

Minutes of Fiddlehead Board Meeting Aug 22, 2024

Approved by Fiddlehead Board on Sept. 26, 2024

1. Call to Order
 - a. The meeting was called to order by Bill Doughty at 6:03 PM. A quorum of 5 Board members was present (J. Dickson, R. Preston, B. Scott, S. Doughty, B. Doughty)
2. Becky Scott read the Fiddlehead mission statement
3. Introduction of Board members and staff
 - a. New board member Becky Scott and new staff member Dr. June Sellers were welcomed
4. Public Comment
 - a. No public comment was offered
5. Approve minutes from Regular Meeting on June 6, 2024
 - a. Becky made the valuable suggestion that we could use Fathom notetaker in the future.
 - b. **Jamie moved and Becky seconded to approve the minutes from June 6, 2024. Motion passed 5 to 0.**
6. Financial Actions
 - a. Jacinda updated the Board on Fiddlehead's Finances
 - b. CPA Kerry Bush is helping with the end of year financial reports
 - c. The audit has been moved forward and will still meet state guidelines.
 - d. Nicole Gallagher, our new business manager, is working out well.
 - e. Using Wendy Betts to handle Title invoicing.
 - f. Jacinda requested approval to move the cost of the HVAC unit and yurt construction from the facilities reserve fund to the operating budget. Approximate cost is \$75,000.
 - g. **Susan moved and Jamie seconded to approve moving funds from reserve equal to the cost of erecting the yurt and for the new rooftop HVAC Unit. Motion passed 5 to 0.**
7. Calendar
 - a. On behalf of the school leadership Jacinda requested that the calendar for 24-25 be changed to show April break from April 21 to 25.
 - b. **Jamie moved and Becky seconded to approve the calendar change as requested. Motion carried 5 to 0.**
8. Consider date of Sept Board meeting
 - a. The Board agreed to hold its September meeting on Sept. 26, 2024.
9. Executive Director Report
 - a. Successful walk and return from Spain
 - b. Happy with our amazing leadership team.
 - c. Working 1 day a week as MAPCS Executive Director
 - d. Enrollment is 182 with 51 with IEPS; 44 in 3 grades of middle school
 - e. All positions except 1 special ed. teacher are filled. Great work over the summer by the team.
 - f. Dr. June connected us with psych evaluator and BC/BA
 - g. Grants are going well including shelter at Norumbega
 - h. Fall fundraising to be postponed

- i. Yurt is up, beautiful, and will be well used.
 - j. Kaiti Lewis is helping with publicity
 - k. Neighbors next door are considering a sale and are open to leasing their back lot to us.
 - l. It was announced that the public comment period on our plans as a school runs from this Board meeting until our next Board meeting on Sept. 26.**
10. Principal's Report
- a. Ed. Comm. continued summer work on the handbook and the curriculum. Good material to provide to new staff.
 - b. BHP training for existing and new hire TAs took place online and in-person.
 - c. Doing school opening PD next week including summer reading; balanced PD, individual time, and collaborative time. Team building at Bryant Pond 4H Camp, including songs.
 - d. Second annual kindergarten screening will start the year
 - e. Welcome back night on Aug. 29.
 - f. Excited about 6-8 MS structure with a teacher in each major subject area teaching all three MS grades
11. Board work:
- a. The Board members present signed confidentiality, conflict of interest, and Board member contact sheets.
 - b. The Board reviewed how to access the Board share Google Drive and Epicenter including required videos.
12. Review key Board policies
- a. The Board reviewed several key policies including the Role of the Board, Board member code of conduct, and Board norms for meetings.
13. Wellness Committee Report
- a. Committee is charged with overall school wellness. Susan explained their work for the Board. Muffins were popular; circulated strategies for self-care; planning to sharpen focus on wellness this year
14. Consider field trip policy worked on at June meeting
- a. A revised version was circulated to the Board. Suggestions included:
 - i. Under point 6, add a time deadline for trip planning
 - ii. Remove references to athletics
 - iii. Jacinda waiting to hear back from Marie on some trip guidelines
 - iv. Check male/female language with Carrie Larson
 - v. Make distances on out of state trips consistent. Jamie suggested language
 - vi. Clarify language about approval of overnight stays in introduction.
 - vii. Funding and planning for trips needing Board approval must be completed 6 months prior to the planned trip date
 - viii. Could use a trip planning form stating the steps
 - ix. A revised version will be brought back for a vote at the September meeting
15. Reminder of Board goals for 24-25

- a. The Board reviewed the goals it adopted from the Re-visioning spreadsheet created last year and discussed some possible goals for this coming year.
16. Executive Session to discuss personnel and hiring
 - a. **Susan moved and Jamie seconded to enter executive session to discuss personnel matters pertaining to hiring. Motion passed 5 to 0.**
 - b. The Board returned from executive session.
 - c. Becky moved to approve the slate of recommended candidates as discussed in executive session. Roger seconded.
 - d. The school leadership team was complimented on its exceptional work on hiring this season.
 - e. Jason expressed thanks to all staff members who helped with interviewing over the summer. Motion carried 5 to 0.
- 17. The meeting adjourned by acclamation.**
18. Next Meeting: Sept. 26

Slate for Recommendation – August 22, 2024

Teacher Assistant

Candidate: Ben Thibideau

Experience: See Resume

Teacher Assistant – 8th Grade

Candidate: Susan Persenaire

Experience: See Resume

Teacher Assistant

Candidate: Josh Degan

Experience: See Resume

Art Teacher - Atelierista

Candidate: Amy Arsenault

Experience: See Resume

Lead Teacher – 3rd Grade

Candidate: Emma Galante

Experience: See Resume

Lead Teacher – 4th Grade

Candidate: Olivia Coombs

Experience: See Resume

Special Education Lead Teacher

Candidate: Stephanie Whiting

Experience: See Resume

Business Manager

Candidate: Nicole Gallagher

Experience: See Resume

(4 day work week – 3 days remote)

Middle School Lead Teacher – Humanities

Candidate: Zachary Guidod

Experience: See Resume

Bus Driver

Candidate: Rick Thornton

Experience: No resume - Experienced
