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**MEETING MINUTES**  
**Facilities Enrollment Advisory Committee Meeting**

**November 30, 2022**

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**Committee Members Present:**

Patricia Felix  
Joseph Jefferson  
Kent Niedzielski – Co-Chairperson  
Stephanie Pulver  
Lura Norris  
Gail Stewart

**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

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

**I. Review of Agenda**

Staff reviewed the Agenda with Committee.

**II. Review of September 2022 Enrollment and Free and Reduced Meal Eligibility Rates**

Staff reviewed the September 2022 Enrollment presentation that had been presented to the Board of Education at its' November 15 meeting.

Enrollment remained basically flat with only a modest overall increase over 2021 enrollment of 126 PK-12 students district wide. It was noted that overall enrollment is 696 PK-12 students below the 2019 pre-pandemic enrollment.

A Committee Member asked about the online education program, and how that data was reflected in the information presented.

Staff clarified that students enrolled at the Academy of Blended Learning (ABLE) are counted at their home school. This process essentially identified or reserved their seat at their home school should they return to in-person learning.

A Committee Member questioned whether closing portions of Noland Village (a Hagerstown Housing Authority Housing Development) and relocating those students to their new development McCleary Hill would impact Williamsport High and Springfield Middle enrollment.

Staff responded that both McCleary Hill and Martin Heights (the replacement for the closed portions of Noland Village) are zoned to attend Williamsport High and Springfield Middle, so there was no immediate impact on enrollment. Once Noland Village is rebuilt as Martin Heights, the

new population will likely produce additional enrollment for those schools, and Lincolnshire Elementary. Staff noted that both City and County Staff have been made aware of the potential impact of this re-development.

A Committee Member inquired about students enrolled in the Middle College program.

Staff responded that these students are counted through their home school.

It was noted that the Free and Reduced Meals Program (FARMS) slide received the most attention at the Board of Education meeting as it was reported the FARM rate increased from 45.3% to 57.8%. This increase is thought to be due, in part, by changing the reporting requirements. During the pandemic parents did not need to apply or fill out paperwork for their child to receive Free and Reduced meals, which resulted in a lower number of documented enrollment in the program. With the elimination of the universal lunch program, Food and Nutrition Services staff has been purposefully encouraging eligible families to apply for the lunch program benefit, which likely has impacted the calculated percentage of students and families participating.

The Committee discussed the data presented and concluded that this increase is not related to any particular attendance zone, but instead the data indicates an occurrence of increased financial need throughout the county.

### **III. Discussion of Policy JCA**

Board Policy JCA – Establishment of School Attendance Areas was revised by the Board of Education on August 2, 2022. Changes were minor and did not generate further discussion.

### **IV. Discussion of Future FEAC Meetings, FEAC Members, and Meeting Dates**

The next meeting for the FEAC is anticipated to be in May to review the 2023 Educational Facilities Master Plan. The Committee has 4 vacancies and staff anticipate filling those vacancies in the upcoming months.

### **V. Adjourn**

The meeting adjourned at 7:00 pm.

Submitted by: Wendy Smith, Secretary, Facilities Planning & Development Attachments :

Fall 2022-2023 Student Enrollment Presentation

Board Policy – JCA – Establishment of School Attendance Areas

# 2022-2023 Student Enrollment and Free and Reduced Meal Eligibility Rates

Jeff Proulx, Chief Operating Officer

Rob Rollins, Director of Facilities Planning and Development

Chad Criswell, Senior Project Manager and Planning Supervisor

Facilities and Enrollment Advisory Committee (FEAC) Meeting

November 30, 2022

# Enrollment Changes

Grade Level	September 2021	September 2022	Change
K – 5	9,370	9,445	75
6 – 8	4,903	4,894	-9
9 – 12	6,780	6,810	30
Special Centers	78	95	17
<b>K – 12 Sub-total*</b>	<b>21,131</b>	<b>21,244</b>	<b>113</b>
<b>Pre-K**</b>	<b>1,040</b>	<b>1,053</b>	<b>13</b>
<b>Total Student Enrollment</b>	<b>22,171</b>	<b>22,297</b>	<b>126</b>

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

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

# Enrollment Changes

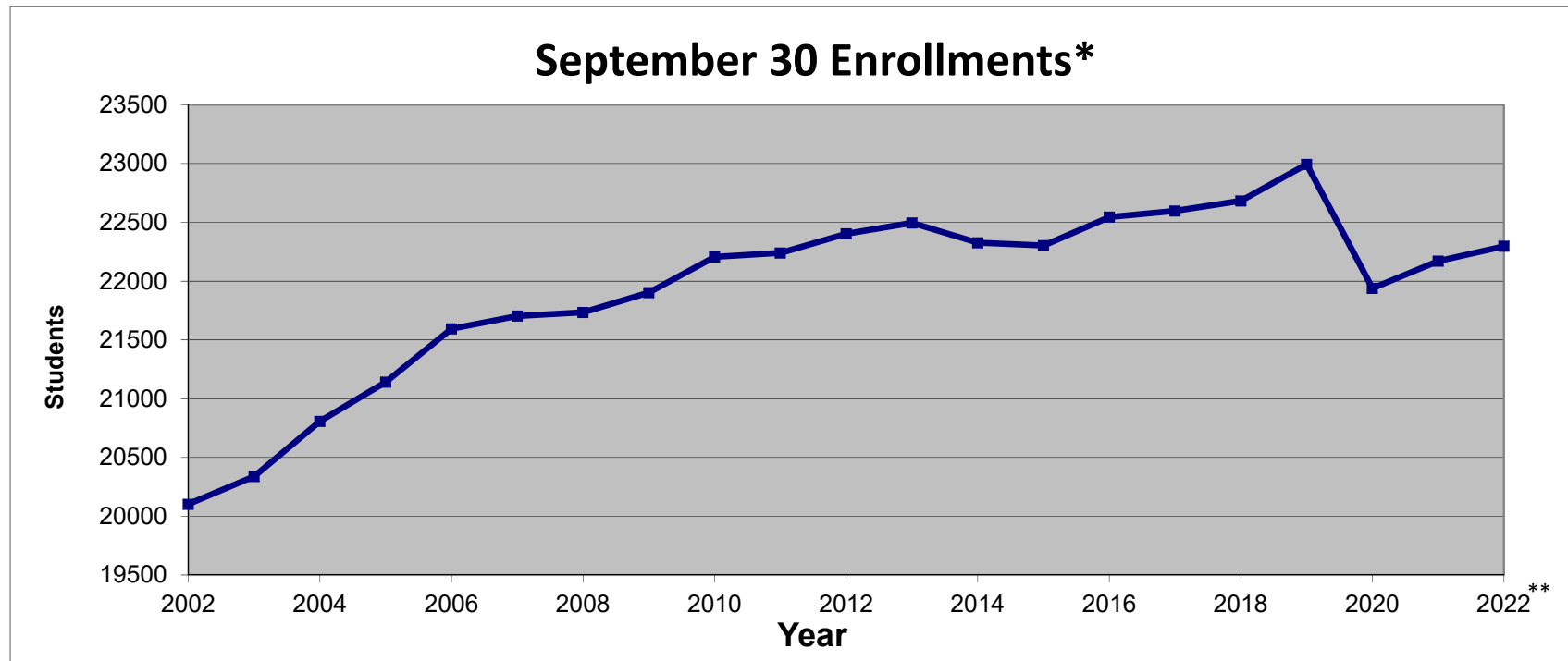
2022 to 2019 Comparison

Grade Level	September 2019	September 2021	September 2022	22/19 Change (3 year)	22/21 Change
K – 5	9,784	9,370	9,445	-339	75
6 – 8	5,287	4,903	4,894	-393	-9
9 – 12	6,718	6,780	6,810	92	30
Special Centers	76	78	95	19	17
<b>K – 12 Sub-total*</b>	<b>21,865</b>	<b>21,131</b>	<b>21,244</b>	<b>-621</b>	<b>113</b>
Pre-K**	1,128	1,040	1,053	-75	13
<b>Total Student Enrollment</b>	<b>22,993</b>	<b>22,171</b>	<b>22,297</b>	<b>-696</b>	<b>126</b>

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

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

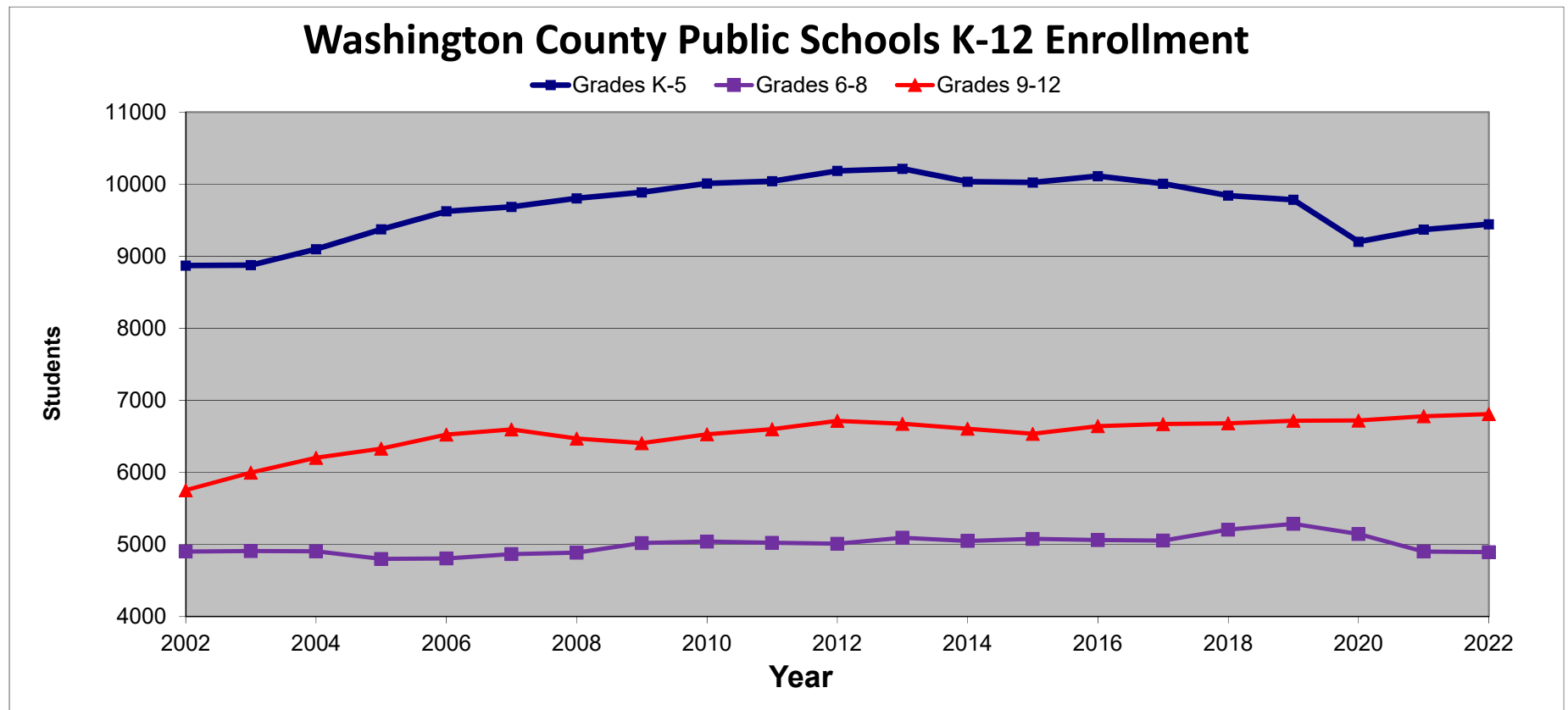
# Total Student Enrollment Trends



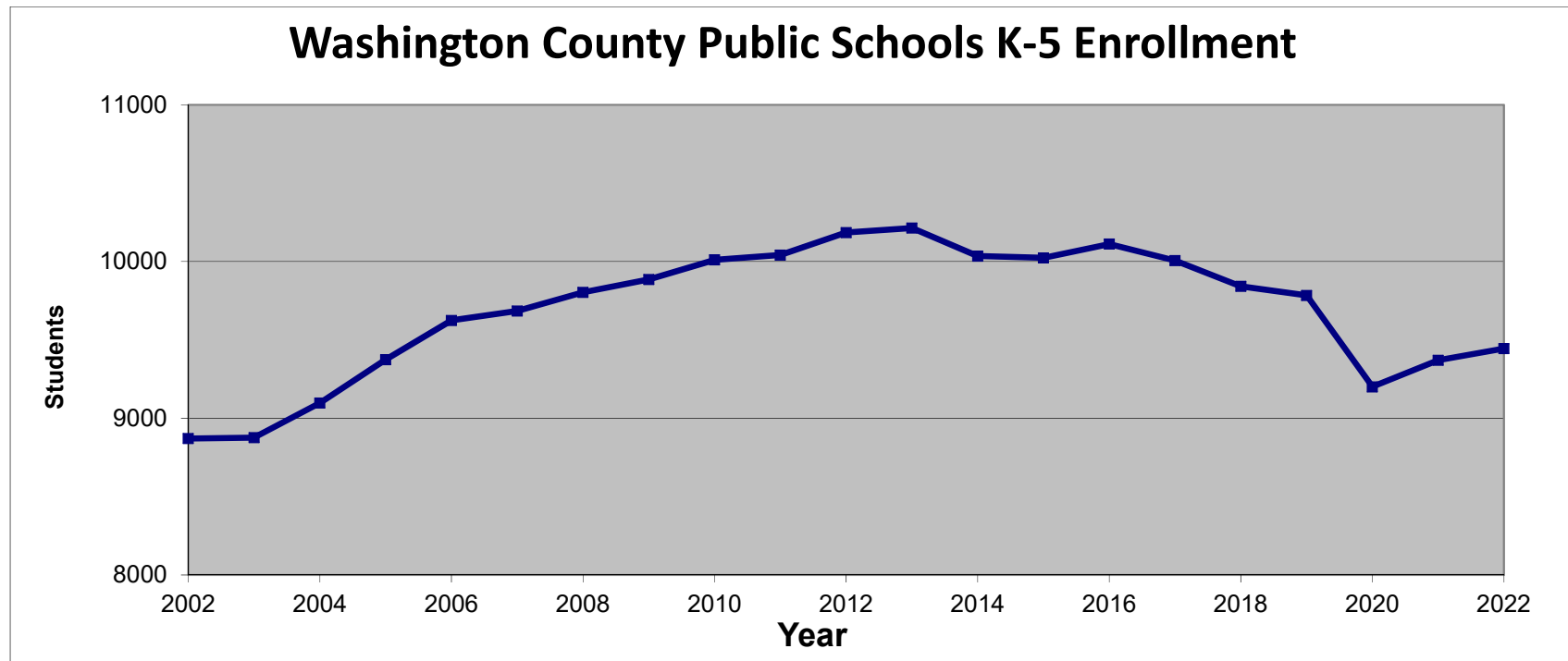
\*Pre-K – 12 WCPS 2002-2021 enrollment data from the Maryland Report Card web page – <http://mdreportcard.org>.

\*\*2022 Pre-K – 12 enrollment data from WCPS Department of Student Services.

# Student Enrollment Trends



# Student Enrollment Trends





## Grades K – 5 Enrollment Changes

School	September 2021	September 2022	Change
Bester	478	450	-28
Boonsboro	468	460	-8
Cascade	128	135	7
Clear Spring	344	330	-14
Eastern	427	433	6
Emma K. Doub	334	330	-4
Fountain Rock	249	265	16
Fountaindale	332	350	18
Greenbrier	200	218	18
Hancock	194	196	2
Hickory	273	299	26
Jonathan Hager	380	416	36
Lincolnshire	444	444	0

# Grades K – 5 Enrollment Changes

2022 to 2019 Comparison

School2	September 2019	September 2021	September 2022	22/19 Change (3 year)	22/21 Change
Bester	504	478	450	-54	-28
Boonsboro	563	468	460	-103	-8
Cascade	139	128	135	-4	7
Clear Spring	375	344	330	-45	-14
Eastern	434	427	433	-1	6
Emma K. Doub	339	334	330	-9	-4
Fountain Rock	242	249	265	23	16
Fountaindale	365	332	350	-15	18
Greenbrier	194	200	218	24	18
Hancock	201	194	196	-5	2
Hickory	265	273	299	34	26
Jonathan Hager	337	380	416	79	36
Lincolnshire	463	444	444	-19	0

## Grades K – 5 Enrollment Changes

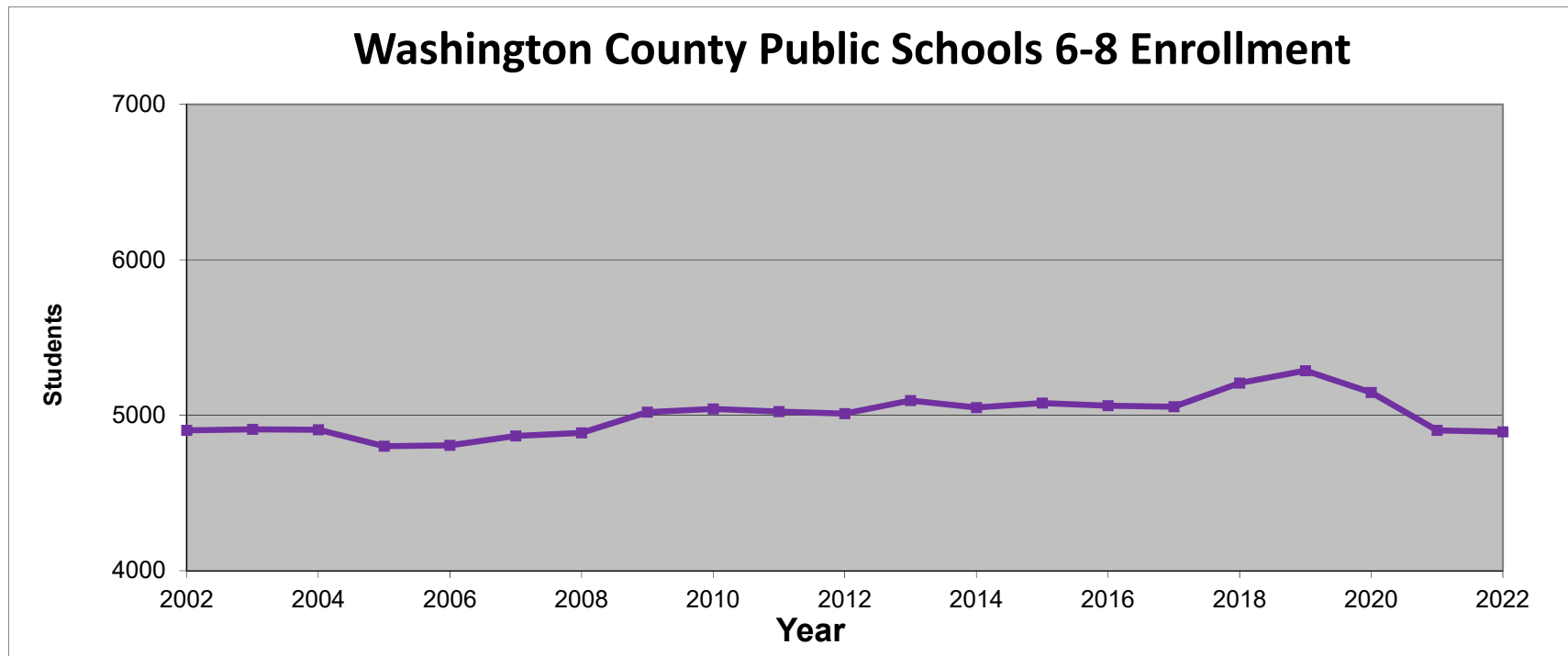
School	September 2021	September 2022	Change
Maugansville	611	595	-16
Old Forge	306	299	-7
Pangborn	611	619	8
Paramount	369	363	-6
Pleasant Valley	195	188	-7
Potomac Heights	308	315	7
Rockland Woods	548	562	14
Ruth Ann Monroe	480	456	-24
Salem Avenue	609	616	7
Sharpsburg	287	309	22
Smithsburg	317	333	16
Williamsport	478	464	-14
<b>Total Elementary</b>	<b>9,370</b>	<b>9,445</b>	<b>75</b>

# Grades K – 5 Enrollment Changes

2022 to 2019 Comparison

School	September 2019	September 2021	September 2022	22/19 Change (3 year)	22/21 Change
Maugansville	671	611	595	-76	-16
Old Forge	313	306	299	-14	-7
Pangborn	665	611	619	-46	8
Paramount	373	369	363	-10	-6
Pleasant Valley	244	195	188	-56	-7
Potomac Heights	266	308	315	49	7
Rockland Woods	580	548	562	-18	14
Ruth Ann Monroe	483	480	456	-27	-24
Salem Avenue	687	609	616	-71	7
Sharpsburg	217	287	309	92	22
Smithsburg	346	317	333	-13	16
Williamsport	518	478	464	-54	-14
<b>Total Elementary</b>	<b>9,784</b>	<b>9,370</b>	<b>9,445</b>	<b>-339</b>	<b>75</b>

# Student Enrollment Trends



## Middle School Enrollment Changes

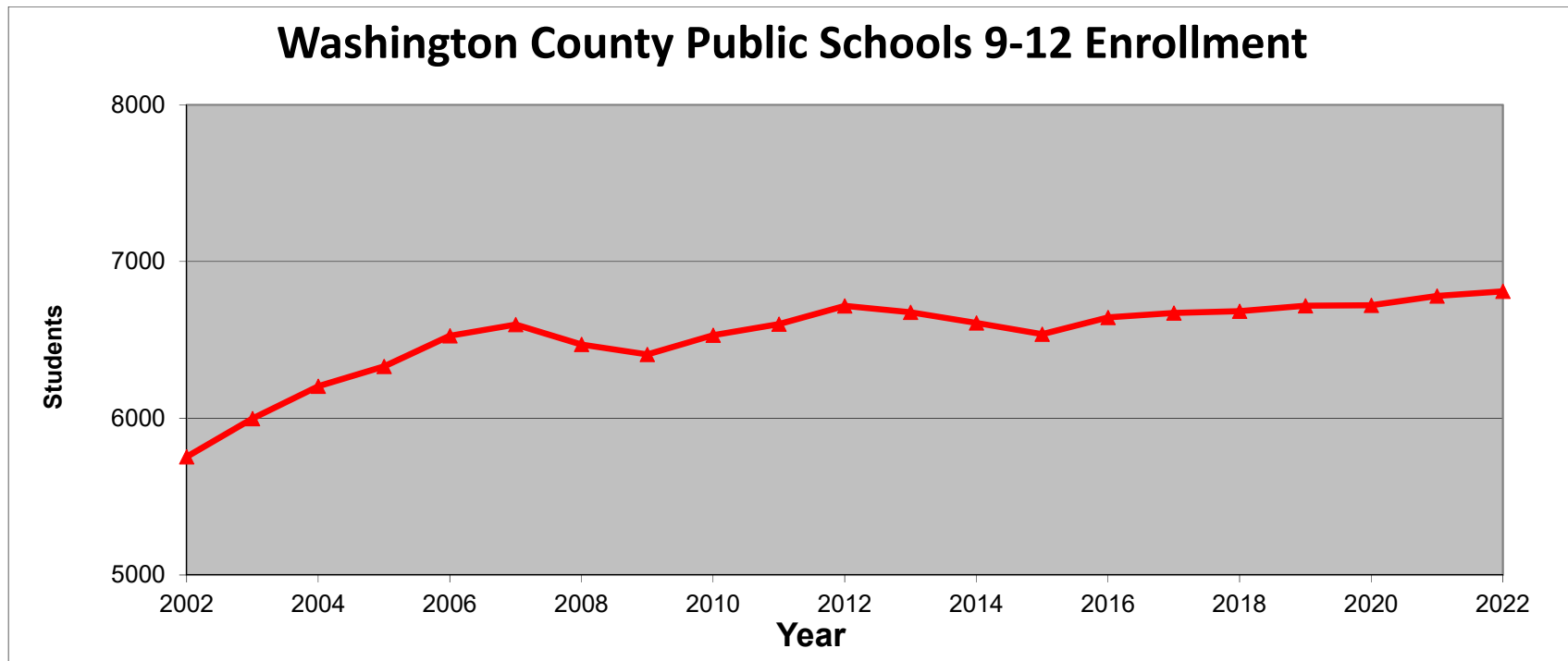
School	September 2021	September 2022	Change
Boonsboro	617	610	-7
Clear Spring	314	329	15
E. Russell Hicks	839	824	-15
Hancock	108	98	-10
Northern	803	848	45
Smithsburg	531	534	3
Springfield	749	748	-1
Western Heights	942	903	-39
<b>Total Middle</b>	<b>4,903</b>	<b>4,894</b>	<b>-9</b>

# Middle School Enrollment Changes

2022 to 2019 Comparison

School	September 2019	September 2021	September 2022	22/19 Change (3 year)	22/21 Change
Boonsboro	702	617	610	-92	-7
Clear Spring	356	314	329	-27	15
E. Russell Hicks	861	839	824	-37	-15
Hancock	120	108	98	-22	-10
Northern	799	803	848	49	45
Smithsburg	582	531	534	-48	3
Springfield	866	749	748	-118	-1
Western Heights	1,001	942	903	-98	-39
<b>Total Middle</b>	<b>5,287</b>	<b>4,903</b>	<b>4,894</b>	<b>-393</b>	<b>-9</b>

# Student Enrollment Trends





# High School Enrollment Changes

School	September 2021	September 2022	Change
Barbara Ingram	332	342	10
Boonsboro	834	747	-87
Boyd J. Michael, III Technical	547	548	1
Clear Spring	455	451	-4
Hancock	116	121	5
North Hagerstown	1,378	1,438	60
Smithsburg	735	717	-18
South Hagerstown	1,417	1,487	70
Williamsport	966	959	-7
<b>Total High</b>	<b>6,780</b>	<b>6,810</b>	<b>30</b>

# High School Enrollment Changes

2022 to 2019 Comparison

School	September 2019	September 2021	September 2022	22/19 Change (3 year)	22/21 Change
Barbara Ingram	303	332	342	39	10
Boonsboro	902	834	747	-155	-87
Boyd J. Michael, III Technical	613	547	548	-65	1
Clear Spring	460	455	451	-9	-4
Hancock	128	116	121	-7	5
North Hagerstown	1,311	1,378	1,438	127	60
Smithsburg	753	735	717	-36	-18
South Hagerstown	1,345	1,417	1,487	142	70
Williamsport	903	966	959	56	-7
<b>Total High</b>	<b>6,718</b>	<b>6,780</b>	<b>6,810</b>	<b>92</b>	<b>30</b>

## Special Center Enrollment Changes

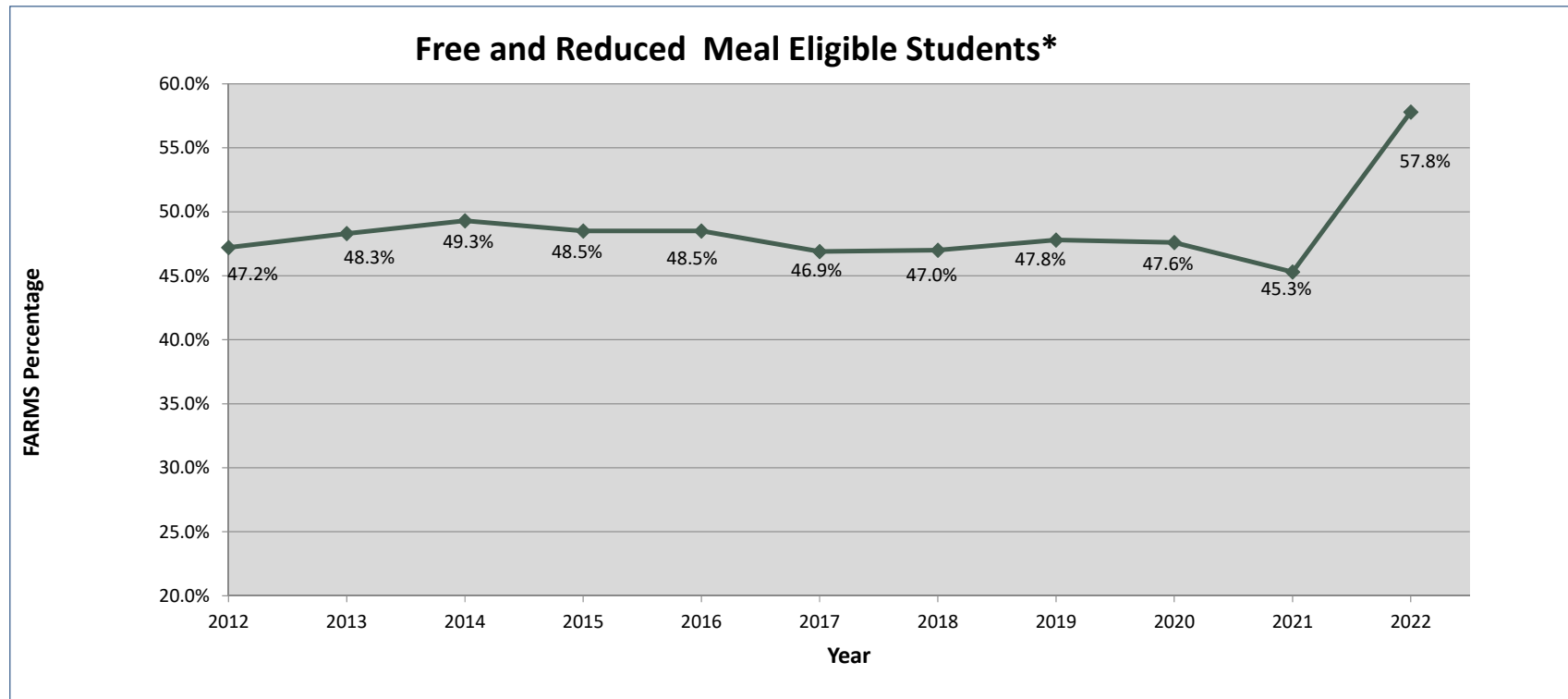
School	September 2021	September 2022	Change
Marshall Street Ed. Ctr. (K-12)	41	49	8
Job Development Ctr.	37	46	9
<b>Total</b>	<b>78</b>	<b>95</b>	<b>17</b>

# Special Center Enrollment Changes

2022 to 2019 Comparison

School	September 2019	September 2021	September 2022	22/19 Change (3 year)	22/21 Change
Marshall Street Ed. Ctr. (K-12)	43	41	49	6	8
Job Development Ctr.	33	37	46	13	9
<b>Total Special Centers</b>	<b>76</b>	<b>78</b>	<b>95</b>	<b>19</b>	<b>17</b>

# 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

## **ESTABLISHMENT OF SCHOOL ATTENDANCE AREAS**

### **I. Purpose**

Policy JCA states the Board of Education's basis for determining the geographical attendance area for public schools.

### **II. Background**

The Annotated Code of Maryland gives the Board of Education authority to determine the geographical attendance area for each public school. The Board of Education is responsible for maintaining throughout Washington County a system of public schools that is designed to provide educational opportunities for all children.

The Board of Education is authorized to establish public schools and their geographical attendance areas, subject to the bylaws, rules, and regulations of the Maryland State Board of Education. Upon approval by the State Superintendent of Schools, any elementary, middle, or senior high school, or any school or combination of grades thereof, so established, shall become a part of the State program of public education.

### **III. Policy Statement/Procedures**

- A. The Board of Education will determine the geographical attendance area and its boundaries for each public school. The Superintendent shall keep records of such attendance areas.
- B. In determining geographical attendance areas and their boundaries, the Board of Education may request the Facilities and Enrollment Advisory Committee (FEAC) to provide recommendations to the Board for consideration. The Board will forward any recommendations made by the FEAC to the Superintendent for study in accordance with the procedures outlined in the accompanying administrative regulation.
- C. In the event administrative adjustments to school attendance areas are necessary, the Board of Education authorizes the Superintendent to formulate recommendations for the Board's review and approval in accordance with the procedures outlined in the accompanying administrative regulation.
- D. The Board of Education is committed to the use of long-range planning techniques to minimize the necessity for frequent boundary changes.
- E. Considerations guiding the establishment or change of school attendance areas include:
  - 1. the educational opportunity afforded to students in each school involved;
  - 2. the long-range enrollment projections including consideration of anticipated future residential development/construction;
  - 3. the state and local rated capacity of schools;
  - 4. the geographic location of each school in relationship to the surrounding population areas;
  - 5. the current and projected student travel time and student transportation needs;
  - 6. the continuation of the feeder school patterns;
  - 7. the opening of a new school or the necessity to close a school;
  - 8. the need to maintain racial balance in a school and/or the school system;
  - 9. the socio-economic composition of schools;
  - 10. the cost associated with the various options.

All of the above factors will be considered, however, reconciling each and every boundary line alternative with each and every factor may not be possible.

- F. The Superintendent is authorized to promulgate an administrative regulation that will set forth the processes to be followed for the creation of recommendations for the establishment of, or administrative adjustments to, school attendance areas for consideration by the Board of Education.

Legal Reference: Annotated Code of Maryland, Education Article, Sections 4-108, 4-109, and 4-120

Policy adopted: December 17, 1974. Amended: February 4, 2003. Revised: October 3, 2006. Revised: August 2, 2022.  
Board of Education of Washington County