

Sabillasville Environmental School

Board of Directors Meeting

May 8, 6:00 PM

Attendees: Barb Doney, Dawn Getzandanner, Shelby Hahn, Nancy Keller, Alisha Yocum, Jeff Finch, Christine McCauslin, Robert Koontz

- I. Move to add closed session to the agenda—approved (N. Keller moved, S. Hahn second)
- II. Public Comment-none
- III. Minutes (A. Yocum)- March minutes approved--N. Keller moved, S. Hahn second, approved

III. Financials (J. Finch)

- a. Approval of March Financials—finished well due to successful fundraising; operating at surplus of \$115,438; anticipates we will operate at surplus for remainder of the year
 - a. We need to move on any outstanding expenditures the we use PPA for ASAP
- b. Planning for 2023-24 Budget—planned budget meeting on 5/17; J Finch, J. Yocum, D. Getzandanner, T. Summers—pulling together a plan to present at next BOD meeting. Cannot submit for approval until we have PPA from FCPA
- c. Financials approved

IV. Principal's Report (D. Getzandanner)

- a. Budget items—J. Finch cautions board that we need plan some of these into the budget; he recommends that we only vote on items that are pressing, the rest will be part of the budget planning; Principle asks that the BOD review and recommend what we believe are important, then we will figure out if it fits in budget
- b. Waiver obtained from FCPS to have two week overlap for training of new administrative assistant
 - i. Position closes May 9, 2023; Principle has seven days to interview and offer
 - ii. We will have a sense by budget meeting of what the cost will be based on salary
 - iii. J. Finch will send info to BOD for us to vote so that we can put expenditure on this fiscal year
- c. Professional Development
 - i. Bill Jackson, August training—same cost as last year
 - ii. Online courses—costs for course, teachers that are interested in volunteering their hours (summer training courses); Principle will send out invitation to all teachers. Singapore math and environmental MSDE credits
 - iii. J. Finch will investigate if we can charge against the grant
 - iv. Behavior—one year license for all teachers to use all year, Ms. Greenfield would then teach PD sessions to train teachers
- d. Harry Hannah will be the new 7th grade teacher
- e. Grade 7 and 8 math
 - i. Singapore math at 7th and 8th does not have accelerated version for these grades
 - ii. Need accelerated model for 7th grade for next year

- iii. B. Doney has investigated “Reveal Math” for accelerated studies; 6 year digital license with hardcopies is ~\$3000
 - 1. Testing and other metrics from this year would be determined to figure out who would be placed there; this would result in smaller 7th grade math courses overall
 - f. Chorus and Art club next year
 - i. Dependent on chorus teacher
 - ii. Location will be a challenge
 - g. Staffing for next year
 - i. 0.6 music is still unfilled
 - ii. 1.0 special ed is unfilled—must wait until July 1 to fill—have been told that this is budget dependent (FCPS)
 - iii. Leadership meets June 20-22
 - h. Student request
 - i. Middle school girls have requested girls volleyball team
 - ii. Principle is looking for creative suggestions to make this happen
 - i. Security—Camera software and hardware replacements
 - i. Costs are found in principle reports—attached—roughly \$7000 for server and switch plus cost of cameras
 - ii. Huge need for cameras—many blind spots. Need to upgrade network specs anyway, now is time
 - iii. Installation is not included in costs
 - j. Handwriting and phonics—materials to support these are needed ~\$1,600 + \$4,378 for everything
- V. Quotes—our policy says competitive bid and BOD approval for costs over \$12,500.
 - a. Suggestion to change this policy to be in line with FCPS—J. Finch will get this policy for BOD to review
- VI. Water situation particularly with portables
 - a. Doors must be locked at all times; have to come into building to get water
 - b. For students in the building Principle suggests adding water fountain bottle fillers into hallway wings to avoid having to come into main hallways; for portables get water bottles strictly for drinking purposes (not bottle filling)
- VII. Technology
 - a. iPads for staff to connect to box lights and interact with screen more easily during class
 - i. Specials and guidance counselor are included in these numbers
 - ii. Grant money is still available for this
 - 1. Need bright boxes (3)
 - 2. Motion—if money is available for this fiscal year we purchase bright boxes and iPads—N. Keller moved, J. Finch second
 - b. UB key allows students to sign in quickly to Chromebook (currently logging in is time consuming); this is problematic for K-1 especially
 - i. Cost is not currently known—Principle will investigate pricing for this
- V. Facilities Updates (A. Yocum)
 - a. Greenhouse and Potables—fully approved, work will be completed by end of June
 - b. Blinds
 - i. Update proposal due to price increase—increased to \$19,500;
 - ii. Move to purchase blinds—J. Finch moved, N. Keller second; approved

- c. Building Feasibility Study—to provide us the baseline
 - i. Cost to do this is \$25,450 (higher than expected)
 - ii. We will need to get an additional quote
 - iii. Group agrees that this is a necessary step
 - iv. A. Yocum will move forward with obtaining additional quotes
 - v. This will hit in the next fiscal year
 - vi. 12 week lag between getting quote and study
 - vii. Need to schedule during breaks or weekends
- d. Carpet for sixth grade classroom—A. Yocum is getting quotes—will be moved forward for budget conversation

VI. MSDE Visit (A. Yocum)

- d. Scheduled visit: May 16 9:00 AM -1:30 PM—meeting in the media center; we have agenda and list of questions—Principle is working to label everything (if purchased by grant needs to be labeled with sticker)
- b. Documents have responses submitted

VII. Annual Meeting on June 12

- a. Required per bylaws—to review assets, liabilities, revenue—we will just make this part of our normal meeting; open to the public—will give same presentation as BOE meeting
- b. Elections are held at this meeting for new board meeting

VIII. Elections (Nancy)

- a. Nominations—
 - a. Currently five candidates—one person is ranked first for every BOD member, second person is varied—we will discuss in closed session

VIII. PTO Updates

- a. Teacher appreciation week ongoing
- b. Planning end of year party and summer activities to integrate new families coming in

Adjourned 7pm

Respectfully Submitted,

Christine McCauslin