



Community Regional Charter School

Governance Committee Meeting

Date and Time

Wednesday December 7, 2022 at 1:00 PM EST

Location

Creative Children's Academy
48 South Factory Street
Skowhegan, ME

Agenda

I. Opening Items

- A. Record Attendance
- B. Call the Meeting to Order

GENERAL PURPOSE

The governance committee is commissioned by and responsible to the Board of Directors to:

- assume the primary responsibility for matters pertaining to Board of Directors recruitment, nominations, orientation, training, and evaluation in accordance with the bylaws of the organization, and;
- establish policies and practices to recommend for approval by the Board of Directors.

II. New Policies

A. Narcan Policy

Discuss information shared by Tonya re: Narcan policies in other district and possible next steps

III. Governance Committee

A. Board Self Assessment & Goals - Update

Review status of goals and discuss any necessary next steps.

1. Board development - quarterly trainings, goal setting
2. Develop a Board Calendar for the year
3. Board manual - communicate Board Member expectations

B. Policy Audit - Update

Update [Tracking Document](#) to be current with adoptions/reviews that have happened.

Prioritize policies for editing -

- CBI - Executive Director Eval should be revised with Board approval in May to get on an evaluation cycle that coincides with ED Contract cycle.

C. Board Member Orientation & Training

Build out Board Member Orientation Packet

Review status on the following required trainings for members of the Board:

- Freedom of Access Training - due within 120 days of taking office
- Gender Equity Training - recommended annually by legal
- Confidentiality of Student Information Training (under FERPA) - recommended annually by legal

IV. Existing Policies

V. Other Business

A. Review Edits suggested by Jessica Carter on Tobacco Policy draft below

[ADC](#) Tobacco Use and Possession (last updated on 9/24/18 - suggestions show an updated draft based on law changes in 2021)

ADC-R Tobacco Use and Possession Administrative Procedures (Likely NOT NEEDED WITH NEW VERSION of ADC)

VI. Closing Items

- A.** Agenda Items for Next Month
- B.** Approve minutes from today's meeting
- C.** Adjourn Meeting