



Frederick Classical Charter School, Inc.

Membership Meeting

April 30, 2019

Minutes submitted by Secretary Allison Rizzo

Meeting called to order by President Nkechi Ileka-Adeoye

Presentation of State of School material

Confirmation of Quorum reported by Board Secretary

Business conducted

Motion presented to grant permission to the FCCS, Inc. Board of Trustees to negotiate and secure financing and/or leasing arrangement(s) between May 2019 and July 2022 up to the amount of \$10,000,000 for the acquisition or leasing of land and the acquisition, development, and construction of a school building for Frederick Classical Charter School. VOTE. Motion passed.

Meeting adjourned without contest

Attachments

Notice

Agenda

Presentation



April 20, 2019

Dear FCCS Parents/Guardians, Staff, and Founding Members,

The State of School Spring Membership Meeting of Frederick Classical Charter School, Inc. will be held on **Tuesday, April 30, 2019 at 7:00pm** in the FCCS gymnasium. Please arrive early to sign in. Members of FCCS, Inc. are current parents/guardians of record, current staff employed at FCCS, and founding members listed in the charter application. The meeting agenda includes a presentation from our architect about a new school facility, a report from the Head of School, a report from the Treasurer, and a question/answer session.

There is one important item of business that requires a membership vote:

Motion to grant permission to the FCCS, Inc. Board of Trustees to negotiate and secure financing and/or leasing arrangement(s) between May 2019 and July 2022 up to the amount of \$10,000,000 for the acquisition or leasing of land and the acquisition, development, and construction of a school building for Frederick Classical Charter School.

The organization's bylaws require 25% of members to attend in order for any business to be conducted. Please plan to attend or participate by submitting your proxy.

The enclosed Member Proxy Form can be returned to the school at any time or brought to the meeting. Remember, each parent or guardian of record counts as an individual member, so please bring your spouse or your spouse's proxy form to the meeting, if applicable. An additional proxy form for parents from separate households is also available. If members do not execute the duty to participate and quorum is not met, an additional meeting may be required.

Childcare will be available in the FCCS cafeteria for children ages 3-14. Please arrive by 6:30pm to register your child(ren).

Your role as a member of the organization is important and we appreciate your interest in the school and your support by attending this informative meeting. Thank you for your continued support!

Sincerely,

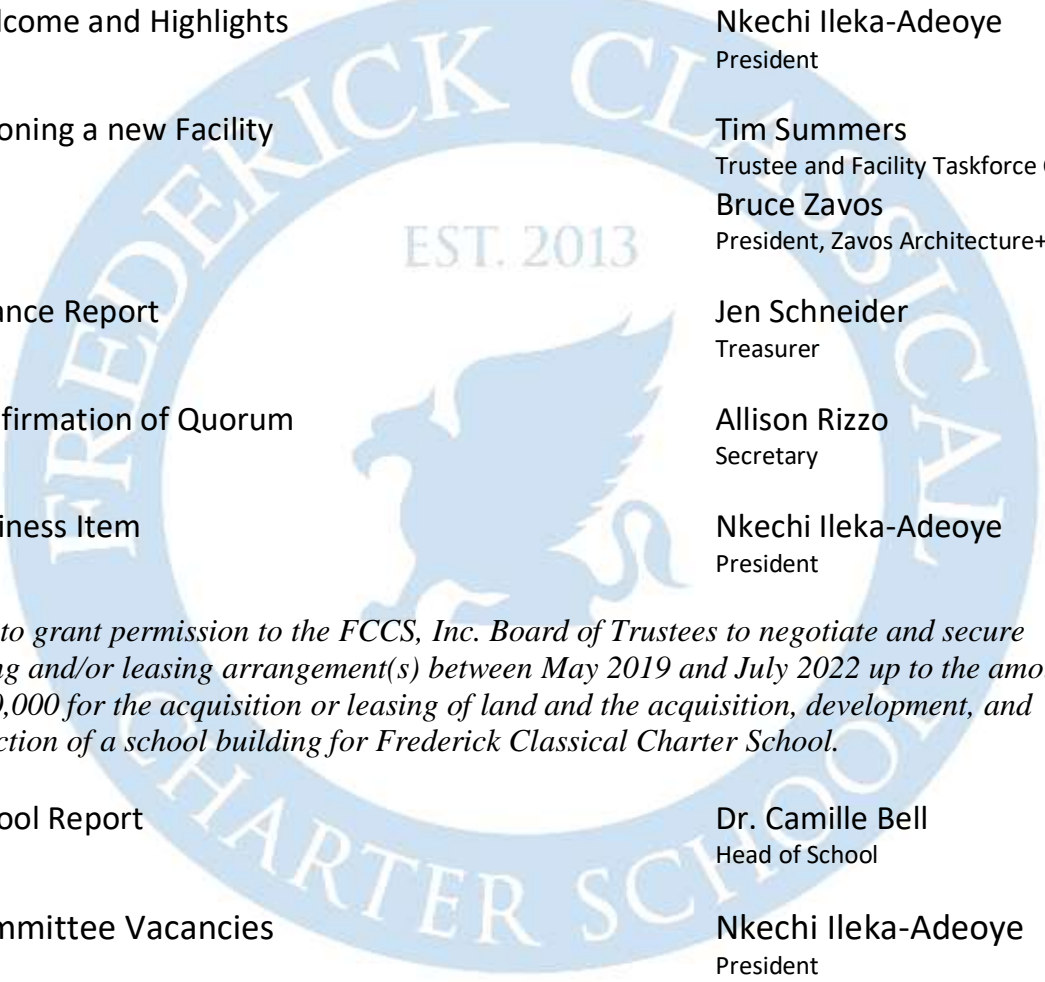
*The Board of Trustees
Frederick Classical Charter School, Inc.*

See attachments:

[Meeting agenda](#)

[Proxy](#)

Frederick Classical Charter School, Inc.
Spring State of School Membership Meeting
Tuesday, April 30, 2019
7:00 PM

- 
- I. Welcome and Highlights Nkechi Ileka-Adeoye
President
- II. Visioning a new Facility Tim Summers
Trustee and Facility Taskforce Chair
Bruce Zavos
President, Zavos Architecture+Design
- III. Finance Report Jen Schneider
Treasurer
- IV. Confirmation of Quorum Allison Rizzo
Secretary
- V. Business Item Nkechi Ileka-Adeoye
President
- Motion to grant permission to the FCCS, Inc. Board of Trustees to negotiate and secure financing and/or leasing arrangement(s) between May 2019 and July 2022 up to the amount of \$10,000,000 for the acquisition or leasing of land and the acquisition, development, and construction of a school building for Frederick Classical Charter School.*
- VI. School Report Dr. Camille Bell
Head of School
- VII. Committee Vacancies Nkechi Ileka-Adeoye
President
- VIII. Q & A Nkechi Ileka-Adeoye
President
- IX. Closing Remarks Nkechi Ileka-Adeoye
President
- X. Adjourn



Spring State of School & Membership Meeting

April 30, 2019



WELCOME

Nkechi Ileka-Adeoye, President



NEW FACILITY

Tim Summers, Trustee

Facility Team



Zavos Architecture+Design

Hannah Weikal

Bruce Zavos

MacRo, Ltd.

Ashleigh Kiggans - realtor

Rocky Mackintosh – realtor/advisor

Jones Lang Lasalle

Michelle Dandeneua – project manager

Ethan Zweig – project manager

John Gibb – financial advisor

Parent Volunteers

Sue Middleton, Founding Board

Jen Schneider, Treasurer

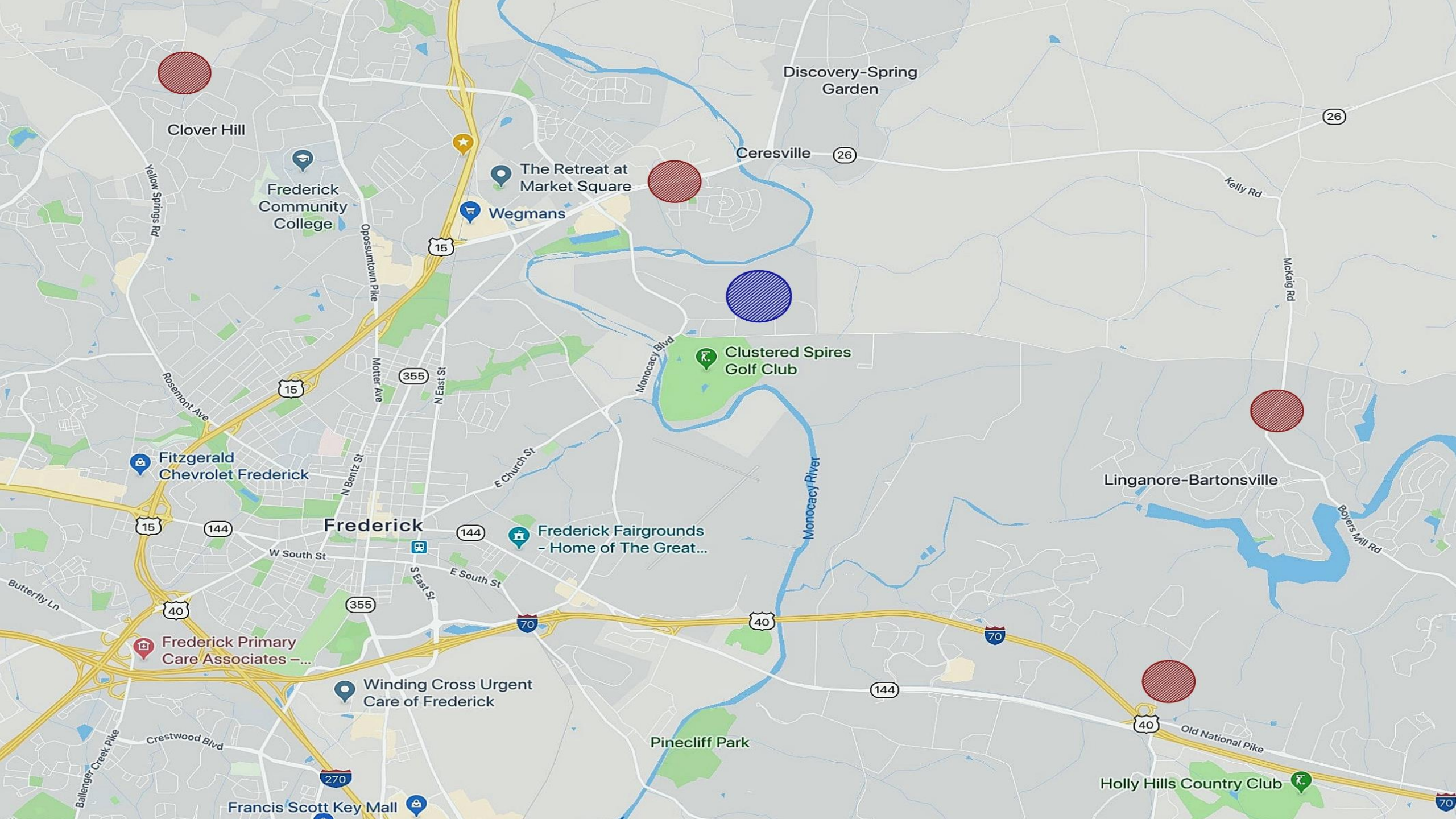
Mike Seibert, National Park Service

Randy Sibold, Clark Construction

Tim Summers, Trustee

Mike Swanson, Terra Solutions Engineering

Danielle Tracy, RRD



Clover Hill

Frederick Community College

The Retreat at Market Square

Wegmans

Ceresville

Clustering Spires Golf Club

Fitzgerald Chevrolet Frederick

Frederick

Frederick Fairgrounds - Home of The Great...

Linganore-Bartonville

Frederick Primary Care Associates

Winding Cross Urgent Care of Frederick

Pinecliff Park

Holly Hills Country Club

Francis Scott Key Mall

Design Phases



- **Programming Phase**
- **Schematic Design Phase**
- **Design Development Phase**
- **Construction Documentation Phase**
- **Bidding Negotiation Phase**
- **Construction Administration Phase**

Programming Phase Breakdown





Debt Financing for New School

Financial Institutions Expressing Interest	Pros & Cons of Tax-Exempt Bank Private Placement		Pros & Cons of Tax-Exempt Bond Issuance	
	Pros	Cons	Pros	Cons
BB&T Capital Markets	<p>Lower up-front issuance costs</p> <p>No debt service reserve required</p> <p>Banks typically more forgiving if covenants violated</p> <p>Ground lease acceptable to all but one bank</p>	<p>Maximum term of 10 years but with longer amort</p> <p>Typically require a LTV of 80% to appraised value</p> <p>Typically require movement of banking services to lender</p> <p>Prepayment with "make whole" penalty</p>	100% Financing	Bonds not typically callable before 10 years
Robert W. Baird Capital Markets				
Eagle Bank Private Placement				
Building Hope Credit Enhancement			30 to 35 year terms	Debt service reserve required
City First Bank Private Placement				
First United Bank Private Placement				
PNC Bank Private Placement			Competitive rates	Higher up-front issuance costs
M&T Bank Private Placement				
United Bank Private Placement				
	Ground lease acceptable	Bondholders not typically forgiving if covenants violated		



FINANCE REPORT

Jen Schneider, Treasurer



Financial Overview

Frederick Classical Charter School, Inc. is:

- A corporation registered in Maryland
- Tax-exempt under section 501(c)(3)
- Receiving \$10,047 per student funding from FCPS
- Leasing our facility



Financial Highlights

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
	SY 2014	SY 2015	SY 2016	SY 2017	SY 2018	SY 2019
	Actual	Actual	Actual	Actual	Actual	Actual
Grades Served	K-6	K-7	K-8	K-8	K-8	K-8
Max Enrollment	280	320	360	360	368	376
Actual Enrollment	280	315	353	357	368	376
Enrollment Rate	100.0%	98.4%	98.1%	99.2%	100.0%	100.0%
Surplus (Deficit)	\$353,979	\$137,375	\$ (156,768)	\$53,292	\$138,654	\$101,455

2019 Performance

9 Months Ended March 31, 2019

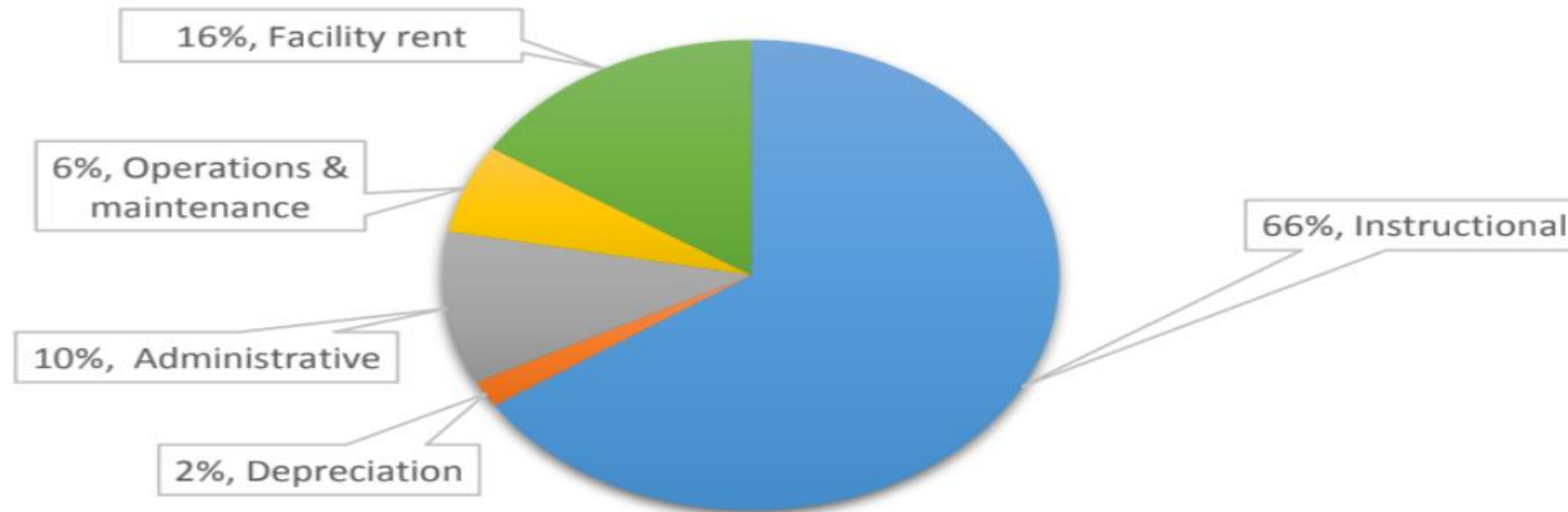
Surplus of \$84,612

Surplus Inclusive of Legal Settlement of \$747,352

Net Assets of \$1,331,399

Working Capital of \$1,207,981

Use of Funds





CONFIRMATION OF QUORUM

Allison Rizzo, Secretary



Motion to grant permission to the FCCS, Inc. Board of Trustees to negotiate and secure financing and/or leasing arrangement(s) between May 2019 and July 2022 up to the amount of \$10,000,000 for the acquisition or leasing of land and the acquisition, development, and construction of a school building for Frederick Classical Charter School.

APPROVAL VOTE

Nkechi Ileka-Adeoye, President



SCHOOL REPORT

Dr. Camille Bell, Head of School



COMMITTEE VACANCIES

Nkechi Ileka-Adeoye, President

Transportation Exploratory Committee



Develop plan to offer bus transportation to as many students as possible

Significant new funding potentially available if transportation is provided

Likely a collaborative effort with Monocacy Valley Montessori and Carroll Creek Montessori charter schools



MEMBER Q & A

Nkechi Ileka-Adeoye, President



CLOSING REMARKS

Nkechi Ileka-Adeoye, President



THANK YOU
for ATTENDING and
SUPPORTING
FCCS!

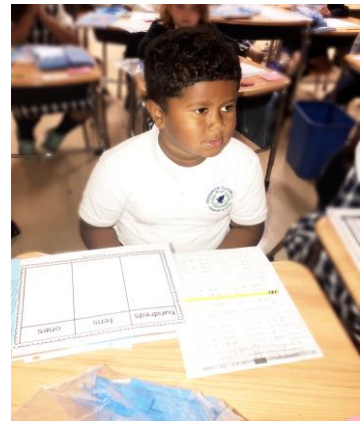
State of School Address

Dr. Camille S. Bell
Head-of-School
4/30/19



2018 - 2019 Accomplishments

- **Successfully implemented i-Ready Diagnostic in Reading & Math**
 - Saw steady increases in both Math and ELA schoolwide from
 - Diagnostic 1 & Diagnostic 2
 - Created an Enrichment-Intervention block for all students to provide differentiated instructional opportunities
- **Identified Reading Street Curriculum' short comings and was able to discontinue its use with our scholars**
 - Replaced with Ready Reading & Writing to ensure that students were exposed to standards based vocabulary much earlier.
- **Worked diligently to embed State standards with teaching and learning here at FCCS**
- **Began celebrating instructional growth for all students along with quarterly recognition of Honors & High Honor Roll students**
- **Created a comprehensive Master Schedule to provide A & B Day opportunities**
 - Offered foreign languages in whole blocks vs simultaneously teaching



2018 - 2019 Accomplishments cont.

- Successfully presented the Annual Report to the Board of Education
 - Amendments passed to update curriculum
 - Removed DIEBELS in grades 3 - 6 in both reading and math
 - Made i-Ready Diagnostics our progress monitoring tool moving forward
- Successfully featured in the Frederick News Post
- Reincorporation of School Virtues
- Created an Instructional Center for our Diverse Learners that provides them an opportunity to learn with dignity
- Head of School went to visit 3 Classical Schools this school year, and a Classical Conference to better prepare for next year's strategic planning.



2018-2019 Shortcomings



We have struggled this year with the following:

- Community unrest due to change in instructional leader and curriculum
- Negative perception survey with decreases in teacher and parent satisfaction
- Parent withdrawing their students who thought that the school was no longer classical
- Need a common definition of classical, as it changes with the people that you ask.
- Professional Development time is not fluid because of district scheduling
- Rampant rumors and false information being spread in the community causing ongoing misunderstandings regarding our instructional focus.
- Poor perception of FCCS in the FCPS community due to school's history
- Difficulties securing long term substitute teachers
- Board of Trustees and Head of School are not on the same page
- More Parent Volunteers needed to support the school

Instructional Priorities - 2018 - 2020



Instructional Priorities 2018- 2020



Year 1 - Dr. Bell's Leadership

- **Increase Student Achievement on Standardized Assessments**
 - 2018 data showed us in an unfavorable position with respects to like schools
 - We must level off achievement and improve our placement with respects to our comparative schools
- **Create a Research Based Intervention Program**
 - I- Ready Diagnostics have been adopted by the BOT and approved by the BOE for our school
 - Progress Monitoring will continue to gage student mastery
 - DIEBELS will continue to be used in grades K-2
 - Creating an Intervention/Enrichment block to provide differentiated instruction
- **FCCS Special Education Reform**
 - Allowing students equal access to content through modification and differentiation

Instructional Priorities 2019 - 2020

Year 2 - Dr. Bell's Leadership



- **Continued monitoring of student achievement outcomes in all subgroups**
 - Commitment to an ELA and Writing program that is inclusive of our instructional priorities here at FCCS. (Implementation Year 2)
- **Monthly Classical Development provided for consistency across grade levels. (Year 1)**
- **Creating a comprehensive Scope & Sequence that aligns State standards, materials of instruction and instructional pacing to ensure that MCAP standards are taught prior to assessment. (Year 1)**
- **Professional Learning:** Designate key times to provide teachers an opportunity to align classical philosophy and instructional needs to ensure a common instructional language and practice schoolwide. (Year 1)
- **Create a better relationship between the BOT and the Head of School.**



Strategic Planning 2019 - 2020

2019 - 2020 Strategic Planning



WHAT MUST HAPPEN MOVING FORWARD IN ORDER TO GROW OUR PROGRAM:

We are proposing the following:

- Summer intensive will include the leadership team members and willing participants brought together to begin work on the scope and sequence which has not happened with fidelity here at FCCS.
- Two (2) hour early dismissals embedded in the school schedule per month to focus on the needed professional development for teachers in the building.
 - This is a common practice that charter schools use to professionally grow their staff
- **Professional Development will happen for 4 hours per month to get the school community on the same page. This will include the following:**
 - Department meetings to highlight pacing and curriculum content
 - Identification of schoolwide Classical markers to ensure a common practice and universal language around delivering classical content, while ensuring that all students have equal access
 - Using data and assessment to drive instruction
 - Collaboration across content areas
 - **ELA - HISTORY - ART - MUSIC**
 - Building teacher and student efficacy around teaching and learning

Master Schedule 2019 - 2020

After receiving feedback from parents, the following adjustments have been made to the Master Schedule to include the following:



- **Homebase period has been shortened by 10 minutes to provide more time for instruction**
- Writing will be taught across the grade level by both teachers to level out instructional time.
 - this is a change in 2nd, 3rd & 4th grades
- **History & Science will move to an Aday/Bday schedule for 60 minutes every other day to provide teachers more time for lesson completion.**
- Increased a .5 Spanish position to support with intervention in 3rd & 5th grades.
- **Middle School core classes have been increased to 50 minutes**
- Art position has been reduced from 1.0 to .75
- **Staggered middle school transitions to reduce amount of cross grade level traffic in the hallways.**

BOTH SCHOOL LEADERSHIP TEAM AND INSTRUCTIONAL TEAM VETTED THE SCHEDULE.

Proposed Early Dismissal Days 2019- 2020

September 13th & September 27th

October 4th & October 18th

November 1st & November 15th

December 6th

January 3rd & 17th

February 7th & Feb 21st

March 6th & 20th

April 3rd & April 17th

May 1st & 15th & 29th

June 12th



IMPROVING SCHOOL CLIMATE IN THE 2019 - 2020 SY



Addressing Improvement in School Culture



- **Community unrest due to change in instructional leader and curriculum**
 - Planning to have some chat and chews with families to determine where the dissatisfaction stems from.
 - More intentional work is needed to reduce counterproductive behavior from the entire community
- **Professional Development times are not fluid because of district scheduling**
 - Change in the calendar will eliminate this problem
- **More Parent Volunteers needed to support the school**
 - We have several committees that need support. Our few active volunteers can't do it all. Because of the limited resources, we need parents signing up to support the work that we are doing here at FCCS.
- **Rampant rumors and false information being spread in the community causing ongoing misunderstandings regarding our instructional focus.**
 - Asking parents to please let me know if you hear something that you're unsure about to reduce the perpetuation of false information

Addressing Improvement in School Culture

- **Poor perception of FCCS in the FCPS community due to school's history**
 - We need to rebrand the FCCS image as positive and inclusive of all students through an intentional marketing campaign
 - Increase our visibility in the community
 - Develop partnerships with other community organizations
 - Being a more virtuous community; remembering that our scholars come before adult agendas.
 - Work more closely with FCPS District Leaders to allow them more opportunities to see us in a favorable light.



Are there any questions from the community?