Methacton Coordinating Council
Meeting Minutes - April 14, 2014

I. Welcome & Introductions

The meeting was called to order at 7:00 pm by President Christine Steere.

II. Attendees

Dr. David Zerbe, Joyce Petrauskas, Brenda Hackett, Allyson Lorenti, Barbarann Probst, Christine Steere, Genevieve Dickey, Melissa Schreiber, Sue Gabriel, Meg Cunnane, Lisa Coupe and Cathy Cleary.

III. Review and Approval of Meeting Minutes (March 2014)

The minutes for the March 17, 2014 meeting were approved without objection or addition.

IV. Superintendent Update

a. Dr. Zerbe reported that the District's Solicitor will file for 501(c) Incorporation on April 15, 2014. All Home & Schools will be members of this legal entity once established.
b. Dr. Zerbe will support the District funding all Home & Schools' insurance requirements.

V. By-Law Development

a. The Coordinating Council will tackle development of By-Laws for all Home & Schools. The goal is to create 1 set of By-Laws for use by all schools, allowing for the necessary flexibility per school. Coordinating Council members are reviewing former Methacton School District Home, School & Administrative Council By-Laws and North Penn By-Laws for comparison.
b. Coordinating Council members were assigned article sections in reference to the North Penn By-Laws to review and draft and follows:
    i. Article 2 (Objectives) – Cathy Cleary
    ii. Article 3 (Basic Policies) – Barbarann Probst
    iii. Article 4 (Membership) – Lisa Coupe
    iv. Article 5 (Finance) – Meg Cunnane
    v. Article 6 (Officers & Elections) – Open for individual Home & School to insert by school needs
    vi. Article 7 (Council Officers) – Sue Gabriel
    vii. Article 8 (Executive Board) – Sue Gabriel
    viii. Article 9 (Meetings & Quorums) - Genevieve Dickey
    ix. Article 10 (Amendments) – Melissa Schreiber
c. Draft article deliverables to be sent to Christine Steere by April 26, 2014. Christine will combine and send to all members prior to next meeting.
d. Coordinating Council Voting:
    i. Total of 9 voting members
        i. Each school (8) has 1 representative voting member
            1. This 8 includes the 5 Coordinating Council Officers for the school they represent

ii. Superintendent or designee has 9th vote

VI. **Next Meeting**

The next meeting will be Wednesday April 30, 2014 at 7:00 pm at the Farina Education Center.

VII. **Adjournment**

The meeting was adjourned at 8:15 pm.