

AGENDA
Gettysburg Montessori Charter School
Board of Trustees
888 Coleman Road, Gettysburg
Thursday, July 28, 2022

5:30 pm	<u>Executive Session</u>	
6:00 pm	<u>Call to Order the July 28, 2022 Meeting</u> <u>Introduction of Members and Guests;</u> <u>Public Comment on Agenda Items;</u> <u>Old Business</u>	
6:10 pm	<u>Administrator's Report – Faye Pleso</u> <i>Enrollment Update</i> <i>Hiring Approvals: (Action Items)</i> PCA PT PCA PT Technology Teacher: PT – Chandra Roush Nurse FT	Action Action Action Action
	<i>Review: Policy Manual Changes</i>	
6:45 pm	<u>Approval of Consent Agenda</u>	Action
6:50 pm	<u>Chair's Report – Tom Hockensmith</u> <i>Housekeeping Report</i>	
7:05 pm	<u>Finance Committee – Becky Uppercue</u> <i>Update on Finance Committee Meeting</i>	
7:20 pm	<u>Governance Committee – Rose Thornberry</u> <i>Board Member Approval : Amy Brown</i>	Action
7:30 pm	<u>New Business; For the good of the order</u>	
7:45 pm	<u>Public Comment</u>	
8:00 pm	<u>Adjourn</u>	

Gettysburg Montessori Charter School

Board of Trustees Official Minutes

June 23, 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

Nicole Wilt

Public

None

Call to Order

Tom Hockensmith called the meeting to order at 6:22 pm. All information regarding public access to the Zoom meeting was advertised in the Gettysburg Times. Introductions were made for attendees.

Public Comment on Agenda

None

Old Business

None

Administrator's Report

- Enrollment: 285 are enrolled for 2022-2023
Waitlist for Kindergarten, 1st, 2nd, and 3rd grade
- Hiring Recommendations
 - 1/2 Learning Support (RTI)
Shamin Jegan
\$39K, start date 8/8/2022
Motion to approve made by Becky Uppercue, seconded by Rose Thornberry. All agreed; approved.
 - 3/6 Learning Support (RTI) Math
Janet Backus
\$50, 886, start date 8/8/2022
Motion to approve made by Rose Thornberry, seconded by Ashley Utermahlen.
All agreed; approved.
 - 5/6 Science/Social Studies
Chelsy Rodgers
\$39K, start date 8/1/2022
Motion to approve made by Ashley Utermahlen, seconded by Traci Elligson. All agreed; approved.
 - 3/4 Teacher Assistant
Elene Espinoza
\$17/hr, under 30 hours, start 8/1/2022
Motion to approve made by Tom Hockensmith, seconded by Traci Elligson. All agreed; approved.
 - 5/6 Teacher Assistant
Heather Beckelman
\$17/hr, under 30 hours, start date 8/1/2022
Motion to approve made by Rose Thornberry, seconded by Ashley Utermahlen.
All agreed; approved.
 - 5/6 Teacher Assistant
Sarah Royer
\$17/hr, under 30 hours, start date 8/1/2022
Motion to approve made by Becky Uppercue, seconded by Tom Hockensmith.
All agreed; approved.
 - Food Service/Lunchroom Aide
Sarah Lehigh
\$15/hr, under 30 hours, start date 8/8/2022
Motion to approve made by Ashley Utermahlen, seconded by Traci Elligson. All agreed; approved.
 - Food Service/Lunchroom Aide
Stacey Fazenbaker
\$15/hr, under 30 hours, start date 8/8/2022
Motion to approve made by Tom Hockensmith, seconded by Rose Thornberry.
All agreed; approved.
 - Nurse
Leslie Zimmerman
\$45K, start date 8/8/2022

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

Assistant Principal

Tammy Hogan
73K, start date 7/5/2022

Motion to approve made by Becky Uppercue, seconded by Traci Elligson. All agreed; approved.

- Exit Surveys

Attended for:

Montessori philosophy
School size
Open during pandemic

Leaving for:

Home schooling
Moving out of state
Graduated

Satisfied/Exceeded Expectations

Staff above and beyond, caring

New building

Classrooms had a teacher and an assistant

Calm during pandemic

Improvements

Reach out sooner when student is falling behind

Offer 7-12 grade

Helping Hands

- Working on 22/23 Event Calendar
 - Talent Show
 - Fall Harvest
 - Spring Fling
 - Gettysburg Parade
- Keeping
 - Yearbook Club
 - In School Store

Consent Agenda

Motion to approve made by Tom Hockensmith, seconded by Ashley Utermahlen. All agreed; approved.

Chair Report

- July Board meeting to be held in person
- Act 55-Ashley to complete
- CEO Principal Contract
 - Motion to approve made by Tom Hockensmith, seconded by Ashley Utermahlen. All agreed; approved.

Finance

- Finances are good with slight decrease in cash on hand
- ESSER II funds have been accounted for
- Expenses are slightly over budget
- Budgeted for lower enrollment than we have enrolled
- Surplus of \$144,749
- Salary review is being researched
- Budget performance is continuing
- Staff retention options are still being evaluated

Motion to approve made by Ashley Utermahlen, seconded by Traci Elligson. All agreed; approved.

Governance Committee

- Recommend
 - Amy Brown
 - Vote in July meeting
- Opening for additional applicants
 - Needed for upcoming August vacancy
 - Close 8/1/2022

New business: For the good of the order

None

Public Comment

None

Adjourned at 7:03 pm

AGENDA
Gettysburg Montessori Charter School
Board of Trustees
888 Coleman Road, Gettysburg
Thursday, August 25, 2022

5:30 pm	<u>Executive Session</u>	
6:00 pm	<u>Call to Order the August 25, 2022 Meeting</u> <u>Introduction of Members and Guests;</u> <u>Public Comment on Agenda Items;</u> <u>Old Business</u>	
6:10 pm	<u>Administrator's Report – Faye Pleso</u> <i>Enrollment Update</i> <i>Hiring Approvals: (Action Items)</i> <i>PCA : PT – Ashley Cool</i> <i>Technology Teacher: PT – Hilary Wolf</i> <i>Nurse : FT – Audrey Chapman</i> <i>Kindergarten : FT – Margaret Harmon</i> <i>3 / 4 Teacher : FT – Chandra Roush</i>	Action Action Action Action Action
	<i>Helping Hands : Nicole Wilt</i>	
6:45 pm	<u>Approval of Consent Agenda</u>	Action
6:50 pm	<u>Chair's Report – Tom Hockensmith</u> <i>Housekeeping Report</i> <i>Board Term Limits / By-Laws – Review and Discuss</i>	
7:05 pm	<u>Finance Committee – Becky Uppercue</u> <i>Update on Finance Committee Meeting</i>	
7:20 pm	<u>Governance Committee – Rose Thornberry</u> <i>Board Member Swearing In : Amy Brown</i>	Action
7:30 pm	<u>New Business; For the good of the order</u>	
7:45 pm	<u>Public Comment</u>	
8:00 pm	<u>Adjourn</u>	

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.
-
- 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 Uppercue, 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

AGENDA
Gettysburg Montessori Charter School
Board of Trustees
888 Coleman Road, Gettysburg
Thursday, September 22, 2022

5:30 pm	<u>Executive Session</u>	
6:00 pm	<u>Call to Order the September 22, 2022 Meeting</u> <u>Introduction of Members and Guests;</u> <u>Public Comment on Agenda Items;</u> <u>Old Business</u>	
6:10 pm	<u>Administrator's Report – Faye Pleso</u> <i>Enrollment Update</i> <i>Internal Audit</i> <i>7th and 8th</i> <i>PIMS: Leigh Gugliette</i> <i>Acadience: Dr. Hogan</i> <i>Helping Hands : Nicole Wilt</i>	
6:45 pm	<u>Approval of Consent Agenda</u>	Action
6:50 pm	<u>Chair's Report – Tom Hockensmith</u> <i>Housekeeping Report</i> <i>Board Term Limits / By-Laws – Approval</i>	Action
7:05 pm	<u>Finance Committee – Becky Uppercue</u> <i>Update on Finance Committee Meeting</i> <i>FT Teacher Salary Increase and Milestone Increases - Approval</i>	Action
7:20 pm	<u>Governance Committee – Rose Thornberry</u>	
7:30 pm	<u>New Business; For the good of the order</u>	
7:45 pm	<u>Public Comment</u>	
8:00 pm	<u>Adjourn</u>	

Gettysburg Montessori Charter School

Board of Trustees Official Minutes

August 25, 2022

Board Members Present

Tom Hockensmith, Chair

Rose Thornberry, Vice Chair

Traci Elligson, Secretary

Becky Uppercue, Board Treasurer

Missing

Diana Williams

Others Present

Faye Pleso

Tammy Hogan

Public

Amy Brown

Nikki Wilt

Jason Officer-parent

Call to Order

Tom Hockensmith called the meeting to order at 6:02 pm. Introductions were made for attendees.

Public Comment on Agenda

None

Old Business

None

Administrator's Report

- Enrollment: previously 291 enrolled for '22-23, budgeted for 280
 - Currently 277
 - 14 on waitlist for Kindergarten
- Send out postcard mailings to 5/6 grade age group and zip code
 - Littlestown and Biglerville areas
- Hiring Recommendations
 - PCA
 - Ashley Cool
 - \$15 / hr, under 30 hrs per week
 - Start date 8/8/2022
 - Motion to Approve made by Rose Thornberry, seconded by Becky Uppercue
 - All agreed, approved.
 - Technology Teacher
 - Hilary Wolf, under 30 hrs per week
 - Motion to approve made by Becky Uppercue, seconded by Traci Elligson
 - All agreed, approved
 - Nurse
 - Audrey Chapman, full time
 - Motion to approve made by Rose Thornberry, seconded by Tom Hockensmith
 - All agreed, approved
 - Kindergarten Teacher
 - Margaret Harman, full time
 - Motion to approve made by Tom Hockesmith, seconded by Traci Elligson
 - All agreed, approved
 - 3/4 Teacher
 - Chandra Roush, full time
 - Motion to approve made by Becky Uppercue, seconded by Rose Thornberry
 - All agreed, approved
- Government Funds
 - \$70K Safety Security
 - Increase in security camera
 - Maintenance for cameras
 - Alarm notification for open doors
 - Every door
 - Maintenance fee
 - Fence around play area
 - Speed bumps
 - Generator

- Access building
 - Water
 - Heat
- 70K Mental Health
 - Social emotional health training
 - SAP (Students Assistance Program)
 - Licensed Clinical Social Worker
 - School Psychologist
- Helping Hands
 - Picture Day-September 16
 - \$220 Tshirt sales at Back to School Night
 - Gettysburg Parade-Octover 25
 - Wearing GMCS shirts
 - Special shirts to order
 - October Events
 - Book Fair
 - Spirit Week
 - Parade
 - Fundraiser-Popcorn

Consent Agenda

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

Chair Report

- Trainings
 - Trauma Informed training
- Term Limits
 - Questions regarding; what is max and retro
 - Vote in September board meeting
 - Finalizing dates for upcoming board meetings and committee meetings

Finance

- Over \$1.4 million in assets
- Surplus of \$198K
- Revisions for staff to come in September
- Salary review committee
 - Providing 10% increase
 - Upon approval

- Includes 5/10/15 yr milestones
 - Bonuses for staying
 - Received and accounted for all ESSER funds

Governance Committee

- Amy Brown-sworn in as Board member
- Calendar
 - Board meetings @6pm-every 4th Thursday, with holiday adjustments
 - Executive Board meetings-5:30p
 - 9/22, 10/20, 11-skip, 12/15, 1/26/23, 2/23, 3/23, 4/27, 5/25, 6/22, 7/27, 8/24
 - Finance meetings @3:30p every 3rd Wednesday
 - 9/14, 10/12, 11/16, 12/14, 1/18/23, 2/15, 3/15, 4/19, 5/17, 6/14, 7/19, 8/16
 - Governance Meetings @5pm 2nd Thursday as needed
 - 9/8, 10/13, 11/10, 12/8, 1/12/23, 2/9, 3/9, 4/13, 5/11, 6/8, 7/13, 8/10
- Board positions
 - Chair- Tom Hockensmith
 - Nominated by Becky Uppercue, seconded by Rose Thornberry; accepted
 - Vice Chair- Rose Thornberry
 - Nominated by Tom Hockensmith, seconded by Traci Elligson; accepted
 - Treasurer- Becky Uppercue
 - Nominated by Rose Thornberry, seconded by Tom Hockensmith; accepted
 - Secretary- Traci Elligson
 - Nominated by Rose Thornberry, seconded by Tom Hockensmith; accepted
- Committees:
 - Executive positions
 - Tom Hockensmith
 - Rose Thornberry
 - Becky Uppercue
 - Traci Elligson

- Finance
 - Becky Uppercue
- Audit
 - Becky Uppercue
- Personnel
 - Tom Hockensmith
- Governance
 - Rose Thornberry, Traci Elligson, Amy Brown
- Comprehensive
 - Tom Hockensmith

New business: For the good of the order

- Junior Achievement Program
 - Becky-asks for more information
 - Informed it is used for career readiness 2xyr for K-6
 - needed for graduations
- Board Bio
 - Update

Public Comment

- Jason Officer mentions
 - Interested in joining the Board
 - Rose responds- applications for open positions are open until 9/30/22
 - Amazon Smile
 - recruiting for members/partners for GMCS
 - Easy donations
 - \$25 gift card giveaway for comments on the post
 - Included in newsletter
- Parents are interested in helping
 - Expanding playground or larger sign
 - Faye responds- Sign size is limited by Township
- Nikki mentioned needs for:
 - Scarecrow and supplies
 - Holiday shop supplies
 - Teacher Appreciation week

Adjourned at 7:38 pm

AGENDA
Gettysburg Montessori Charter School
Board of Trustees
888 Coleman Road, Gettysburg
Thursday, October 20, 2022

5:30 pm	<u>Executive Session</u>	
6:00 pm	<u>Call to Order the October 20, 2022 Meeting</u> <u>Introduction of Members and Guests;</u> <u>Public Comment on Agenda Items;</u> <u>Old Business</u>	
6:10 pm	<u>Administrator's Report – Faye Pleso</u> <i>Enrollment Update</i> <i>Exit Surveys</i> <i>Pa Coalition of Public Charter Schools: Staff Presented</i> <i>Teacher Based Team Meetings</i> <i>7th / 8th and 9 / 12 Parent Survey</i>	
6:45 pm	<u>Approval of Consent Agenda</u>	Action
6:50 pm	<u>Chair's Report – Tom Hockensmith</u> <i>Housekeeping Report</i>	
7:05 pm	<u>Finance Committee – Becky Uppercue</u> <i>Update on Finance Committee Meeting</i>	
7:20 pm	<u>Governance Committee – Rose Thornberry</u>	
7:30 pm	<u>New Business; For the good of the order</u>	
7:45 pm	<u>Public Comment</u>	
8:00 pm	<u>Adjourn</u>	

Gettysburg Montessori Charter School

Board of Trustees Official Minutes

September 22, 2022

Board Members Present

Tom Hockensmith, Chair
Rose Thornberry, Vice Chair
Traci Elligson, Secretary
Becky Uppercue, Board Treasurer
Amy Brown

Missing

None

Others Present

Faye Pleso
Tammy Hogan
Leigh Gugliette
Nikki Wilt

Public

Jason Officer-parent

Call to Order

Tom Hockensmith called the meeting to order at 6:13 pm. Introductions were made for attendees.

Public Comment on Agenda

None

Old Business

None

Administrator's Report

- Enrollment:
 - Currently 276, Monday increased to 277
- Government funding update
 - \$70K Safety/Mental Health Security
 - All requests were approved with 1 restriction
 - Tier I states a Specialized Security staff personnel is needed before the generator can be approved
 - Amy Brown suggests solar power to replace need for generator and will submit contact suggestions
 - Internal Audit completed on all personnel and students
 - Few missing signatures on student files found and corrected
 - 7/8 grade expansion
 - Deadline is November
 - GASD hiring for new solicitor
 - Looking to re-submit in the future
 - PIMS-Leigh
 - Pennsylvania Information Management System
 - Reports incidents, training, etc.
 - 11 incidents documented but none requiring Law Enforcement
 - Acadience-Dr. Hogan
 - Kindergarten-6th grade
 - Determines student needs and monitor progress
 - Reviewed Reading and Math assessments
 - Evaluated 3 times a year (beginning, mid, end of year)
 - Helping Hands-Nikki
 - Currently no enrollment wait-lists
 - Marketing
 - Postcards
 - 2500 sent out, 10 families have scanned QR code
 - Google
 - 33 families clicked for information
 - Facebook
 - 63 families clicked for information
 - 5 Kindergarten calls to school
 - 3 tours have been scheduled
 - October Events
 - 4th-Open House
 - Gettysburg Parade

- Looking for Lead vehicle
- Coffee fundraiser
- 27th Fire Company visit to school
- 28th-Parade at GMCS indoors
- Amazon Smiles
- Weis campaign
 - Received \$400 for last year
- Giant
 - To begin next year
- November Events
 - Food Drive
 - After School Tutoring-November 1st
 - Book Fair-First week of November
 - Skate Party-November 14th

Consent Agenda

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

Chair Report

- No November meeting
- Board member bios needed for website
- Trainings
 - Trauma Informed training by 10/31
- By-Laws/ Board Term Limits
 - Motion to approve made by Tom Hockensmith, seconded by Traci Elligson. All agreed; approved.

Finance

- \$1.4 million in assets
- Construction loan is on schedule
- Budget
 - 279 students
 - Personnel costs
 - Government funds
- Current \$50K surplus
- PCCS Grants
 - \$70K Mental Health
 - \$70K Safety/Security

- FT Salary Teacher Increase
 - Start 10/3/22
 - Motion to approve made by Rose Thornberry, seconded by Tom Hockensmith. All agreed; approved.

Governance Committee

- Current opening to close 9/30/22
- October interviews
-

New business: For the good of the order

None

Public Comment

- Jason Officer- Is A la Carte available?
 - Not currently, share bins are still being used.

Adjourned at 7:42pm

AGENDA
Gettysburg Montessori Charter School
Board of Trustees
888 Coleman Road, Gettysburg
Thursday, November 17, 2022

5:30 pm	<u>Executive Session</u>	
6:00 pm	<u>Call to Order the November 17, 2022 Meeting via Zoom</u> <u>Introduction of Members and Guests;</u> <u>Public Comment on Agenda Items;</u> <u>Old Business</u>	
6:10 pm	<u>Administrator's Report – Faye Pleso</u> <i>Enrollment Update</i> <i>PA Future Ready Index</i> <i>Employee Retention Credit</i> <i>Helping Hands : Nicole Wilt</i>	
6:45 pm	<u>Approval of Consent Agenda</u>	Action
6:50 pm	<u>Chair's Report – Tom Hockensmith</u> <i>Housekeeping Report</i>	
7:05 pm	<u>Finance Committee – Becky Uppercue</u> <i>Update on Finance Committee Meeting</i>	
7:20 pm	<u>Governance Committee – Rose Thornberry</u>	
7:30 pm	<u>New Business; For the good of the order</u>	
7:45 pm	<u>Public Comment</u>	
8:00 pm	<u>Adjourn</u>	

Gettysburg Montessori Charter School

Board of Trustees Official Minutes

October 20, 2022

Board Members Present

Tom Hockensmith, Chair
Rose Thornberry, Vice Chair
Becky Uppercue, Board Treasurer
Amy Brown

Missing

Traci Elligson, Secretary

Others Present

Faye Pleso
Tammy Hogan
Nikki Wilt
Jesse Bean

Public

Jason Officer-parent

Call to Order

Tom Hockensmith called the meeting to order at 6:07 pm. Introductions were made for attendees.

Public Comment on Agenda

None

Old Business

None

Administrator's Report

- Enrollment:
 - Currently 277
- Exit surveys
 - Enrolled
 - Close to work
 - Teaching method
 - Montessori
 - Leaving
 - Too Far
 - Large class size
 - Missed friends from home district
 - Mixed grades
 - Exceeded expectation
 - Community feel
 - Communication
 - Better Address
 - Resources for behavioral development
- PA Coalition of Charter Schools
 - Chelsea Rogers and Katie Sauter
 - Presented
 - Sessions attended
 - Legal Planning
 - Strategic Planning
 - Vendors
 - Attorney
 - Employee retention credit
 - Started as for "For Profit" business
 - Researched Public Schools and Charter Schools
 - Scheduling meeting to research
 - Unemployment Compensation group
 - Some money back
 - Teacher Based Team Meetings (TBT)
 - 5 step process
 - Pre -Test
 - Qualitative
 - Differentiated Strategies
 - Discuss and Identify
 - Post-Test
- Homebound Instruction
 - Up to 10 hrs per week starting next week

- Motion to approve made by Tom Hockensmith, seconded by Rose Thornberry. All agreed, approved
- 7th-8th, 9th -12th Parent Survey
 - 218 families
 - 169 completed
 - 84% for 7th and 8th grade
 - 78% for 9th through 12th
 - Meet with Jesse to research feasibility
 - Look at Montessori Charter High School
 - 7/8 can look at amending charter
- Update to activities
 - World Kindness Day
 - Week of 11/14/22
 - 11/15 & 11/15 School Assembly
 - Veteran's Day
 - Week of 11/7/22
 - Flag outside of class
 - Marketing campaign
 - 2,500 sent out in Wave 2
 - Google Ads
 - 40,521 with 185 clicks
 - Facebook
 - Get numbers from Nikki
 - T-shirt sales (open house)
 - \$140
 - Fundraisers
 - Believe Kids
 - Book Fair
 - 10/31-11/4
 - Mobile Ag Lab
 - Mobile classroom
 - 30 STEM lessons
 - Skate Party 11/14
 - Students are paid for

Consent Agenda

Motion to approve made by Becky Uppercue, seconded by Rose Thornberry. All agreed; approved.

Chair Report

- Housekeeping
 - Trainings
 - Trauma informed due by 10/31
 - ACT 55-Amy
- No November Board meeting
- December meeting is earlier in the month
 - 12/15/22
 -

Finance-Jesse Bean

- \$1.4 million in cash, no real change
- \$200K owed from school districts
- Loan
 - \$3.7 million

Governance Committee

- 2 open board seats
- Interviews are continuing

New business: For the good of the order

- Solar options-Amy provided information related to PA specific programs
 - Generac is largest company that serves businesses and schools
 - Solar panel service and generator

Public Comment

None

Adjourned at 7:10 pm

AGENDA
Gettysburg Montessori Charter School
Board of Trustees
888 Coleman Road, Gettysburg
Thursday, December 15, 2022

5:30 pm	<u>Executive Session</u>	
6:00 pm	<u>Call to Order the December 15, 2022 Meeting</u> <u>Introduction of Members and Guests;</u> <u>Public Comment on Agenda Items;</u> <u>Old Business</u>	
6:10 pm	<u>Administrator's Report – Faye Pleso</u> <i>Enrollment Update</i> <i>Exit Surveys</i> <i>DIGSAU Awards</i> <i>Helping Hands</i>	
6:45 pm	<u>Approval of Consent Agenda</u>	Action
6:50 pm	<u>Chair's Report – Tom Hockensmith</u> <i>Housekeeping Report</i>	
7:05 pm	<u>Finance Committee – Becky Uppercue</u> <i>Update on Finance Committee Meeting</i>	
7:20 pm	<u>Governance Committee – Rose Thornberry</u>	
7:30 pm	<u>New Business; For the good of the order</u>	
7:45 pm	<u>Public Comment</u>	
8:00 pm	<u>Adjourn</u>	

Gettysburg Montessori Charter School

Board of Trustees Official Minutes

November 17, 2022

Board Members Present

Tom Hockensmith, Chair
Rose Thornberry, Vice Chair
Becky Uppercue, Board Treasurer

Missing

Traci Elligson, Secretary
Amy Brown

Others Present

Faye Pleso
Tammy Hogan
Nikki Wilt

Public

Jason Officer-Parent
Elana King-Parent

Call to Order

Tom Hockensmith called the meeting to order at 6:01 pm. Introductions were made for attendees.

Public Comment on Agenda

None

Old Business

None

Administrator's Report

- Enrollment:
 - Currently 275
 - Tours coming in the next few weeks
- PA Future Ready Index
 - Available online
 - search for “Future Ready PA Index”
 - Login as parent and view for GMCS under “Charter”
 - Reviewed learning trends
 - School is improving across PSSA testing
 - IU Core Battery Tests
 - Math and ELA
 - Review to get additional points of data
- Employee Retention Credit
 - Paperwork submitted
 - Could get about \$500K for employee expenses
 - Lawyer charges 12% (total was approximately \$600K)
 - Could be used school wide
- Helping Hands
 - Fundraiser updates
 - Book Fair-\$1,340
 - Coffee -\$1,050
 - Pictures-\$2,578
 - Scarecrow Showdown
 - Over \$400 to donate to ASPCA
 - Believe Kids
 - Amount forthcoming
 - Veteran’s Day
 - Cards, etc. to family’s veteran’s and nursing homes
 - Upcoming
 - Collection for local nursing homes
 - Kid’s to make holiday cards
 - Fundraisers
 - Popcorn
 - Stoney Point snacks
 - December
 - Holiday shop
 - Skating parties
 - Additional ones to come

Consent Agenda

Motion to approve made by Rose Thornberry, seconded by Becky Uppercue. All agreed; approved.

Chair Report

- December 15th board meeting

Finance-Becky

- Assets increased by \$296K
- Cash on hand for 140 days
- Feasibility being looked at and will be presented in 2023
- Discussion continues for expansion feasibility for proposed 7th grade
 - Continued evaluation and financial discussions with plans to present to full board in future months

Governance Committee

- Interviews are continuing

New business: For the good of the order

None

Public Comment

None

Adjourned at 6:24 pm

AGENDA
Gettysburg Montessori Charter School
Board of Trustees
888 Coleman Road, Gettysburg
Thursday, January 26, 2023

5:30 pm	<u>Executive Session</u>	
6:00 pm	<u>Call to Order the January 26, 2023 Meeting</u> <u>Introduction of Members and Guests;</u> <u>Public Comment on Agenda Items;</u> <u>Old Business</u>	
6:10 pm	<u>Administrator's Report – Faye Pleso</u> <i>Enrollment Update</i> <i>Updating Website and New Platform</i> <i>Curricula Writing Stipend: Approval Needed</i> <i>Comprehensive Planning Update</i> <i>Helping Hands</i>	Action
6:45 pm	<u>Approval of Consent Agenda</u>	Action
6:50 pm	<u>Chair's Report – Tom Hockensmith</u> <i>Housekeeping Report</i>	
7:05 pm	<u>Finance Committee – Becky Uppercue</u> <i>Update on Finance Committee Meeting</i>	
7:20 pm	<u>Governance Committee – Rose Thornberry</u> <i>Elana King – Nomination Approval</i>	Action
7:30 pm	<u>New Business; For the good of the order</u>	
7:45 pm	<u>Public Comment</u>	
8:00 pm	<u>Adjourn</u>	

Gettysburg Montessori Charter School

Board of Trustees Official Minutes

December 15 , 2022

Board Members Present

Tom Hockensmith, Chair
Rose Thornberry, Vice Chair
Becky Uppercue, Board Treasurer
Amy Brown

Missing

Traci Elligson, Secretary

Others Present

Faye Pleso
Tammy Hogan
Nikki Wilt
Jesse (Charter Choices)

Public

Jason Officer-Parent

Call to Order

Tom Hockensmith called the meeting to order at 6:07 pm. Introductions were made for attendees.

Public Comment on Agenda

None

Old Business

None

Consent Agenda

Motion to approve made by Becky Uppercue, seconded by Amy Brown. All agreed; approved.

Administrator's Report

- Enrollment:
 - Currently 276
- Exit Survey
 - Family from Red Lion
 - Family traveling from Waynesboro
- Digsau Award
 - Award for state and local in Philadelphia
 - Share write-up with Parents/kids
 - AIA awards
- Helping Hands
 - Believe Kids fundraiser (November)
 - \$3,266
 - Popcorn (December)
 - Currently going on
 - Holiday Shop
 - Currently going on
 - Spirit Week
 - To start tomorrow
 - Stoney Point
 - January 2023
- Tom Hockensmith noted, Agenda on website didn't match CEO Report
 - Updating to send to GASD and website

Chair Report

- Trauma trainings
 - Should be completed
- Surveys
 - Start soon

Finance-Jesse (Charter Choices)

- 5 months into the year
- Cash \$1.6M
- 140 days cash on hand
- Feasibility being looked at and will be presented in 2023
- Long Term Liability -construction

- Ratio 8.7
- Debt ratio gradually coming down
- Fund balance of about 37% look for over 5%
- District receivables coming in
- Expenses just under budget
- Currently showing surplus and expect to at the end of the year
- Feasibility analysis has begun at the committee level
 - Looking at 5 year models

Governance Committee

- Interviews completed
 - Nominate Elana King
 - 3rd grader
 - Vote in January 2023

New business: For the good of the order

None

Public Comment

- Jason Officer
 - Recognized Mr. Swiger for winter concerts
 - Nominated Mrs. Lansford for Distinguished Woman Award with ABC27
 - Researching weather station for the school
 - In contact with “Earth Networks” and connect with ABC27
 - Will finish contacting and then will present to the board
- Becky Uppercue thanked Jason
- Faye Pleso recognizes Tammy Hogan and Nikki Wilt for their help with the concert as well
- Looking to see about using Gettysburg Middle School Auditorium for one night concert to make it easier

Adjourned at 6:29 pm

AGENDA
Gettysburg Montessori Charter School
Board of Trustees
888 Coleman Road, Gettysburg
Thursday, February 23, 2023

5:30 pm	<u>Executive Session</u>	
6:00 pm	<u>Call to Order the February 23, 2023 Meeting</u> <u>Introduction of Members and Guests;</u> <u>Public Comment on Agenda Items;</u> <u>Old Business</u>	
6:10 pm	<u>Administrator's Report – Faye Pleso</u> <i>Enrollment Update</i> <i>Hiring Approval: Part Time Food Service</i> <i>Good News Club Afterschool Program</i> <i>Staff Retention Survey Results</i> <i>Helping Hands and New Website : Nicole Norris</i>	Action
6:45 pm	<u>Approval of Consent Agenda</u>	Action
6:50 pm	<u>Chair's Report – Tom Hockensmith</u> <i>Housekeeping Report</i>	
7:05 pm	<u>Finance Committee – Becky Uppercue</u> <i>Update on Finance Committee Meeting</i> <i>Members First CD - Resolution</i>	Action
7:20 pm	<u>Governance Committee – Rose Thornberry</u> <i>Elana King – Swearing In</i>	Action
7:30 pm	<u>New Business; For the good of the order</u>	
7:45 pm	<u>Public Comment</u>	
8:00 pm	<u>Adjourn</u>	

Gettysburg Montessori Charter School

Board of Trustees Official Minutes

January 26, 2023

Board Members Present

Tom Hockensmith, Chair
Rose Thornberry, Vice Chair
Becky Uppercue, Board Treasurer
Traci Elligson, Secretary
Amy Brown

Missing

none

Others Present

Faye Pleso
Tammy Hogan

Public

Jason Officer-Parent

Call to Order

Tom Hockensmith called the meeting to order at 6:02 pm. Introductions were made for attendees.

Public Comment on Agenda

None

Old Business

None

Administrator's Report

- Enrollment:
 - Currently 275
- Comprehensive Planning Update
 - Required every 3 years, due October 31, 2023
 - Will find out what changes are coming in their next meeting
- Curricula Writing Stipend
 - Under IU direction, possible extra costs
 - \$220/day for 6 weeks
 - Full time, to start 1st week of June
 - Motion to approve made by Becky Uppercue, seconded by Tom Hockensmith. All agree; approved.
- Helping Hands
 - No update until February meeting
 - New Hubbly website
 - Changes coming to FACTS

Consent Agenda

- Motion to approve made by Rose Thornberry, seconded by Traci Elligson. All agree; approved.

Chair Report

- Surveys
 - Information to be sent out to Board members for review
- Act 55 to be completed by June
 - Amy Brown

Finance-Becky

- Sofi's due by April 1st for Board members
 - Forward to Faye
- SEK Audit-Bill Oyster
 - Unmodified audit opinion-clean audit
 - Krista Gardner to handle next round
- Current assets have grown by \$209K since June 30 due to increase in cash and District Receivables
- Surplus of \$264,940 due to increase in enrollment
- Jesse (Charter Choices) reviewed financial updates
 - Investment options
 - PSERS Employer Contribution Rates

- Grant reminders

Governance Committee

- Nomination approval for Elana King
- Nominate Elana King
 - Motion to approve made by Rose Thornberry, seconded by Tom Hockensmith. All agree; approved.
 - Swear in at February meeting

New business: For the good of the order

None

Public Comment

- Jason Officer
 - Wanted to confirm there were 2 Board positions open and now 1 vacancy, with upcoming interviews

Adjourned at 6:27 pm

AGENDA
Gettysburg Montessori Charter School
Board of Trustees
888 Coleman Road, Gettysburg
Thursday, March 23, 2023

5:30 pm	<u>Executive Session</u>	
6:00 pm	<u>Call to Order the March 23, 2023 Meeting</u> <u>Introduction of Members and Guests;</u> <u>Public Comment on Agenda Items;</u> <u>Old Business</u>	
6:10 pm	<u>Administrator's Report – Faye Pleso</u> <i>Enrollment Update</i> <i>Presentations for possible programs in 23/24 school year.</i> <i>4H Afterschool Program (1 day a week)</i> <i>Good News Club Afterschool Program (1 day a week)</i> <i>A Place to Grow Afterschool Program (5 days a week)</i> <i>Harmony SEL: Social Emotional Learning Program Selection: Dr. Hogan (Board Approval)</i> Action <i>Helping Hands: Nicole Norris</i>	Action
6:45 pm	<u>Approval of Consent Agenda</u>	Action
6:50 pm	<u>Chair's Report – Tom Hockensmith</u> <i>Housekeeping Report</i>	
7:05 pm	<u>Finance Committee – Becky Uppercue</u> <i>Update on Finance Committee Meeting</i>	
7:20 pm	<u>Governance Committee – Rose Thornberry</u> <i>Elana King – Swearing In</i>	Action
7:30 pm	<u>New Business; For the good of the order</u>	
7:45 pm	<u>Public Comment</u>	
8:00 pm	<u>Adjourn</u>	

Gettysburg Montessori Charter School

Board of Trustees Official Minutes

February 23, 2023

Board Members Present

Tom Hockensmith, Chair
Rose Thornberry, Vice Chair
Becky Uppercue, Board Treasurer
Traci Elligson, Secretary
Amy Brown

Missing

none

Others Present

Faye Pleso
Tammy Hogan

Public

Jason Officer-Parent
Brenna Robitaille
Amber Pearson
Ron Arbogast
Danielle Roberts

Call to Order

Tom Hockensmith called the meeting to order at 6:08 pm. Introductions were made for attendees.

Public Comment on Agenda

Good news club, wants to discuss

- To discuss during CEO report

Old Business

None

Administrator's Report

- Enrollment
 - Currently 279
 - Maximum enrollment is 300
- Hiring
 - Food Service-April Taylor
 - \$15/hour, under 30 hrs
 - Motion to approve made by Becky Uppercue, seconded by Amy Brown
- Good News Club
 - Around since 1960's, Christian based program
 - Use school space after school hours
 - Not part of school curriculum
 - Question:
 - Breanna- Do they rent the space and would we be open to other clubs?
 - Faye: We need to meet with them to get more information
- Comprehensive Plan
 - Goal is staff retention
 - Staff Retention Survey results
 - 3 wishes-what would they be?
 - Part-Time to Full time
 - More salary comparable to other schools
 - We received 70% funding
 - Provided increase and added milestones last year
 - Full time assistants
 - Part time staff to receive sick/holiday pay/health benefits
 - Education benefits
 - Salary increases based upon education is in place
 - Bonuses
 - May be able to use ERC (Employee Retention Credit)
 - Sick/Personal Leave to change to just Leave
 - Milestones-Expand to other Full Time Staff
 - Questions:
 - Jason-What are the hours currently for Teachers Assisitants?
 - Faye- 29.75 hours

- Several parents present state that Teachers Assistants were a reason they chose to attend the school
- Helping Hands
 - Stoney Point
 - Raised \$1,300
 - Read Across America-next week
 - Spirit Week-coming up
 - Reading Challenge
 - School gold
 - Freeze pops for a week
 - Kids who get gold
 - Free skate rental for next skate party
 - Skate Party 6-8pm
 - 4/6/23
 - Admission free
 - Skates \$3 unless gold ticket
 - 6/19/23
 - End of year
 - Admission and skates
 - Science Fair-March 16
 - Book Fair-April
 - Talent Show
 - 21 Kids
 - Teachers and administration
 - Surprise acts
 - Heather Dohler-MC
 - Parents
 - Not enough space for all parents
 - Maybe parents with students performing to attend?
 - Will record for students performing
- New Website
 - GMCS News
 - Newsletters
 - Parent/Student portal
 - FACTS page
 - Lunch menu for several months ahead
 - New and returning student registration enrollment
 - New families
 - Done online
 - 15 enrollments for next year for multiple grades
 - Current families
 - Re-enrollment online

- Book A Tour link
 - On every page
 - 8 families so far
- Programs
 - Lists all programs

Consent Agenda

- Motion to approve made by Rose Thornberry, seconded by Amy Brown. All agree; approved.

Chair Report

- Parent surveys to come soon
- Board members are all up to date with training
- SOFI reminder to all Board members due by April 1st

Finance-Jesse (Charter Choices)/Becky

- Fall 2021
 - \$1M in cash
 - Financial Health rebounded to pre-construction levels since end of project in Summer 2021
- 149 days of cash on hand
- \$4M liability for construction
- Projecting \$230K surplus
- Budget process has begun
 - Draft budget next month
 - Approve May or June
- Budget plans
 - Repair parking lot
 - Split between this year and next
 - New playground for younger students/add more for older students
 - Fence around playground
 - Looking into grant
 - Staff Retention
- Proposal/Resolution
 - 600K to move into a 15 month CD at Members 1st
 - Gain 4% interest
 - Still allows for 100 days cash on hand

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

Governance Committee

- Postpone swearing in for Elana King for March meeting

New business: For the good of the order

None

Public Comment

- Danielle Roberts (parent)
 - After School Care
 - Can it be parent funded and increase Assistant hours?
- Brenna Robitaille
 - Social Media Outlet
 - 1 social media school site exists, primarily set for making playdates
 - Not open for discussion that may lead to disagreement
 - Looking to start Parent group
 - Social Media based
 - Interested in starting a PTO with the school
 - Wants parents and teachers to work together and communicate
 - Nikki-Helping Hands was initially started as a Parent Committee but had poor parent involvement other than Jason Officer
 - School Dance
 - Interested in looking into parent interest
 - Nikki-unable to do this school year
 - School offers 5/6 grade education dance
 - Virtual Suggestion box
 - Teacher Appreciation
 - Interested in getting a way to know the teachers interests earlier in the year
- Amber Pearson (parent)
 - 7th/8th grade progress?
 - Faye
 - Working on feasibility of space and money
 - New solicitor just started
 - Current charter is renewed in 2025
 - Proposals need to be evaluated

Adjourned at 7:32 pm

AGENDA
Gettysburg Montessori Charter School
Board of Trustees
888 Coleman Road, Gettysburg
Thursday, April 27, 2023

5:30 pm	<u>Executive Session</u>	
6:00 pm	<u>Call to Order the April 27, 2023 Meeting</u> <u>Introduction of Members and Guests;</u> <u>Public Comment on Agenda Items;</u> <u>Old Business</u>	
6:10 pm	<u>Administrator's Report – Faye Pleso</u> <i>Enrollment Update</i> <i>Presentations for possible programs in 23/24 school year.</i> <i>Good News Club Afterschool Program (1 day a week)</i> <i>A Place to Grow Afterschool Program (5 days a week)</i> <i>Offer for 23/24 School Year</i>	Action
	<i>Harmony SEL: Social Emotional Learning Program Selection: Dr. Hogan (Board Approval)</i>	Action
	<i>Helping Hands: Nicole Norris</i>	
6:45 pm	<u>Approval of Consent Agenda</u>	Action
6:50 pm	<u>Chair's Report – Tom Hockensmith</u> <i>Housekeeping Report</i>	
7:05 pm	<u>Finance Committee – Becky Uppercue</u> <i>Update on Finance Committee Meeting</i>	
7:20 pm	<u>Governance Committee – Rose Thornberry</u> <i>Elana King – Swearing In</i>	Action
7:30 pm	<u>New Business; For the good of the order</u>	
7:45 pm	<u>Public Comment</u>	
8:00 pm	<u>Adjourn</u>	

Gettysburg Montessori Charter School

Board of Trustees Official Minutes

March 23, 2023

Board Members Present

Tom Hockensmith, Chair

Rose Thornberry, Vice Chair

Missing

Becky Uppercue

Traci Elligson

Amy Brown

Others Present

Faye Pleso

Tammy Hogan

Deana Gondor

Elena King

Christine Callahan (A Place to Grow)

Public

Jason Officer-Parent

Ron Arbogast

Call to Order

Tom Hockensmith called the meeting to order at 6:12 pm. Introductions were made for attendees.

Public Comment on Agenda

None

Old Business

None

Administrator's Report

- Enrollment
 - Currently 278
 - Planning to hold lottery for K, maybe 1/2
- After school care
 - 4H
 - Unable to get staffing
 - Good News Club
 - Next month
 - A Place to Grow
 - After school, looking to start summer care
 - Presented video for board meeting
 - Handouts given
 - Current
 - Snacks, curriculum
 - For profit, assistance is available
 - CCIS- income based program for child care vouchers
 - Runs until 6pm
 - Staff/student ratio
 - 1 to 12
 - Staff on site
 - Follows DHA guidelines
 - Rates
 - Full time \$80
 - Part time & sibling rate available
 - Minimum sign up
 - 15 families
 - Max sign up
 - 36 families
 - Half days
 - School's decision
 - Would work on schedule
 - Currently working with other local schools
 - Vida
 - 23 max of 24)
 - St. Francis
 - 18 max of 20)
 - St. Teresa (Mc Sherrystown)

- Harmony SEL
 - Postponed until next month
- Helping Hands
 - Yearbook
 - Due April 17th
 - Hersheypark
 - Due April 7th
 - Skate Night
 - April 6th
 - Book Fair
 - April 17-21st
 - Talent Show
 - Next Friday

Consent Agenda

- Postponed until next month

Chair Report

- Parent/Board member surveys
- SOFI reminder to all Board members due by April 1st

Finance-Rose

- Budget discussions are on going
- Staff retention goals
- Grants
 - Playground
 - Fencing
- Charter School funding
 - Post information, maybe on school website (work with Nikki)

Governance Committee

- Postpone swearing in for Elana King for April meeting

New business: For the good of the order

none

Public Comment

- Ron Arbogast-coordinating building a forest in Abbottstown
 - Share history with students as Hunterstown was first crossroads
 - Native plants-possibly free
 - Discuss with planning committee
 - DCNR contact
 - Meet with Faye Pleso
 - Would need to inquire with Township
 - Waiting for township to complete building sign off
- Harmony SEL
 - Parent asked if presented
 - Holding off while exploring more
 - School counselor curriculum

Adjourned at 6:55pm

AGENDA
Gettysburg Montessori Charter School
Board of Trustees
888 Coleman Road, Gettysburg
Thursday, May 25, 2023

5:30 pm	<u>Executive Session</u>	
6:00 pm	<u>Call to Order the May 25, 2023 Meeting</u> <u>Introduction of Members and Guests;</u> <u>Public Comment on Agenda Items;</u> <u>Old Business</u>	
6:10 pm	<u>Administrator's Report – Faye Pleso</u> <i>Enrollment Update</i> <i>Good News Club Afterschool Program (1 day a week)</i> <i>Offer for 23/24 School Year</i> <i>1/2 Teacher Hire</i> <i>Helping Hands: Nicole Norris</i>	Action Action
6:45 pm	<u>Approval of Consent Agenda</u>	Action
6:50 pm	<u>Chair's Report – Tom Hockensmith</u> <i>Housekeeping Report</i>	
7:05 pm	<u>Finance Committee – Becky Uppercue</u> <i>Update on Finance Committee Meeting</i>	
7:20 pm	<u>Governance Committee – Rose Thornberry</u>	
7:30 pm	<u>New Business; For the good of the order</u>	
7:45 pm	<u>Public Comment</u>	
8:00 pm	<u>Adjourn</u>	

Gettysburg Montessori Charter School

Board of Trustees Official Minutes

April 27, 2023

Board Members Present

Tom Hockensmith, Chair

Rose Thornberry, Vice Chair

Becky Uppercue

Traci Elligson

Missing

Amy Brown

Others Present

Faye Pleso

Tammy Hogan

Public

Elana King-In coming Board Member/Parent

Pamela Blankenship-CEF of Adams Co.

Brenna Robitaille-Parent

Jason Officer-Parent

Call to Order

Tom Hockensmith called the meeting to order at 6:10 pm. Introductions were made for attendees.

Public Comment on Agenda

Jason Officer- would like to recommend on behalf of parents to approve "A Place to Grow" program

Old Business

None

Administrator's Report

- Enrollment
 - Currently 279
- Good News Club
 - A Place to Grow
 - Presentation of after school program
 - Available to K-6th grade
 - Bible centered
 - 60-90 mins long
 - Clearances for all staff
 - Left brochures for families
 - A Place to Grow afterschool program
 - Motion to approve made by Tom Hockensmith, seconded by Rose Thornberry. All agree; approved.
 - Student/Parent Handbook
 - Re-enrollment
 - By March 31st
 - Volunteers
 - Stay in classroom/area
 - Not allowed to photograph students
 - Tech User/Device/Recording Sunscreen, etc.
 - Multiple forms/Agreements added to Handbook
 - Social Emotion Learning (SEL) Program Selection
 - Harmony SEL
 - Free
 - Robust
 - User friendly for schools and Parents
 - Parents have access to everything
 - 100% online
 - Motion to approve made by Becky Uppercue, seconded by Rose Thornberry. All agree; approved.
 - Helping Hands
 - Yearbook
 - \$495 profit
 - Sent to print
 - Book Fair
 - \$1,580 profit
 - Candy sale

- \$1,668 profit
- Fundraiser annual total
 - \$16,235
- May events
 - Staff Appreciation Week
 - First week of May
 - WOW store
 - Student store for WOW dollars
 - Field Day
 - Mobile Dentist
- Skate Night
 - June 19th
 - School and Families
- Planning for next year fundraiser ideas

Consent Agenda

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

Chair Report

- Parent/Board member surveys
- SOFI reminder to all Board members
- Trainings to be completed by new members

Finance-Rose

- \$231K in assets
- 149 days cash on hand
- Revenue is over budget due to enrollment
- Staff Retention
 - Discussed continued goals
 - paid time off/sick days for part time staff
 - pay scales of admin staff
 - adjusting budget for substitute teacher pay
 - other misc. expenses
- Surplus of about \$26K
- Strong enrollment for next year
- Budget
 - Presented in May

- Approve in June

Governance Committee

- Elana King
 - Swearing in to School Board

New business: For the good of the order

None

Public Comment

- Unsubstantiated Threat & Hazard Plan
 - Jason Officer (parent)-Concern about briefness of first email
 - Parents request an increase in disclosure to ease concerns
- Montessori Substance
 - Increase level of Montessori Charter
- Jason Officer relayed a parent's concern

Adjourned at 7:36pm

AGENDA
Gettysburg Montessori Charter School
Board of Trustees
888 Coleman Road, Gettysburg
Thursday, June 29, 2023

5:30 pm	<u>Executive Session</u>	
6:00 pm	<u>Call to Order the June 29, 2023 Meeting via Zoom</u> <u>Introduction of Members and Guests;</u> <u>Public Comment on Agenda Items;</u> <u>Old Business</u>	
6:10 pm	<u>Administrator's Report – Faye Pleso</u> <i>Enrollment Update</i> <i>Good News Club Afterschool Program (1 day a week)</i> <i>Offer for 23/24 School Year</i> <i>1/2 Teacher Hires</i> <i>Ashley Raylock</i> <i>Helayna Thomas</i> <i>Destiny Stephenson</i> <i>Exit Surveys</i> <i>Helping Hands: Nicole Norris</i>	Action
6:45 pm	<u>Approval of Consent Agenda</u>	Action
6:50 pm	<u>Chair's Report – Tom Hockensmith</u> <i>Housekeeping Report</i>	
7:05 pm	<u>Finance Committee – Becky Uppercue</u> <i>Update on Finance Committee Meeting</i> <i>Budget Approval</i>	Action
7:20 pm	<u>Governance Committee – Rose Thornberry</u>	
7:30 pm	<u>New Business; For the good of the order</u>	
7:45 pm	<u>Public Comment</u>	
8:00 pm	<u>Adjourn</u>	

Gettysburg Montessori Charter School

Board of Trustees Official Minutes

May 25, 2023

Board Members Present

Tom Hockensmith, Chair

Rose Thornberry, Vice Chair

Becky Uppercue

Missing

- No Quorum

Amy Brown

Traci Elligson

Elana King

Others Present

Faye Pleso

Tammy Hogan

Public

Ron Arbogast Jr.-Parent

Jason Officer-Parent

Amanda Messersmith-Parent

Jesse Bean-Charter Choices

Call to Order

Tom Hockensmith called the meeting to order at 6:06 pm. Introductions were made for attendees.

Public Comment on Agenda

- Good News Club
 - Parent spoke about concerns
 - Curriculum are not generally available

- Parent's knowledge is that program is designed to recruit children
 - Due to size of school feels that would affect balance
- Concern that parental input may be removed due to other students, etc.
- Parents cited references mentions of negative terms to child in program

Old Business

None

Administrator's Report

- Enrollment
 - 278 students in May
- Good News Club
 - Vote postponed
- Hiring 1/2 Teacher
 - Vote postponed
- Helping Hands
 - No report

Consent Agenda

- Postponed until next month

Chair Report

- Surveys
 - Close and report
 - Board Self Surveys-complete

Finance Committee-Jesse Bean

- Cash \$1.7 million
- 138 days on hand
- \$258K surplus
 - ~5%
- Move parking lot improvement to FY23
- Priority is "Staff Retention"
- Budget-draft
 - Publicly posted for 30 days
 - Vote in June
 - Expenses budgeted at 3% increase

- Emergency fund back in budget
- Bottom line \$106K
- 2 part time Special Education into 1 position
- 5% staff salary increase

Governance Committee

- Scheduling meeting for vacant position

New business: For the good of the order

None

Public Comment

- Parents thanked school administrators for a wonderful year

Adjourned at 6:46pm