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