

## Sabillasville Environmental School Board of Directors Meeting

April 10, 6:00 PM

In Attendance: Gary Cox, Alisha Yocum, Nancy Keller, Rob Koonz, Dawn Getzandanner, Shelby Hahn,

- I. Public Comment--none
- II. Minutes (A. Yocum) –
  - a. Approval of February Minutes-- February 2023 minutes approved as written (s. Hahn moved, R. Koonz second)
- I. Financials (J. Finch)-J. Finch unable to attend. A. Yocum gave overview
  - a. Maintenance costs ran over—but he has no concerns, we are in good shape
  - b. We have indicated to Frederick County that we will use all our funds
  - c. If we were to have surplus, we will decide at the end of the year how to handle this
  - d. Financials approved
- II. Principal's Report (D. Getzandanner)—Ms. Getzandanner indicates that much of report is focused on planning for next year.
  - a. Salary increase is expected to be ~7%, we will need to budget for this
  - b. Professional Development needs:
    - i. Bill Jackson did 2 days Professional Development with teachers—he suggestion is to make a concentrated effort to not jump around
    - ii. Principle suggests August session and fall session with focus on math—this is preference of teachers and admin—she suggests it for our consideration
    - iii. Teacher prep week in August is being cut by a single day. Four days total—one day will be the professional development with Bill Jackson
    - iv. If we have the budget, Principle suggests we plan to support per diem for teachers to do one extra day (it would need to be voluntary for teachers)
    - v. Planning for next year—provide subs to allow for ½ day per month to meet with all the teachers for additional professional development
    - vi. Professional development course to help teachers managing student behavior is suggested—program by Brian Mindler aimed at this.
      1. \$995/yr for online resources to be held for teachers during ALP block—Ms. Greenfield would facilitate—this would fall against next year's budget
      2. Tier 1 guidance—teachers across county are dealing with significant behavior issues
  - c. Learning cottage is on order; permit has been approved; site work can be scheduled to be done
  - d. Ms. Cecil is considering doing art workshops
    - i. Would also like to set up chorus and band but is dependent on getting teacher to commit
    - ii. If we run this as a club, we do not need a teacher or FCPS employee
  - e. Next year staffing—
    - i. Destiny Cecil will continue as 0.6 for us; 0.4 for Middletown—will map schedule

- ii. PE is filled and stand alone at 0.6
- iii. Music teacher remains unfilled at 0.6 position
- iv. Special ed position is advertised and has some applicants
- v. Grade 7 position is posted and there are applications; hoping to hire in the coming weeks (this is ELA history)
- vi. Jane Savage is retiring as of June 30—this position will post in May; hoping new person will in place by July 1
  - 1. Principle notes: She has been outstanding as the administrative assistant and will be missed
- vii. Summer PD needs: Summer planning to allow time for teacher reflection on past year and look ahead for next year—Principle proposes using excess PPA funds (this needs to be confirmed with J. Finch) to pay for 30 hours of teacher planning time. B. Doney would be the lead teacher for this.
  - 1. This would cost roughly \$7250 for eight staff; Barb Doney would receive \$1200 for presenter pay to operate as facilitator—this would fall under supplement teacher pay
  - 2. This will help the teachers be better prepared for the coming compared to this year when everyone was thrown in the deep end without prep
  - 3. S. Hahn moves to approve this expenditure; N. Keller seconds-- approved
- viii. Leadership team professional days—3 consecutive days for leadership team at end of August plus two more days that are spread across school year; 5 staff gets paid 5 per diem days—this covers leadership meeting throughout the year
- ix. Principle will be at Greenfest and we will have a table there
- x. Security update—from security office downtown—Principle is trying to ensure that the stream is showing live at all times
  - 1. Old software issue—to continue running we will need new server box and software—we will get quote in summer; Principle would like to increase the number of cameras in the building
  - 2. A. Yocam asks if we can get this quote ahead of summer for budgeting purposes
  - 3. Gary Cox asks—do cameras come under maintenance and repair costs (building costs)? We will have an engineering firm come in and do a facilities study so that we can plan for future major costs; everyday costs are fairly predictable now that we have gone through a year of expenditures
- xi. Zero holds in the building—they continue to do well in this area

### III. V. Facilities Updates (A. Yocum)

- a. Greenhouse –permit approved; PTO environmental committee is planning to erect this coming weekend
- b. Blinds—at January meeting teacher indicated that blinds need to be replaced due to being at end of life; we have two estimates:

- i. \$16k for lower grade blind; \$17k for better grade—difference is nominal. Recommend higher grade); light filters in but cannot see out. Shades rather than blinds
  - ii. Next steps—A. Yocum suggests that we use surplus grant money to replace; S. Hahn suggests we ensure we use funds and replace all
    - 1. N. Keller recommends that we purchase higher grade blinds for whole building, S. Hahn seconds
    - 2. We need to confirm with J. Finch that funds are available; assuming they are, we will vote remotely
    - 3. For gym—purchase another light box rather than blackout shades—cost of this is about \$5k
- IV. Lottery (A. Yocum) –final numbers have been provided, we are in good standing for enrollment this year
  - a. Everyone has confirmed and accepted seats so far and waitlists are good
- V. Fundraising (A. Yocum)
  - a. The Great Outdoors Bingo –sold 300 tickets (sold out); raised \$13k for the day
- VI. MSDE Visit (A. Yocum)
  - a. May 16, Reports submitted by May 1—physical visit—will need to generate reports by May 1; there will be a phone call with A. Yocum and D. Getzandanner to prep
- VII. Elections (N. Keller)
  - a. Nominations—six candidates
    - i. Eric Allen—VP Liganore winery
    - ii. Ashley Barber—Lippy Brothers Farms
    - iii. Bobby Black—owner of Catoctin Mountain Orchard
    - iv. Gary Keller—retired firefighter and farmer
    - v. Jon Claypack—business owner
    - vi. Denny Willard—owns Family Farm
  - b. For future
    - i. Patti Sandle
    - ii. Denise Shriver—co-owner Shriver Meats
    - iii. Stacy Schnelby-Washington County—Farm Bureau and Women’s Committee
  - c. We will plan and conduct interviews in next few weeks
- VIII. PTO Updates
  - a. Teacher appreciation week is May
- IX. Public Session is adjourned at 6:58pm Group moved into closed session.

Adjourned at 7:26pm

Respectfully Submitted,

Christine McCauslin