring. It is a cost that should have been planned by the architects, but was overlooked.

Unanimous to adopt.

4. Calendar – delayed opening for 5th and 6th graders

Be it resolved that Independence Charter School adjusts the school calendar to reflect the delay in 5th floor renovation to indicate the following:

Late start date for 5th and 6th graders, first day of attendance being Monday, September 13, 2004.

Sean Hennessey moves to adopt the resolution.

Eric Cramer seconds the motion.

Unanimous to adopt.

5. Personnel

a. Jamel Henderson – WINGS coordinator / classroom assistant

b. Jean Weiner Lans – FLES teacher

Be it resolved that the Independence Charter School offer full time positions as stated below, to the following individuals under the terms and conditions specified by the CEO and the ICS contact:

Jamel Henderson – WINGS coordinator and classroom assistant

Jean Weiner Lans – FLES Spanish Teacher

VII. Public Comment Period

None

VIII. Executive Session

1. Parent Case

2. Personnel

a. Jamel Henderson – WINGS coordinator / classroom assistant

b. Jean Weiner Lans – FLES teacher

X. Adjournment

The meeting was adjourned at 9:35 pm.