

GreenMount Board of Trustees Minutes
July 16, 2020

Board members present remotely: Angelo Otterbein, Shannon Snow, John Abell, Tracy Pietrzak, Kristen Bright, Kelley Gludt, Emily Levenson, Jennifer Malloy, Sharon Metzler-Baron, Colm O'Comartun, Natalie Pope, Carlos Rodriguez, Megan Roth, Catherine Stokes

Others present remotely: Liz Dover, Jen Seletzky

Minutes: *Action* - The June minutes were approved without corrections.

Finance Committee: John reviewed the year end budget. Jen is working with the accountant on the final journal entries, but overall, the numbers for May and June are similar and our assets remain strong. John also reviewed the profit and loss sheets. Our actual income is greater than the budget due to tuition, ECHOES and the Annual Fund, and our expenses are under budget. We will have final finance reports to be reviewed at the September board meeting once the audit is complete. Liz discussed how the school works hard to manage our finances carefully. Jen discussed how the surplus can help us for next year.

Admissions Report: As of today there are 113 enrolled students with additional applications/inquiries. Laura is working on virtual admissions protocols. She is also working with Amy and a current parent, Todd Harvey from Mission Media, on a virtual tour. Liz discussed the difficulties in assessing children online.

Building and Campus Planning Report: Heather sent pictures of the work around the school. The Department of Public Works dug a large area to fix a storm drain break. They will be back for additional work and the goal is to eventually have this area as a replacement access point for the back park. We also reviewed pictures of the inside renovations. The former art room will become the new second grade classroom, and the wall in the first grade classroom is being moved so there is access to the outdoor classroom from the hallway. Every classroom will have access to a sink and doors with screens for fresh air. We are also retrofitting the outdoor classroom so it will be usable for more of the year.

Liz discussed other news: BGE is running new conduit for gas lines near the school. The lease negotiations are progressing, but are still in the process of being finalized.

COVID-19 Task Force update: The new committee met last week. Heather discussed the building upgrades including new filters, renovations, dividers for the gym to use as two classrooms, hand sanitizer stations and an electrostatic sprayer. They discussed ideas/concerns such as COVID testing, ways to check temperature, procedure if a positive test/contract tracing, having a flu vaccine available on campus, masks and a gradual approach to return to learning. There will be another COVID task force meeting next week.

Head of School Report: Liz reported that although we did not have a spring fundraiser, we did exceed the Annual Fund goal. Gabi and Kelley have been working on policies and procedures and brainstorming about what is possible for CO-OP next year.

Liz also discussed the family and employee reopening surveys. The majority of families and employees said they would be comfortable coming to school with procedures in place, a sizable portion were unsure, and about ten families said they would not return in person. The majority

of families and employees said they wanted blended learning although there were portions in both groups that preferred to be in school every day or preferred distance only learning. Many employees only had desktops and the Chromebooks were not ideal for teaching via distance learning, therefore upgrades were made so every faculty has a capable laptop. Liz reviewed other aspects of the survey including issues around ways to build community, communication and the potential to offer the influenza vaccine on site.

Liz reviewed her consultations with AIMS, our school lawyer, insurance broker and is working on a connection with the Baltimore City Health Department. She discussed the many sources of information she is reviewing as well as considering social justice issues around reopening. She proposes a conservative approach to re-entry where students stay in their space with teachers moving around, and as much outside time as possible. The school will reassess after each week and adjust as needed. The proposed schedule would include the following:

Week #1 - 2 hr programming, morning and afternoon shifts, no more than two grades at one time, focus on being outside and practicing procedures. Virtual stream as possible for at home students, begin some distance learning.

Week #2-4 - move to ½ day programming with morning and afternoon shifts, goal to move to a full day in school on a rotating schedule.

There were questions about safety with being outside and Liz discussed the changing role of administrators in providing additional monitoring. We discussed questions about requiring vaccinations, and procedures with any positive cases. The faculty has done a lot of faculty development this summer focused on distance learning. We discussed the idea of flipped classrooms where teachers record a lesson to be watched by students on their own time with meetings for small group discussions. Kristen mentioned the idea of modules and the idea of transitions at set points in time. We also discussed ways to monitor and log temperatures in a meaningful way to identify trends.

Liz also discussed the work faculty has been doing on diversity, equity, inclusion and justice themes this summer. She hopes to work with a group of consultants for faculty training, a book discussion and strategic planning. The faculty will be dedicating the themes this year to social justice.