

Board of Directors – FSAS | MINUTES

Meeting date, time 11/18/2017 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:

Meeting called to order at 8:40 am.

AGENDA TOPICS

Review of Minutes

Motion to Accept October 21st, 2017 Minutes by B. Doughty

2nd by M. Prinz

Discussion:

Motion passed 6-0.

Executive Directors' Report | J. Cotton-Castro

Reviewed written report.

Questions: Is Jacinda bringing together Charter Schools around the state? Yes – one of Jacinda's goals is to gather all the Charter School Boards – wants to host a gathering here at Fiddlehead. Considering some tentative dates.

Jacinda's additions:

- Special Ed directors from all the Charter Schools met this month. Would like to bring teachers from all the schools together, as well.
- Our Speech-Language Pathologist (contracted position) is leaving, and Jacinda has posted an ad for the position. Can she & Del proceed with hiring without Board approval for a single-year contracted position such as this? Yes.

For next meeting – our goal will be to gather meeting materials earlier and have paper packets available 3-4 days before the meeting. Will also continue to send out electronic packets.

Personnel Committee Report | P. Collins

Reviewed written committee minutes.

Health insurance update: feedback from staff based on informational meetings is that they prefer not to have a health plan offered through the school because it would affect their eligibility for the exchange subsidy. Committee would still like to offer a health benefit in the future and thinks a longer-term approach in which employees can plan ahead for the transition might be appropriate. The stipend is included on the W2 as salary under our current model – eventually would like to move toward having a benefit amount that is tracked on W2 as benefit, separate from salary/wage. Suggestion made to use an approach of re-evaluating on an annual basis. Vision & dental benefits do not impact eligibility, so we will offer those benefits with a goal of beginning in January. Will also continue to look into a retirement account offering.

Motion to hire Shelly-Ann Lavalle as 1st Grade long-term substitute lead teacher for the remainder of the school year, effective 11/20/17, at previously agreed-upon compensation by P. Collins

2nd by A. Gilman

Motion passed 6-0.

Education Committee Report | A. Gilman

Reviewed written meeting minutes & goals.

Highlights:

- Anytime, Anywhere Learning proposal put to the Commission for approval. This is a way for school cancellation days (e.g., snow days) to count as instructional days by providing work for students to complete at home. Commission is expected to approve the proposal in December. Anticipating up to 4 traditional snow days *not* to be used as Anytime, Anywhere days, which would bring the last day of school to 6/15/17. If those days are used, the Anytime, Anywhere plan would kick in for any *additional* cancellation days, which would be counted as instructional days and therefore not change the final day of school.

Questions about committee minutes:

- What do the teachers think of this plan? They are in favor.
- Brief discussion of timing of survey to be sent to parents of students from Fiddlehead's first graduating class last year.

Preliminary thoughts on the 10-year charter renewal condition of improving student achievement in grades 3-5 as measured by the MEA in years 2018-2021, and discussion thereof: Committee discussed and worked toward interpreting the language the Commission used in the condition they gave for our 10-year charter renewal. Jacinda suggests we need to look closely at our charter to see the language there and how the language of the condition relates to the charter. We will look into whether we could use the NWEA instead of the MEA as the tool of assessment for this condition, and ensure that we do not focus on raising the scores of the "at state expectations" group to the exclusion or detriment of the "below" or "well below" groups.

Finance Committee Report | A. Moser

Reviewed written minutes, P&L, Q1 CAM report, 2016-17 audit report.

Questions:

- Should we consider hiring our own janitorial service for the school rather than paying for it through CAM charges from the Center?
- Where are we on the HVAC repairs/upgrades? Part of it has been done – by Jacinda & Barb’s offices – grade 3, 4, 5 classrooms are to be done soon – one zone to be separated into 3.

Governance Committee Report | A. Spencer-Reed

Updates: Committee did not meet in November due to member medical procedure. Before December meeting, Committee will gather and review input from ED and Committee chairs on what policies are highest priorities for developing next. Have taken a first pass at reviewing the Bylaws for potential changes needed – will discuss at December Governance Committee meeting and present findings at December Board meeting. Reminder offered that proposed revisions to bylaws must be done with tracked changes and submitted this way to the Commission.

Motion to regretfully accept the resignation of Kathleen Clements as submitted to Board Chair and ED on 11/7/17 by A. Spencer-Reed

2nd by B. Doughty

Discussion: There is an exit interview scheduled with Kassy for this coming Monday.

Motion passed 6-0.

Recruitment effort for new Board member: passed out recruiting protocol as a reminder of how we proceed. Our recruiting process and terms have not been aligned with the process as described in our bylaws; Governance Committee will begin to think about a strategy for correcting the misalignment.

Procedures to Accompany Student Bathroom Policy | J. Cotton-Castro

Procedures have been drafted; will be reviewed and revised in committee and presented to the Board at the December meeting for consideration.

Other Business | A. Moser

Board retreat is in planning for January. Discuss objectives/goals. Jacinda gathered thoughts from Board members about what we want to have accomplished at the end of our retreat.

- Board roles & responsibilities, scope, limitations, communication
- Review mission & vision
- Long-term vision
- How do we set, track, and measure success on our institutional goals? What ARE the high-level goals that the Board wants to be tracking? “We are successful when....”
- Half the group seems to want to have a daylong retreat; the other half is more in favor of splitting it into two shorter sessions.

How do we turn this brainstormed list into a refined list to give to the facilitator? Send above list to Jacinda, Jacinda revise & sent to full Board, Board members to offer feedback to Jacinda, final list to be generated.

Public Comment

Elizabeth Shardlow, in 4th year at Fiddlehead, shared detailed concerns on historical social and behavioral concerns in her child's classroom over the years, math results and access to challenging math instruction, and content of social studies curriculum in the current fifth grade classroom.

Executive Session

None.

Motion to adjourn meeting at 10:46 am by A. Gilman

2nd by P. Collins

Motion passed 6-0.

APPROVED