

Sabillasville Environmental School

Board of Directors Meeting

January 9, 2023; 6:00 PM

In attendance: Nancy Keller, Jeff Finch, Robert Koontz, Alisha Yocum, Sadie Wiles, Barb Doney, Dawn Getzandanner, Michelle Heerena, Kim Baker, Shelby Hahn, Melissa Beil, Abby Sines, Justus Yocum

- I. Public Comment--None
- II. Agenda: add two additional points: Spanish Teacher and Gym Use
Approved
- III. Minutes (A. Yocum)
 - a. Approval of December Minutes—R. Kootz, 2nd Keller. Approved
- IV. Financials (J. Finch)
 - a. Oct/Nov Financials
 - i. Pension issues have been corrected with FCPS
 - ii. Liquidity—Cash reserves will look different January 2023 due to spending of Delaplaine funds
 - iii. Our surplus funds are limited—fuel oil costs will be a consideration
 - Surplus of \$32K through October 2022
 - iv. Current status: budget is on track, but with limited surplus we will keep a close eye on things
 - v. See attached reports
 - b. Financials approved—Koontz, 2nd Keller--approved
- V. Principal's Report (D. Getzandanner)
 - a. Enrollment is stable
 - b. MD Blueprint—mandates that by 2026 that starting salary is \$60K; this does not include benefits
 - i. We will need to adjust budgeting to support this
 - ii. Blueprint includes potential for career ladder—this impacts professional development needs—goal is to elevate teaching as a profession
 - c. We are awaiting funds for Learning Cottage—we need to invoice grant provider then pay the company we are purchasing from
 - i. Company has been very patient. They will build and store until permits are approved
 - d. Archery—S. Wiles and D. Grossnickle are trained as instructors
 - i. 31 students have signed up for program
 - ii. In need of shed to store equipment--\$1500 is estimated cost; currently have \$800 in donations to support this
 - iii. S. Wiles is working to secure additional donations, and working with Lowe's in Frederick on pricing
 - iv. No permit needed because it is less than 100 square feet
 - e. iReady reading software licenses are purchased and software has been rolled out
 - f. Facilities
 - i. Coil replaced; reduced humidity in classrooms
 - ii. Generator requires service—had to close on December 16—as result of power outage and incomplete start up post outage

- Need to determine if surge protectors have reached end of life and need replacement
- g. Specials staffing—current 0.4 employee (2 full days); next year adding 7th grade, this adds to specials need.
 - i. Partnering with FCPS to staff this position is most effective, but will require that we increase to 0.6 FTE. Change will provide some additional flexibility with specials and teacher professional development
- h. Master schedule for upcoming school year is in process; we will need to plan for two levels of math for 7th grade
- i. Expansion to 7th grade and specials need should be considered as we plan for the upcoming year
- j. School Improvement plan—see attached hot sheet
- k. New sixth grade teacher started Jan. 9, 2023; Ms. Greenfield school counselor awarded national counseling award certificate
- l. Still have behavior support specialist
- m. Garden materials have arrived and are stored
- n. Singapore math training—waiting to hear about pricing for additional professional development session.
- o. Building holds are decreasing since October—on average 1x/week

VI. Facilities Updates (A. Yocum)

- a. Portables
 - i. Two proposals to review—Presented by Justus Yocum; BOD decided at Dec BOD meeting to purchase new portables rather than used. This means that we will purchase both at the same time rather than the phased plan outlined in our charter school grant application
 - Two vendors are under consideration: Mobile Genius or Mobile Modular—regardless of vendor, permits will be required for install
 - Mobile Modular is side by side hybrid—this is the only vendor that provides the hybrid/side-by-side set up—Turn key cost \$292k—includes HVAC, dehumidification, etc
 - Mobile Genius—two portables, slightly more square footage than other vendor—turn key cost ~\$250; however not the all in cost--there are a few outstanding items that might contribute to price increase of ~\$8k
 - Separate buildings with minimum 30 ft between to be up to code
 - J. Yocum is working to get completely comparable estimates—we will wait on these to make a final decision.
 - We will not have portables plumbed due to cost of tying into well
 - Annual costs of operation beyond purchase are expected to be nominal
 - ii. A grant amendment was submitted to state of MD for approval to pull \$300 forward of unspent funds—request to use unspent funds
 - This is necessary due to purchase of both portables at once rather than the original phased purchase—more cost effective to purchase both portables at once

- iii. 4 month lead times for building with 6 month lead times for HVAC—we will work to decide this quickly once quotes come in to ensure these are in place for fall. Anticipate final information in the next week
 - iv. Teacher feedback—they are in agreement that having them together (hybrid) with a walkway is the best solution; this is also likely a safer situation for control and supervision in emergency.
 - v. Permitting—collaboration between SES, FCPS, and the company we work with—vendors will act as primary project managers, with FCPS there to assist
 - b. Greenhouse—most materials are here in storage, more in process; waiting on permits.
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- VII. Request for FFA sub pay (A. Yocum/B. Doney)
 - a. PTO will cover this cost--~\$300 between now and the end of the year
 - b. PTO will build this into the budget for next year
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- VIII. Lottery (A. Yocum)
 - a. Current Number—see attached addendum—current numbers suggest we will have a waitlist
 - b. Open House – January 17 @ 6 PM—information disseminated
 - i. Presentation—will be done by D. Getzendanner and A. Yocum
 - ii. Activities—S. Hahn and B. Doney are working on this along with some parent volunteers
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- VIII. Fundraising (A. Yocum)
 - a. The Great Outdoors Bingo – March 5—Lewistown Fire Co.
 - i. Planning Meeting – January 11@ 6 PM
 - ii. Suggestion: have classrooms make up baskets with something personalized from students
 - Would need to ask parents to donate materials
 - This would be for raffle basket
 - iii. We will also ask local businesses for donations for the raffle
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- IX. Charter School Advocacy Day (G. Cox)
 - a. MD Alliance is organizing visit to Annapolis —February 1 is tentative date
 - b. We will not be able to participate
 - c. Advocating for increased facilities funding
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- X. Charter Presentation to Board of Education – March 22 @ 6pm
 - a. Review of requirements-see addendum and email from Principle sent Jan 9, 2023
 - Need a narrative
 - Need a power point
 - b. Next steps
 - J. Finch will provide financials
 - D, Getzandanner, A. Yocum, and J. Finch will meet
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- XI. Elections (A. Yocum)
 - a. Who is staying on for another term?—

- N. Keller and C. McCauslin will step down
 - J. Finch is tentative
 - G. Cox will stay on but will no longer serve as secretary
- b. Nomination process
- Need to develop a nomination process
 - Only restriction for serving is individual cannot be current FCPS employee
 - N. Keller will help develop this process and A. Yocum will speak with G. Cox about participating
 - Develop a draft for February meeting
- XII. PTO Updates (M. Beil)
- a. First cultural arts events will be held October 12, 2023
 - b. January 20, 2023—5th and 6th grade school dances
 - c. January 29, 2023 roller skate night
- XIII. Discussion of Spanish teacher
- a. Charter indicated that this would be offered in 7th/8th grade
 - b. D. Getzandanner feels we are not well positioned to do this at the moment
 - c. Need to offer class 5 days per week but for only a partial day—this is problematic with only a 7th grade class
 - One option is to partner with Frederick Classical, but they are also struggling to fill their position
 - Remote instruction is an option; however, evidence suggests this won't work well
 - d. Decision point is whether we offer Spanish I in 7th grade or wait until 8th grade
 - If 7th, we would offer Spanish I and II; if 8th, grade then Spanish I at SES, and Spanish II in high school
 - We could also run a Spanish club
 - e. General consensus is that we wait to offer Spanish I in 8th grade, but we would leave the door open to add this back over time as the programming and staffing become more stabilized
 - Motion: look at cultural program moving forward—moved by N. Keller, 2nd S. Hahn-Approved
 - Suggestion: this is loss of cultural exposure; we should consider how to build some world culture elements into things like art and music. Alternatively, monthly cultural celebrations (themed)
 - PTO would be interested supporting these types of activities
- XIV. Request from CYA soccer to gym for drop in nights during the week for indoor soccer
- a. They have independent insurance
 - b. This cannot conflict with Clubhouse kids hours
 - c. Approved