

**AGENDA**  
**Gettysburg Montessori Charter School**  
**Board of Trustees**  
**888 Coleman Road, Gettysburg**  
**Thursday, August 24, 2023**

5:30 pm	<u><b>Executive Session</b></u>	
6:00 pm	<u><b>Call to Order the August 24, 2023 Meeting</b></u> <u><b>Introduction of Members and Guests;</b></u> <u><b>Public Comment on Agenda Items;</b></u> <u><b>Old Business</b></u>	
6:10 pm	<u><b>Administrator's Report – Faye Pleso</b></u> <i>Enrollment Update</i> <i>Hiring Approvals:</i> <i>Anya Conner : Special Education Teacher</i> <i>Mallory Mills : PCA</i> <i>Ashley Kennedy : PCA</i> <i>Update on Impervious Surfaces</i> <i>Summer Work" Painting, Additional Security, Wall</i> <i>Curricula Writing Update</i> <i>Reconstruction of parking lot completed.</i>	Action Action Action
6:45 pm	<u><b>Approval of Consent Agenda</b></u>	Action
6:50 pm	<u><b>Chair's Report – Tom Hockensmith</b></u> <i>Housekeeping Report</i>	
7:05 pm	<u><b>Finance Committee – Becky Uppercue</b></u> <i>Update on Finance Committee Meeting</i>	
7:20 pm	<u><b>Governance Committee – Rose Thornberry</b></u>	
7:30 pm	<u><b>New Business; For the good of the order</b></u>	
7:45 pm	<u><b>Public Comment</b></u>	
8:00 pm	<u><b>Adjourn</b></u>	

**Gettysburg Montessori Charter School**

**Board of Trustees Official Minutes**

**June 29, 2023**

**Board Members Present**

Tom Hockensmith, Chair

Rose Thornberry, Vice Chair

Becky Uppercue

Elana King

Traci Elligson

**Missing**

Amy Brown

**Others Present**

Faye Pleso

Tammy Hogan

Nikkie WIlt

**Public**

Ron Arbogast Jr.-Parent

Jason Officer-Parent

Heather Laughman-Parent

**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 and asked board to reject Good News Club
- Open Meetings Act
  - Parent asked about Executive Session subject matter.
  - Tom replied that the subject matter is/was personnel matters.

### **Old Business**

None

### **Administrator's Report**

- Enrollment
  - 279 students enrolled for new school year
- Good News Club
  - No motion, all board members opposed - denied
- Hiring Motions
  - Ashley Raylock, \$46,500; August 14
    - Motion: Rose
    - Second: Tom
    - All in favor, approved
  - Destiny Stephenson, \$44,500, August 14
    - Motion: Tom
    - Second: Rose
    - All in favor, approved
  - Helayna Thomas, \$40,500, August 14
    - Motion: Becky
    - Second: Elana
    - All in favor, approved
- Exit surveys were performed
  - Reasons for leaving GMCS included:
    - Aged out
    - Moving
    - Long Bus Ride
    - Behavior Issues in classrooms
    - Lack of communication from teachers
    - Lack of Montessori at lower levels
  - Where expectations were exceeded
    - Teachers
    - Student Growth
    - Security and Safety
- Helping Hands
  - Excited for the new year
  - Back to school night to be held in August
  - Dubs Karate to have program in September
  - ASPCA assembly will be coming
  - Many more events being planned and will be reported on later

### Consent Agenda

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

### Chair Report

- Surveys
  - Will be close and reports issued

### Finance Committee-Becky Uppercue

- Assets continue to grow
- Liabilities stay stable
- Revenue over budgeted figures due to enrollment growth
- Budget - Approval
  - Motion: Becky
  - Second: Tom
  - All in favor, approved

### Governance Committee

- Scheduling meeting for vacant position
- Recruitment continuing

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

None

### Public Comment

None

**Adjourned at 6:32pm**

**AGENDA**  
**Gettysburg Montessori Charter School**  
**Board of Trustees**  
**888 Coleman Road, Gettysburg**  
**Thursday, September 28, 2023**

5:30 pm	<u>Executive Session</u>	
6:00 pm	<u>Call to Order the September 28, 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>Comprehensive Plan, Induction Plan and Professional Development Plan</i> <i>Social Worker (PCCD Grant)</i> <i>Traffic Impact Fee</i> <i>ERC Funds: (Board Vote)</i> <i>Helping Hands Committee.</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 – voting</i> <i>Amy Brown - voting</i>	Action
7:30 pm	<u>New Business; For the good of the order</u>	Action
7:45 pm	<u>Public Comment</u>	
8:00 pm	<u>Adjourn</u>	

**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
  - 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 Traiing

### 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**

**AGENDA**  
**Gettysburg Montessori Charter School**  
**Board of Trustees**  
**888 Coleman Road, Gettysburg**  
**Thursday, October 19, 2023**

5:30 pm	<u>Executive Session</u>	
6:00 pm	<u>Call to Order the October 19, 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>PA Coalition of Public Charter Schools Convention</i> <i>Hiring of 3/.4 Teacher Assistant: (Board Vote)</i> <i>Helping Hands Committee</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>	
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 28, 2023**

**Board Members Present**

Tom Hockensmith, Chair

Rose Thornberry, Vice Chair

Becky Uppercue

Traci Elligson

**Missing**

Amy Brown

Elana King

**Others Present**

Faye Pleso

Tammy Hogan

**Public**

Ron Arbogast Jr.-Parent

Jason Officer-Parent

**Call to Order**

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

**Public Comment on Agenda**

ERC Funds and decision about these funds was asked.

Informed that it will be discussed and voted on at Finance Update.

**Old Business**

None

**Administrator's Report**

- Enrollment
  - 274 students, currently enrolled
- Health and Safety Plan was discussed.
  - The need for this plan and updates is based upon the ARP and ESSR grants received.
  - It is reviewed and revised every 6 months.
  - Changes were made:
    - COVID language was updated to read “viruses”
  - No comments were advised from Public
  - Will be approved as part of consent agenda
- Comprehensive plan
  - This is reviewed and revised every 3 years.
  - Reviewed and updated to ensure that we are meeting the needed standards
  - To be voted on next month.
- Induction Plan for staff
  - This is for new teacher onboarding.
  - Going forward the IU will be used in an asynchronous format.
  - It will be updated to include 2 years of support from IU.
  - Additionally, mentor support is being provided as part of the program.
- Professional Development Plan
  - This plan is being developed to include the following topics:
    - Language and Literacy
    - Teaching Diverse Learners
    - Trauma Informed Care
    - Professional Ethics Program
    - Culturally Relevant Program
- Social Worker
  - This is part of the PCCD grant and will be provided via “Connect the Pieces”
  - Format will be virtual using MS Teams platform and include up to 10 hours per week.
  - Tony will be case manager for school.
- Traffic Impact Fee
  - In 2016 when purchasing property a traffic impact study was completed but was to be reassessed. This will be occurring on October 12, 13, 14 at 4pm-6pm
  - \$52K+ estimated cost
  - \$1,600 per trip where a trip is a vehicle
- ERC Funds
  - Will be discussed and voted on under Finance Section
- Helping Hands Committee (Tammy)
  - Book Fair next week
    - 10/2 to 10/6
  - Open House
    - 10/4 (Wednesday)

- Can visit grades at designated times
  - Information Sessions
- Scare Crow competition beginning soon.
- Coffee Fundraiser
- Walking in Gettysburg Parade 10/24/23
  - Wear GMS shirt
  - On sale next week at Open House
- Montessori Student of the month
  - promote kindness
  - Count using WOW dollars
  - Submit male/female
  - All grade levels
  - Thinking of expanding to include staff
    - Students give WOW dollars to teachers
- Spirit Week 10/23 to 10/27
  - In house parade 10/27/23 @ 2PM

### Consent Agenda

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

### Chair Report

- Board Members please complete mandatory Trauma Training by next board meeting.

### Finance Committee - Becky Uppercue

- District revenues are currently below budget and expenses are over budget.
- Fund Balance currently \$1.8million
- No major updates to items including 129 days cash on hand
- PA Coalition - Charter Choices presenting at convention
- ERC Grant Funds
  - Met with SEK, Legal Counsel and Firm that applied for funds
  - Determination is that GMCS is fully eligible
  - Looking to return funds after considering eligibility requirements and advice from counsel and audit firm
  - Motion to vote to return funds:
    - Motion: Tom
    - Second: Becky
    - All in favor, unanimously approved
- Playground
  - Quote \$250K-\$300K
  - Looking at capital improvement funds and grants
    - Grants

- Average \$5K - \$25K
- Most likely it would be Capital Improvement Funds
- Grant for Shade Structure ~\$8K-\$10K

### **Governance Committee**

- Action items to re-affirm board members
  - Elana King
    - Motion: Rose
    - Second: Tom
    - All in favor, unanimously approved
  - Amy Brown
    - Motion: Rose
    - Second: Traci
    - All in favor, unanimously approved
    - Accepted being Secretary

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

None

### **Public Comment**

- Tree Planning still being worked on.
- Coalition Ambassador Program
  - Jason, Rose, Heather
  - Advocate for Charter Schools
  - Attend Day of Action in Harrisburg
- Parent looking to start 7-12 charter school
  - Looking to encompass VIDA and GMCS
  - Help from board to support extension charter school
  - Blended school
    - Brick and Mortar with Cyber component
- Parent looking to add Lego program to technology program in school
- Montessori Moment of the month (suggested)
  - Add to board meeting agenda?
  - Discussion was held to see if appropriate to be a “board” item.

**Adjourned at 7:35pm**

**AGENDA**  
**Gettysburg Montessori Charter School**  
**Board of Trustees**  
**888 Coleman Road, Gettysburg**  
**Thursday, November 16, 2023**

5:30 pm	<u>Executive Session</u>	
6:00 pm	<u>Call to Order the November 16, 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>Food Service Coordinator: Promotion Stacy Fazenbaker (Vote)</i> <i>Food Service Staff – Hiring (Vote)</i> <i>Traffic Impact Study Results</i> <i>Administrative Structuring</i> <i>Charter Choices / PIMS</i> <i>2023 PVAAS, PSSA, CDT</i> <i>Helping Hands Committee</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**

**October 19, 2023**

**Board Members Present**

Tom Hockensmith, Chair

Rose Thornberry, Vice Chair

Becky Uppercue

Amy Brown

Elana King

**Missing**

Traci Elligson

**Others Present**

Faye Pleso

Tammy Hogan

**Public**

Ron Arbogast Jr.-Parent

Jason Officer-Parent

**Call to Order**

Tom Hockensmith called the meeting to order at 6:33 pm. Introductions were made for attendees.

**Public Comment on Agenda**

Jason (Parent) commented that convention was amazing and a good learning experience.

**Old Business**

None

**Administrator's Report**

- Enrollment
  - 273 students, 274 on Monday

- Coalition Convention
  - Faye attended 2 of 3 days
  - Chose sessions discussing the following topics:
    - Reality of Transportation
    - Board Pitfalls
    - Cybersecurity
      - Company can do physical and electronic security check
    - Succession Planning
      - Ideas for Strategic planning
        - What's does it look like in 10 years?
        - Restructure administration team
    - Federal Programs
    - Charter Renewal
      - Any trends on barriers
      - None noted
- Hiring 3/4 Teacher Assistant
  - 3/4 Assistant - Hiring Action
  - Hannah Yaider
  - \$17 / HR
  - Under 30 Hrs / Week
  - Starting 10/30/23
  - Motion: Becky
  - Second: Rose
  - All approved, unanimous
- Helping Hands Committee
  - Book Fair
    - Profit \$1,180
  - Open House
    - Spirit Wear profit \$246
  - Back to School
    - Spirit Wear over \$1,000
    - Fundraising total across all sources was over \$3,000
  - Fundraising initiatives outstanding are:
    - Photos
    - Coffee
    - ScareCrows
      - Spread out across surrounding areas
  - Upcoming Events
    - Parade
      - Next week
      - Currently 6 families signed up
    - Spirit Week
      - Next week
    - In School Parade
      - Next week
    - Veteran's Day
    - November Parent's Night

- World Kindness Week
- Gift Catalog
- Skate Party
  - 11/21/23
- Cob 51 Art Party
  - Need 20
- 

### Consent Agenda

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

### Chair Report

- Board Members please complete mandatory Trauma Training.
- Trauma training is due this month.

### Finance Committee - Becky Uppercue

- Overall, we are still fiscally sound.
- Billing for 28 students was missed by district receivables causing budget to look under projections until received.
- Cash on hand is at 126 days.
- Currently expenses are under budget projections.
- Budget has \$70K deficit due to district receivables outstanding.
- Charter Choices is partnering with "Vortex"
  - Vortex is primarily Southwestern United State Schools
  - No changes anticipated in services
- Becky announced this would be her final year as treasurer.

### Governance Committee

- Applications are being taken for open Board Position
  - Packets are being worked on.
  - Closes 10/31/23

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

None

**Public Comment**

- Ron Arbogast discussed planting trees at school
- Jason Officer discussed Coalition for Charter Schools, Lego Robotics, and his plans for charter high school
- Elana King made spirit day suggestion

**Adjourned at 7:20pm**

**AGENDA**  
**Gettysburg Montessori Charter School**  
**Board of Trustees**  
**888 Coleman Road, Gettysburg**  
**Thursday, December 21, 2023**

5:30 pm	<u>Executive Session</u>	
6:00 pm	<u>Call to Order the December 21, 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>McKinney Vento Audit</i> <i>Helping Hands Committee</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

Thursday November 16, 2023

**Board Members Present**

Rose Thornberry, Vice Chair

Becky Uppercue

Amy Brown

Elaina King

Traci Elligson

**Missing**

Tom Hockensmith, Chair

**Others Present**

Faye Pleso

Tammy Hogan

Jessie Bean, Charter Choices Business Manager

Nicole Wilt

**Public**

Ron Arbogast Jr. Parent

Jason Officer-Parent

Savanna Zinn- Parent

Danielle Roberts-Parent

**Call to Order**

Rose Thornberry called the meeting to order at 6:34pm. Introductions were made for attendees.

**Old Business**

None

### **Administrators Report**

- Hiring of Stacy Fazenbaker, new food service coordinator
- Cookbook Sale, holiday shop and
- Scarecrow Charity for in the Community supporting SPCA of Adams County
- Upcoming donations for local nursing homes
- Response from Veteran recipients of the letters to Veterans initiative with students
- Skating Party 11/21/23
- Early dismissals 12/8 & 12/21 School closed 12/22/23-1/1/24.
- Majestic Theatre Trip 12/13/23
- Winter Spirit Week
- January fundraiser with Stoney Point Snacks
- National School Choice Spirit Week of Jan 26<sup>th</sup>

Review report from Future Ready PA Index for PSSA/Acadiance benchmark results in comparison with PA State Average

- Above average statistics in math and science

### **Employment**

- Food service requisition posted,
- Move to hire Stacy Fazenbaker as Food Service Coordinator at \$18 per hour, under 30 hours per week, starting November 1<sup>st</sup>.  
Motion Becky Uppercue  
Second Traci Ellison  
All those in favor, unanimous
- Move to replace Stacy Fazenbaker's position with Kayla Solomon as Food Service Staff at \$15 per hour, under 30 hours per week starting November 16<sup>th</sup>.  
Motion by Elana King  
Second Motion Traci Ellison  
All those in favor, unanimous

### **Enrollment**

- 274 students

### **Consent Agenda**

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

Finance Committee-Beck Uppercue and Jessie Bean (Charter Choices Business Manager)

### **Review of October Financial Statements**

- Total Current Assets have decreased to \$1.8M since June 30th due to combination of a decrease in Cash (\$1.5M at 10/31) and an increase in District Receivables (\$214K at 10/31). Some school district payments were delayed over the summer months due to the PA Budget Impasse
- The school's Key Performance (financial health) Indicators are generally healthy and trending positively, with short-term data points such as Current Ratio (13.2) and Days COH (120.5, as well as long-term figures such as Fund Balance (37.2%) and Debt Ratio (52.5%) all exceeding suggested benchmarks. YTD Margin is slim (0.5%) as receipt of State and Federal Grant Revenues lag behind the associated expenses that have been incurred.

### **Budget vs. Actual**

- YTD Expenses of \$1.3M are under budget by \$55K at 10/31, as positive variances on Property and Supplies (parking lot improvements, summer equipment purchasing, etc.) are offset by seasonal "savings" (delays) on Personnel Costs and Professional Services

### **Governance Committee**

- Applications are being taken for Open Board Positions, closes 10/31/23

### **New Business for the Good of the Order**

None

### **Public Comment**

- Ron Arbogast proposed planting trees at school with grant assistance.

Adjourned at 7:04 PM

**AGENDA**  
**Gettysburg Montessori Charter School**  
**Board of Trustees**  
**888 Coleman Road, Gettysburg**  
**Thursday, January 25, 2024**

5:30 pm	<u><b>Executive Session</b></u>	
6:00 pm	<u><b>Call to Order the January 25, 2024 Meeting</b></u> <u><b>Introduction of Members and Guests;</b></u> <u><b>Public Comment on Agenda Items;</b></u> <u><b>Old Business</b></u>	
6:10 pm	<u><b>Administrator's Report – Faye Pleso</b></u> <i>Enrollment Update</i> <i>PT Special Ed Teacher and RtI (Approval)</i> <i>PT PCA (Approval)</i> <i>Exit Surveys</i> <i>Site Development Project</i> <i>Dr. Hogan : Curricula Meeting Summary</i> <i>Helping Hands Committee</i>	Action Action
6:45 pm	<u><b>Approval of Consent Agenda</b></u>	Action
6:50 pm	<u><b>Chair's Report – Tom Hockensmith</b></u> <i>Housekeeping Report</i>	
7:05 pm	<u><b>Finance Committee – Becky Uppercue</b></u> <i>Update on Finance Committee Meeting</i>	
7:20 pm	<u><b>Governance Committee – Rose Thornberry</b></u>	
7:30 pm	<u><b>New Business; For the good of the order</b></u>	
7:45 pm	<u><b>Public Comment</b></u>	
8:00 pm	<u><b>Adjourn</b></u>	

Gettysburg Montessori Charter School

Board of Trustees Official Minutes

Thursday December 21, 2023

**Board Members Present**

Tom Hockensmith, Chair

Rose Thornberry, Vice Chair

Becky Uppercue

Traci Elligson

**Missing**

Amy Brown

Elaina King

**Others Present**

Faye Pleso

Tammy Hogan

Nicole Wilt

**Public**

Jason Officer-Parent

Heather Laughman-Parent

**Call to Order**

Tom Hockensmith called the meeting to order at 6:05pm.

Introductions were made for attendees.

**Old Business**

None

## Enrollment

- 271 students
  - Loss of 3 students
  - 2 – left country
  - 1 – home schooling
  - 1 new enrollment for December
  - 3 new enrollment for January

## Administrators Report

- McKinney Vento Audit
  - Pertains to homelessness
  - ~40 pages in length
  - Requirement for information dissemination
    - Leigh is liaison
  - Information to share
    - Food banks, resources, etc
    - Available for all counties that we have students from
  - Updates Needed
    - Need to include birth to age 5 living with homeless student to ensure support going forward
    - Add information to current IU
    - Add Pre-K information
  - Currently have ~7 families that “qualify”
- Police Presence has been increased due to safety concerns within parking lot

## Helping Hands Committee

- Believe Kids Fundraiser
  - Over \$1,000 in profit
- Holiday Shop
  - Thank you to Heather L and all parent volunteers
  - Inventory has been depleted and funds earned will be put back into shop
- Nursing home drive
  - Enough was raised to have each patient get 3 packages per day
- Cookbooks
  - 43 sold
- Upcoming
  - Stoney Point Fundraiser

## Consent Agenda

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

Finance Committee-Becky Uppercue

## Review of November Financial Statements

- District Receivables are still pending. Projections have been made based upon anticipated rates.
- The construction loan continues to decrease.
- Days Cash on Hand (COH) is at 131.5
- Potential surplus of \$160K

#### **Governance Committee**

- Application Submission has closed
- Interviews are underway

#### **New Business for the Good of the Order**

None

#### **Public Comment**

- Jason requested clarity about disciplinary levels. Dr Hogan will address via newsletter.

Adjourned at 6:25 PM

**AGENDA**  
**Gettysburg Montessori Charter School**  
**Board of Trustees**  
**888 Coleman Road, Gettysburg**  
**Thursday, February 22, 2024**

5:30 pm	<u>Executive Session</u>	
6:00 pm	<u>Call to Order the February 22, 2024 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>Close Student Activities Account (Approval)</i> <i>Amend PenServ 403b plan</i> <i>Additional PCCD Grants are available</i> <i>Dr. Hogan : Academic Progress Update</i> <i>Helping Hands Committee</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>Vote – Gregory Colosimo – Board Member (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

Thursday January 25, 2024

**Board Members Present**

Tom Hockensmith, President

Rose Thornberry, Vice Chair

Becky Uppercue, Treasurer

Amy Brown, Secretary

Elaina King, Member at Large

Traci Elligson, Member at Large

**Others Present**

Faye Pleso

Tammy Hogan

Nicole Wilt

**Public**

Ron Arbogast Jr. Parent

Jason Officer-Parent

Danielle Roberts-Parent

**Call to Order**

Tom Hockensmith called the meeting to order at 6:11pm. Introductions were made for attendees.

**Old Business**

None

**Administrators Report**

- Enrollment  
275 students
- Site Development Project
  - Playground Expansion
  - Pave existing stone parking lot

- “Snake Run” perimeter fencing
- Driveway entrance barrier gates
- New East playground
- Expand existing West playground
- Prefabricated storage shed + concrete slab
- 2 Timber framed classroom pavilions (prefab vs. custom) + concrete slabs
- General Earthwork, Soil Erosion control

The estimate totals are \$587,235 and \$627,735 with the cost difference being related to prefabricated vs. custom built options for classroom pavilions

- Dr. Hogan Curriculum Review
  - ELA and Math to be reviewed in partnership with LIU creating scope and sequence
  - PA State Standard Collaboration focusing on keeping students on track
- Nicole Wilt shared School Update with upcoming activities planned for next month

### **Employment**

#### **PT Special Ed Teacher Approval**

-Approve rehire of Brittney Perry \$28.69, under 30 hours

Motion to approve by Becky Uppercue

-2nd Motion from Tracy Eligson

All in attendance - approve

#### **PT PCA approval**

-Kelsey Rudy to hire at \$15 / hr under 30 hrs per week

-Motion to approve by Rose Thornberry

-Second motion to approved from Elena King

All in attendance - approve

### **Consent Agenda**

- Motion to approve by Tom Hockensmith

2<sup>nd</sup> Motion from Traci Eligson

All in attendance - approve

### **Finance Committee-**

Becky Uppercue and Jessie Bean (Charter Choices Business Manager)

### **Review of 6 month plan vs. actual Financial**

- After six months of 23-24 budget activity (12/31), District Revenues of \$2.08M are slightly below budget (by \$99K). The school has also received \$122K of an anticipated \$410K in State and Federal Funding for the 23-24 school year

### **Governance Committee**

- Committee nominated Gregory Colosimo to fill open seat on the board.

### **New Business for the Good of the Order**

None

### **Public Comment**

- Ron Arbogast proposed planting trees at school with grant assistance. -  
Alliance for Chesapeake Bay Foundation
- Jason Officer inquired about the next Treasurer. Becky Uppercue  
said Elena King has been learning about the role through being on the  
Finance Committee

Adjourned 6:57PM

**AGENDA**  
**Gettysburg Montessori Charter School**  
**Board of Trustees**  
**888 Coleman Road, Gettysburg**  
**Thursday, March 21, 2024**

5:30 pm	<b><u>Executive Session</u></b>	
6:00 pm	<b><u>Call to Order the March 21, 2024 Meeting</u></b> <b><u>Introduction of Members and Guests;</u></b> <b><u>Public Comment on Agenda Items;</u></b> <b><u>Old Business</u></b>	
6:10 pm	<b><u>Administrator's Report – Faye Pleso</u></b> <i>Enrollment Update</i> <i>Amend PenServ 403b Plan: Board Vote</i> <i>The hiring of Food Service/Lunchroom Aide: Board Vote</i> <i>Promote Kayla Solomon to the position of PCA: Board Vote</i> <i>Present the updated Wellness Policy</i> <i>Present Sun Safety Policy</i> <i>Update on the site plan.</i> <i>PDE Data Summit summary.</i> <i>Chamber visit.</i> <i>Special Education Cyclical Monitoring Report: Becky Black</i> <i>School Updates: Nicole Wilt</i>	Action Action Action
6:45 pm	<b><u>Approval of Consent Agenda</u></b>	Action
6:50 pm	<b><u>Chair's Report – Tom Hockensmith</u></b> <i>Housekeeping Report</i>	
7:05 pm	<b><u>Finance Committee – Becky Uppercue</u></b> <i>Update on Finance Committee Meeting</i>	
7:20 pm	<b><u>Governance Committee – Rose Thornberry</u></b> <i>Gregory Colosimo – Board Member – Swearing In</i>	
7:30 pm	<b><u>New Business; For the good of the order</u></b>	
7:45 pm	<b><u>Public Comment</u></b>	
8:00 pm	<b><u>Adjourn</u></b>	

Gettysburg Montessori Charter School  
Board of Trustees Official Minutes  
February 22, 2024

**Board Members Present**

Tom Hockensmith, President  
Rose Thornberry, Vice Chair  
Becky Uppercue, Treasurer  
Amy Brown, Secretary  
Traci Elligson, Member at Large  
Elena King, Member at Large

**Board Members Absent**

All present

**Others Present**

Faye Pleso, CEO  
Tammy Hogan, Assistant Principal  
Nicole Wilt, Executive Assistant

**Public**

Jesse Bean, Charter Choices Business Manager  
Greg Colosimo, Parent  
Ron Arbogast Jr., Parent  
Jason Officer, Parent

**Call to Order**

Tom Hockensmith called the meeting to order at 6:17 PM  
Introductions were made for attendees.

**Public Comment on Agenda Items**

None

**Old Business**

None

**Executive Session**

*CEO Report-Dr.Faye Pleso*

- Student activities bank account was merged with primary account

- Bank Account Merge Approval
    - -Motion to approve-Rose Thornberry
    - -Second Motion-Traci Elligson
    - -All those present in favor
- Amend 403B Savings through Penn Serve, mandatory 5% or more
 

Motion to approve amendment to allow additional retirement savings plans options  
Which include allowance to transfer funds to 401K  
Vote next month
- Home Bound Instruction for student with medical needs
  - pay mileage and \$40 per hour for 6 hours per week
  - Motion to approve-Tom Hockensmith
  - Second Motion to approve-Elena King
  - All those present in favor
- Two New PCCD Grants
  - Competitive Physical Safety
    - Additional Fencing
    - Upgrade Security Camera System
    - Replace Interior Doors
  - Non Competitive Behavioral Health Assessment
    - Behavior consultants analyze plans and curriculum
    - Data collection and observations with behavioral analyst
- Safety Meeting
  - Re unification of safety plans
  - Fire Drills/extinguisher and trainings
  - Active Shooter trainings
  - Role Play open windows escape

#### Academic Progress Update- Tammy Hogan

- CDT Acadiance Scores
- Next level, strategic growth planning
- Four veteran teachers assisting
- Curriculum training intended to bridge gap between grade bands
  - support each other and students academic needs
  - monthly grade band meetings
  - Focus on students growth areas for success
  - Teachers grades 3-6 are given CDT diagnostic tools
- Glows and Grows Curriculum Focus
  - Curriculum Specialist
  - Partnered with Lincoln Intermediate Unit
  - Professional Development Training
- Nicole Wilt shared School Update with upcoming activities planned for next month

### **Approval of Consent Agenda Items**

- Consent Agenda Items
  - Motion to approve-Becky Uppercue
  - Second motion-Tom Hockensmith
  - All those present in favor

### **Finance Committee**

SOFI Tax documentation for all board members DUE April 15<sup>th</sup>, see link below from the PA Government Ethics page

<https://www.ethics.pa.gov/Pages/Online-Filing.aspx>

- KPI concludes 160 days cash on hand
- District revenues of 2.4 million are slightly below budget by (108k)
- School has received a \$144k grant of an anticipated \$408k in state and Federal Funding for the 2023/2024 school year
- 275 students in attendance, budget is 277

### **Governance Committee**

- Motion to approve Greg Colosimo to Board Member at Large
  - Motion to approve-Rose Thornberry
  - Second motion to approve-Tom Hockensmith
  - All those present in favor

### **Public Comment**

Jason Officer shared comments regarding Hanover's Facebook page/group and posts about GMCS.

### **Recess**

The meeting recessed at 7:35PM

### **Reconvene**

Thursday, March 21, 2024

**AGENDA**  
**Gettysburg Montessori Charter School**  
**Board of Trustees**  
**888 Coleman Road, Gettysburg**  
**Thursday, April 25, 2024**

5:30 pm	<b><u>Executive Session</u></b>	
6:00 pm	<b><u>Call to Order the April 25, 2024 Meeting (via Zoom)</u></b> <b><u>Introduction of Members and Guests;</u></b> <b><u>Public Comment on Agenda Items;</u></b> <b><u>Old Business</u></b>	
6:10 pm	<b><u>Administrator's Report – Faye Pleso</u></b> <i>Enrollment Update</i> <i>Board On Track Demonstration</i> <i>Non-Criminal Justice Agency Audit</i> <i>Junior National Young Leaders Conference: Four Nominations</i> <i>School Updates: Nicole Wilt</i>	
6:45 pm	<b><u>Approval of Consent Agenda</u></b>	Action
6:50 pm	<b><u>Chair's Report – Tom Hockensmith</u></b> <i>Housekeeping Report</i>	
7:05 pm	<b><u>Finance Committee – Becky Uppercue</u></b> <i>Update on Finance Committee Meeting</i> <i>Capital Improvement Project Resolution – Vote</i>	Action
7:20 pm	<b><u>Governance Committee – Rose Thornberry</u></b>	
7:30 pm	<b><u>New Business; For the good of the order</u></b>	
7:45 pm	<b><u>Public Comment</u></b>	
8:00 pm	<b><u>Adjourn</u></b>	

**AGENDA**  
**Gettysburg Montessori Charter School**  
**Board of Trustees**  
**888 Coleman Road, Gettysburg**  
**Thursday, April 25, 2024**

5:30 pm	<u>Executive Session</u>	
6:00 pm	<u>Call to Order the April 25, 2024 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>Board On Track Demonstration</i> <i>Non-Criminal Justice Agency Audit</i> <i>Junior National Young Leaders Conference: Four Nominations</i> <i>School Updates: 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> <i>Capital Improvement Project Resolution – Vote</i>	Action
7:20 pm	<u>Governance Committee – Rose Thornberry</u>	
	<u>New Business; For the good of the order</u>	
7:30 pm	<u>Public Comment</u>	
7:45 pm	<u>Adjourn</u>	
8:00 pm		

Gettysburg Montessori Charter School  
Board of Trustees Official Minutes  
March 21, 2024

**Board Members Present**

Tom Hockensmith, President  
Rose Thornberry, Vice Chair  
Becky Uppercue, Treasurer  
Amy Brown, Secretary  
Traci Elligson, Member at Large  
Elena King, Member at Large

**Board Members Absent**

Becky Uppercue, Treasurer

**Others Present**

Faye Pleso, CEO  
Tammy Hogan, Assistant Principal  
Nicole Wilt, Executive Assistant

**Public**

Greg Colosimo, Parent  
Becky Black, teacher

**Call to Order**

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

**Public Comment on Agenda Items**

None

**Old Business**

None

**Administrators Report**

*CEO Report-Dr.Faye Pleso*

- Enrollment

275 students

- Home Bound Instruction
  - \$40 per hour for 4.5 hours per week for approximately one month
  - -Motion to approve-Tom Hockensmith
  - -Second Motion-Rose
  - -All those present in favor
- Amend 403B Savings through Penn Serve, mandatory 5% or more

Motion to approve amendment to allow additional retirement savings plans options

Which include allowance to transfer funds to 401K

- Motion: Rose Thornberry
- Second: Traci Elligson
- All those present in favor

### Hiring

- Kerry Musselman as Food Service Aide
  - \$15/hour up to 30 hours per week
  - Motion to approve-Amy Brown
  - Second Motion to approve-Elena King
  - All those present in favor
- Promote Kayla Solloman to PCA
  - \$15/hour up to 30 hours per week
  - Motion: Rose Thornberry
  - Second: Traci Elligson
- Wellness Policy Update- updated every two years
  - Courtney Sites head of wellness committee
  - Slimed down from template
  - Removed/Modified
    - Websites (old and broken)
    - Nutrition updated to current food standards
    - Included activities such as food field trips
    - Celebrations updated to include unhealthy food/beverage non allowance
    - Vote in April
- ❖ Sun Safety Policy
  - Striving to be a 'sun safe' school
  - Educate Students
  - Sunscreen Forms
  - Allow wearing sunglasses outdoors
  - Evaluate Yearly
  - Vote in April
- ❖ Site Plan Update
  - Photos presented of new play structures

- Design almost finished
- Shed by gravel lot, roughly 14 x 32 feet
- Gravel lot to be paved, will include concrete slab for shed
- Fence, Ga Ga Pit and basketball hoops
- ❖ Chesapeake Bay Alliance
  - Dr. Faye Pleso met with Jessica
  - Plan developed for meadow and native PA trees
  - Mix of fast and slow growing
  - Trees that die will be replaced
- ❖ PDE Summit
  - Dr. Pleso reviewed experience
  - Penn Data Summit Sessions
    - TIMS
    - PIMS
    - Cyber Threats and Security
      - Reviewing Cyber infrastructure alerts/bulletins/scenarios
      - Analyze school security safety plan
- ❖ Chamber Visit
  - New Oxford & Gettysburg Chambers of Commerce
  - New Oxford Monthly Mixers
    - Judged the Science Fair, over 20 community members attended
- ❖ Multi-Purpose Room
  - New panels with character traits presented by Jessica and Troy
  - Dean, artists in the Gettysburg community
- ❖ Special Education *presented by Becky Black, Special Education Coordinator*
  - Compliance monitoring every 6 years for continued improvement
  - Looks at disabilities, procedures, trainings and documentation
  - Reviewed week of February 19<sup>th</sup>
    - Federal and State policies and laws were all met
    - FSA facilitated self-assessment was a success
    - Given 10 names and pulled 3 years of records
      - Educational Benefit Review
  - Results
    - No findings
    - 2021/2022 School year = 54%
    - 2022/2023 School year = 38%
    - 2023/2024 School year = 28%
- ❖ School Updates *presented by Nicole Wilt*
  - Book Blast Campaign
    - 132 participants
    - 897 books on the way
    - \$12, 000 raised towards books
    - Four teachers received \$100 for their classroom
    - Library received 10 books per grade

- Student received an IPad
- Gertrude Hawk
  - Profit report to be released in April
- Upcoming Events
  - AG Week
    - Book "Anywhere Farm" sponsored by PA Farm Bureau
    - Letters to Farmers giving thanks back to community
    - 275 students writing farmers
  - Talent Show
  - Hershey Park Ticket Sales
  - Spring Pictures
  - Recyclable Art Contest
  - Skate Party April 1<sup>st</sup>
- ❖ Consent Agenda
  - Motion: Tom Hockensmith
  - Second: Traci Elligson
  - All present approved
- ❖ Chair- Tom
  - Training
- ❖ Finance *presented by Elaina King*
  - SOFI complete and send to Dr Pleso
  - KPI showing positive
  - \$115k YTD surplus
  - Projecting small deficit of \$30k, but likely to change
  - Rough budget next month
- ❖ Governance *presented by Rose Thornberry*
  - Greg Colosimo Swear In
- ❖ No New Business
- ❖ No Public Comment
- ❖ Adjourn at 7:08 PM
- ❖ Reconvene 4/25/2024



**AGENDA**  
**Gettysburg Montessori Charter School**  
**Board of Trustees**  
**888 Coleman Road, Gettysburg**  
**Thursday, May 23, 2024**

5:30 pm	<b><u>Executive Session</u></b>	
6:00 pm	<b><u>Call to Order the May 23, 2024 Meeting</u></b> <b><u>Introduction of Members and Guests;</u></b> <b><u>Public Comment on Agenda Items;</u></b> <b><u>Old Business</u></b>	
6:10 pm	<b><u>Administrator's Report – Faye Pleso</u></b> <i>Enrollment Update</i> <i>Revised Employee Handbook</i> <i>Revised Student/Parent Handbook</i> <i>Revised Home and Homebound Instruction Policy</i> <i>Revised Suspension Policy</i> <i>Student of the Month: Dr. Tammy Hogan</i> <i>School Updates: Nicole Wilt</i>	
6:45 pm	<b><u>Approval of Consent Agenda</u></b>	Action
6:50 pm	<b><u>Chair's Report – Tom Hockensmith</u></b> <i>Housekeeping Report</i>	
7:05 pm	<b><u>Finance Committee – Elana King</u></b> <i>Update on Finance Committee Meeting</i>	
7:20 pm	<b><u>Governance Committee – Rose Thornberry</u></b> <i>Tom Hockensmith – Re-vetted - Vote</i>	Action
7:30 pm	<b><u>New Business; For the good of the order</u></b>	
7:45 pm	<b><u>Public Comment</u></b>	
8:00 pm	<b><u>Adjourn</u></b>	

Gettysburg Montessori Charter School  
Board of Trustees Official Minutes  
April 25, 2024

**Board Members Present**

Tom Hockensmith, Chair  
Rose Thornberry, Vice Chair  
Becky Turly, Treasurer  
Amy Brown, Secretary  
Traci Elligson, Member at Large  
Elena King, Finance Committee  
Greg Colosimo, Member at Large

**Board Members Absent**

All present

**Others Present**

Faye Pleso, CEO and Principal  
Tammy Hogan, Assistant Principal  
Nicole Wilt, Executive Assistant

**Public**

Mike Mizzoni representing Board on Track

**Call to Order**

Tom Hockensmith called the meeting to order at 6:17 PM  
Introductions were made for attendees.

**Public Comment on Agenda Items**

None

**Old Business**

None

**Executive Session**

*CEO Report-Dr.Faye Pleso*

- 277 Students currently enrolled
- 282 Students enrolled for 2024/2025 school year
- Waitlist for 1<sup>st</sup> and 2<sup>nd</sup> grade

- ❖ Non-Criminal Justice Agency Audit Passed
  - FBI Clearances reviewed
  - Security Awareness Training Up to Date
  - Documents shredded on site
  - Policy review assurance for disclosure
  
- ❖ Junior National Young Leaders Conference
  - 4 Exceptional students nominated
  - Pathway to future STEM leaders, engineering, medicine and STEM workshops
  - 6 day residential or 5 day, day program at University of MD College Park
  - \$3345 residential program \$2045 day program
  - \$10,000 discretionary fund will contribute \$2000 per child for participation
  - Moving forward, have a line of \$8000 in budget to support this project

#### Academic Progress Update- Tammy Hogan

- ❖ Climate Survey conducted every other year by Mr. Spack staff and students grades 3-6
- ❖ Questions revolving around respect and how we treat others
  - Change rating scale to a 1-5 rating
  - Not all surveys were returned
  - Positive feel from students 83% felt included, 14% neutral, 1 disagree
  - Teacher survey 82% felt included, 76% including others, 21% neutral
  - 86% Overall temperature is positive
  
- ❖ Nicole Wilt shared School Updates, solar eclipse, graduation and an Alumni visit
  - Trey Browning (previous student) Visit for Eagle Scout support in community
  - Read book, "You Be You" everyone is different and that's ok!
  - Paint and rocks project to display around trees

#### Approval of Consent Agenda Items

- Job Descriptions-Streamlined by Administration Team, Sun Safety Policy
  - Motion to approve-Amy Brown
  - Second motion-Becky Turly
  - All those present in favor

#### Finance Committee

- School has received a \$144k grant of an anticipated \$408k in state and Federal Funding for the 2023/2024 school year
- 275 students in attendance, budget is 277

- Jay Appleton Site Improvement Beginning Mid May
- Upcoming I
  - Fencing completed by end of May
  - Next project, \$164,000 parking lot in gravel area to be completed in June
  - Playground to begin in July \$209,000 expansion \$36,000
  - August \$22-\$33,000 custom fabricated shed
  - Outdoor classroom (2) in Fall anticipated cost \$141-\$185,000
  - Total estimate cost \$633-\$691,000 from capital improvement funds
- ❖ March financials total current assets have decreased to \$1.9 million to
- ❖ And increasing district receivables and a decrease in state and federal receivables
- ❖ Liabilities from the 31st of March have decreased to 217,000 due to reductions in accounts payable and payroll, the school construction
- ❖ Performance Financial Health on indicates our healthy and trending positively
- ❖ The budget versus actual after four months of the 2324 budget actually District revenues of 1.2 million are below budget due to delayed receipt of local school district payments. The schools also received 119,100 thousand in state and federal funding in the first quarter. After nine months, the budget activity district revenues of 3.1 million are below budget. This was also received 148,000 of an anticipated 404,000 in state and federal funding for the year. Year to date, expenses are 3.3 billion which is under budget by 98,000. Positive variance on supplies, parking, lot improvements, similar equipment are offset by savings and personal personnel costs, property and other purchases purposes. We show a year to date surplus of 31,372 through nine months and a fund balance of just over 1.7 million. Projected to have a surplus at the end of the year 45,000.
- ❖ Applied for \$70,000 PCCD Grant for Behavioral Health, received noncompetitive grant
- ❖ GMCS Hire Special Education teacher for the emotional support room starting at \$41,000
  - To potentially \$43,000. Assistant at \$17/hour
  - Office Support Part Time at \$15 per hour 2024/2025 school year
  - Additional PCA at \$15 per hour
  - 3 staff members meeting milestones
  - Tech Support \$40,000/year
- ❖ Motion Tom Hockensmith approve consent to resolution
  - Second Motion: Traci Elligson
  - Rose in favor
  - Amy In favor
  - Elaina in favor
  - Becky in favor
  - Greg in favor

## **Governance**

Presented by Rose Thornberry

- ❖ Re-vetted Tom Hockensmith
- ❖ Opened another round of applications that opens the end of May
- Voting on next month for board nominations
  - Tom Hockensmith Approval

#### **New Business**

None

#### **Public Comment**

Board on Track Presentation

- ❖ Organize board documentation in consideration of succession
- ❖ Board Members and staff have a profile that connects with Google Outlook
  - Tasks for members to stay on track
  - Training and evaluations customizable
  - Institutional membrane documents saved, searchable anytime moving forward
- ❖ Approximately \$700/month \$10,000 per year

#### **Recess**

The meeting recessed at 7:35PM

#### **Reconvene**

Thursday, May 23, 2024

**AGENDA**  
**Gettysburg Montessori Charter School**  
**Board of Trustees**  
**888 Coleman Road, Gettysburg**  
**Thursday, June 27, 2024**

5:30 pm	<u>Executive Session</u>	
6:00 pm	<u>Call to Order the June 27, 2024 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>School Safety and Security Update</i> <i>Exit Survey Summary</i> <i>Health Services Survey: Audrey Chapman</i> <i>School Updates: 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 – Elana King</u> <i>Update on Finance Committee Meeting</i> <i>Budget Approval</i>	Action
7:20 pm	<u>Governance Committee – Rose Thornberry</u> <i>Traci Eligson – Re-vetted - Vote</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  
May 23, 2024

**Board Members Present**

Tom Hockensmith, Chair  
Rose Thornberry, Vice Chair  
Becky Uppercue, Treasurer  
Amy Brown, Secretary  
Elena King, Finance Committee  
Greg Colosimo, Member at Large

**Board Members Absent**

Traci Elligson, Member at Large

**Others Present**

Faye Pleso, CEO and Principal  
Tammy Hogan, Assistant Principal  
Nicole Wilt, Executive Assistant

**Public**

Jesse Bean (Charter Choices)  
Ron Arbogast

**Call to Order**

Tom Hockensmith called the meeting to order at 6:38 PM  
Introductions were made for attendees.

**Public Comment on Agenda Items**

None

**Old Business**

None

**Executive Session**

*CEO Report-Dr.Faye Pleso*

- 277 Students currently enrolled
- 293 Students enrolled for 2024/2025 school year
- Waitlist for 1<sup>st</sup> and 2<sup>nd</sup> grade

- ❖ Student/Parent Handbook Revisions
  - Arrival procedure and bus regulations
  - Behavior protocol, positive behavior management system, dress code
  - Health service requirements, delete covid-19 rules, wellness policy/allergies
  - Enrollment forms online
  
- ❖ Home Bound Instructional Policy
  - Full time vs. Part Time
  
- ❖ Suspension Revision
  - Children with a diagnosed disability, school will seek appropriate placement.

#### Academic Progress Update- Tammy Hogan

- ❖ Student of the Month
- ❖ PBIS Focus on Character Traits such as perseverance, kindness, respect
  - Enjoy a special lunch as a reward, bulletin board announcement, with intent to develop whole child impacting confidence with positive behavior rewards
- ❖ Nicole Wilt shared School Updates
  - School Yearbooks for sale \$1124 profit to date
  - June 19<sup>th</sup> Skate Party at Magic Elm
  - Stand Tall, Smile, Pass the Torch,
  - \$14,705 YTD fundraising total

#### Approval of Consent Agenda Items

- ❖ Consent Agenda Motion to Approve
  - Motion to Approve-Tom Hockensmith
  - Second motion-Rose Thornerry
  - All those present in favor

#### Finance Committee

Presented by Jesse Bean – Charter Choices

- School has received a \$144k grant of an anticipated \$408k in state and Federal Funding for the 2023/2024 school year
- 275 students in attendance, budget is 277
- Jay Appleton Site Improvement Beginning Mid May
- Upcoming !
  - Fencing completed by end of May

- Next project, \$164,000 parking lot in gravel area to be completed in June
- Playground to begin in July \$209,000 expansion \$36,000
- August \$22-\$33,000 custom fabricated shed
- Outdoor classroom (2) in Fall anticipated cost \$141-\$185,000
- Total estimate cost \$633-\$691,000 from capital improvement funds
- ❖ March financials total current assets have decreased to \$1.9 million to
- ❖ And increasing district receivables and a decrease in state and federal receivables
- ❖ Liabilities from the 31st of March have decreased to 217,000 due to reductions in accounts payable and payroll, the school construction
- ❖ Performance Financial Health on indicates our healthy and trending positively
- ❖ The budget versus actual after four months of the 2324 budget actually District revenues of 1.2 million are below budget due to delayed receipt of local school district payments. The schools also received 119,100 thousand in state and federal funding in the first quarter. After nine months, the budget activity district revenues of 3.1 million are below budget. This was also received 148,000 of an anticipated 404,000 in state and federal funding for the year. Year to date, expenses are 3.3 billion which is under budget by 98,000. Positive variance on supplies, parking, lot improvements, similar equipment are offset by savings and personal personnel costs, property and other purchases purposes. We show a year-to-date surplus of 31,372 through nine months and a fund balance of just over 1.7 million. Projected to have a surplus at the end of the year \$45,000.
- ❖ Vote on Budget in June

#### New Business

- June Meeting to be held via Zoom

#### Governance

Presented by Rose Thornbury

- ❖ Re-vetted Tom Hockensmith
  - Motion to Approve-Rose Thornbury
  - Second to Motion-Amy Brown
  - All present in favor
- ❖ Re-vetted Traci Eligson
  - Governance Committee recommendation is to move forward
  - Vote in June

#### Public Comment

- ❖ Ron Arbogast presented Farm, AG School
  - Local farmers participate, community involvement.
  - Financial support via Grants through Secretary of Agriculture
  - Farm to table food and greenhouses

**Recess**

The meeting recessed at 7:59PM

**Reconvene**

Thursday, June 27, 2024 via Zoom