

# Board of Directors – FSAS MINUTES

## 10/20/2022 meeting

Meeting date, time 10/20/2022 6:00 PM Meeting location: via Zoom

Meeting called by Joe Mattos, Chair

### Attendees:

Type of meeting Regular Meeting

Joe Mattos, Chair

Facilitator Joe Mattos, Chair

Ben Kramer, Treasurer

Secretary

Susan Doughty, Board member

Kimberly Allen, Board member

### Meeting called to order at 6:00 PM

Quorum of 4 present at start of meeting

**Also Present:** Jacinda Cotton-Castro  
Executive Director, Keonna Geer  
Principal, Bethany Cuetara (Minutes)

### AGENDA TOPICS

**Additional Attendees:** Jen Damon,  
Megan Winkel, plus a few other  
members of the public joined but did not  
speak.

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### Public Comment:

Jen Damon – Ready to think of covid as other infectious diseases (like strep, flu etc.). Need to have a policy that we can consistently enforce. Weird trying to loosen up, it is a difficult position.

Bethany Cuetara - I think right now the policy can be confusing. I'm all for normalizing talking openly about covid so I will say we currently have covid and it has been difficult to navigate. We need to clarify the policy and make sure everyone understands it, and if possible, find ways to support the nurse when things get crazy busy, and a better backup plan for if she is out. It was chaotic trying to reach people before school the next morning, and the nurse happened to be out. Luckily, I just kept them home that day because I understood the policy to be inside the home requires up to date vaccines (we are due for boosters) and fully isolating to attend, which we were not. It was a good thing I did because they tested positive the next day, and had saved exposing two classrooms. There is confusion about the words "family member" in the Outside Close Contact section of the policy - that does not include family that you live with! That is Household Close Contact.

Megan Winkel – Lots of inconsistency at school. When kindergarten had an outbreak told to

mask by Jacinda – currently was thinking it is over, but son has been coming out with a mask told he had to.

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*No additions or changes to agenda*

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*Approval of September 2022 Minutes:*

*Motion to approve: Ben*

*Second: Sue*

*Discussion:*

*Approved: 4:0*

### **Executive Director Report (Jacinda)**

Thanks for your support. 7 weeks in – so thankful my family raised me to be a problem solver, optimist, problems come when you solve them. We juggle every day. We lost four staff members this year - Mara, Liz, Kerry moved to TA (temporary lead teacher for 8<sup>th</sup> grade), John. There's a lot from 4-5 years ago that only a few remember. We built this once and now we are rebuilding it again. Our staff is amazing, we have a new 8<sup>th</sup> grade teacher candidate. Couldn't have done it without Kerry. Jen Damon fills several roles. Most excited about (tried to share screen but not working) – students entered a contest with local lions club, the theme was learning with compassion. Read a beautiful entry by a 7th grade student about “a little bee healed by a goldenrod flower, perked up and could fly away” - lead with kindness and love, don't waste the time we have. A lot of Jell-O to nail to the wall, but these kids shine in different ways. Our 7<sup>th</sup> graders won 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> place!

Jacinda's goals: data from surveys etc., looking to get back to stakeholders meetings in future. Living moving document.

### **Principal Report (Keonna):**

We are rocking and rolling 2022-2023. Definitely experiencing the after effects of the last 2 years. We had a successful completion of the first round of NWEAs – almost full completion from all students. Indication of language, reading, math standards were strong and where we could dig deep. Started the first data digging session including RTI, goals school wide and classroom. Sustain and improve some of the data. Next round in January. Just released the skeleton yearlong curriculum (Jacinda, Keonna, Anne, Marie, and Lee Ann) framework – be sure to hit all 3 pedagogies. November 4<sup>th</sup> is a PD workshop - really work on philosophy and foundational first before digging deep. Also have PD tomorrow requested by Kerry for some staff - rotation system. Focus on staff wellness and hitting social emotions for not only students but also staff. PD intentional with purpose, not just fill space. Then the grand announcement yesterday – changing terms “recess” will be Outdoor Play and “offsite days” are Outdoor Classroom. Get prepared, PBIS team (thanks!) planning official spirit week for students – having a positive culture for adult and student land. Hitting the ground running. Details now and long-term vision.

Questions for Keonna:

Kim – I think you're fantastic Keonna, glad you are our principal.

Joe - Not a matter of liking you, we love you!

### **Committee Updates**

Joe:

Attended charter school board alignment – role of governance vs administration.

Going to start to allow charter schools as associate members.

3. post – interim Ex Director is going to take a position.

4. attended the finance committee meeting – we need to find someone to replace Ben who is very knowledgeable! Met with Jacinda and Keonna et al –

What would Joe like to see – whatever we say we do in policy/writing is what we do in practice.

Attended the education committee meeting – Jacinda, Keonna, Anne, Jen Damon, Jonathan, Judy – very impressed with the energy, let's do things well, alignment of K-8 and expectations – great kickoff.

Jacinda – thank you Joe.

### **Finance /Budget Committee Report (Ben):**

We've got a good board here, and it took a lot of work.

Finance met this month – first quarter July-Sept activity. Nothing exciting to pass along. Close eye on what our finances are going to look like. Added new positions, working hard maintaining enrollment, juggling facility building ownership, increase in energy costs. Don't want surprises (bad or good) – none so far, none looming. 3 months of treasurer reports to approve. Looking to put up some fence – separate agenda item.

Questions for Ben:

Kim - how are you feeling about where we are at with money?

Ben- I'm feeling good. Being a charter school, we are restricted by state funding. Pretty simple – revenue coming in, expenses going out, what's left. Supplemental programming paused by covid but reigniting, seeing additional money coming in. Put together a budget and showed us a net positive number, so just watching to make sure we're coming in close to where we expected. Going to take some work but I think we will be fine. Don't think we are looking at any surplus this year.

Joe - Fiddlehead is doing good with reserves in case something happens, in good shape, managed well, looking to the future. Monitor energy costs and make recommendations for cost savings and updating facilities for the future.

Jacinda – wants to emphasize this could be a challenging year with unexpected energy costs, but we have abilities to shift and adjust. Summer programs will be the biggest supplement.

*Motion to accept the financial reports :Kim*

*Second: Sue*

*Discussion:*

*Motion approved: 4-0*

**Health/Wellness Committee (Susan):**

Sorry for not having written the report in the folder. Committee has met, only 2 of 5 faculty were there (Jacinda and Keonna and one other). Looked at survey results from staff (joy, charge batteries, where stuck, need support) – created a program for faculty and staff for healthy habits realistically. Goals for anxiety reducing techniques. Practice pure childlike joy. Team building wellness opportunities – be wellness ambassadors to faculty. Plan a wellness retreat one day of the school year. Setting good boundaries. Perhaps a sensory room. Fiddlehead café. Meeting monthly. Will gather information from the whole committee. Next meeting 1<sup>st</sup> Wednesday of November.

Questions for Sue:

Kim - what's Fiddlehead café?

Jacinda – we used to have a breakroom and it became the art room due to covid. When we get the yurt going we will reclaim the kitchen and call it Fiddlehead café.

Kim – what about lead results in the kitchen and what is the remediation, how is it going?

Jacinda – clarify?

Kim – posted in the breezeway, kitchen faucet was above limits.

Jacinda will follow up.

*Motion to accept the 3 recommended changes that Sue and Jacinda are putting forth:*

*Motion by: Ben*

*Second: Kim*

*Discussion : Joe read the recommended changes.*

*Joe read some parent comments – Concern that the language “as long as they are feeling up to it” needs to be more specific to not exhibit the symptoms of covid etc.*

*Another parent stated concern if this is good for staff why not students - “I encourage the board to maintain the same policies and rules for students and staff.”*

*Question about why 2 negative tests, why not just wear mask.*

*Jacinda - this was without notes - #3 can remain internal*

*Kim - #3 I find concerning logistically*

*Jacinda – Concern for staff - that first round of covid you can watch the dominos drop.*

*When I saw these people come back it was concerning – want compassion, some were fine, and some were struggling. Worried longer term effects if they come back too soon.*

*Susan – Change to fever free for 24 hours, not 48 hours.*

*Joe – ‘Feeling up to it’ changed to ‘symptom free’ more in line with infectious*

*Ben – Talk through what our policy currently is and be clear about what changes we are recommending.*

*Kim – I also don't understand how it is different from current policy.*

*Nurse Chris – We have been requiring a negative test to return after 5 days.*

*Joe – Why wouldn't we also do it for students?*

*Chris – It came up because of severe staff shortages.*

Joe –

Susan – When CDC changed policy in August that if a person tests on day 6 and day 8 negative, they could remove their mask.

Suggest staying mask for full 10 days TOTAL. Debate about if it is 10 days after the first 5 days.

Joe – Asking about close contact requiring masks?

If a positive is in the classroom the whole class masks for 10 days. If you are in close contact outside school, you are the only one to mask 10 days.

Sue – CDC defines close contact within 6 feet for 15 minutes over 24 hours – mask 10 days.

Joe – Back to recommendations. First bullet language “symptom free” and change 24 hours fever free.

Kim – What about long covid?

Sue – CDC uses ‘improvement in symptoms and fever free for 24 hours’.

Joe – I think we can accept that. Big issue it says ‘staff’ should it be students and staff

Ben – 100% yes.

Kim – I agree if it’s just staff, we’re creating a job and labor issue

Sue – I’m of two minds. I understand 42 staff vs 194 students, I understand rationale.

Staff are more consistent in contact behavior. But I have difficulty with double standard.

Joe – Is the second bullet ok with people (within CDC)?

Ben – it might be 2 days

Kim – We should continue 10 days from positive – tests are too unreliable

Sue – I agree with Kim, as hard as that is. The antigen tests are not as accurate/reliable as per which not everyone can get.

Joe – My perspective is not having a lot of trust in some regulations. I hate to differ with CDC but not sure I value all recommendations.

Kim – We are headed into more variants and the winter season, all for keeping 10 days of masking.

Jacinda – Keep it consistent for 10 days. One more thing for the nurse to track.

Joe – Consistency and how we handle it. Last bullet is more administrative piece, let administrators handle that (let teachers go if they aren’t feeling well)

Ben – I agree that is overstepping bounds in our policy.

Motion failed: 4 - 0

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*Motion that we amend our covid policy so that when there is a positive test, the individual will isolate for 5 days, may return to school on day 6 without proof of negative tests, the individual is fever free for 24 hours, with improvement of symptoms, and upon return to school must mask through day 10 from day 0.*

*Motion by: Ben*

*Second: Kim*

*Discussion: edited motion several times, close contact has to be defined.*

*Motion passed: 4-0*

*Does that address the concerns?*

*Jen - It sounds clear here but may or may not translate to policy and enforcement.*

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*Public participation policy – the only change was deleting a section*

*Motion to pass BEDH public participation in board meetings*

*Motion by: Joe*

*Second: Ben*

*Discussion:*

*Motion approved 4-0*

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*Discussed motion to allow board members to attend via zoom. May run into struggles with technology. Kim is willing to help with that.*

*Sue – Board members should attend in person when possible.*

*Joe will work on policy.*

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## Governance Committee

Joe - Currently one policy EOG for supervision and evaluation of instructional staff, not admin or regular staff, even though the executive director has been evaluated in past without policy. Should we have a policy for different staff? Are staff getting good feedback on what is going well, are there practices we need to formalize?

Jacinda – We do have some pre-covid/historically. The staff has gotten large. We are in best practices evaluation admin.

Joe – I will work with Jacinda to create some simple policies and tools for eval and feedback for other staff members. Has to be something that is doable – meaningful but manageable.

Sue – How much of expectation is listed in the job description itself?

Joe – I have seen job descriptions used as an evaluation tool. How do we help people to improve, beyond just hiring and firing? If it is not a priority, we don't have to do it, but we should give feedback.

Sue – Everyone deserves feedback

Kim shared how important feedback and guidance is.

Joe – I will work with Jacinda and Keonna to come up with something meaningful and manageable that would help teachers be better teachers and give feedback for staff.  
Jacinda – Agrees.

Next Step – Joe stated that Jacinda has put together schoolwide goals based on a lot of information. It is currently a draft. Committees putting goals together too, some overlap. Board will review school goals at the next meeting.  
Jacinda - Living breathing goals

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### **New Business – Purchase Privacy Fencing**

Ben – Proposed some privacy fencing, when facing the building driveway on the right side of school. Fantastic relationship with the neighbors but show of good faith for the school to pay \$5425 recommended out of our facilities account for a 6-foot fence.

Kim – Do they want this?

Ben – Yes

*Motion to accept the bid for the materials and installation for fencing*

*Motion by: Joe*

*Second: Susan*

*Discussion:*

*Motion approved: 4:0*

### **Other Items/Closing**

Upcoming Meeting Dates:

Thursday November 17<sup>th</sup>

Thursday December 15<sup>th</sup>

Thursday January 19<sup>th</sup>

Thursday February 9<sup>th</sup>

Agenda items for November:

1. School Goal setting for 2022-23, draft copy.
2. Sue - We have an infection disease policy that should be congruent with Covid policy.

### **Executive Session**

*Motion to enter Executive Session(s): to discuss employment of officials, appointees, or employees (1 M.R.S.A. 405 (6)(A)):*

*Motion by: Ben*

*Seconded: Kim*

*Motion passed: 4-0*

8:20pm entered Executive Session

Board came out of Executive Session at 8:45 pm

*Motion to Adjourn: Sue*

*Seconded: Ben*

*Passed: 4-0*

APPROVED