

Board of Directors – FSAS | MINUTES

Meeting date, time 9/26/2017 6:00 PM | 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
Kathleen Clements, Vice Chair
Alyson Spencer-Reed, Secretary
Adam Gilman, Board
Penny Collins, Board
Bill Doughty, Board
Also Present:
Jacinda Cotton-Castro, Executive Director
Excused:
Melanie Prinz, Treasurer

Meeting called to order at 6:09 pm.

AGENDA TOPICS

Review of Minutes

Motion to Accept August 29th, 2017 Minutes by K. Clements

2nd by B. Doughty

Motion passed 6-0.

Executive Directors' Report | J. Cotton-Castro

Reviewed written report.

Jacinda's additions:

- Team feels solid. Feeling proud of our accomplishments so far this year.
- New considerations for possible budget revision: retreat costs, increase in advertising costs for new marketing strategy, loss of free transportation for out-of-district placement
- Thoughts on Board retreat: one day, 9-3ish, facilitated, hold on same day as monthly meeting by starting the day with a tight one-hour agenda and then move into retreat, need to identify objectives soon, form ad hoc committee to plan. Tentatively scheduled for 1/20 (our regularly scheduled

meeting day). Committee = Jacinda, Alison, Kassy. Adam to help with planning a survey for Board members to help identify objectives of retreat.

- Very excited about the course she is taking on Leadership in Equity & Excellence!
- Follow-up values workshop scheduled with Virginia Dearani – Board is welcome to attend.
- Question about SLACK (from written report) – online networking & messaging platform for Charter Schools to communicate and collaborate.

Annual Housekeeping | A. Moser

Members signed Conflict of Interest form, Confidentiality statement; checked & updated contact info sheet, Board skills profile.

Alison would like to know what the committees need on the meeting agendas from now through January by November 1st.

Charter Renewal Application | J. Cotton-Castro

No discussion of final draft of Charter Renewal Application; minor edits of grammar & mechanics offered by Kassy. Jacinda thanks Committee for all our hard work.

Motion to approve renewal application for 2018-2033 period as presented by Renewal Committee, including all relevant documents as appended and required, with minor edits of grammar and mechanics by B. Doughty

2nd by K. Clements

Motion passed 6-0.

Commission visit & public hearing – part of renewal process – are scheduled for 10/26. Board visit 1:30-3:00, public hearing (for parent testimonials) 4:00-6:00.

Search Committee | J. Cotton-Castro

Motion to hire Amanda Horner as TA in Special Ed program for 2017-18 school year at 35 hours/week and at mutually agreed compensation, effective 9/12/17 and previously approved by Board members over email by A. Gilman

2nd by A. Spencer-Reed

Motion passed 6-0.

Governance Committee Report | A. Spencer-Reed

Met last week and identified some tasks & roles for the Governance Committee – began to prioritize. Will continue to refine priorities at October meeting.

Revised the draft of the procedure (or policy?) for creating & revising policies for board discussion & consideration. One member suggested adopting it as a policy so it guides the process in the future. One member noted that this document reads more like a procedure (step by step instructions) than a policy (guiding principals/approach). Board agrees that an introductory paragraph outlining the Board's responsibility in creating policy for the school is in order, preceding the procedural steps; change last two steps to broader

mention of how & where approved policies are stored. Revised draft will be presented at the next Board meeting.

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

Stipend increase has been implemented. New proration schedule has been created; tiers were considered and almost adopted, but in the end we stayed with proration.

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

2nd by A. Gilman

Motion passed 6-0.

Executive Session entered 7:27 pm, exited 7:35 pm.

Motion to authorize Administration to transfer up to \$13,000 of dedicated reserve funds from Contingency account to General Fund to cover stipend increase for FY 2017-18 by K. Clements

2nd by P. Collins

Motion passed 6-0.

Education Committee Report | A. Gilman

Board members encouraged to take a look at the 2nd grade teacher's blog (in recent email from JCC); also article in recent MACS newsletter pertaining to student grit (in recent email from AM).

Recent staff Professional Development includes PBIS, setting up systems for documentation & work sampling, documentation.

Request from Chair for Ed Committee to work with COTL on analyzing testing & work sampling results.

JCC suggests inviting Del (new SPED director) to join Ed Committee.

Question about definition of "grit" – Adam defined as the ability to persevere when facing challenges & setbacks.

Personnel Committee Report | P. Collins

Met with the insurance company to get questions answered and get more detail. No fees to Clark for their services. No contract required. When employees sign, it locks in rates for a year. Minimum participation is 75% of uninsured eligible employees. By offering access to insurance, as long as the premium is under 9% of the employee's gross pay, it qualifies as affordable health care, which means that all employees and their families become ineligible for ACA subsidy for individual insurance through the exchange. We need more information in order to decide which route benefits the most employees. On hold while Personnel Committee looks further into it.

Can still offer vision & dental (only need 2 participants) and retirement account.

Point raised that a Charter School Association could really make a big difference in matters such as this.

Student Bathroom Policy | A. Spencer-Reed

Revised policy presented for second round of discussion. Legal consultation and staff input have not been obtained. Table to October meeting after this has been done. Discussion: One member feels we have a strong responsibility to parents. Others feel our primary responsibility is to students. School needs to consider how we would respond if parents disagree with the student's bathroom choice if that situation should arise. Policies such as this are in keeping with the Maine Human Rights Commission's recommendations as well as U.S. Department of Education. The Board is legally responsible to protect the school; legal consultation could really help us back this up should the need arise; parents do get litigious from time to time.

Other Business | A. Moser

None

Public Comment |

None

Executive Sessions

See above.

Motion to adjourn meeting at 8:58 pm by A. Spencer-Reed

2nd by P. Collins

Motion passed 6-0.

APPROVED