

Gettysburg Montessori Charter School

Board of Trustees Official Minutes

January 28, 2021

Board Members Present

Tom Hockensmith, Chair

Rose Thornberry, Vice Chair

Becky Uppercue, Board Treasurer

Traci Elligson, Secretary

Ashley Reid

Jill Clinton

Missing

Diana Williams

Others Present

Dr. Faye Pleso, CEO

Christine Fitzpatrick

Public

Jay Appleton, Greyhawk (teleconference)

Jason Officer, Parent

Executive Session

The Board met for an Executive session at 5:30 pm 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 the Executive session to discuss these matters. Executive session closed at 5:55 pm

Call to Order

Tom Hockensmith called the meeting to order at 6:06 pm via Zoom call 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.

Public Comment on Agenda

None

Consent Agenda

Traci Elligson made motion to accept, Ashley Reid seconded the motion.

Building Agenda

Jay Appleton, Greyhawk discussed framing is completed, with next step being trusses and sheathing of the roof. This will be followed by the electrical wiring to panels, HVAC and A/C units and duct work. There have been minor slow downs due to COVID-19 concerns in manufacturing companies and weather, but we are still on a good timeline. To make up for lost time it was hoped to temporarily block the bus loop but due to safety issues this was not done.

Administrator's Report

- Enrollment: Faye Pleso reported that enrollment is up to 205 students as of January 19, 2021 and will possibly increase to 220 due to recent inquiries. Marketing has been helpful by reaching out to Bermudian Springs area in December 2020-January 2021 and now focused on Fairfield and New Oxford area due to their decision to stay virtual.
- Hiring: Front Office Desk/Executive Assistant Nicole Norris at \$38K plus benefits prorated to February 1, 2021. Becky Uppercue made a motion to accept, Ashley Reid seconded the motion.
- A donation was made to the school by the family of one of our students of \$500 to be used for student activities.

Marketing

- Nicole Norris discussed in December 2500 postcards were sent out and arrived in mid-January, Google advertising had 108, 000 ads with 670 clicks and Facebook ads had 808.
- 2021-2022 enrollment form has been sent out.
- Kindergarten Open House has 50 families interested.
- Helping Hands announced Teacher's Week will be the first week in May.
- Online store- orders can be made from 2/8/2021-2/22/2021 with deliveries in March.

Acadience

- Christine Fitzpatrick reported the Acadience report is done 3 times a year in Math and Reading looking for growth. Tests completed in January 2021 we believe less growth was due to new

enrollments taking the tests. Math was lower in accuracy, remaining the same or better but speed was not as fast especially for 6th grade. Teachers are focused on improvements but as of now the students are still on track.

- RTI will be the focus for new students with Brittany Perry in small groups.
- K-1 is strong thanks to Kindergarten Writing Program that has been in action over the last 2 years whereas 2nd graders did not have that program available to them while in Kindergarten which explains lower growth in Reading.
- Acadience system to be updated to replace Megan Stough with Heather Dohler

Chair Report

- Trauma informed training

Finance

- SEK's FY 2019-20 Audit had one significant finding related to student billing with missing revenue of \$130K, correction can still be made as we can bill for all but \$18K.
- Charter Choices provided GMCS with a template to help improve tracking and will be reviewed by Jesse Bean of Charter Choices and Dr. Pleso.
- Budget figures are still doing well, we expect to receive approximately \$95, 580 to come from Covid-19 relief which can be used for staffing/students to maintain services.
- Increase in enrollment with add a nice surplus.
- '21-'22 budget will be in development next month.

Governance committee

- There have been 3 inquiries for upcoming School Board positions, emails have been sent back. Once documents have been provided interviews will be scheduled.

Helping Hands Committee

- Thanks to Nicole Norris for help with Spirit Week.
- Teacher Appreciation week is the first week of May.
- Calendar fundraiser for 2021-2022 enlisting help from the Art teacher and to use artwork for this year's students.
- Meetings have included many Kindergarten parentings.
- Advertised in family groups for Kindergarten Open House.

New business: For the good of the order

None

Public Comment

Jason Officer commented on exceptional service from the staff.

Adjourned at 7:00 pm

A handwritten signature in black ink that reads "Traci Elligson". The signature is written in a cursive, flowing style.

Traci Elligson, Secretary