



**Frederick Classical Charter School, Inc.
Board of Trustees Meeting Agenda
April 8, 2024 | 7:00 p.m.**

*Meeting held by video conference
Minutes submitted by Cortney Krauss*

Present: Debbie Shoffner - Chair
Debbie Nnameka
Robert Wells
Aimee Bowersox
Raymond Harne
Cortney Krauss
Jessica Constant
Ed Greenslit
Rachel Hanson

Other Participants: Mr. Scott Conroy
Mr. Colin Kenny
Ms. Denise Olivero
Mr. Hayden Duke
Ms. Breanna Robinson
Ms. Laura Bolea
28 total participants

Public Session (7pm)

- Call to Order and Welcome: Called to order and welcome at 7:05 pm.
- Approve Agenda– Ms. Krauss moved to adopt the draft agenda distributed on 4/8/24. Mr. Wells seconded. All in favor. Motion approved.
- Public Comment: Read by Ms. Hanson on behalf Ms. Danielle Tracy:

I recently noticed that the reason for my resignation from the board of trustees was shared publicly during the 2/4/24 public meeting and posted to the FCCS, Inc. website inaccurately. I don't understand why this was done instead of providing the true reason or no reason at all and feel the need for correction. First let me say that I tried to resolve this following the official grievance policy on the FCCS, Inc. website, but was told by the FCCS BOT that their investigation resulted in no code of conduct violations.

Both of these are examples of reasons that I resigned. In looking for the right words, I found the classical term "sophist", which can be used as a term for a person who twists facts and provides misinterpretations in an effort to appear infallible. Due to this idea of infallibility, progress was resisted, ideas suppressed and correcting course was impossible. Please know that I joined the board with high hopes of being a neutral and objective member after hearing the complaints of a "few vocal parents" and the repeated probations. Ultimately, my expectations of being a board member and the reality was vastly different. I joined to volunteer my time in a positive way. I was not interested in politics and image.

Here is the exact text from my letter of resignation:

"I do not feel that I can make good use of my time and contribute positively and productively to the board or FCCS. Dedicating 15 to 30 hours a week and having to constantly fight for information and collaboration is not sustainable or good for me or my family's well being. There is a lot to be worked on both governance and project wise that I truly hope you are able to figure out. I encourage you all to do your own research and stand up for what's right and what's necessary for the longevity of our school."

Here is the exact text from the President's report:

Soon after our December public meeting, Ms. Tracey submitted her letter of resignation as the secretary on the Board. The number of hours required for the responsibilities of the position, the volume of work needing to be done, and maintaining a work/life balance for her family was challenging. We greatly appreciate her energy and efforts while serving and understand that this volunteer role can be difficult at times.

I hope that you can see the difference between my true reasoning and the reasoning that was provided, and understand my indignation.

- Danielle Tracey

Reports

- President's Report: Presented by Ms. Shoffner; Requests for community to reach out to BOE and FCPS to request extension of deadline for RFP on Yellow Springs Elementary School (YSES) lease; BOT needs the opportunity to do due diligence with SMEs in order to make a financially sound decision
- Accounting and Finance Report: Presented by Ms. Constant; SY24 budget request sent to committees and clubs
- Facility Report: Presented by Mr. Wells; some issue with latches on front doors, trying to keep up with repairs; Wenbrooke visited to look at plumbing, HVAC and electrical; plumbing looks decent; some corrosion on bathroom plumbing, quote for maintenance will be sent; electrical systems are well maintained; MD Charter Alliance facilities funding does not seem likely to pass and anticipating budget cuts across for schools will impact budgets and funds; needs to maintain the building to reduce costs— all community assistance is appreciated
- Membership Meeting Report: Presented by Ms. Krauss; the annual Membership Meeting will take place on Monday, April 29, at 7 p.m. in the FCCS cafeteria. Proxy forms

will be distributed to scholars and posted online. Quorum is needed for official business to take place, including the election of officers.

- Nominating Committee Report: Presented by Mr. Duke; Nominating Committee completed work for membership meeting; committee worked hard to interview candidates; rolling applications for interested BOT members so that there is a bank of interested and vetted candidates for future appointments; two emails received from community members with concerns about the workings of the BOT, but Nominating Committee wants to emphasize that they have to operate within the confines of their committee which is making recommendations for the BOT slate of candidates; community feedback is welcome, however members are encouraged to either consider running for the BOT or to join the election ballot via petition, as outlined in the by-laws
- PTC Report: Presented by Ms. Denise Olivero, looking for committee leadership for the upcoming school year; committee is actively recruiting volunteers; Teacher appreciation activities are being planned for week of May 6, as well as end of school year activities such as school picnic and a summer uniform swap.
- Communications Subcommittee Report: Presented by Ms. Krauss, on behalf of Ms. Laura Summers:
The communications committee is planning to complete a website update in the coming weeks/months. We will be moving from an old version of Squarespace to the newest version. Unfortunately, our content will not automatically transfer to the new site. The communications committee is seeking 10 volunteers from the FCCS community to help with this transition. Volunteers need not be tech savvy as we will simply be copying content from the current website and pasting it into word documents. The goal is to have all content moved to the new site by the time the current site's contract expires early next school year. If you are interested in volunteering, please send an email to communications@frederickclassicalcharterschool.org.
- Head of School Report: Mr. Conroy presented the HOS report; Term 3 report cards to be sent home; well over 1100 applicants to the SY24-25 lottery; the solar eclipse was an exciting and creative day at FCCS; testing "season" starts week of April 15; Mr. Kenny and Mr. Conroy worked on "to-do" list during spring break: budget for the BOT, annual report for BOT, and reviewed the upcoming calendar; admin had an opportunity to tour Yellow Springs Elementary School (YSES) and meet with AP: highlights include larger classrooms, offices and small group work space; two art rooms, media center, music room, large cafeteria and stage, gym, multiple playgrounds and green space, sensory space; good feeling from the building; Admin recognizes that they do not know how the finances will work out; 75% of staff responded to survey excited about the potential move; about 20% requested more information; 1 person said that they did not want to move; presents great opportunity to think about next 5-10 years; unique opportunity for scholars to be in a traditional school building
- Mr. Kenny expressed that visit occurred during heavy rain and the building was not showing any leaks; water needs to be checked because it is from a well; AP wasn't aware of any major maintenance issues; building seems to have good bones; recognizes the tight time frame from FCPS, but encourages BOT to pursue the opportunity with earnest

Unfinished Business

- Handbook updates: Google Form will be sent in this week's Griffin Gazette to the community outlining the proposed changes and providing an opportunity for community input.

New Business Items

- 3/8/2024 BOT public meeting minutes. Ms. Krauss made a motion. Mr. Greenslit seconded, All in favor. Motion approved.
- 3/20/2024 BOT public work session minutes. Ms. Krauss made a motion. Mr. Wells seconded. All in favor. Motion approved.
- Discussion regarding facility; Community Q&A:
 - Ms. Constant: Would the administration be willing to support the BOT in their request for an extension on the RFP deadline?
 - *Yes, administration is willing to support.*
 - Ms. Robinson (community member): What would the portables on site be used for? Will FCCS utilize the classroom portables?
 - *Need to clarify if portables are included in the lease agreement, but would not be necessary for the current footprint of FCCS*
 - Mr. Scott Conroy: Will there be any furniture and or materials left in the building with YSES vacates the building?
 - *Information has not been provided other than a blueprint of the building, so FCCS will need to inquire*
 - Ms. Shoffner: How will FCCS move their existing materials to YSES as to not disrupt the school environment for scholars?
 - How will FCCS plan for a variable timeline, if YSES does not open a new school according to the anticipated timeline?
 - Mr. Greenslit: Can we submit a list of questions to FCPS, while in the process of submitting the RFP?
 - *Yes, and Ms. Shoffner engaged with Sabillasville Environmental Charter School for guidance, as they have engaged in this process previously with FCPS*
 - Ms. Shoffner is generating a list of questions and plans to submit for more information to FCPS
 - Mr. Charles Venedam (community member): Will there be a possibility of offering bus stops for FCCS families who may feel like there is a burden with the new location and providing transportation for their scholars?
 - *FCPS will not provide transportation, however there has been interest in creating a carpool/van share for families, however this may be a task for committee work*
 - Ms. Bowersox: With regard to updates to the building, there is concern about the current state of major systems and anticipated maintenance and updates, so

financial analysis can be conducted.

- *FCPS should have this information readily available; Mr. Wells is working on this task.*
- Ms. Hanson: Does the building look like it needs major renovations or repairs?
 - *By appearances, the building looks to be in good shape. However, the hidden costs, such as maintenance, need to be researched.*
- Ms. Olivero: Has FCPS indicated other uses for the YSES site?
 - *According to BoardDocs, the site is to be offered to charter schools and to best of our knowledge, FCCS is the only charter school engaging in the RFP process*
- Ms. Angela Igbokwe: Will there be a direct on the lottery acceptance?
 - *No, the same number of students will be admitted, but the portables give the opportunity for expansion, if the community adopts the amendment to expand the total number of students enrolled.*
- Ms. Rachel Wells (community member): Is there still a dedicated group of individuals looking for a new site after 10 years? Will it be written into our agreement the exact date of lease expiration?
 - *There needs to be a committee planning for location after the 10 year lease expires. FCPS indicated that after the 10 year lease expires, the building will be reclaimed and demolished. Lawyers will be involved in drafting the lease to protect FCCS, in the event of early termination*
- Ms. Andrea Ormsby (community member): Will where the current YSES students be relocated, considering the impact on traffic?
 - *The new school site will be on a different plot of land and accessed via a different route, as the best of our knowledge*
- Ms. Bowersox: What happens if the RFP deadline is not extended?
 - *BOT will do their best to create the best RFP possible with the information that we have available to us.*
- Ms. Hanson: Can the BOT hire an inspector to examine the building?
 - *We need three bids, the cost needs to be approved by the BOT, and it needs to be scheduled, so it is not possible in the short timeline provided by FCPS*
- Ms. Bowersox: Are there any inspectors in our FCCS community who would be willing to volunteer time? Who should FCCS members contact to ask for an extension?
 - *Members should use the general BOE inbox.*
- Mr. Conroy: Is there a building usage component? If so, administrators will provide information.
 - *Yes*
- Ms. Breanna Robinson (community member): What language should the community use in contacting the BOE?
 - *A gracious tone and email, as FCCS, Inc. wants this opportunity and to come together as a community to be able to do the work to submit the RFP, but also the opportunity to do due diligence*

- FCCS, Inc. Style Guide: Ms. Krauss motioned to approve the draft FCCS, Inc. Style Guide. Ms. Constant seconded. All in favor. Motion approved.
- Teacher Appreciation fund request: Ms. Breanna Robinson is leading the effort on Teacher Appreciation effort for teachers, in regards to door decorations; \$250 is requested to cover purchasing of materials. Mr. Wells made a motion to approve up to \$250 for materials related to Teacher Appreciation. Ms. Bowersox seconded. All in favor. Motion approved.
- Book Club fund request: Ms. Laura Bolea presented an opportunity for the book club to meet the author of *Wild Oak* virtually, which will be an educational opportunity on the creative writing process and then a Q&A. Author is providing a 50% scholarship to FCCS, Inc., so the cost will be \$150. There are 17 scholars in the Book Club. Funds are not part of the Student Activity Fund. Mr. Wells made a motion to support the Book Club's request for \$150 for the presentation by Ms. Harrington, the author of *Wild Oak*. All in favor. Motion approved.
- Mr. Wells made a motion to adjourn the open session to move to closed session for business related to "other law" exemption. Mr. Greenslit seconded. All in favor. Motion approved.

Public session adjourned at 9:06 p.m.

Closed Session

Business related to "other law" exemption

Meeting adjourned at 10:10 p.m.