

Approved Oct. 24, 2024

FIDDLEHEAD SCHOOL OF ARTS AND SCIENCES

BOARD OF DIRECTORS MEETING AGENDA

Sept. 26, 2024, 6 PM at Fiddlehead School and via Zoom

1. Call to Order: The meeting was called to order at 6:04 by the Chair.
2. Board members present: Roger Preston, Jamie Dickson, Becky Scott, Susan Doughty, Bill Doughty
3. Staff present: [Jacinda Cotton-Castro](#), Executive Director
4. Our Mission: Susan Doughty read the Fiddlehead Mission statement
5. Public comment: There was no public comment at this time. Later in the meeting a parent asked about access to documents for the Board meeting. Bill said he would check about making Google Docs available.
6. Minutes from August 2024 meeting:
 - a. **Susan moved and Jamie seconded to approve the minutes. Motion passed 5-0.**
7. Financial Update: Jacinda updated the Board on the latest available financial information:
 - a. New business manager Nicole Gallagher is doing a great job.
 - b. Accountant continues to work on completing FY24.
 - c. Audit is coming up on Oct. 15. On track to meet deadline
 - d. Invoiced about \$45,000 for the MOLI grant. Money will come to us.
 - e. FY25 is at break even when hiring is factored in.
 - f. Still analyzing the health care needs for current hires.
 - g. Jamie asked about the health insurance study. It stalled and has been restarted.
 - h. Bill asked about after care and summer camp revenue. On track with the music program to meet budget.
 - i. Summer revenue is unsure at this point.
 - ii. After school care is doing well. Will produce close to the budgeted amount. Averaging 20 to 26 students per day.

- i. We are receiving the planned amount (about \$200,000) from the state each month. No decrease is expected this year.
 - j. Lower enrollment is focused in the upper grades.
 - k. We will need to make substantial changes for next year to keep up our income from the state.
- 8. Executive Director's Report
 - a. New team and new hires are working out well
 - b. Still need one more special education teacher
 - i. New TA inclusion model is helping
 - ii. Working on improved marketing
 - iii. Working on more community gatherings for small community (parents +) groups.
 - iv.
- 9. School Wide Goals:
 - a. Jacinda presented the school-wide goals she and her staff developed for this year and that were included in the Board packet.
- 10. Budget Review
 - a. Bill reviewed the major income and spending categories and amounts in the FY25 budget for the Board's review.
- 11. Principal's Report: from Jason remotely
 - a. Highlights of start of year
 - i. New staff on Aug.21. On boarding went well.
 - ii. Staff toured each of the three outdoor classrooms and worked with our outdoor ed. Coordinator at each location.
 - iii. Balanced prof. Development with individual work time.
 - iv. Included climate education development
 - v. Annual trip to 4H camp at Bryant Pond.
 - vi. "Visible Learners" book are read and analyzed. It addresses Reggio Emilio approach
 - vii. Used Staff Handbook to introduce and explain existing curriculum.
 - b. Student attendance

- i. Jason and Karen meet monthly to check attendance and contact families if needed. Phone calls are made as needed.
 - ii. Jason will attend monthly “Count Me In” meetings as sponsored by MCSC.
 - iii. 5 days a year Anytime Anywhere for students excused for family activities.
 - iv. Make Fiddlehead the most positive, supportive school possible.
 - c. Questions:
 - i. Compliments on good work
 - ii. Was there bus training for students?
 - 1. Yes, our great new bus driver did the orientation. Jason helped with the safety training.
 - iii. Any difference noted with TAs in each class?
 - 1. A great difference noted. Working on using the two adults strategically.
12. Wellness Committee report from Susan
- a. Committee role is to support wellness
 - b. Working to build a culture of wellness
 - c. Encouraging mindfulness practices throughout the school.
 - i. Identifying strategies to develop self-care for wellness.
 - d. Reviewed CDC COVID recommendations to assure alignment.
 - e. Muffins from last year have evolved to healthy snacks.
13. Field Trip Policy:
- a. Revised version was in the packet
 - b. Carrie Larson suggested some language changes that have been included.
 - c. Jamie moved and Susan seconded to approve the policy as modified.**
 - d. Motion passed 5 to 0.**
14. School Board Goals
- a. Jacinda presented the school-wide goals for the year. They impact the students directly

- b. Board goals address longer term issues including those identified in the Re-Visioning activity last year.
 - i. Completing MCSC required modules was discussed and experiences shared.
 - ii. Board strategic planning for years beyond next year is needed.
 - iii. Board recruiting of other committed members who are supportive of Fiddlehead
 - iv. Facilities work is also to be done.
 - v. Discussion or comments
 - 1. Is the expansion of the playground still possible?
Yes, discussions have started. A rough timeline was established and we are looking for funds to support the expansion.
 - 2. Any plan for a Board retreat this year? Yes, usually in February.
 - 3. Enrollment growth is included as a critical goal.
 - a. Increasing preK classes or adding a 3 year old program are under consideration.
 - vi. **Motion to approve the goals by Becky and seconded by Jamie. Motion carried 5 to 0.**

15. Executive Session

- a. **Susan/ Roger to go into Executive Session. Motion carried.**
- b. Board returned from Executive Session.
- c. **Jamie moved and Roger seconded to approve the slate of hires presented in executive session. Motion carried**
 - i. **Carl Lydon was hired as grade 8 teacher**

16. Next meeting is Oct. 17, 2024

17. Special thanks to Jamie for improved technology and Becky for Fathom Notetaker.

18. Meeting adjourned upon motion by Jamie and second by Susan. Motion carried 5-0.

