

Approved minutes 11/21/24

Approved by FS Board on Dec. 12.2024

### Fiddlehead BOARD OF DIRECTORS MEETING

Nov. 21, 2024 at 6 PM at Fiddlehead School and via Zoom

1. Call to order and quorum: Meeting was called to order at 6:20 PM when a quorum was present.
2. Board Members present were Becky Scott, Susan Doughty, Marie Reimensnyder, and Bill Doughty
3. Staff members present were [Jacinda Cotton-Castro](#), Jason Manjourides, and [Jenn Merrill](#).
4. [Jenn Merrill](#) was kind enough to read the Fiddlehead Mission Statement
5. There was no public comment.
6. Approval of minutes from Oct. 24
  - a. Susan moved and Becky seconded to approve the minutes as presented. Motion passed 4 to 0.
7. Financial update
  - a. Jacinda presented a financial update that showed the balance in our reserve accounts and in our operating account. She included an update on other work being done to present a Quarter 1 financial report to the Board.
    - i. Bank Balances:

1. General Reserve	\$117,094.44
2. SPED Reserve	\$54,945.06
3. EMPLOYEE Benefits reserve	\$11,406.36
4. Capital Improvement reserve	\$82679.32 (less \$63.881 for yurt and RTU8)
5. USDA required reserve	\$24,327.76
6. OPERATING ACCOUNT	\$8,433.64
    - ii. Our Financial Team at Fiddlehead School has been working diligently these past few months to catch up in many areas with regard to financing.
  - b. It was moved by Becky and seconded by Susan to accept the financial update. Motion passed 4 to 0.
8. Education Committee/Student Assessment Update
  - a. Jenn Merrill made an excellent presentation that included the following high points:
    - i. - School uses two main assessments: MAP Growth and Maine Through Year
    - ii. - Data shows consistent results between assessments, supporting case to reduce testing burden

- iii. - Most grades have 20-25% of students performing below grade level, 50-60% at grade level, and 20-25% above
  - iv. - School is focusing on differentiation strategies to support students at all levels
  - v. - Considering adding math specialist to support high-performing students
  - vi. Jason's principal report:
    - 1. Education Comm includes: 4 teacher reps; Jason, Jenn (part time), Anne, Seal, Jacinda (when possible)
    - 2. They meet monthly with assignments between meetings
    - 3. Math is emphasized this year with professional development happening in our regular schedule
    - 4. Working on a model for a new teacher and TA mentor program.
    - 5. Looking for alternative ways to continue Eureka Math training.
9. Executive Director report: Jacinda presented her report with the following highlights;
- a. Enrollment and Budget Planning
    - i. Enrollment dropped from 197 to 177 students this year
    - ii. - State funding next year will be based on 177 students, creating ~\$240k budget gap
    - iii. - Exploring options like expanding preschool/early childhood programs to increase revenue
    - iv. - Marketing efforts ramping up to boost enrollment, including new videos and online campaigns
    - v. - Considering adjusting middle school enrollment caps in future years
  - b. Staff Compensation and Support
    - i. Exploring health insurance options with lower deductibles for staff
    - ii. May ask board to cover premium increases for staff
    - iii. Planning for typical 3% pay increase to stay competitive
    - iv. Implementing new family medical leave contribution required by state
    - v. Developing structured mentorship program for new teachers and staff
  - c. Marketing Initiatives
    - i. Creating series of 3 seasonal videos highlighting hands-on learning
    - ii. Updating website and optimizing for search engines
    - iii. Planning email campaigns and social media strategy
    - iv. Considering paid search/online advertising
    - v. Targeting local daycares and preschools for outreach
10. Wellness Committee Update- Susan presented this update:
- a. Planning faculty luncheon on December 6th sponsored by board
  - b. Organizing activities like yoga, mindfulness sessions, spring retreat
  - c. Working on improving staff lounge/cafe upkeep
11. Executive session:
- a. Becky moved and Marie seconded to enter executive session to discuss a personnel matter. Motion carried 4 to 0.
12. The Board returned to open session.
- a. Susan moved and Marie seconded to adjourn the meeting. Motion passed 4 to 0.
13. Action Steps from the meeting:
- a. - Continue work on marketing materials and enrollment outreach
  - b. - Finalize health insurance options and budget impacts
  - c. - Launch new teacher/staff mentorship program
  - d. - Organize December 6th faculty luncheon
  - e. - Board members to complete required training modules

- f. - Further discuss potential name/branding changes in future