

# Board of Directors – FSAS MINUTES

Approved 1.16.2021

Meeting date, time 12.19.2020 8:30am | Meeting location: Online

Meeting called by William Doughty, Chair  
Type of meeting Regular Meeting  
Facilitator William Doughty, Chair  
Secretary Carolyn Beem, Secretary

Meeting called to order at 8:32 am  
Quorum of 6 present at start of meeting

Attendees:  
Bill Doughty, Chair  
Sally Morris, Vice Chair  
Ben Kramer, Treasurer  
Carolyn Beem, Secretary  
Melanie Prinz, Board member  
Doug Lynch, Board member  
Penny Collins, Board member (8:45)

Also Present: Jacinda Cotton-Castro, Executive Director

Additional Attendees:

Shelley Reed and Bob Kautz from Maine Charter School Commission

Excused:

Vincent Micale, Board member

## AGENDA TOPICS

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Public Comment: none

Review of Minutes from November 21, 2020

Motion to approve November minutes: Ben

Seconded: Doug

Discussion: none

Approved: 6:0

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### Executive Director Update:

JCC noted we should pause and celebrate the work that has been accomplished in getting us to where we are today. This has truly been a team effort and we are in a historical moment. All that went into getting us to the close of 2020 was a monumental effort.

Staff morale has had its ups and downs but overall solid. JCC taking on the role of supporting the lead teachers.

CRF funding - invoices have been submitted to state for reimbursement, expenses include laptops, zoom room, kindergarten expansion, yurt.

Meeting with the Commission - very productive - discussion focused on expansion to 7th grade; additional highlight of discussion was continuity of math instruction for 5th 6th 7th grades.

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### Finance Committee and Treasurer's Report:

Update and recommendation on budget for FY 20-21

Treasurer's Report

FY 20-21 P&L Report

Taking good advantage of CRF funding. Opting to wait till Jan/Feb to move funding out of the facilities account and into reserve account. Cautiously optimistic that per pupil funding won't dramatically decrease.

Ben walked through the CAM funding/expenses since it is no longer managed by Center. Kudos to Business Manager Bobbi for her very careful eye on the details, including expenses that are/should be covered by CRF.

*Motion to approve Treasurer's Report: Carolyn*

*Second: Melanie*

*Discussion: None*

*Motion approved: 7:0*

*Motion to transition bank accounts with Androscoggin Bank based on bank recommendations in their letter of December 2, 2020, in order to take full advantage of FDIC Insurance: Doug*

*Second: Ben*

*Discussion: None*

*Motion approved: 7:0*

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### COVID 19 Health Policy

Recommendations from Board/Admin Leadership Team:

1. Quarantine time: Shift to Maine CDC recommended 10 days.
2. Notification about close contacts

Sally walked through draft revisions to the policy for our consideration

*Motion to modify COVID 19 Health Policy with changes discussed by Board: Penny*

*Second: Ben*

*Discussion:*

*Motion approved: 7:0*

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## Governance Committee

Policies loaded and on the FSAS website!

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## Hiring Recommendations

**Executive Session to consider hiring recommendations:**

***Motion to enter Executive Session(s): 405.6.A to discuss hiring recommendations,***

***9:43 AM: Carolyn***

***Seconded: Ben***

***Motion passed: 7:0***

***Motion to exit Executive Session(s): 405.6.A 10:09 AM: Penny***

***Seconded: Carolyn***

***Motion passed: 7:0***

***Motion to approve Executor Director's slate of hiring recommendations as discussed in***

***Executive Session: Ben***

***Seconded: Penny***

***Discussion: none***

***Motion passed: 7:0***

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## Other Items/Closing

*Next Scheduled Meeting: Saturday, January 16, 2020, 8:30 AM*

***Meeting Evaluation: Norms and Protocols***

*Motion to adjourn: Ben*

*Seconded: Sally*

*Passed 7-0*

*Meeting adjourned at 10:16 AM*