
MEETING MINUTES

Facilities Enrollment Advisory Committee Meeting

December 6, 2023

Committee Members Present:

Jennifer Ashbaugh (co-chair)
Jennifer Bausman
Stephanie Breedon
Joseph Jefferson

Staff Members Present:

Chad Criswell, Senior Project Manager and Planning Supervisor
Robert Rollins, Director of Facilities Planning and Development
Wendy Smith, Secretary Facilities Planning & Development

Summary of the Discussion of the Facilities and Enrollment Advisory Committee:

I. Review of Agenda

Staff reviewed the Agenda with Committee.

II. Review of the September 2023 Enrollment and Free and Reduced Meal Eligibility Rates

Enrollment Changes

Staff reviewed the overall enrollment changes by grade level for the periods ending September 2022 and September 2023. It was noted that there were two (2) scenarios that changed enrollment. The first is “roll-over”, where a small/large exiting grade is replaced by a larger/smaller incoming grade, which creates an increase/decrease in students. For example, 100 5th graders exit an elementary school (graduate to middle school) from the prior year, and the new incoming Kindergarten class is only 75 students. The school would see a decrease of 25 students. The second is migration, where students come in or go out of a grade level. For example, the 2nd grade class last year (2022) had 100 students, and the 3rd grade class this year (2023) has 125 students, which resulted in an enrollment increase of 25 due to in-migration. The overall K - 5 enrollment increased by 175 students, which staff noted was a little higher than originally anticipated. Middle school (grades 6-8) enrollment was up by 24 students, and high school (grades 9-12) enrollment was up by 7 students when compared to September of 2022. Overall K -12 enrollment increased by 192 students, and Pre-K-12 enrollment increased by 252 students. Staff noted that the final 2023 enrollment came in just a little higher than what was projected last Spring.

Staff reviewed individual elementary, middle and high schools and focused on those that had the highest change in prior year enrollment and noted the resultant causes of the

changes for these facilities. Staff will continue to review new developments, rental housing, or other demographic conditions that may continue to influence enrollment changes. Utilizing GIS software allows staff to geocode students to specific address points to determine what areas are producing the most significant change to the prior year enrollment.

It was noted that Boyd J. Michael, III Technical High School (Tech High) students are no longer recorded at Tech High for State reporting purposes. For the enrollment presented to the State, those students are now reported to their respective home high school, which is different than prior year practices. Staff shared the enrollment numbers presented to the State, and presented a document that showed the Tech High students reported at Tech High, in a traditional format. It was noted that Tech High has seen an increase of 40 students primarily based on the Cosmetology Program enrolling 10th grade students to allow for meeting state training requirements and the recently added Diesel Program is now in its 2nd year thus having enrollment in both grade 11 and 12.

Student Enrollment Trends

Trends by grade level show that enrollment levels are slowly returning to pre-pandemic levels. Staff noted that despite the dip caused in part by the pandemic, overall enrollment continues to exhibit slow but steady growth year to year, over the past 20 years.

Committee Member Discussions

A Committee member noted that any student enrolled at Barbara Ingram School for the Arts (BISFA) who wishes to take part in high school sports must do so at South Hagerstown High as BISFA does not have a sports program.

The Committee inquired whether the same was true for students enrolled at Tech High.

Staff noted that students enrolled at Tech High are able to participate in sports at their home school as Tech High is considered a program.

The Committee questioned why a school such as Eastern Elementary does not need parents to apply for Free and Reduced Meals to receive them.

Staff responded that this question will be addressed at a future meeting.

The Committee noted that St. Maria Goretti School has announced it will close at the end of the 2023-2024 school year. They questioned what/if any impact this may have on enrollment at WCPS.

Staff said that it estimates St. Maria Goretti School has approximately 150 students enrolled. Students from this school reside within multiple school attendance areas (both in and out of state/county) and WCPS does not expect any one attendance area would see much of an increase from this closure.

The Committee noted that Jonathan Hager Elementary is currently at 100% of its state rated

capacity and questioned whether there is a plan to address this.

Staff stated that when Jonathan Hager Elementary was built, it was constructed as a 3-round school (meaning 3 classrooms per grade level). The building was planned/built with core spaces designed to support enrollment for a future 5-round school – meaning 2 additional classrooms for each grade could be added in the future and be supported by the core spaces. Core space is considered areas such as gym, cafeteria, media areas etc. WCPS is monitoring the residential developments and enrollment in the attendance area as well as adjacent areas. This is an example of a capacity issue due to increased housing availability both within the city and county. Avenues for addressing this issue could include redistricting, placing portable classrooms onsite, or a building expansion, pending the funding available.

A Committee member asked if the new Downsville Pike Elementary would provide enrollment relief for Jonathan Hager Elementary.

Staff noted that Downsville Pike Elementary is primarily an inventory/infrastructure upgrade, with two (2) obsolete buildings being replaced with one new building, with only a few additional seats being added. It was noted that this facility would likely not be in the right location to offer significant enrollment relief to Jonathan Hager Elementary. Staff noted that additional developments and other schools in the County/City would likely need the additional seats at Downsville Pike Elementary.

III. Discussion of Future FEAC Meetings, FEAC Members, and Meeting Dates

The next meeting of the Committee will likely be held in May 2024 to review and discuss the Educational Facilities Master Plan.

The Committee has multiple vacancies and staff plans to review applications and make recommendations to the Board of Education to fill these vacancies.

It is expected that the Committee may see a request from the board to establish an attendance zone for Downsville Pike Elementary.

IV. Adjourn

The meeting adjourned at 7:00 pm.

Submitted by:

Wendy Smith, Administrative Assistant, Facilities Planning & Development

Attachments:

Fall 2023-2024 Student Enrollment Presentation (12/6/23)

September 29, 2023 Official Enrollment – Traditional Report

Compensatory Education Funding Data 10-31-2023

2023-2024 Student Enrollment and Free and Reduced Meal Eligibility Rates

Facilities and Enrollment Advisory Committee (FEAC) Meeting
December 6, 2023

WCPS | Washington County
Public Schools

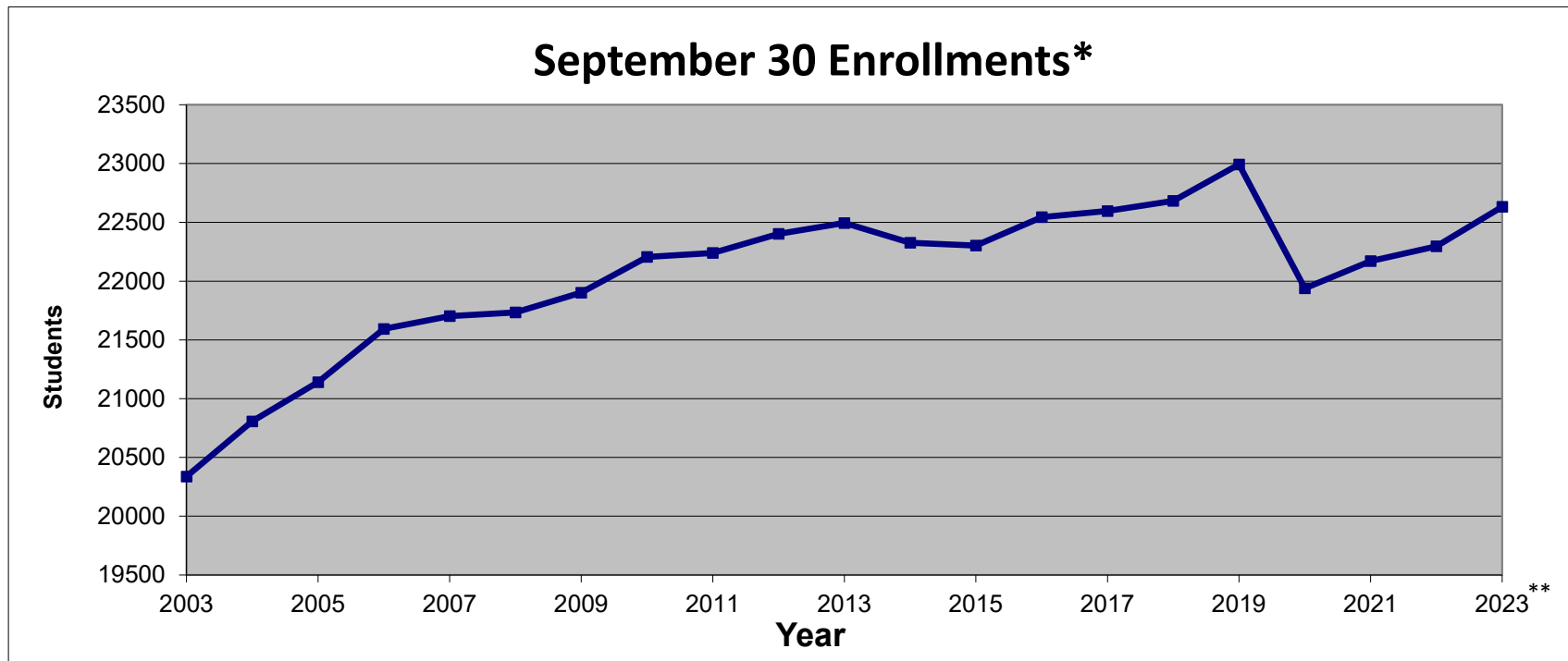
Enrollment Changes

Grade Level	September 2022	September 2023	Change
K – 5	9,445	9,620	175
6 – 8	4,894	4,918	24
9 – 12	6,810	6,817	7
Special Centers	95	81	-14
K – 12 Sub-total*	21,244	21,436	192
Pre-K**	1,053	1,113	60
Total Student Enrollment	22,297	22,549	252

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

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

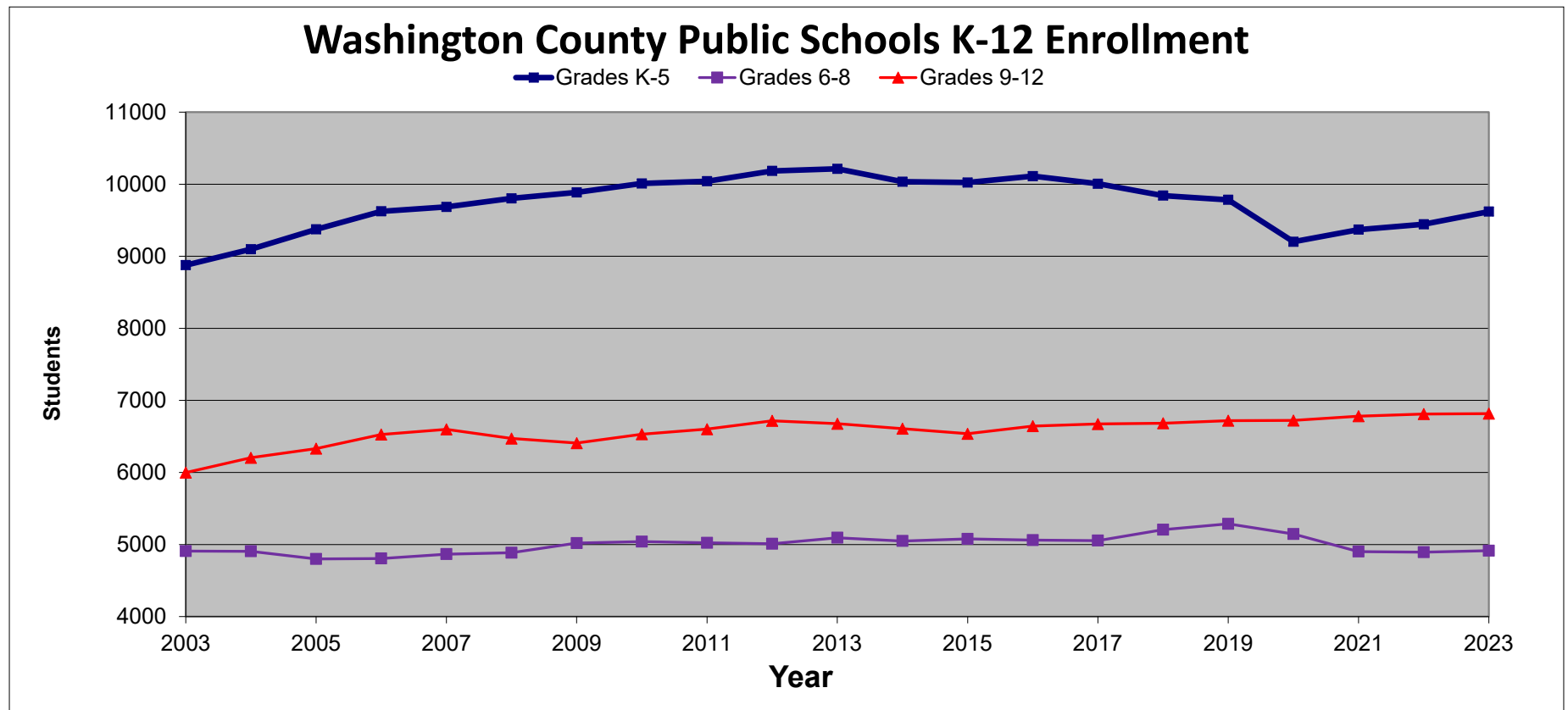
Total Student Enrollment Trends



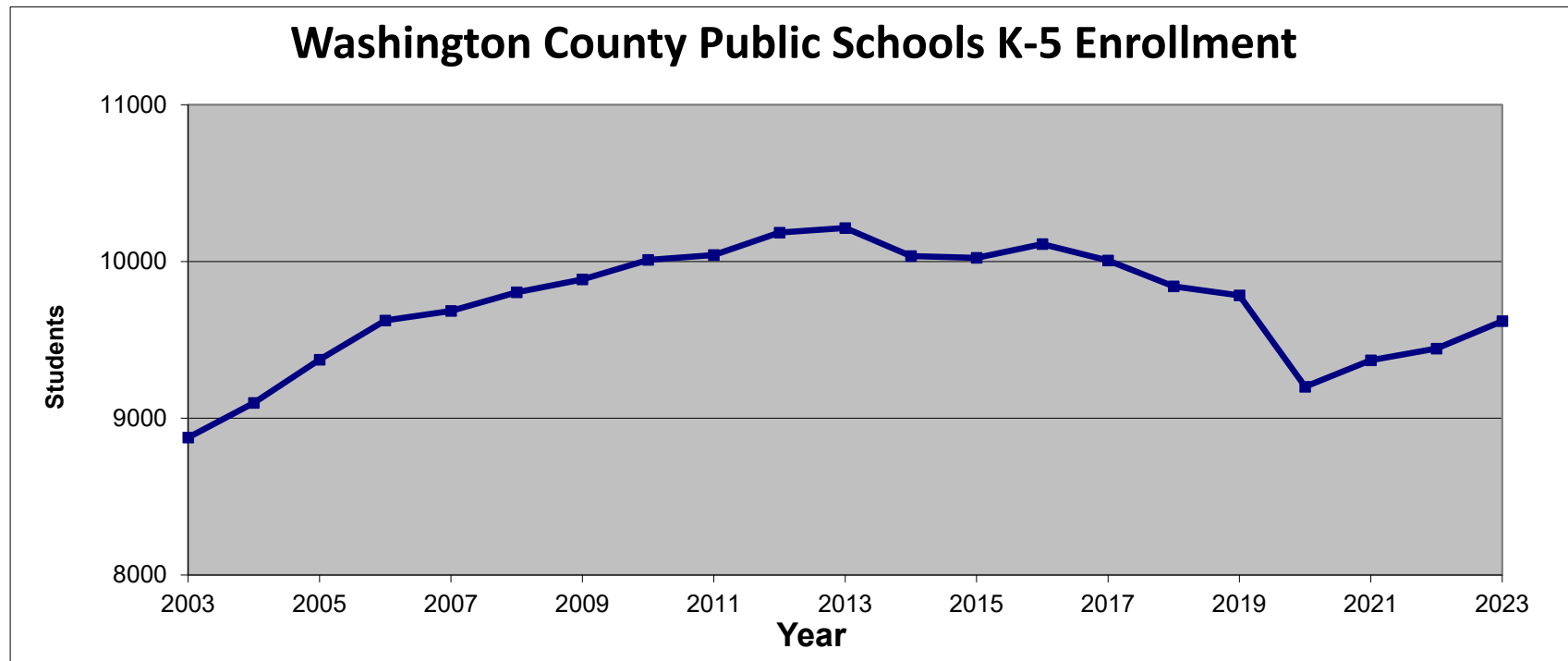
*Pre-K – 12 WCPS 2003-2022 enrollment data from the Maryland Report Card web page – <http://mdreportcard.org>.

**2023 Pre-K – 12 enrollment data from WCPS Department of Student Services.

Student Enrollment Trends



Student Enrollment Trends



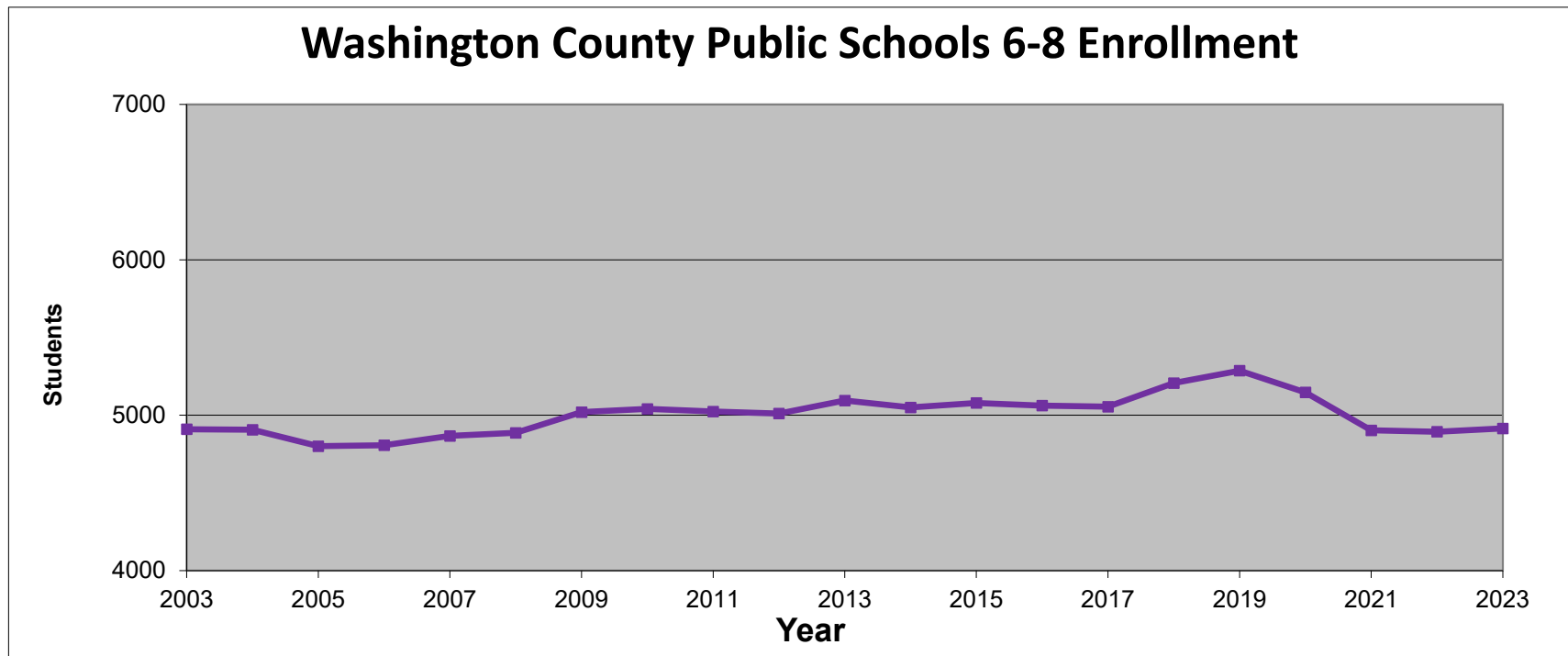
Grades K – 5 Enrollment Changes

School	September 2022	September 2023	Change
Bester	450	412	-38
Boonsboro	460	452	-8
Cascade	135	133	-2
Clear Spring	330	338	8
Eastern	433	440	7
Emma K. Doub	330	344	14
Fountain Rock	265	269	4
Fountaindale	350	379	29
Greenbrier	218	214	-4
Hancock	196	183	-13
Hickory	299	304	5
Jonathan Hager	416	440	24
Lincolnshire	444	445	1

Grades K – 5 Enrollment Changes

School	September 2022	September 2023	Change
Maugansville	595	624	29
Old Forge	299	316	17
Pangborn	619	640	21
Paramount	363	374	11
Pleasant Valley	188	187	-1
Potomac Heights	315	296	-19
Rockland Woods	562	559	-3
Ruth Ann Monroe	456	458	2
Salem Avenue	616	636	20
Sharpsburg	309	329	20
Smithsburg	333	341	8
Williamsport	464	507	43
Total Elementary	9,445	9,620	175

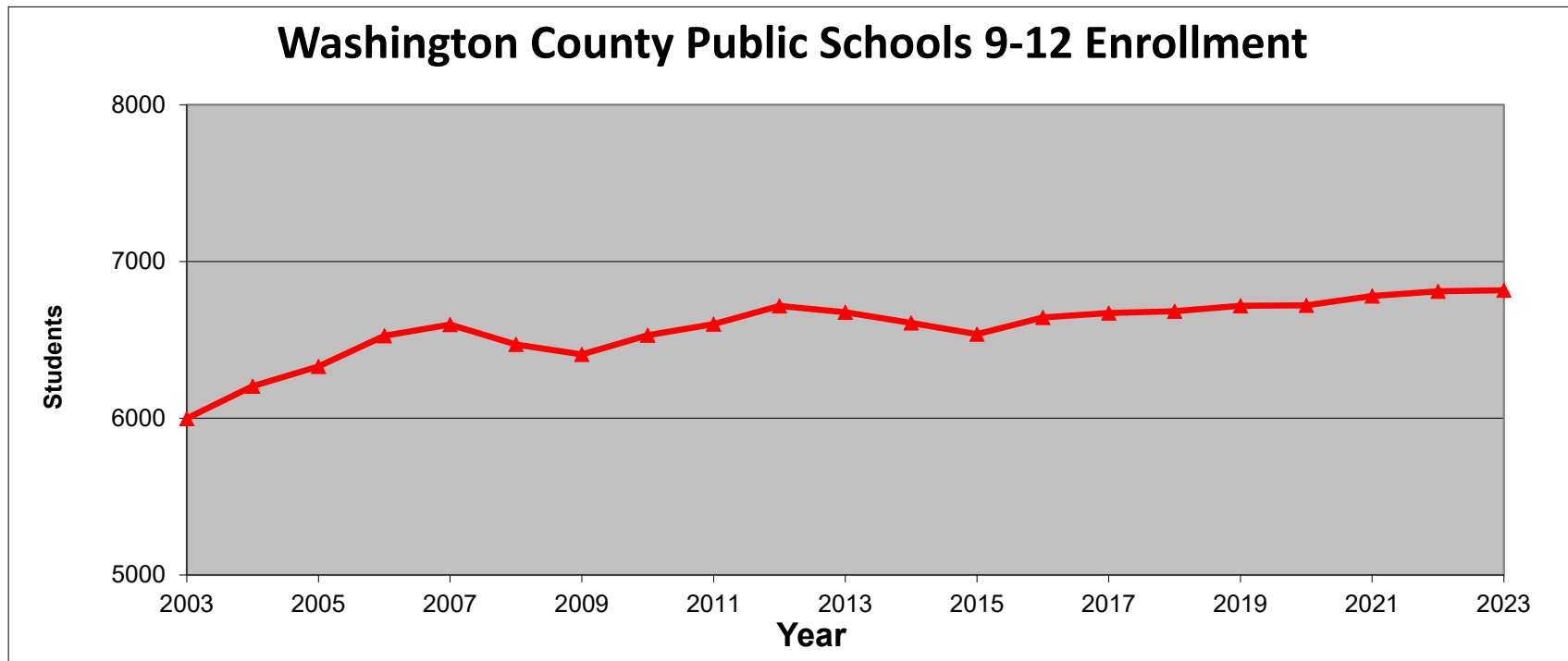
Student Enrollment Trends



Middle School Enrollment Changes

School	September 2022	September 2023	Change
Boonsboro	610	661	51
Clear Spring	329	329	0
E. Russell Hicks	824	827	3
Hancock	98	104	6
Northern	848	822	-26
Smithsburg	534	533	-1
Springfield	748	755	7
Western Heights	903	887	-16
Total Middle	4,894	4,918	24

Student Enrollment Trends



High School Enrollment Changes

School	September 2022	September 2023	Change
Barbara Ingram	342	330	-12
Boonsboro	747	836	89
Boyd J. Michael, III Technical	548	0	-548
Clear Spring	451	468	17
Hancock	121	151	30
North Hagerstown	1,438	1,558	120
Smithsburg	717	776	59
South Hagerstown	1,487	1,645	158
Williamsport	959	1053	94
Total High	6,810	6,817	7

New State Reporting Format

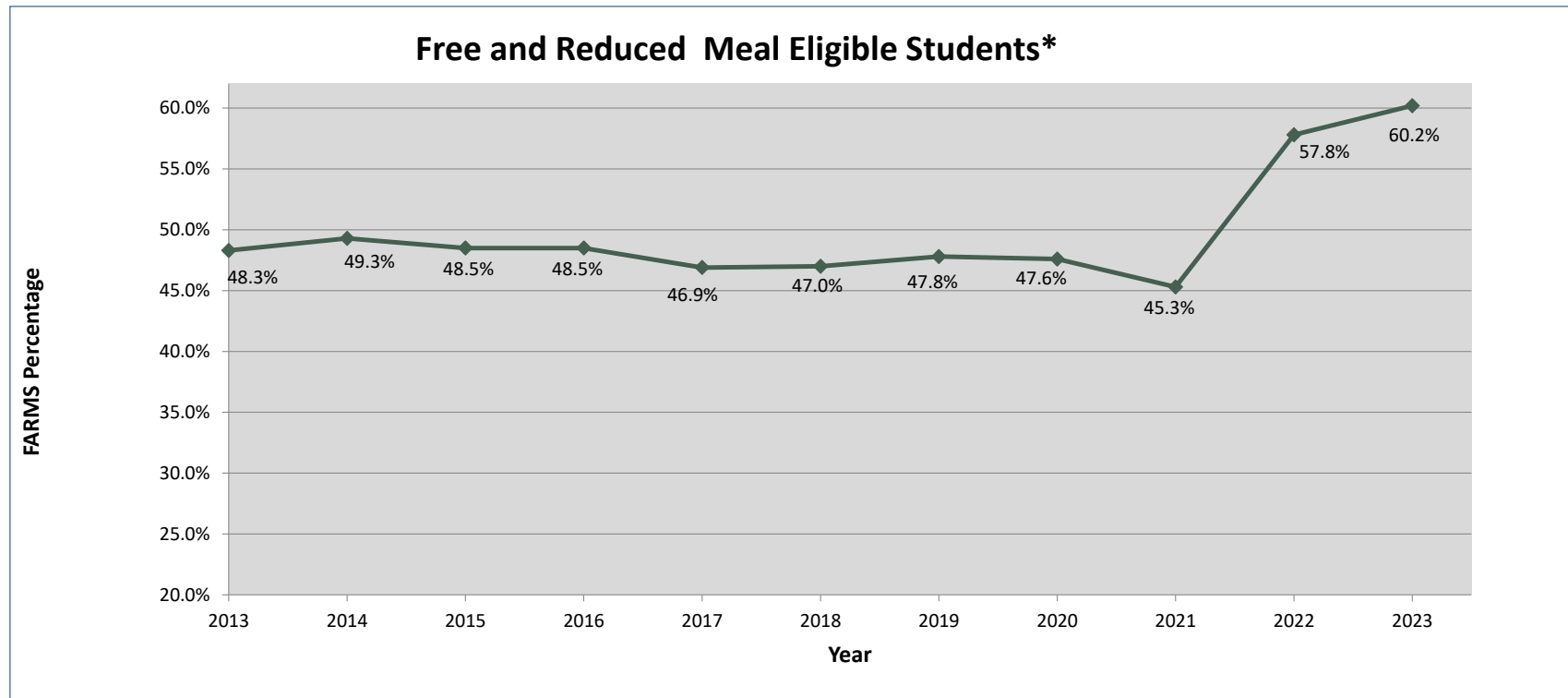
High School Enrollment Changes – Traditional Format

School	September 2022	September 2023	Change
Barbara Ingram	342	330	-12
Boonsboro	747	729	-18
Boyd J. Michael, III Technical	548	592	44
Clear Spring	451	425	-26
Hancock	121	131	10
North Hagerstown	1,438	1,442	4
Smithsburg	717	710	-7
South Hagerstown	1,487	1,526	39
Williamsport	959	932	-27
Total High	6,810	6,817	7

Special Center Enrollment Changes

School	September 2022	September 2023	Change
Marshall Street Ed. Ctr. (K-12)	49	46	-3
Job Development Ctr.	46	35	-11
Total	95	81	-14

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

BOARD OF EDUCATION OF WASHINGTON COUNTY

Hagerstown, Maryland 21740

Official Enrollment*

Sept. 29, 2023

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 Pre - 12 Total
Bester	Pre, K-5	49	62	69	61	77	82	61	412								0	412	461
Boonsboro Elem	Pre, K-5	51	72	53	83	85	83	76	452								0	452	503
Cascade	Pre, K-5	11	20	21	19	23	20	30	133								0	133	144
Clear Spring Elem	Pre, K-5	40	63	58	53	48	61	55	338								0	338	378
Eastern	3-5					137	149	154	440								0	440	440
Emma K. Doub	Pre, K-5	26	43	45	65	65	60	66	344								0	344	370
Fountaindale	Pre, K-5	35	46	61	72	68	68	64	379								0	379	414
Fountain Rock	Pre, K-5	33	52	36	49	46	51	35	269								0	269	302
Greenbrier	Pre, K-5	36	34	43	37	35	36	29	214								0	214	250
Hancock Elem	Pre, K-5	14	20	26	27	37	40	33	183								0	183	197
Hickory	Pre, K-5	30	42	51	45	54	48	64	304								0	304	334
Jonathan Hager Elem	Pre, K-5	50	72	73	77	71	73	74	440								0	440	490
Lincolnshire	Pre, K-5	55	87	60	80	78	64	76	445								0	445	500
Maugansville	Pre, K-5	81	107	111	95	106	104	101	624								0	624	705
Old Forge	Pre, K-5	37	45	51	49	53	58	60	316								0	316	353
Pangborn Blvd	Pre, K-5	71	101	111	115	104	105	104	640								0	640	711
Paramount	Pre, K-5	42	62	53	64	57	65	73	374								0	374	416
Pleasant Valley	Pre, K-5	20	30	32	33	29	25	38	187								0	187	207
Potomac Heights	Pre, K-5	40	47	55	42	56	45	51	296								0	296	336
Rockland Woods	Pre, K-5	84	99	97	81	90	89	103	559								0	559	643
Ruth Ann Monroe	Pre, K-2	126	147	156	155				458								0	458	584
Salem Avenue	Pre, K-5	69	108	108	119	99	99	103	636								0	636	705
Sharpsburg	Pre, K-5	38	63	55	57	44	52	58	329								0	329	367
Smithsburg Elem	Pre, K-5	26	69	46	52	55	62	57	341								0	341	367
Williamsport Elem	Pre, K-5	42	72	70	86	79	98	102	507								0	507	549
Boonsboro Middle	6-8								0	238	207	216					661	661	661
Clear Spring Middle	6-8								0	106	112	111					329	329	329
E. Russell Hicks Middle	6-8								0	266	271	290					827	827	827
Northern Middle	6-8								0	259	289	274					822	822	822
Smithsburg Middle	6-8								0	176	193	164					533	533	533
Springfield Middle	6-8								0	251	260	244					755	755	755
Western Heights Middle	6-8								0	265	312	310					887	887	887
Barbara Ingram	9-12								0				89	93	85	63	330	330	330
Boonsboro High	9-12								0				196	182	193	158	729	729	729
Boyd J. Michael, III Tech High**	10-12								0					20	301	271	592	592	592
Clear Spring High	9-12								0				123	108	92	102	425	425	425
Hancock Middle-Sr.	6-12								0	39	28	37	34	37	33	27	235	235	235
N. Hagerstown High	9-12								0				394	404	366	278	1442	1442	1442
Smithsburg High	9-12								0				197	186	184	143	710	710	710
S. Hagerstown High	9-12								0				482	483	305	256	1526	1526	1526
Williamsport High	9-12								0				290	272	204	166	932	932	932
Marshall Street Ed. Ctr.		7	2	2	2	3	4	1	14	3	2	1	4	6	5	11	32	46	53
Job Development Ctr.									0							35	35	35	35
TOTAL		1113	1565	1543	1618	1599	1641	1668	9634	1603	1674	1647	1809	1791	1768	1510	11802	21436	22549

* Little Hubs, Little Eagles, 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	1,113
K-5	9,634
6-8	4,924
9-12	6,878

Grand Total K - 12	21,436
Grand Total Prek - 12	22,549

Free and Reduced Meals Eligibility By School
For Compensatory Education Funding
October 31, 2023

School Name	K-12 Enoll	K-12 Free	K-12 Red.	K-12 FAR	FY 2024 FAR %	FY 2023 FAR %	FY 2024 Variance
BESTER ELEMENTARY	412	350	12	362	87.9%	83.6%	4.3%
BOONSBORO ELEMENTARY	452	108	29	137	30.3%	28.8%	1.5%
BOONSBORO MIDDLE	661	174	39	213	32.2%	34.1%	-1.9%
BOONSBORO HIGH	836	252	60	312	37.3%	34.4%	2.9%
BARBARA INGRAM HIGH	330	78	22	100	30.3%	28.2%	2.1%
CASCADE ELEMENTARY	133	57	13	70	52.6%	54.8%	-2.2%
CLEAR SPRING ELEMENTARY	338	126	30	156	46.2%	44.8%	1.3%
CLEAR SPRING MIDDLE	329	139	28	167	50.8%	48.0%	2.7%
CLEAR SPRING HIGH	468	183	34	217	46.4%	47.2%	-0.9%
EASTERN ELEMENTARY	440	370	0	370	84.1%	84.1%	0.0%
FOUNTAINDALE ELEMENTARY	379	185	20	205	54.1%	49.3%	4.8%
FOUNTAIN ROCK ELEMENTARY	269	106	19	125	46.5%	46.5%	-0.1%
MARSHALL STREET CENTER	46	33	2	35	76.1%	69.4%	6.7%
JOB DEVELOPMENT CENTER	35	20	1	21	60.0%	41.3%	18.7%
HANCOCK ELEMENTARY	183	98	11	109	59.6%	61.9%	-2.3%
HANCOCK MIDDLE/HIGH	255	132	23	155	60.8%	66.8%	-6.0%
HICKORY ELEMENTARY	304	231	28	259	85.2%	73.6%	11.6%
E.RUSSELL HICKS MIDDLE	827	537	58	595	71.9%	72.0%	0.0%
EMMA K. DOUB ELEMENTARY	344	212	0	212	61.6%	61.2%	0.4%
JONATHAN HAGER ELEMENTARY	440	279	28	307	69.8%	66.6%	3.2%
LINCOLNSHIRE ELEMENTARY	445	311	39	350	78.7%	72.7%	5.9%
MAUGANSVILLE ELEMENTARY.	624	330	62	392	62.8%	41.9%	20.9%
GREENBRIER ELEMENTARY	214	71	14	85	39.7%	39.3%	0.5%
NORTH HAG. HIGH	1558	771	128	899	57.7%	57.4%	0.3%
NORTHERN MIDDLE	822	477	61	538	65.5%	65.6%	-0.2%
OLD FORGE ELEMENTARY	316	111	19	130	41.1%	36.2%	4.9%
PANGBORN BLVD. ELEMENTARY	640	559	0	559	87.3%	87.4%	-0.1%
PARAMOUNT ELEMENTARY	374	155	23	178	47.6%	43.0%	4.6%
PLEASANT VALLEY ELEMENTARY	187	48	10	58	31.0%	30.6%	0.4%
POTOMAC HGTS ELEMENTARY	296	179	30	209	70.6%	69.8%	0.8%
ROCKLAND WOOD ELEMENTARY	559	264	28	292	52.2%	46.7%	5.5%
RUTH ANN MONROE PRIMARY	458	390	0	390	85.2%	85.1%	0.1%
SALEM AVE. ELEMENTARY	636	522	20	542	85.2%	77.1%	8.1%
SHARPSBURG ELEMENTARY	329	117	27	144	43.8%	36.1%	7.7%
SMITHSBURG ELEMENTARY	341	113	29	142	41.6%	40.0%	1.6%
SMITHSBURG HIGH	776	298	61	359	46.3%	43.0%	3.2%
SMITHSBURG MIDDLE	533	195	41	236	44.3%	44.7%	-0.4%
SOUTH HAG. HIGH	1645	1037	144	1181	71.8%	72.7%	-0.9%
WESTERN HGTS. MIDDLE	887	596	71	667	75.2%	73.4%	1.8%
WILLIAMSPORT ELEMENTARY	507	277	32	309	60.9%	60.9%	0.1%
SPRINGFIELD MIDDLE	755	414	80	494	65.4%	64.4%	1.1%
WILLIAMSPORT HIGH	1053	551	82	633	60.1%	59.7%	0.4%
Totals	21436	11456	1458	12914	60.2%	57.8%	2.4%