

Board of Directors – FSAS | MINUTES

Meeting date, time 10/21/2017 8:30 AM | Meeting location FSAS, Gray, ME

Meeting called by Alison Moser, Chair
Type of meeting Regular Meeting
Facilitator Alison Moser, Chair
Secretary Alyson Spencer-Reed

Attendees:

Alison Moser, Chair
Alyson Spencer-Reed, Secretary
Melanie Prinz, Treasurer
Adam Gilman, Board
Penny Collins, Board
Bill Doughty, Board

Also Present:

Jacinda Cotton-Castro, Executive Director

Excused:

Kathleen Clements, Vice Chair

Meeting called to order at 8:33 am.

AGENDA TOPICS

Review of Minutes

Motion to Accept September 26th, 2017 Minutes by B. Doughty

2nd by A. Gilman

Discussion: Edit – Melanie was absent 9/26. Question – are minutes available on the website? Yes, they are.

Motion passed 6-0.

Executive Directors' Report | J. Cotton-Castro

Reviewed written report.

Jacinda's additions:

- Very much appreciates the opportunity she had to go to the Independent Charter School Symposium in NYC – so valuable.
- Question: who is in charge when Jacinda is out of the building? Joanna, Del, or Barb.

Commission visit 10/26 – reviewed who is going when.

Personnel Committee Report | P. Collins

Health insurance update: Cross representative came to speak with staff and explain offerings; disseminated written descriptions of coverage and premiums. Staff understand that they would lose their subsidy through the exchange if the school offered a plan. School still working on what we will do. Exchange open enrollment is 11/1 through 12/15 and we'd like to decide what we are going to do before then to align with that timing.

Motion to enter executive session to discuss personnel, permitted by ME Title 1, Chapter 13, Subchapter 1, §405, 6. A. (1), by A. Spencer-Reed

2nd by M. Prinz

Motion passed 6-0.

Executive Session entered 8:55 am, exited 9:17 am.

Student Bathroom Policy | J. Cotton-Castro

Revised policy presented for third round of discussion. Policy as written was well received by the teaching team. Got a referral from our Welcoming School trainer for a lawyer who specializes in this area. Recommending approving policy as is and writing a procedural document to be approved by the Board as well. Question – has bathroom use come up as a concern in any of our previous 4 school years? Answer – no – first case came up last year. One member would prefer to see a sentence about working with parents within the policy itself.

Motion to approve the Student Bathroom Use Policy as presented by A. Spencer-Reed

2nd by A. Gilman

Discussion: Change name back to Student Bathroom Use Policy. Q: when will procedural document draft be ready for Board consideration? Within two weeks.

Motion passed 6-0.

Finance Committee Report | A. Moser, J. Cotton-Castro

Change in EPS funding required shifting of some budget line items. Student funding was overpaid by \$9k/month for the first 4 months of the school year, so recommending moving that \$36k to the Reserve Account to save for future needs, in case our reduced funding going forward (based on actual student population) does not cover all our expenses.

The school has made some adjustments to the Board-approved FY 17-18 budget – the revised budget needs approval. (Such reasons as staff stipend changes, student funding changes.)

Question about change to nurse line item: raised from \$3500 to \$5000.

Costs to be incurred for HVAC system changes – system was not installed correctly when build-outs were made over last couple of years. Jacinda to talk to the person who did the original work and get an estimate from him to correct the errors he made during the build-out. Alison recommends the Center pay ¼ and we pay ¾ of the upgrades/repairs to the system.

Correction to Finance Committee report: 133 is total number of students, not number of regular ed students.

Motion to approve revised FY 17-18 budget with updated state revenue and expenses not previously known by B. Doughty

2nd by M. Prinz

Motion passed 6-0.

Motion to approve the transfer of \$36,000 from General Fund to Reserve Account effective 10/31/17 by A. Spencer-Reed

2nd by A. Gilman

Motion passed 6-0.

Motion to establish a Special Education Reserve Account seeded with \$10,000 from the General Fund, effective 10/31/17 by P. Collins

2nd by M. Prinz

Discussion: clarified that this is in case our needs for Special Ed services are higher than anticipated.

Motion passed 6-0.

Governance Committee Report | A. Spencer-Reed

Presented revised Policy Development Policy.

Motion to approve the Policy Development Policy as presented by P. Collins

2nd by A. Gilman

Discussion: Change Executive Director to ED in #2.

Motion passed 6-0.

Education Committee Report | A. Gilman

Reviewed written meeting minutes & goals.

Questions about committee minutes:

- Compatibility of Reggio/Proficiency-Based focus with RTI approach (page 2 of minutes).
- 4th & 5th grade Work Sampling System as reported in minutes not matching Common Core Standards (CCS). WSS is being normed to reference the CCS. Currently the WSS we use, from Pearson, is only tied to CCS for pre-K to 3rd grade, so we have to do this ourselves for 4th and 5th in a way that mimics what we have for the other grades.
- Requirement for proficiency to be demonstrated in different contexts. It may be important for any particular skill to be demonstrated in different ways/contexts rather than demonstrated the same way multiple times.

- Request for math specialist – this means someone to do Professional Development.

Highlights:

- Joanna coming to December meeting to go over WSS with Board.
- Joanna will come again in January to present on the Iowa testing results and talk about assessment in general; how are our students performing?
- Del to be invited to come to our February meeting to give overview of our special ed program and services.

Other Business | A. Moser

School-Center joint committee – meeting to be scheduled soon.

Public Comment |

None

Executive Sessions

See above.

Motion to adjourn meeting at 10:25 am by B. Doughty

2nd by A. Gilman

Motion passed 6-0.

APPROVED