# Community Regional Charter School

## Governance Committee Meeting

**Date and Time**

Wednesday January 4, 2023 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

Review redlined draft of Policy following input from the District Leadership Team

Existing JLCD Administration of Medication to Students from 9/12/12
TA- Suggests we replace with JLCD-2021 and JLCD-R obtained from DW incorporating Narcan

**B.** GCOC - Evaluation of Administrative Staff

GCOC - needs to be adopted. This appears to be a new policy.

## 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 updates
2. Review Board Calendar for the year - decide when/how to share with full Board for reference
3. Board manual - communicate Board Member expectations - review draft and plan when/how to share with full Board

**B.** Policy Audit - Update

Update Tracking Document to be current with adoptions/reviews that have happened.

Prioritize policies for editing -

- BEDH Public Participation at Board Meetings
- DN - School Properties Disposition

- BEB: Elimination of Existing Special Meetings Policy

change to legal coded new BEB.Board Member Use of Social Media

- BE : Regular Board Meetings (TA recommend either edit to refer to all Board meetings and notice for such referencing  Bylaws or eliminate BE).
    - If keeping it, edit to include any desired details from the following so those can be eliminated:
        - BDE Board Standing Committees
        - BEC-E Maine Statutes Authorizing Executive Session for Maine Schools
        - BEC Executive Sessions
        - BEDA Notification of Board Meetings
        - BEDC Quorum

## IV. Existing Policies

**A.** Review the following policies for consideration of elimination

BBB Board Membership
BDE Board Standing Committees
BEC-E Maine Statutes Authorizing Executive Session for Maine Schools
BEC Executive Sessions
BEDA Notification of Board Meetings
BEDC Quorum
BEDG Minutes
BGF Suspension of Policies
CM CRCS Annual Report
DD Grants/Funding Proposals and Applications

## 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)

Review draft Danielle will bring to us incorporating the above after feedback from Jessica on these new versions she had not seen before she met with us last time.

## VI. Closing Items

**A.** Agenda Items for Next Month

**B.** Approve minutes from today's meeting

**C.** Adjourn Meeting