

**Gettysburg Montessori Charter School**

**Board of Trustees Official Minutes**

**August 24, 2023**

**Board Members Present**

Tom Hockensmith, Chair

Rose Thornberry, Vice Chair

Becky Uppercue

Traci Elligson

**Missing**

Amy Brown

Elana King

**Others Present**

Faye Pleso

Nikki Wilt

**Public**

Jesse Bean (Charter Choices)

Ron Arbogast Jr.-Parent

Jason Officer-Parent

Danielle Roberts-Parent

**Call to Order**

Tom Hockensmith called the meeting to order at 6:20 pm. Introductions were made for attendees.

**Public Comment on Agenda**

None

**Old Business**

None

## **Administrator's Report**

- Enrollment
  - 274 students, currently enrolled
- Hiring Motions
  - Anya Conner
    - Special Ed
    - \$40,500
    - Retro 8/14/23
    - Motion: Becky
    - Second: Rose
      - All in favor, approved
  - Mallory Mills
    - PCA
    - \$15 / hr under 30 hours /week
    - Retro 8/14/23
    - Motion: Rose
    - Second: Traci
      - All in favor, approved
  - Ashley Kennedy
    - PCA
    - \$15 / hr under 30 hours /week
    - Retro 8/14/23
    - Motion: Tom
    - Second: Traci
      - All in favor, approved
- Impervious Surface Update
  - Originally told 150 sq ft of allowance total remaining
  - Digsau completed a study including having a Civil Engineer look at the design based upon the school expansion project.
  - With the project completed the allowance is actually 100K to 200K of sq ft allowed.
- Summer Work Updates
  - Over the summer the following items were completed
    - Hallways were painted with washable paint
    - Multipurpose, kitchens, etc were also painted
    - Wall added to split room allowing for English Language and Special Ed
    - Security Film added to doors
- Parking Lot was reconstructed to accommodate daily traffic.
  - Jay Appleton was the project manager
- HVAC maintenance and repairs was performed by ECI
- Playground was updated with new mulch, new turf and a picnic table
- Curricula Writing was completed over the summer
  - Math and ELA (English Language Arts) was completed this past year / summer
  - Next year is Science
  - Following year will be Social Studies

## Consent Agenda

- Motion: Becky
- Second: Rose
- All in favor, approved

## Chair Report

- Board Members please complete mandatory Trauma Training

## Finance Committee-Jesse Beans (Charter Choices) &Becky Uppercue

- Currently have 161 days of cash on hand
- End of June fund balance was \$1.7 million
- Revenue was about \$400L over conservative projections.
- Audit has begun with an anticipated delivery of 10/31/23
- Covid relief discussed regarding ERC (Employee Retention Credit)
  - Employer Retention Credit
    - ERC
    - Tax Credit
    - Checks totaling \$614K (minus \$75K Lawyer Fees)
    - Put \$ into account for interest, etc until eligibility is determined or statute of income expires
    - Follow up calls with solicitor / counsel regarding situation
  - Eligibility Test
    - Disruption of Revenue
      - Not qualifying for revenue
    - Disruption of Instruction
      - Unsure if qualify or not
- State Budget Impasse could affect funding.
  - Budget unsigned for a few months
  - No budget - no payments to districts
  - Budget signed and Crisis Averted
- Expansion Evaluation
  - An evaluation was completed regarding a 7<sup>th</sup> and 8<sup>th</sup> grade expansion.
  - Property
    - Space is available
  - 7/8
    - ~60 kids
      - \$900K Revenue
    - Expansion
      - \$8.5 Million
    - Staffing
      - 12-15 positions

- ~\$1 million payroll
- Expanding to 7-12 would be more feasible from a funding perspective

### **Governance Committee**

- Reconstituted board and committees as well as future meeting dates
- Board Member Positions
  - Chair: Tom
    - Motion: Rose
    - Second: Traci
    - All Approved
  - Vice Chair: Rose
    - Motion: Tom
    - Second: Becky
    - All Approved
  - Treasure: Becky
    - Motion: Tom
    - Second: Traci
    - All Approved
  - Secretary: Amy (nominated)
    - Motion: Rose
    - Second: Traci
    - All Approved pending her acceptance
- Exec Committee
  - Tom, Rose, Becky, Amy
- Finance Committee
  - Becky
  - Rose
  - Elana
- Audit Committee
  - Becky
  - Elana
- Governance Committee
  - Rose
  - Traci
  - Amy
- Personnel Committee
  - Tom
- Comprehensive Plan Committee
  - Becky
    - Business
  - Rose
    - Community
  - Tom

- Parent
- Meeting Dates
  - Board / Exec Sessions
    - 4th Thursday starting at 5:30PM
    - September 28th
    - October 19th
    - November 16th
    - December 21st
      - via Zoom
    - January 25th
    - February 22nd
    - March 21st
    - April 25th
    - May 23rd
    - June 27th
      - via Zoom
    - July 25th
      - If needed
    - August 22nd
  - Finance
    - Wednesday before board meeting
    - 3:30pm via Zoom
    - September 20th
    - October 11th
    - November 8th
    - December 13th
    - January 17th
    - February 14th
    - March 13th
    - April 17th
    - May 15th
    - June 19th
    - July 17th
    - August 14th
    -
  - Governance
    - Second Thursdays (as needed)
    - 6:30PM via Zoom
    - September 14th
    - October 12th
    - November 9th
    - December 14th
    - January 11th
    - February 8th
    - March 14th

- April 11th
- May 9th
- June 13th
- July 11th
- August 8th

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

None

**Public Comment**

- Parent working to add Trees to school area
  - Working with organizations such DCNR
  - Forest in Abbottstown
  - Trees to be planted
    - In Spring
  - Where to plant?
    - Get site plan
    - Landscaper input
  - Strahban Township
    - Who to speak to?
    - Work with Faye
- Parent suggested Multicultural Week or Day
  - Each year / different culture
  - Lunch, etc
  - 3-6 learning additional cultures
  - 6th grade - creating themselves
  - Looking to expand to lower levels
  - Parents/Staff from different cultures sharing
- Parent suggested Junior Achievement classes and Biz Town
  - Looking into, so we can make sure still participating
- Parent interested in Parent Teacher Organization (PTO)
  - Looking to start organization
  - 501 ( c ) ( 3 ) - required
  - 2 options
    - Approved by Board & affiliated with GMCS
    - Stand Alone & not affiliated with GMCS
      - Can't use name, logo, etc
      - Must setup 501 ( c ) ( 3 ) independently
  - Some ideas from Parents
    - Garden
    - Robotics Fair
- COB 51
  - Fundraiser
  - Have at GMCS

**Adjourned at 8:06pm**