



# Community Regional Charter School

## Business Meeting of the Board

---

### Date and Time

Monday September 11, 2023 at 5:30 PM EDT

---

Members of the public are welcome to attend and observe these meetings but must be aware that although the meeting is held in public it is not a public meeting and therefore observers are not permitted to speak during the meeting itself, except during public comment.

---

### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>5:30 PM</b>
<b>A.</b> Record Attendance		Ashlee Savage	1 m
<b>B.</b> Call the Meeting to Order		Nicki Reinholt	1 m
<b>C.</b> Approve Agenda	Vote	Nicki Reinholt	1 m
<b>D.</b> Approve Minutes	Approve Minutes	Ashlee Savage	1 m
Approve minutes for Business Meeting of the Board on July 10, 2023			
<b>II. Public Comment</b>			
<b>III. Academic Excellence Presentation</b>			<b>5:34 PM</b>
<b>A.</b> September Presentation by Elizabeth Firnkes	FYI	Elizabeth Firnkes	8 m

	Purpose	Presenter	Time
Professional Development			
<b>IV. Executive Director Reports</b>			<b>5:42 PM</b>
<b>A.</b> Letters of Resignation (since last Board Meeting) Nicole Leeman, DA Ed-Tech I (1 day employed) Sherry Robotto, DA Ed-Tech III (4 days employed) Kimberly Miller, OA Custodian  Seth Noonkester, Board Member	Vote	Travis Works	2 m
<b>B.</b> New Hires (since last Board Meeting) Melissa Cyr, CCA PreK Facilitator Teagan Freeman - CCA Ed Tech III Reo Hunter - CCA Ed-Tech III Olivia Nichols - DA Ed Tech I Sherry Cotta - DA (Resignation rescinded - Moved to part time) Jeffery Wheeler - DA - Title I Facilitator Cheryl Perkins - DA - School Secretary Nicole Leeman - DA Ed-Tech I Edwin Carmichael - Custodian Ian Leadbetter - OA Facilitator	Vote	Travis Works	2 m
<b>C.</b> Enrollment	FYI	Travis Works	2 m
<b>D.</b> CRCS Staffing Organizational Chart	Discuss	Travis Works	15 m
<b>E.</b> Public Calendar	FYI	Travis Works	5 m
<b>V. Finance &amp; Facilities</b>			<b>6:08 PM</b>
<b>A.</b> Approve August performance and stability report	Vote	Jill Alves	
<b>B.</b> Enter August Finance and Facility Minutes into Public Record	Approve Minutes	Stephanie Saltzman	2 m
<b>VI. Governance Committee</b>			<b>6:10 PM</b>
<b>A.</b> Enter August Governance Committee Minutes into public record	Approve Minutes	Tonya Arnold	2 m

	Purpose	Presenter	Time
<b>B.</b> Enter September Governance Committee Meeting Minutes into Public Record	Approve Minutes	Tonya Arnold	2 m
<b>C.</b> Vote to accept first read of Section I policies for elimination	Vote	Tonya Arnold	5 m

- [IHB](#) Special Education Policy and Purposes
- [IHBAA-E](#) Maine Special Education Regulations (Chap. 101)
- [IHBAB](#) Free Appropriate Public Education
- [IHBAG](#) Programming in the Least Restrictive Environment Policy
- [IHBAL](#) Independent Educational Evaluations Policy
- [IHBAJ](#) Provision of Supportive Services to Students with Disabilities
- [IHBAK](#) Life Sustaining Emergency Care Policy
- [IHBAM](#) Third Party Funding for Services to Students with Disabilities
- [IHBAN](#) Transition Services for Students with Disabilities Leaving School
- [IHBQ](#) Homebound Instruction
- [IIB](#) Class Size
- [IJNDC](#) School System Website/Web Pages
- IJNDC-E Agreement to Publish Student Information on the CRCS Website
- [IJOA](#) Field Trips and Excursions
- [IJOAA](#) Overnight Class Trips
- [IJOB](#) School Volunteers
- [IKA](#) Grading System
- [IKB](#) Homework
- [IMBD](#) Flag Displays

<b>D.</b> Vote to accept first read of revisions	Vote	Tonya Arnold	5 m
--	------	--------------	-----

[IGA](#) - Curriculum Development and Adoption

[IMDC](#) - The Celebration of Holidays

<b>E.</b> Vote to adopt the legally required changes in one reading in one vote the following policies			5 m
--	--	--	-----

- [BBAA](#) - Board Member Authority
- [BCB](#) - Conflict of Interest
- [BCC](#) - Nepotism
- [EBAA](#) - Chemical Hazards
- [EBCF](#) - Automated External Defibrillator (AED) Policy

	Purpose	Presenter	Time
	<a href="#">GBEBB</a> - Staff Conduct with Students		
	<a href="#">GBN</a> - Family and Medical Leave		
	<a href="#">GBO</a> - Family Care Leave		
	<a href="#">GCFB</a> - Recruiting and Hiring of Administrative Staff		
	<a href="#">GCFB-R</a> - Recruiting and Hiring of Administrative Staff: Administrative Procedures		
	<a href="#">JICIA</a> - Weapons, Violence and School Safety		
	<a href="#">JICK</a> - Bullying and Cyberbullying		
<b>F.</b>	Vote to review and reenact policies without changes		5 m
	<a href="#">IHBAL</a> Grievance Procedure for Persons with Disabilities (Required for Fed Grants)		
	<a href="#">IHBEA</a> LAU Plan (Language Assessment Committee) (Required for Fed Grants)		
	<a href="#">IK</a> Reporting of Student Academic Achievement		
	<a href="#">IMBB</a> Exemption from Required Instruction		
	<a href="#">IMG</a> Animals in School		
	<a href="#">IMGA</a> Service Animals in Schools		
<b>G.</b>	Vote to approve the disclosure of the following conflicts of interest	Vote	Nicki Reinholt

While we are not mandated to report all of these relations, it is important that annually we provide full disclosure the relationships that do exist. The following are relatives of employees working for CRCS. At no time are hiring practices altered to hire relatives of employees.

Alex Leadbetter:

- Brother, Ian Leadbetter, works as Facilitator

Allison Perkins:

- Spouse, Joshua Perkins, works a substitute custodian on as needed basis for CRCS

Elizabeth Firknes: Building Principal

- Daughter, Maddie Firnkkes, works as a substitute

Melony Hull: School Secretary

- Spouse, Ron Hull, works as an Ed-Tech I and Part-Time Custodian

Mike Buja: Board Member

- Spouse Jessica provides PT services to CRCS learners with IEPs

Thomas Cole (Scott Cole): Contracted Musician

- Mother, Linda Cole, works as a substitute at CCA.

Travis Works: Executive Director

- Sister, Kelley Mitchell works as a substitute custodian on as needed basis for CRCS
- Spouse, Susan Muzzy works as building administrator for CRCS

Tammy Wyman: Director of Special Education

- Niece, Destiny Goodwin, works as Special Education Ed-Tech I substitute for CRCS
- Sister, Ann Tibbets, works as substitute custodian on as needed basis for CRCS
- Son, Logan Wyman, works as a part time custodian for CRCS

<b>VII. Academic Excellence Committee</b>			<b>6:37 PM</b>
---	--	--	----------------

<b>A.</b> Enter July Academic Excellence Committee Minutes into public record	Approve Minutes	Theresa Overall	2 m
---	-----------------	-----------------	-----

<b>B.</b> Academic Excellence Monthly Presentation Schedule for FY24			5 m
--	--	--	-----

<b>VIII. Other Business</b>			<b>6:44 PM</b>
-----------------------------	--	--	----------------

<b>A.</b> Vote to exclude certain employee positions from MainePers	Vote	Travis Works	5 m
---	------	--------------	-----

CRCS **will** vote to approve the following as written:

- a) Exclude its level 1 educational technicians, custodians, finance staff and administrative assistants who are hired on or after October 31, 2023 from participating

	Purpose	Presenter	Time	
<p>in Regular Plan AC with Maine Public Employees Retirement System (MainePERS). and</p> <p>b) To remit payment to MainePERS for the associated partial withdrawal liability of approximately \$3,000 as required by MainePERS Rule Chapter 803; and to determine whether that payment to MainePERS should be made in a lump sum or amortized for a period not to exceed 30 years at the actuarial assumed rate of return used in the June 30, 2023 valuation.</p> <p>c) To authorize <i>Name, Title</i> to sign the Amended Agreement CRCS and the Maine Public Employees Retirement System.</p>				
<b>B.</b>	Board on Track Survey	FYI	Nicki Reinholt	6 m
<b>C.</b>	Upcoming orientation and training for Board members	Discuss	Nicki Reinholt	5 m
<p>Nicki meets with Board on Track coach in September.</p> <p>Our goals as a full board include, but are not limited to:</p> <ul style="list-style-type: none"> <li>• Building protocols, procedures, and engagement within committees</li> <li>• Calibrating board agendas, minutes, and workflow</li> </ul> <p>What are your individual goals as an individual board member?</p>				
<b>D.</b>	Vote to approve the CRCS Emergency Management Plan 23-24	Vote	Travis Works	5 m
<b>IX.</b>	<b>Closing Items</b>			<b>7:05 PM</b>
<b>A.</b>	Adjourn Meeting	Vote		