WCPS | Washington County Public Schools
10435 Downsville Pike
Hagerstown, MD 21740
301-766-2800

MEETING MINUTES

Facilities and Enrollment Advisory Committee Meeting

January 15, 2025

Committee Members Present:
Teqia Aytch – North Hagerstown
Jennifer Bausman – Smithsburg
Amanda Crawford – Clear Spring
Kristina DiMonte – South Hagerstown – Co-Chair
Paul Fulk – Williamsport
Julie Hartman – Boonsboro
Joseph Jefferson – North Hagerstown – Co-Chair
Judith Kerns – Boonsboro
Jamie Myers – Hancock
Kent Niedzielski – Clear Spring

Staff Members Present:
Chad Criswell, Senior Project Manager and Planning Supervisor, Facilities
Matthew Burton, Construction Supervisor, Facilities
Robert Rollins, Director of Facilities
Wendy Smith, Administrative Assistant IV, Facilities

Summary of the Discussion of the Facilities and Enrollment Advisory Committee (FEAC, the Committee):

I. Welcome/Introduction of FEAC Members/Review of Agenda

All persons in attendance, Committee Members and Staff introduced themselves.

Staff advised Committee Members that anytime they have questions they may send an email to the Staff Liaison to the Committee, Chad Criswell at criswcha@wcps.k12.md.us and copy Wendy Smith, Administrative Assistant at smithwe@wcps.k12.md.us as well as newly elected Co-Chairs of the Committee Joseph Jefferson at max41265@yahoo.com and Kristina DiMonte at kristina.dimonte@gmail.com.

Staff informed the Committee that typically the Committee meets twice per year.

The first meeting usually occurs in late May/early June to review the Draft Educational Facilities Master Plan (EFMP). During this meeting the Committee may review enrollment projections, large developments throughout the county and their potential impacts on student enrollment, and be advised of the 10-year plan for Capital projects.

The Committee normally meets again in late November early December to review Enrollment Data and Free and Reduced Meal Eligibility Rates. Staff noted that additional meetings occur when a Charge is received from the Board of Education (Board) directing the Committee to review items related to school enrollment, capacities, closures, or to provide recommendations on attendance zone realignments (i.e. redistricting) for the Board to consider.

At this time, based on the Board approved closure of Hickory Elementary School and Fountain Rock Elementary School, upon the opening of the new Downsville Pike Elementary School, staff anticipates the Board will issue a Charge to the Committee this Spring to minimally develop an attendance boundary for the new school, and reassign students from the schools being closed. Staff noted that Downsville Pike Elementary School is scheduled for opening in August of 2027. Once the Charge is received the Committee will be notified and should expect to meet approximately every two weeks at various points during the process until the Committee decides on a recommendation to forward to the Board.

II. Review of the September 2024 Enrollment and Free and Reduced Meal Eligibility Rates

Staff presented the Committee the 2024 Enrollment and Free and Reduced Meal Eligibility Rates that were presented to the Board at its December 17, 2024, meeting.

The enrollment data was presented with a focus on K-12 enrollment numbers as these are the basis on which State compensatory funding is determined. State compensatory funding provided to each Maryland county, is calculated through a formula made up of multiple components, including Free and Reduced Meal Students and the total eligible K-12 enrollment. Staff noted that the Pre-K enrollment is presented separately because, although the enrollment in this program is not considered when determining compensatory funding, it does impact available seat capacity throughout the system. Unlike grades K-12, where enrollment is open to all eligible residents of Washington County, the available Pre-K seats at each facility that offers the Pre-K program are limited. This results in a fairly stable number of Pre-K students throughout the year, with totals bounded by the number of program seats available.
Staff presented a comparison of the September 2023 enrollment to the September 2024 enrollment from both a county wide perspective, and on a school specific level. Staff reviewed historical enrollment data (dating back to 2004) for Elementary, Middle, and High schools. It was noted that starting in 2023, high school enrollment data reported to the State with Boyd J. Michael, III Technical High School (Tech High) students being counted within their home schools because the State considers Tech High to be a program and not a comprehensive high school. However, staff noted that to ensure that it accurately represents the available capacity or over capacity at each high school it also reports these students as attending Tech High, and not at their home schools, to the County and the local municipalities. As shown in the presentation, staff reports both numbers (All students at their home school, and students at Tech High) to the Board. Staff then reviewed the data for Free and Reduced Meal Eligibility Rates for each facility, and as compared to prior years. The presentation to the FEAC is included at the end of these minutes.

III. Discussion and Vote of the FEAC Chairperson / Co-Chairpersons

Staff advised that at this time a new Chair/Co-Chair should be elected for the Committee.

The Committee discussed this process and concluded that there would be Co-Chairs for the Committee. Three (3) members of the Committee volunteered to be considered for the position(s). Teqia Aytch, Kristina DiMonte, and Joseph Jefferson. The Committee voted by majority to hold the vote at the current meeting. The voting resulted in Kristina DiMonte and Joseph Jefferson being elected as Co-Chairs.

IV. Discussion of Upcoming FEAC Charge and Future FEAC Meeting Dates

Staff advised that with the upcoming school closings of Fountain Rock and Hickory Elementary schools, and the scheduled opening of Downsville Pike Elementary School in Fall 2027 it is expected that the Committee will receive a Charge from the Board to examine and make recommendations regarding changes to existing elementary school attendance zones.

Upon receipt of the Charge the Committee will be advised of the next meeting date, which will likely be early March.

The Committee will be provided with data regarding developments, pupil generation rates, current enrollment projections, demographics, travel time, and other components to consider in accordance with State law/Board Policy/and the Charge from the Board. The Committee will review and discuss various options for adjusting school boundaries to determine recommendations for attendance zone realignment(s), in accordance with the requirements of the Charge. During the process, the Committee will receive working documents at each meeting that will be utilized for the development of its recommendation(s) to the Board. These documents will be included with all meeting minutes, and available for public view.

FEAC meetings are open to the public, but public comment is not allowed during the meetings. Upon the creation and vote on initial and final recommendations for the Board's consideration, a report will be created and provided to the Board. Staff emphasized that the FEAC creates recommendations for the Board to consider, and that the ultimate decision regarding attendance zone realignment rests with the Board of Education.

V. Adjourn

The meeting adjourned at 7:00 pm

Submitted by:
Wendy Smith, Administrative Assistant IV, Facilities Department

Attachments:
Fall 2024-2025 Student Enrollment Presentation
September 30, 2024 – Official Enrollment
Free and Reduced Meals Eligibility by School

2024-2025 Student Enrollment and Free and Reduced Meal Eligibility Rates

Jeff Proulx, Chief Operating Officer
Robert H. Rollins, III, Director of Facilities
Chad Criswell, Senior Project Manager and Planning Supervisor

Facilities and Enrollment Advisory Committee (FEAC) Meeting
January 15, 2025

WCPS | Washington County Public Schools

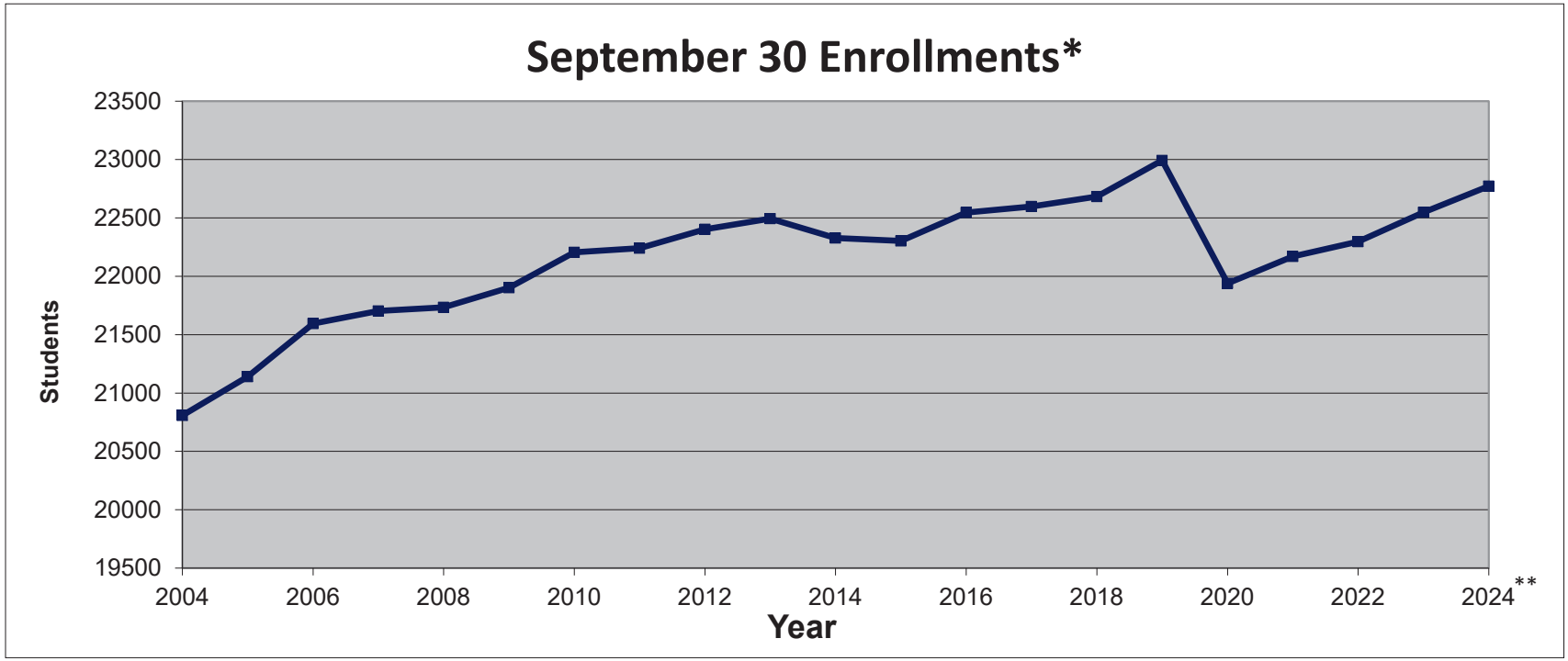
Enrollment Changes

Grade Level	September 2023	September 2024	Change
K – 5	9,620	9,715	95
6 – 8	4,918	4,994	76
9 – 12	6,817	6,876	59
Special Centers	81	82	1
K – 12 Sub-total*	**21,436**	**21,667**	**231**
Pre-K**	1,113	1,105	-8
Total Student Enrollment	**22,549**	**22,772**	**223**

* Sub-total represents enrollment reported for determination of compensatory education funding.

** Pre-K enrollment is expected to increase throughout the school year.

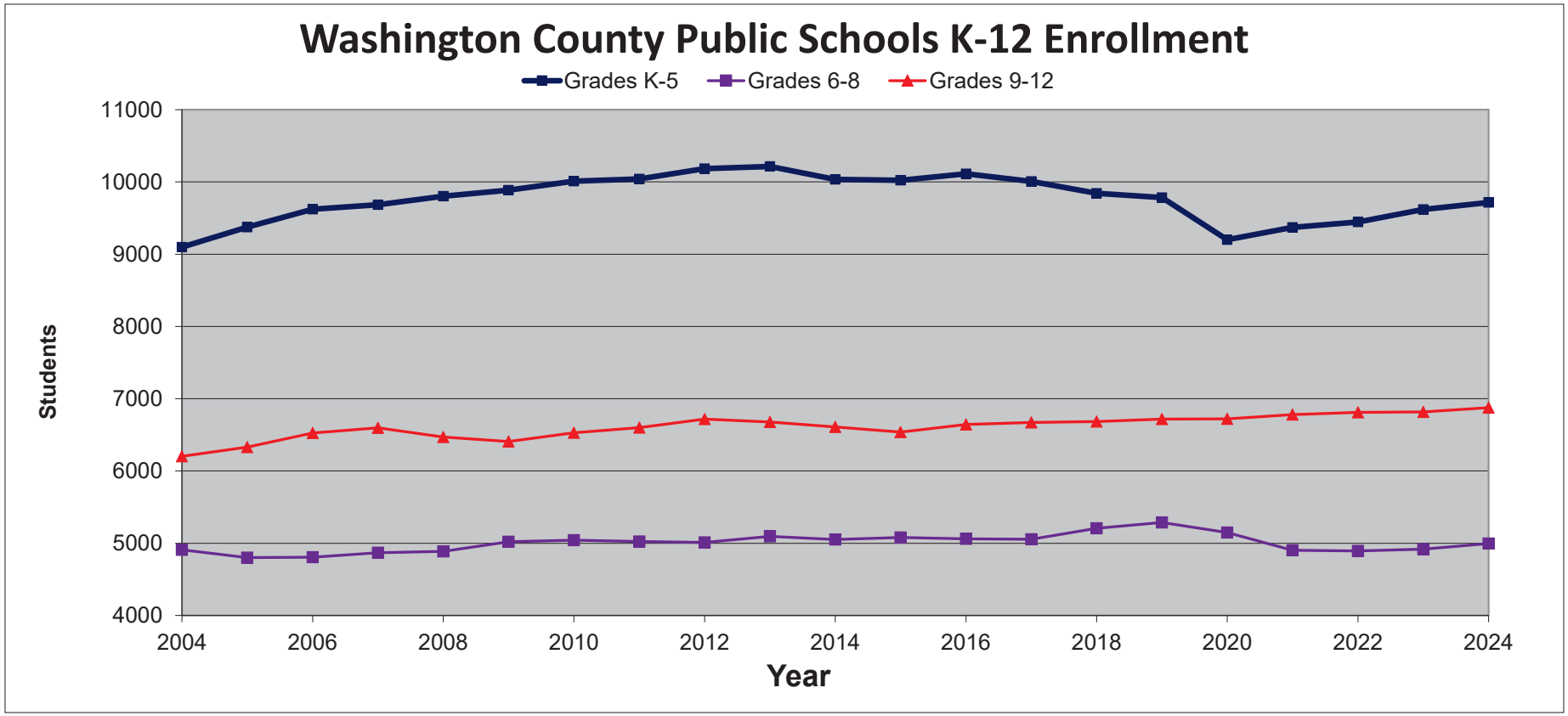
Total Student Enrollment Trends



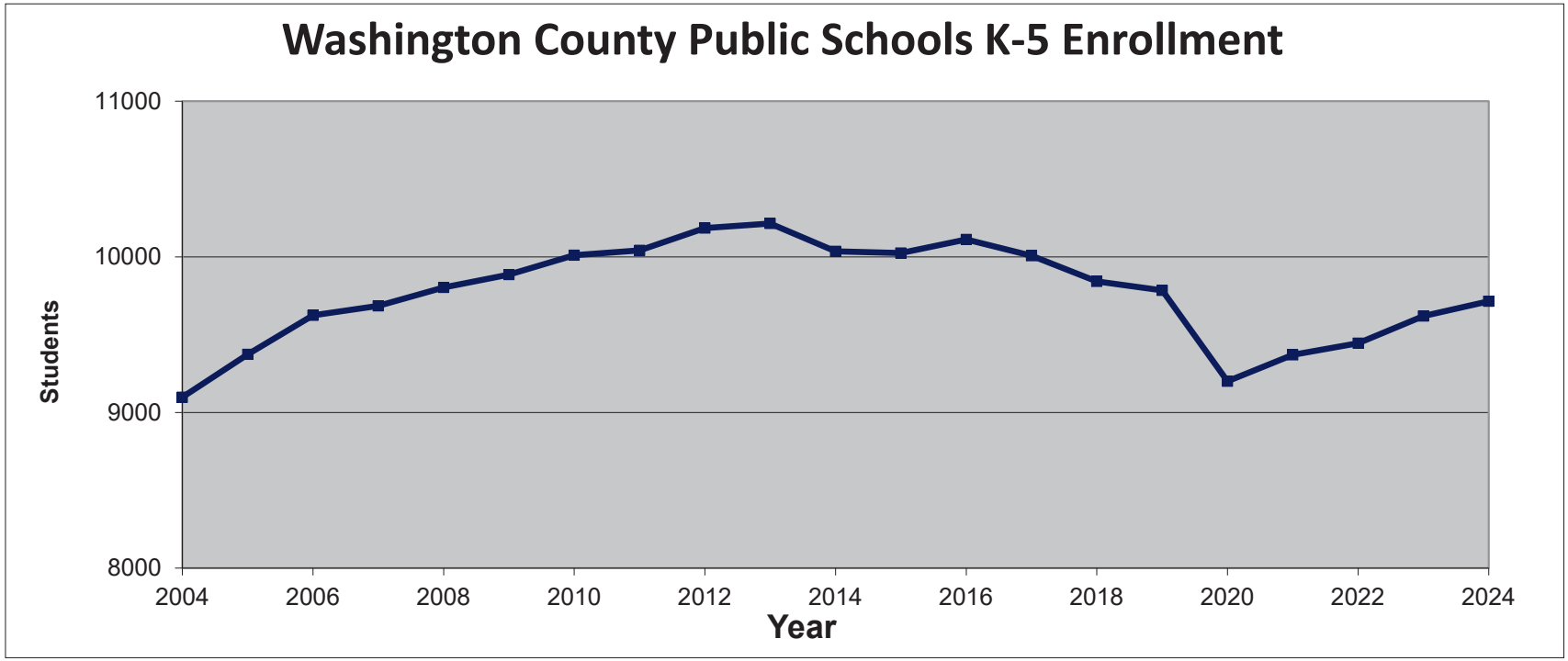
*Pre-K – 12 WCPS 2004-2023 enrollment data from the Maryland Report Card web page – http://mdreportcard.org.

**2024 Pre-K – 12 enrollment data from WCPS Department of Student Services.

Student Enrollment Trends



Student Enrollment Trends



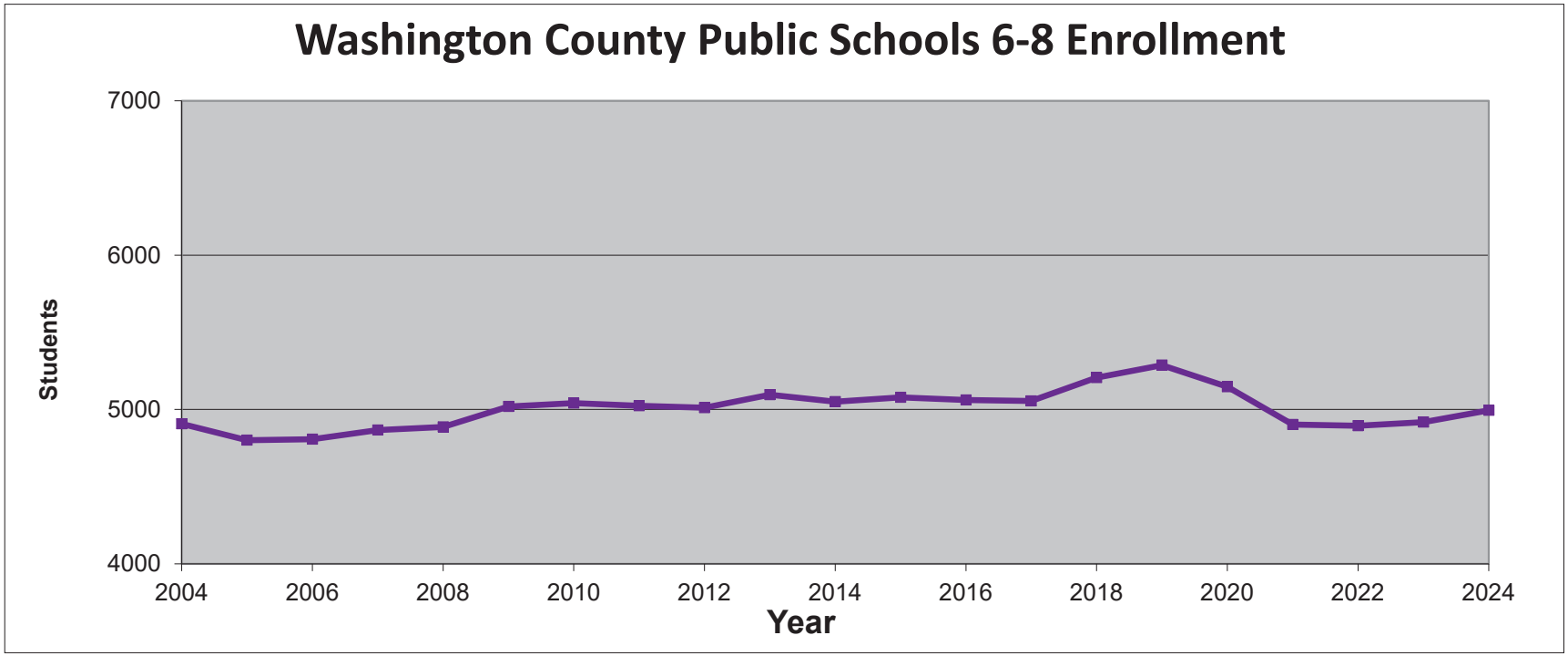
Grades K – 5 Enrollment Changes

School	September 2023	September 2024	Change
Bester	412	448	36
Boonsboro	452	461	9
Cascade	133	122	-11
Clear Spring	338	358	20
Eastern	440	439	-1
Emma K. Doub	344	355	11
Fountain Rock	269	282	13
Fountaindale	379	384	5
Greenbrier	214	221	7
Hancock	183	173	-10
Hickory	304	302	-2
Jonathan Hager	440	442	2
Lincolnshire	445	459	14

Grades K – 5 Enrollment Changes

School	September 2023	September 2024	Change
Maugansville	624	633	9
Old Forge	316	318	2
Pangborn	640	678	38
Paramount	374	359	-15
Pleasant Valley	187	167	-20
Potomac Heights	296	308	12
Rockland Woods	559	580	21
Ruth Ann Monroe	458	456	-2
Salem Avenue	636	636	0
Sharpsburg	329	322	-7
Smithsburg	341	328	-13
Williamsport	507	484	-23
Total Elementary	**9,620**	**9,715**	**95**

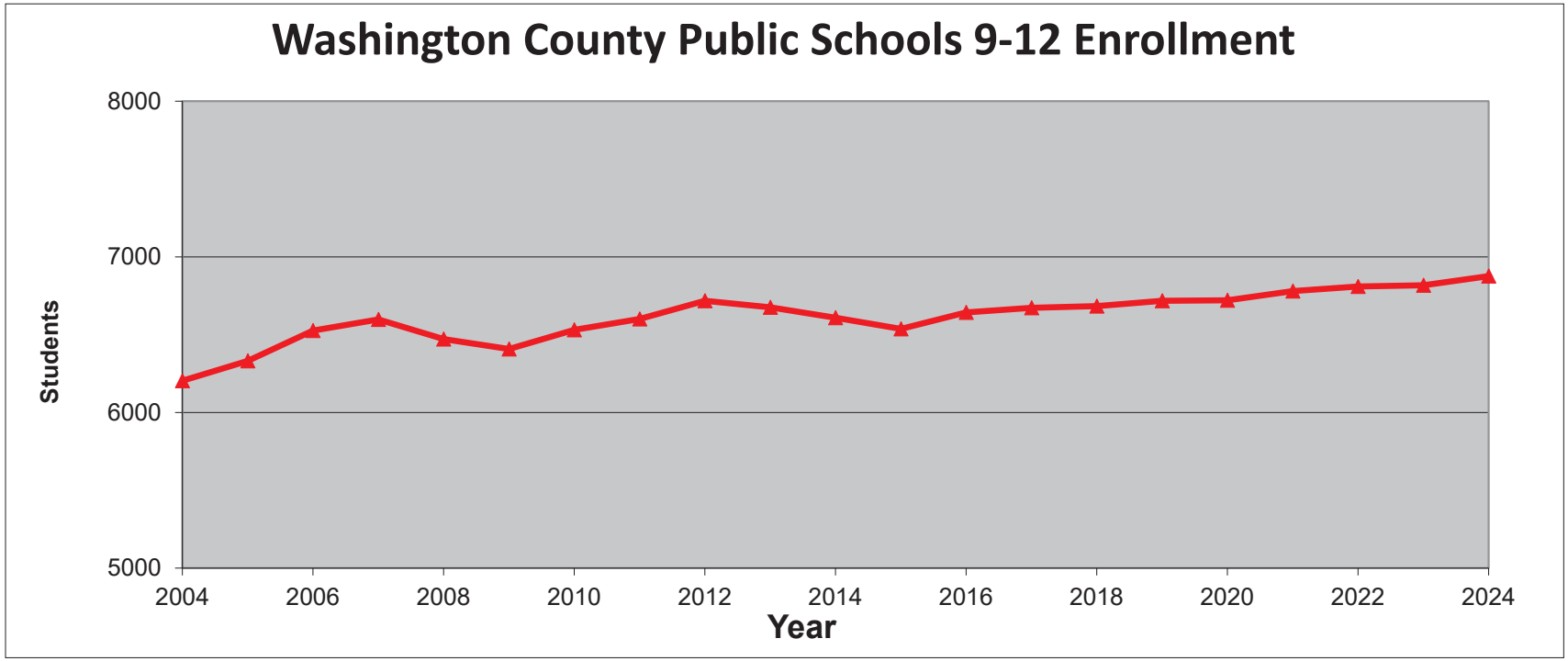
Student Enrollment Trends



Middle School Enrollment Changes

School	September 2023	September 2024	Change
Boonsboro	661	673	12
Clear Spring	329	301	-28
E. Russell Hicks	827	841	14
Hancock	104	93	-11
Northern	822	841	19
Smithsburg	533	554	21
Springfield	755	808	53
Western Heights	887	883	-4
Total Middle	**4,918**	**4,994**	**76**

Student Enrollment Trends



High School Enrollment Changes

School	September 2023	September 2024	Change
Barbara Ingram	330	347	17
Boonsboro	836	838	2
Boyd J. Michael, III Technical	0	0	0
Clear Spring	468	478	10
Hancock	151	146	-5
North Hagerstown	1,558	1,583	25
Smithsburg	776	733	-43
South Hagerstown	1,645	1,690	45
Williamsport	1053	1061	8
Total High	**6,817**	**6,876**	**59**

New State Reporting Format

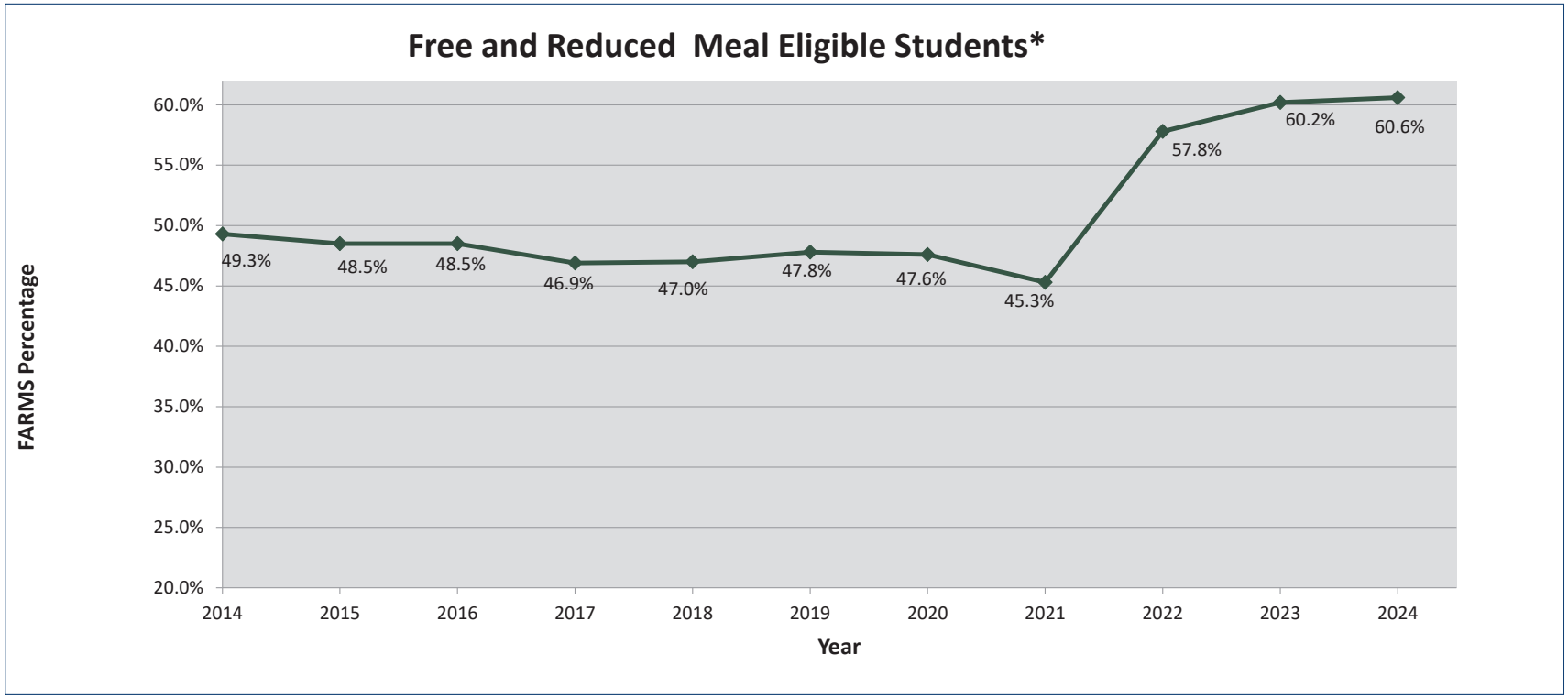
High School Enrollment Changes – Traditional Format

School	September 2023	September 2024	Change
Barbara Ingram	330	347	17
Boonsboro	729	754	25
Boyd J. Michael, III Technical	592	592	0
Clear Spring	425	424	-1
Hancock	131	122	-9
North Hagerstown	1,442	1,465	23
Smithsburg	710	679	-31
South Hagerstown	1,526	1,559	33
Williamsport	932	934	2
Total High	**6,817**	**6,876**	**59**

Special Center Enrollment Changes

School	September 2023	September 2024	Change
Marshall Street Ed. Ctr. (K-12)	46	44	-2
Job Development Ctr.	35	38	3
Total	**81**	**82**	**1**

Free and Reduced Meal Students (FARMS)



*As Reported for Compensatory Education Funding as of October 31 each year.

Source: Maryland State Food and Nutrition Services Division

Free and Reduced Meals Eligibility By School
For Compensatory Education Funding
October 31, 2024

School Name	K-12 Free	K-12 Red.	K-12 FAR	FY 2025 FAR %	FY 2024 FAR %	FY 2025 Variance
BESTER ELEMENTARY	373	23	396	88.4%	87.9%	0.5%
BOONSBORO ELEMENTARY	122	28	150	32.5%	30.3%	2.2%
BOONSBORO MIDDLE	193	31	224	33.3%	32.2%	1.1%
BOONSBORO HIGH	260	60	320	38.2%	37.3%	0.9%
BARBARA INGRAM HIGH	86	18	104	30.0%	30.3%	-0.3%
CASCADE ELEMENTARY	62	9	71	58.2%	52.6%	5.6%
CLEAR SPRING ELEMENTARY	126	34	160	44.7%	46.2%	-1.5%
CLEAR SPRING MIDDLE	126	31	157	52.2%	50.8%	1.4%
CLEAR SPRING HIGH	183	39	222	46.4%	46.4%	0.1%
EASTERN ELEMENTARY	370	0	370	84.3%	84.1%	0.2%
FOUNTAINDALE ELEMENTARY	189	23	212	55.2%	54.1%	1.1%
FOUNTAIN ROCK ELEMENTARY	117	19	136	48.2%	46.5%	1.8%
MARSHALL STREET CENTER	31	0	31	70.5%	76.1%	-5.6%
JOB DEVELOPMENT CENTER	18	7	25	65.8%	60.0%	5.8%
HANCOCK ELEMENTARY	93	22	115	66.5%	59.6%	6.9%
HANCOCK MIDDLE/HIGH	127	23	150	62.8%	60.8%	2.0%
HICKORY ELEMENTARY	224	24	248	82.1%	85.2%	-3.1%
E.RUSSELL HICKS MIDDLE	521	79	600	71.3%	71.9%	-0.6%
EMMA K. DOUB ELEMENTARY	218	0	218	61.4%	61.6%	-0.2%
JONATHAN HAGER ELEMENTARY	300	29	329	74.4%	69.8%	4.7%
LINCOLNSHIRE ELEMENTARY	334	0	334	72.8%	78.7%	-5.9%
MAUGANSVILLE ELEMENTARY.	326	81	407	64.3%	62.8%	1.5%
GREENBRIER ELEMENTARY	81	12	93	42.1%	39.7%	2.4%
NORTH HAG. HIGH	831	129	960	60.6%	57.7%	2.9%
NORTHERN MIDDLE	469	72	541	64.3%	65.5%	-1.1%
OLD FORGE ELEMENTARY	101	22	123	38.7%	41.1%	-2.5%
PANGBORN BLVD. ELEMENTARY	593	0	593	87.5%	87.3%	0.1%
PARAMOUNT ELEMENTARY	152	25	177	49.3%	47.6%	1.7%
PLEASANT VALLEY ELEMENTARY	36	6	42	25.1%	31.0%	-5.9%
POTOMAC HGTS ELEMENTARY	221	0	221	71.8%	70.6%	1.1%
ROCKLAND WOOD ELEMENTARY	267	41	308	53.1%	52.2%	0.9%
RUTH ANN MONROE PRIMARY	388	0	388	85.1%	85.2%	-0.1%
SALEM AVE. ELEMENTARY	489	40	529	83.2%	85.2%	-2.0%
SHARPSBURG ELEMENTARY	107	21	128	39.8%	43.8%	-4.0%
SMITHSBURG ELEMENTARY	115	19	134	40.9%	41.6%	-0.8%
SMITHSBURG HIGH	269	52	321	43.8%	46.3%	-2.5%
SMITHSBURG MIDDLE	216	45	261	47.1%	44.3%	2.8%
SOUTH HAG. HIGH	1033	161	1194	70.7%	71.8%	-1.1%
WESTERN HGTS. MIDDLE	566	68	634	71.8%	75.2%	-3.4%
WILLIAMSPORT ELEMENTARY	239	52	291	60.1%	60.9%	-0.8%
SPRINGFIELD MIDDLE	472	82	554	68.6%	65.4%	3.1%
WILLIAMSPORT HIGH	577	87	664	62.6%	60.1%	2.5%
Totals	**11621**	**1514**	**13135**	**60.6%**	**60.2%**	**0.4%**

BOARD OF EDUCATION OF WASHINGTON COUNTY

Hagerstown, Maryland 21740

Official Enrollment*

Sept. 30, 2024

ENROLLMENT

School	Gr.	Pre	Kdg.	1	2	3	4	5	Gr K-5 Total	6	7	8	9	10	11	12	Gr 6-12 Total	Gr K-12 Total	Gr PreK - 12 Total
Bester	Pre, K-5	42	75	71	68	70	74	90	448								0	448	490
Boonsboro Elem	Pre, K-5	53	70	74	69	88	82	78	461								0	461	514
Cascade	Pre K-5	15	17	22	22	18	25	18	122								0	122	137
Clear Spring Elem	Pre, K-5	40	68	62	59	57	50	62	358								0	358	398
Eastern	3-5					149	136	154	439								0	439	439
Emma K. Doub	Pre, K-5	34	43	48	67	64	68	65	355								0	355	389
Fountaindale	Pre, K-5	29	53	48	80	66	66	71	384								0	384	413
Fountain Rock	Pre, K-5	37	42	55	39	50	47	49	282								0	282	319
Greenbrier	Pre, K-5	38	31	37	36	36	42	39	221								0	221	259
Hancock Elem	Pre, K-5	20	23	16	26	32	36	40	173								0	173	193
Hickory	Pre, K-5	24	44	54	53	46	50	55	302								0	302	326
Jonathan Hager Elem	Pre, K-5	56	66	81	73	74	75	73	442								0	442	498
Lincolnshire	Pre, K-5	44	83	83	58	80	86	69	459								0	459	503
Maugansville	Pre, K-5	65	111	107	109	102	102	102	633								0	633	698
Old Forge	Pre, K-5	36	55	50	54	50	57	52	318								0	318	354
Pangborn Blvd	Pre, K-5	71	109	108	107	128	107	119	678								0	678	749
Paramount	Pre, K-5	38	55	65	53	62	62	62	359								0	359	397
Pleasant Valley	Pre, K-5	19	23	30	31	30	30	23	167								0	167	186
Potomac Heights	Pre, K-5	43	58	47	55	44	59	45	308								0	308	351
Rockland Woods	Pre, K-5	75	113	96	90	96	91	94	580								0	580	655
Ruth Ann Monroe	Pre, K-2	123	166	152	138				456								0	456	579
Salem Avenue	Pre, K-5	77	108	109	111	115	95	98	636								0	636	713
Sharpsburg	Pre, K-5	40	42	66	55	58	47	54	322								0	322	362
Smithsburg Elem	Pre, K-5	34	39	68	45	56	57	63	328								0	328	362
Williamsport Elem	Pre, K-5	49	63	68	92	83	84	94	484								0	484	533
Boonsboro Middle	6-8								0	223	238	212					673	673	673
Clear Spring Middle	6-8								0	89	103	109					301	301	301
E. Russell Hicks Middle	6-8								0	293	285	263					841	841	841
Northern Middle	6-8								0	274	257	310					841	841	841
Smithsburg Middle	6-8								0	190	174	190					554	554	554
Springfield Middle	6-8								0	283	263	262					808	808	808
Western Heights Middle	6-8								0	310	266	307					883	883	883
Barbara Ingram	9-12								0				98	88	81	80	347	347	347
Boonsboro High	9-12								0				218	191	164	181	754	754	754
Boyd J. Michael, III Tech High**	10-12								0					21	278	293	592	592	592
Clear Spring High	9-12								0				124	118	84	98	424	424	424
Hancock Middle-Sr.	6-12								0	29	31	33	39	35	20	28	215	215	215
N. Hagerstown High	9-12								0				419	398	328	320	1465	1465	1465
Smithsburg High	9-12								0				165	188	164	162	679	679	679
S. Hagerstown High	9-12								0				512	404	387	256	1559	1559	1559
Williamsport High	9-12								0				272	257	230	175	934	934	934
Marshall Street Ed. Ctr.		3	3	2	3	4	2	3	17	2	2	2	1	4	6	10	27	44	47
Job Development Ctr.									0							38	38	38	38
TOTAL		1105	1560	1619	1593	1658	1630	1672	9732	1693	1619	1688	1848	1704	1742	1641	11935	21667	22772

* Little Hubs(19), Little Eagles (19), Special Program (Summit, Rise, Connections, STEP, ESSP, Engage), Antietam, and ABLE, are reported back to their home schools.

**Boyd J. Michael, III Tech High Students are shown above at Tech High, but are reported at their home schools for all state enrollment reports.

PreK	**1,105**
K-5	**9,732**
6-8	**5,000**
9-12	**6,935**
Grand Total K - 12	**21,667**
Grand Total Prek - 12	**22,772**