

**FSAS Board Meeting Minutes- 08/24/22**  
**APPROVED 9.15.2022**

1. Call to Order: Ben, Sue, Kim, and Chris (Interim Nurse), Jacinda, Keonna, Joe (6:03 p.m.)- all in attendance
2. Public Comment: No policy on participation, but will be formalized at the next meeting. This is not a public meeting. This is a meeting held in public. We can allow comments if it adds to our discussion. During COVID-19 Policy discussion, please use your hand to make a comment when appropriate. No public comment
3. Additions/Changes to the Agenda: No changes to the agenda
4. Approval of minutes (06/09/22): Kim was not absent; **all in favor of approval (4-0 vote)**
5. Reports:
  - Executive Director:
    - Reflect on the 10th year anniversary. Thanks everyone for all of their dedication and hard work.
    - The 2021-2022 school year was a difficult year for FSAS and across the nation.
    - Hiring is going well. We have lost a few staff members (switched to different schools).
    - We only had three classes go remote during the 2021-2022 school year. The goal was to keep all classes open and in-person.
    - Revisions to the COVID-19 health policy
    - Hired a Nature-Based Coordinator (Marie) to help facilitate continued outdoor partnerships regarding space/facilities use for students.
    - The 2021-2022 had our first eighth grade graduation ceremony.
    - Focusing on PBIS and strengthening the program this school year (Co-Chair: Bonnie Smith and Jenn Damon)
    - Creating four new positions this year: BCBA (Bonnie Smith), School Counselor (Maria Russell), and a contracted COTL (Anne Stires), Principal (Keonna)
    - Received a reward for the 8th grade capstone project (last Thursday)--our very first award in 10 years.
    - Will be sharing the SMART goal for the 22-23 school year based on the needs assessment. The process will start in Sept. 2022
    - Hiring: We have had great luck in recruiting new Teacher Assistants. We are placing new hires in open positions. The only position we do not have filled yet is the 8th grade teacher. Jacinda had a conversation with Kerry Loupe about filling the role for the first four weeks. We are trying to find the right person for the position. We will continue marketing. We are set for the first four weeks of school.
  - Principal:
    - Welcome to Fiddlehead- started July 2021
    - Staff PD- working to create a robust, balanced (fun and informative) PD week for faculty; building relationships and community
    - Welcome Back Night: Thursday, Sept. 1
    - Connecting with Families: Coffee with the Principal (Sept. 2022)
  - Board Chairperson:
    - Tries to be very organized- so the meeting agendas have to be very transparent. Background information is important to give the board insights.
    - Committee Membership/Committee Purpose--we need more board members to have a full team
    - Organizational Overview of the meetings throughout the year will be coming soon (policies around evaluations of ED, Principal, calendars, etc.)--tightening up our responsibilities as board members

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- Board of Directors scheduled meeting date is tentative.
- Board members need to: Read and sign the Conflict of Interest policy, read the Maine's Freedom of Access Law, read the Educational Philosophy statement (to discuss later regarding how we measure student success), read the Board Powers and Responsibilities document, and new members must complete the Public Charter School Governing Board Member Information Sheet
- Resources for Board Members: Becoming a Better Board Member, resources from Drummond and Woodsum
- Committee Chairpersons:
  - The Finance Committee meets next week.
  - We need to discuss membership, roles, and responsibilities of committees next meeting
  - Health Education plan can be added to old business
- 6. Old Business:
  - Health and Wellness Committee- 5th-8th will be receiving a contracted nurse to discuss/teach developmental health-related issues (curriculum will involve parents regarding which language will be used)- October/November 2022 [the board will need to be screened and approved by the board]---next meeting should include a copy of the curriculum report. We need to be clear about scope and sequence.
  - Self-Care Strategies Plan: We have a directive from the last retreat where the focus was on staff wellness. The Health Committee would like to poll the staff regarding needs and regarding self-care, community care, and sustainability of anxiety/stress management
  - Sue will have time during the PD week for staff on Thursday, Sept. 1 to discuss the Wellness Committee and the health of the staff
- 7. New Business:
  - 7.1: Elect Board Officers for 22-23 school year
    - Ben volunteers to be Treasurer for one more school year (**Motion: Kim, Second: Sue; 4-0 vote**).
    - We can also wait to vote to expand the board before assigning positions.
    - Kim is interested in a position, but not sure yet. Kim would like to shadow someone before choosing a new role on the school board.
  - 7.2: Vote to adopt Maine Charter School Commission Performance Framework Amendment for Fiddlehead School (**Vote: Motion: Sue, Second: Joe; 4-0**)
    - This is a complete revision of the framework from MCSC.
    - This is our fourth performance assessment with the MCSC. The commission will give us time to meet expectations. We are on track for meeting expectations based on the rubric. If we are not meeting expectations, the commission takes a look at the curriculum
    - First Category: *Student Performance and Academic Proficiency* (ELA, Reading, Language, and Math)- we are all set on this category because we have a RTI.
    - Second Category: *School Climate and Family Engagement* through a Panorama Survey with families. Historically, we have always done really well in this section.
    - Third Category: *Organization Sustainability* (facilitated by the Executive Director and Principal)
    - Fourth Category: *Financial Management and Viability*- competing with public schools for quality educators and retention of educators (Denise and the Finance Committee will be leading this section)
    - Fifth Category: **Faithfulness to the Charter and Law**- keeping steady in the philosophy and mission of the charter (student enrollment, recruitment, attendance, etc.)

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- Sixth Category: **School Customization**- we can develop our own indicators (facilitated by the Education Committee)- What are skills that students need to know and how do we assess their knowledge of these skills?
- How much can we leverage from MCSC? What is in it for FSAS? (Joe)--the mark is when the waitlist is out the door

→ 7.3: Vote to adopt recommended COVID Policy/Procedures for start of 2022/2023 School Year  
**(Motion: Sue, Vote: 4-0)**

- Any changes recommended?
  - The CDC recommended masking for five days. In the beginning, Sue recommended eight days. Sue recommends, now, five days quarantined and five days masked.
  - Students, before they come back to school, test, then test again in 48 hours.
  - If the first test is negative or positive, repeat quarantine for five days until tested negative. If the second test is positive, quarantine for five days. A person can spread.
  - **Masking:** follow CDC recommendations for indoors (CDC says it is not mandatory). Parents can choose if students stay masked indoors. Outdoor masking is optional. A mask is mandatory if a student has symptoms to see the nurse.
  - **Testing Positive in Classrooms:** Kim recommends a threshold. Sue recommends using the CDC recommendations (ex: three positives is considered an outbreak).
  - **Vaccinations:** The CDC says that there is no quarantine for unvaccinated people. There is no difference between vaccinated and unvaccinated.
  - **Red, Yellow, Green:** What counties do we need to follow because we pull from Cumberland and Androscoggin counties? One county or two counties?
  - **Quarantining:** Students can come back to school on day six after quarantine. Students will test again and if positive, back home. Quarantined students will test again on day eight. If negative, mask off.
  - **Pooled Testing:** Are we testing a class? Siblings and their classes? *Answer:* There would not be a rationale to test. If a direct contact, and symptoms evolve, yes, there will be a test. We will tell parents to watch for symptoms if a student has tested positive for other classmates.
  - No school-wide messages from Jacinda.
  - When will we switch from CDC recommendations to the Infectious Disease Policy?
  - Recommendation to change “may” to “will” for classroom outbreak masking
  - Penny Collins (Parent)- recommends using the CDC guidelines. Are visitors bringing COVID into the building? Will visitors/parents feel welcomed? CDC does not recommend COVID testing. Equity?
  - Cross out information regarding School Entry on the policy- recommended by Joe
  - Parents are welcomed into the building when prompted by the administration team. Masking is optional and recommended
  - Confidentiality with the school nurse regarding purchasing of COVID test from families
  - Jacinda will finalize the COVID-19 policy by making the revisions
  - The COVID-19 Policy is *Individual vs. Community* (Right vs. Right) ethical challenge because it is a public health issue.
  - Jacinda recommends reviewing data in 30 days to see variances. We will look at data that affects FSAS.

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- Bethany (Parent) Idea: If a child tests positive and they are out for five days. She recommends testing on day five instead of day eight because it's too long. *Answer:* False positives can happen on day five. It is more accurate on day eight (Sue)
- Jenn Damon (Teacher/Parent): Concerns about masking the whole class from one exposure
- Nurse Chris- trained with Nurse Becky pool testing in the parking lot. It is a lot to do. The medical world is not "black and white."

8. Other

- 8.1: Comments or Questions
  - No comments or questions
- 8.2: Next Board Meeting- Thursday, September 15, 2022 at 6:00 p.m. (in-person)
  - Calendar dates ready
- 8.3: Proposed Agenda Items for September 25 Board Meeting
  - Check-in with the Health Committee
  - Public Comment Policy
  - Health Curriculum Draft
  - PD Work of the Organizational Overview/Policy Review
  - Infectious Disease Policy

9. Executive Session

- 9.1: To enter into Executive Session pursuant to 1 M.R.S.A. 405(6)(A) to discuss assignment of officials, appointees, or employees
  - Personnel Hires
  - New Board Membership

10. Adjournment (**Motion: Ben, Second: Kim, Vote: 4-0**)