

FIDDLEHEAD SCHOOL OF ARTS AND SCIENCES

BOARD OF DIRECTORS MEETING AGENDA

Thursday, September 15, 2022 – Approved 10.20.2022

Meeting Minutes

1. **Call To Order**

- *Attendees: Board Members – Sue Doughty, Ben Kramer, Kim Allen, and Joe Mattos. Other – Jacinda Cotton-Castro and Keonna Geer. Zoom Attendees: ?*

2. **Public Comment**

- *None*

3. **Additions/Changes to the Agenda**

- *None*

4. **Approve Board Meeting Minutes**

4.1 August 24, 2022 Board Meeting

- *Minutes from September 15, 2022 – Motion Kramer/Doughty to approve Minutes. Vote 4-0.*

5. **Reports**

5.1 Executive Director

- *Executive Director Jacinda Cotton-Castro provided the Board with a written report which highlighted the following information: 1. High Level Accomplishments to Date, 2. Facility Updates, 3. Summer Projects Completed, and 4. Upcoming Projects.*

5.2 Principal's Report

- *Principal Keonna Geer provided an oral report to the Board which included the following information: 1. Review of PD Week, 2. Weekly Staff Bulletin info, 3. NWEA Testing, 4. Staff Wellness activities, and 5. A Principal's Coffee event.*

5.3 Board Chairperson

- *Chairperson Mattos reported that he was going to be attending a training on 9/22 hosted by Charter Commission for all Board Chairpersons. He also stated he had reviewed a past draft of a Governance Committee document regarding a process for soliciting and approving candidates who would like to serve on the Board. Joe will follow-up with Jacinda regarding what steps FSAS needs to take to increase the number of Board members.*

5.4 Committee Chairpersons

- *Finance Committee – Board member Kramer reported that the Finance Committee was wrapping up the 2021/22 school finances and setting goals for 22/23. More information on finances will be presented at the October Board meeting.*
- *Health/Wellness Committee – Board member Doughty reported that the H/W Committee will be reviewing information from FSAS faculty Self-Care Survey.*

6. **Old Business**

6.1 Review Fiddlehead's Communicable/Infectious Diseases Policy - JLCC, Maine CDC Covid 19 Guidelines, and Fiddlehead student Covid 19 data. Revise Fiddlehead Covid 19 Policy and Procedures as needed.

- *Discussion and Action postponed until October 20 Board meeting.*

7. **New Business**

7.1 Review proposed Health Education Curriculum for grades 4-8 students.

- *Board member Doughty reviewed with the Board proposed Health and Wellness Education curriculum standards for grades 4-8 students. These standards would be presented to students in the spring 2023 by a contracted nurse practitioner. Next Steps – Over the next several months the H/W Committee will solicit feedback from parents regarding any concerns with curriculum standards, delivery, etc.*

7.2 Review and approve FSAS policy for Public Participation at Board meetings.

- *The Board reviewed a draft of FSAS Policy BEDH – Public Participation at Board Meetings. Chairperson Mattos explained that much of this policy language is "boilerplate language" which has been adopted by many*

public schools. The policy was discussed by board members which recommended several changes. A final draft of the policy will be presented at the October Board meeting for adoption.

- 7.3 Review and discuss Board policies and information related to Board members' responsibilities,
- As part of the Board's ongoing efforts to increase their understanding and skills for effective decision-making, the Board reviewed a Board document previously created by the Governance Committee entitled Board of Directors Code of Conduct. Board members reviewed each of the 13 bulleted points, clarifying specific information about the conduct of Board members in an out of Board meetings. Board members agreed to abide by the expectations stated in the Board Members Code of Conduct.

7.4 Review Board Committee information e.g., membership, purpose, and goals.

- The Board reviewed and discussed a draft document which contained the following information: a list of all Board committees, committee membership, committee purpose, and committee goals. Chairperson Mattos explained that each committee would be responsible for recommending committee goals for 20/23 school year. More discussion to follow at subsequent Board meetings regarding committee goals.

8. **Other**

8.1 Comments or Questions

8.2 Next Board Meeting – Thursday, October 20, 2022, at 6 pm (In-person meeting).

8.3 Proposed agenda items for October 20 Board meeting

- Proposed agenda items for October Board meeting include: review Infectious Disease Policy, act on Public Participation at Board Meetings Policy BDEH, discuss Board member Zoom attendance policy, review committee, administrator, and school-wide goals.

9. **Executive Session**

9.1 Enter into Executive Session pursuant to 1 M.R.S.A. 405(6)(A) to discuss employment of officials, appointees, or employees.

- Board voted 4-0 to go into Executive Session at 7:39 pm.
- Board came out of Executive Session at 7:52 pm.

10. **Adjournment**

- Motion Kramer/Doughty to adjourn meeting. Vote 4-0