

**Gettysburg Montessori Charter School
Board of Trustees Official Minutes
September 24, 2020**

Board Members Present

Tom Hockensmith, Chair
Becky Upperque, Treasurer
Traci Elligson, Secretary
Ashley Reid, Member, at-large

Board Members Absent

Rose Thornberry, Vice Chair
Jill Clinton, Member, at-large
Diana Williams, Member, at-large

Others Present

Dr. Faye Pleso, CEO
Jay Appleton, Greyhawk
Jason Officer, Parent

Executive Session

The Board met for Executive session at 5:36pm to discuss several employee-related matters, which if conducted in public would violate a lawful privilege or would lead to a disclosure of information confidentially protected by law. Dr. Pleso was invited to join the Board in Executive session to discuss these matters. Executive session closed at 5:52pm.

Call to Order

Tom Hockensmith called the meeting to order at 6:06pm. Social distancing and protective measures were observed in accordance with PA state health guidelines during the COVID-19 crisis. All information regarding public access to the meeting was advertised in the Gettysburg Times. Introductions of all attendees were made.

Public Comment on Agenda Items

A public comment was made to post board meeting agendas on the main GMCS website versus or in addition to the GMCS board page of the GMCS website.

Old Business

No old business

Approval of Consent Agenda

Ashely Reid made a motion to approve the consent agenda as submitted. Becky Uppercue seconded the motion. The consent agenda was approved by unanimous roll call vote of all board members in attendance.

Building Committee

Jay Appleton from Greyhawk reported that a pre-construction meeting occurred one and one-half weeks prior with contractors. Currently the building plans are with the township for review and approval so permit can be obtained. The permit is expected to be issued within the upcoming weeks once approval is granted. If permit is granted promptly then groundbreaking could occur as early as the first week of October.

Jay reviewed with Dr. Pleso and the board regarding wood prices and the increase since bids have been submitted and contracts awarded. The current price increase has resulted in a \$50,000 difference between the original bid and the current cost. The contractor is working with Digsau to review any value engineering opportunities to decrease the cost difference.

There are no significant design changes or scheduling issues expected with the material increase or permit approval.

Administrator's Report

Dr. Pleso reports that enrollment is down to 183 as of September 15th with 27 Kindergarteners; 30 first graders; 31 second graders; 29 third graders; 26 fourth graders; 21 fifth graders; and 19 sixth graders.

Dr. Pleso reviewed scheduling and space concerns related to COVID19 and social distancing. Current enrollment is allowing Dr. Pleso to work with students that have IEPs to come 4 days a week. Dr. Pleso is also evaluating the possibility of bringing Kindergarten students on-site 4 days a week.

Dr. Pleso worked with USDA on grant for meal access. This grant was awarded to GMCS and grants families the availability for free breakfast and lunch access until the end of the calendar year. This applies to days when students are on-site and virtual.

Dr. Pleso advised that GMCS has an extension for the Comprehensive plan submission due to Covid19. This plan will be finalized and approved at the October board meeting.

Dr. Pleso advised the board that GMCS has been awarded the Peyton Walker grant for an AED (automated external defibrillator). It was advised that once completed and installed there would be training for staff.

Dr. Pleso recommended hiring Heather McGlaughlin to fill an opening in Food Service, Terry Sanders as a teacher's assistant for 3rd / 4th grade and Nicole Norris as a long-term substitute.

Ashley Reid made a motion to hire Heather McGlaughlin for Food Services effective August 31st at \$10/hr for under 30 hours a week with no benefits. Tom Hockensmith seconded the motion and was approved by unanimous roll call vote.

Becky Uppercue made a motion to hire Terry Sanders as the 3rd/4th Assistant effective September 22nd at \$17/hr for under 30 hours a week with no benefits. Ashley Reid seconded the motion and was approved by unanimous roll call vote.

Tom Hockensmith made a motion to hire Nicole Norris as the long-term substitute effective September 28th at \$20/hr in a full-time capacity. Becky Uppercue seconded the motion and was approved by unanimous roll call vote.

Report of the Chair

Tom Hockensmith discussed 10th Anniversary Montessori event that was not held due to COVID with attendees. It was discussed to have an event that encompasses both a Montessori Anniversary in addition to grand opening of the new building.

Tom Hockensmith advised new members of training responsibilities.

It was discussed about feasibility of attending staff meetings with staff that are on-site. This will be looked into to ensure appropriate social distancing and precautions are observed.

Finance Committee

A Finance committee meeting was held on September 16th via conference call to review the August financial statements, which showed that GMCS Cash (in Checking/Savings Accounts) has decreased slightly to \$1,301,516 (from \$1,380,384 at July 31). While District Receivables have increased to \$550,731 as the school awaits initial district payments for '20-21.

Becky Uppercue advises that per Jesse Bean / Charter Choices that our 1st quarter has been steady but with decreased enrollment the effects on the budget will be forthcoming. Part of this includes that the budget is based on enrollment of 237 and enrollment is currently 183.

Dr. Pleso has made staffing changes and considerations to further reduce budget expenses in an effort to reduce costs. Some of these cuts include 2 part-time RTI staff, 1 part-time special ed staff and 1 part-time administrative position. Further cuts or adjustments are being considered to further reduce budget costs and deficit.

Currently the construction loan is not causing budget hardships as GMCS is in “interest-only” payment status until construction payments have been made against the loan.

Governance Committee

Nothing new to report

Personnel Committee

Tom Hockensmith providing survey results to board for review. Personnel committee meeting will be called for Administrator Review and Evaluation.

Executive Committee

Nothing new to report.

New Business; for the good of the order

Public Comment

Jason Officer expressed interest in the school having a PTO (Parent Teacher Organization). Pros and Cons of this were discussed and it would need to be researched and evaluated further.

Additionally Jason Officer advised the board that with GMCS being a non-profit they can earn funds by families purchasing from Amazon Smile and choosing GMCS as their non-profit/organization of choice.

Adjourn

The meeting was adjourned by the Chair Tom Hockensmith at 7:23pm.

Approved:



Traci Eligson, Secretary