

Gettysburg Montessori Charter School

Board of Trustees Official Minutes

July 28, 2022

Board Members Present

Tom Hockensmith, Chair

Rose Thornberry, Vice Chair

Traci Elligson, Secretary

Becky Uppercue, Board Treasurer

Ashley Utermahlen

Missing

Diana Williams

Others Present

Faye Pleso

Tammy Hogan

Public

None

Call to Order

Tom Hockensmith called the meeting to order at 6:05 pm. Introductions were made for attendees.

Public Comment on Agenda

None

Old Business

None

Administrator's Report

- Enrollment: 287 are enrolled for 2022-2023
Waitlist for Kindergarten, 1st, 2nd, 3rd and 4th grades. 5th and 6th are still open.
- Hiring Recommendations
 - PCA
 - Tasha Hansford
 - \$15 / hr, under 30 hrs per week
 - Start date 8/8/2022
 - Motion to Approve made by Ashley Utermahlen, seconded by Becky Uppercue.
 - All agreed, approved.
 - Additional PCA, Technology Teacher and Nurse are pending interviews.
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- Policy Manual changes
 - Table of contents updated to replace additions, removals and adjustments of page numbers.
 - Mental Retardation has been updated to “intellectual disability”
 - Old page 84 evaluation was updated to re-evaluation
 - Faculty and Staff interviews updated from CEO/Principal and Board to just CEO/Principal
 - Substitute approvals changed from CEO/Principal to CEO/Principal and Designee
 - Policy access & storage of Criminal Justice Information updated to include both Executive Assistant and Head Administrative Assistant
 - Email and Instant Message removed from list of prohibited technologies as students now utilize these to communicate with their teachers and teaching assistants.
 - Drug Testing was updated to remove “Pre-employment Drug and Alcohol Testing”
 - Transfer of Records was updated to remove the “Director of Student Services” and update “School Secretary” to “Head Administrative Assistant”
 - Bullying was updated to include statuses such as Social Status and Socioeconomic Status
 - Teacher Evaluations updated to reflect the addition of an Assistant Principal
 - Remote Learning technology list updated to reflect the latest technologies in use.
 - Social Media Policy was presented to be added to school handbook
 - This was presented this month and will be voted upon next month

Consent Agenda

Motion to approve made by Becky Uppercue, seconded by Tom Hockensmith. All agreed; approved.

Chair Report

- Advised Board that new year means that Trauma Informed Training must be completed again.
- Reminded Board that August meeting will include the following:
 - Reconstituting board positions and committees
 - Finalizing dates for upcoming board meetings and committee meetings
- Advised Board and Principal/CEO that Principal/CEO evaluation is currently being drafted

Finance

- Cash in Checking and Savings accounts has decreased slightly since June 2021
- Accounts Payable balance is at \$60,875

- School's financial health indicators have rebounded to pre-construction levels since the project ended in Summer 2021
- Enrollment holds steady at 260 students with 280+ students pre-enrolled for the 22-23 school year
- Days of Operating Cash has increased from 101.7 days to 132.8 days
- Salary Committee is investigating and plans to have numbers by October 1st to present

Governance Committee

- Voting for Amy Brown
 - Motion to approve made by Becky Upperhue, Second by Rose Thornberry. All in favor, approved.
- Still open for additional applicants
 - Closing on 8/1/2022
 - Looking to fill 2 positions

New business: For the good of the order

- Members First Networking Night
 - To be held on 9/8/2022
 - GMCS Staff and Board invited to attend

Public Comment

None

Adjourned at 6:47pm