

Board of Directors – FSAS MINUTES

November 18, 2021

Approved 1/20/2022

Meeting date, time 11/18/2021, 7:00 pm | Meeting location: via Zoom

Meeting called by Sally Morris, Chair
Type of meeting Regular Meeting
Facilitator Sally Morris, Chair
Secretary Carolyn Beem, Secretary

Attendees:
Sally Morris, Chair
Joe Mattos, Vice Chair
Carolyn Beem, Secretary
Ben Kramer, Treasurer
Susan Doughty, Board member
Kimberly Allen, Board member

Meeting called to order at 6:04 PM
Quorum of 6 present at start of meeting

Also Present: Jacinda Cotton-Castro, Executive Director
Additional Attendees: Mara Wiggan
Tardiff/Damon family
Vanessa Lavat
Excused: Doug Lynch, Board member

AGENDA TOPICS

Public Comment: None

Approval of October 21, 2021 Minutes:

Motion to approve: Ben
Second: Joe

Discussion: none
Approved: 6:0

Motion to approve minutes from August 23, 2021 Special meeting: Held for quorum

Executive Director Report

Jacinda notified the Board that regrettably Doug Lynch has resigned from the Board due to health concerns. She noted the need for recruiting additional members.

Expressed appreciation for all that has been accomplished. High percentage of staff vaccinated. Vaccinations are happening! No pooled testing next week (Thanksgiving), per state notification. Emphasized the need for self care for staff. Need to limit taking on additional tasks after unpausing a number of programs.

Conferences were this week, some in person and some via zoom has gone very well.

Calendar change: Full day before December break needs to be recorded as an early release.

Motion to amend calendar to reflect December 22 as a half day: Kim
Second: Susan
Discussion: how will families be notified?
Motion approved: 6:0

Committee Updates

Governance - Ongoing review of policies

Education - Mara - committee met this week to begin discussion regarding curriculum framework; taking a more in depth look at standards. Jacinda noted teacher observations, sampling, Understanding by Design

Facilities - have not met yet

Personnel - Sally Salary grid work ongoing; contract with HR consulting firm has been signed work will include review of employee manual, benefits. Special education is an ongoing conversation, as trends continue to rise.

Finance - Ben - Finances on track. Facilities on a five year schedule - replacing clapboards had not been part of the plan but has risen to the top. \$55k remains from last year's budget surplus. Transferring to the CIP (capital improvement projects) account will keep the septic system project on track (summer of 2023). Benefits and salaries (full package offering) continues to be a priority.

Motion to approve the September Treasurer's Report: Kim

*Second: Ben
Discussion: None
Motion Approved: 6:0*

*Motion to approve the October Treasurer's Report: Ben
Second: Kim
Discussion: None
Motion Approved: 6:0*

*Motion to approve moving \$55,000 from Surplus to CIP account: Ben
Second: Kim
Discussion: none
Motion approved: 6:0*

Personnel Items

Motion to enter Executive Session(s): 405.6.A to discuss personnel matters: 7:01 PM

*Motion by: Susan
Seconded: Ben
Discussion: None
Motion passed: 6:0*

*Motion to exit Executive Session(s): 405.6.A : 7:46 PM
Motion by: Susan
Seconded by: Carolyn
Motion passed: 6:0*

*Motion to approve slate of hiring recommendations as discussed in Executive Session:
Susan
Seconded: Joe
Discussion: None
Motion passed: 6:0*

Other Items/Closing

Meeting Evaluation: Board norms and protocols

Next meeting:; December 16, 2021 6:00 PM via Zoom

Board retreat scheduled for Saturday, February 5 (full day)

*Motion to adjourn: Ben
Seconded: Susan
Passed: 6:0
Meeting adjourned at 7:49 PM*

