

**Gettysburg Montessori Charter School**

**Board of Trustees Official Minutes**

**August 26, 2021**

**Board Members Present**

Tom Hockensmith, Chair

Rose Thornberry, Vice Chair

Traci Elligson, Secretary

Becky Uppercue, Board Treasurer

Derek Beckenbaugh

Jill Clinton

**Missing**

Diana Williams

**Others Present**

Dr. Faye Pleso, CEO

Christine Fitzpatrick

Nicole Norris

Ashley Utermahlen

**Public**

none

**Call to Order**

Tom Hockensmith called the meeting to order at 6:20 pm. All information regarding public access to the meeting was advertised in the [Gettysburg Times](#). Introductions were made for new Board members

**Building Update**

Some unexpected leaks along windows and flooding in parking lot but issues are being attended to and finishing up all odds and ends

## Administrator's Report

- Enrollment: Faye Pleso reported that current enrollment is 269. Grades 1/2 as well as 3/4 have a few openings. No lottery was required for enrollment
- Updated policies to be approved in September Board meeting are as follows:
  - Parent and Family Engagement Policy to be approved in September Board meeting
  - School Parent Student Compact
  - Parent and Family Engagement Policy for LEA
- Act 110/McKinney Vento Act/ Updated Employee Handbook with probation section were reviewed in July Board meeting and are in this months Consent Agenda for approval
- Hiring approval:
  - Elementary 1/2 teacher-Olivia Stowman at \$39K, with full benefits, with start date of 8/5/2021

Motion to approve made by Jill Clinton, seconded by Rose Thornberry.

All agreed; approved.

- Assistant 1/2-Kelly Aracil at \$17/hr, under 30 hrs, no benefits, with start date of 8/2/2021

Motion to approve made by Tom Hockensmith, seconded by Becky

Uppercue. All agreed; approved.

- Montessori Updates
  - Montessori refresher training for all teachers offered through a self-paced course with updates to the school every 60 days to monitor progress.
  - Assistants will be Montessori trained
  - Offer a prepared and consistent school environment
  - Montessori checklist for walkthroughs
- Monthly newsletter to go out to parents
- FACTS portal will have an announcement page
- Helping Hands update
  - Committees for Back-to-School night and the Teacher's Lounge were a great success with help from parent volunteers and led by Ashley Utermahlen and Melissa Ring
  - 37 parents have signed up to be volunteers and will be offered to 2 options to complete orientation, with one in daytime hours and another during evening hours to accommodate parent needs
  - September 14, 2021 meeting will cover upcoming events;

Giving Spree

Scarecrow

Book Fair

Holiday Shop

## Consent Agenda

- Motion to approve made by Becky Uppercue, seconded by Derek Beckenbaugh. All agreed; approved.

### **Chair Report**

- Board training
  - Act 55 to be completed by Derek Beckenbaugh and Ashley Utermahlen
- Trauma Informed Training to be completed by all Board members by May 2021
- Board positions
  - Chair-Tom Hockensmith
    - Nominated by Jill Clinton, seconded by Traci Elligson, accepted by Tom Hockensmith. All agreed; approved
  - Vice Chair-Rose Thornberry
    - Nominated by Becky Uppercue, seconded by Jill Clinton, accepted by Rose Thornberry. All agreed; approved
  - Treasurer-Becky Uppercue
    - Nominated by Tom Hockensmith, seconded by Rose Thornberry, accepted by Becky Uppercue. All agreed; approved
  - Secretary- Traci Elligson
    - Nominated by Tom Hockensmith, seconded by Derek Beckenbaugh, accepted by Traci Elligson. All agreed; approved
- Committees
  - Executive
    - Tom Hockensmith, Rose Thornberry, Becky Uppercue, Traci Elligson
  - Finance/Audit
    - Becky Uppercue, Derek Beckenbaugh
  - Governance
    - Rose Thornberry, Ashley Utermahlen, Traci Elligson
    - Teacher: Mrs. Swiger
    - Parent: Heather Lockman
  - Personnel
    - Tom Hockensmith, Diana Williams, Ashley Utermahlen
  - Comprehensive
    - Tom Hockensmith

- Board meetings

Will meet on the 4<sup>th</sup> Thursday of every month to start at 6:00pm and will be advertised to the public; holiday adjustments to scheduled meetings will be advertised to the public

### **Finance**

- Checking/Savings accounts have decreased slightly since June update due to construction invoices, that will be paid completely by the end of Q1, and the largest expense during the summer months for the modular unit removal.
- ESSER II grant funds will be applied to FY21 to cover personnel costs of maintain staffing levels during the decline in enrollment in the first half of the 2020-21 school year due to COVID-19
- District adjustments to increased enrollment have not yet shown and therefor revenues are expected to normalize in the Fall

### **Governance committee**

- Ashley Utermahlen sworn in by Tom Hockensmith.

### **New business: For the good of the order**

None

### **Public Comment**

none

**Adjourned** at 7:47pm