Community Regional Charter School

CRCS Board Meeting

Date and Time

Wednesday November 12, 2025 at 6:00 PM EST

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
I.	**Opening Items**			**6:00 PM**
A.	Record Attendance		Ashlee Savage	1 m
B.	Call the Meeting to Order		Theresa Overall	1 m
C.	Approve Agenda	Vote	Theresa Overall	1 m
D.	Maine Freedom of Access Act/Open Meeting Law information session		Travis Works	20 m
II.	**Approve Business Meeting Minutes**			**6:23 PM**
A.	Approve Minutes from 10/8/2025 meeting	Approve Minutes	Theresa Overall	2 m

		Purpose	Presenter	Time
III.	**Public Comment**			
IV.	**CRCS Program Highlights**			**6:25 PM**
A.	Community Building Events	Discuss	Susan Muzzy & Elizabeth Firnkes	2 m
	Holiday Fair for CRCS families - December 12th			
B.	Professional Development share out	FYI	Susan Muzzy & Elizabeth Firnkes	10 m
V.	**Board Chair Updates**			**6:37 PM**
A.	PD opportunities provided by the Charter Commission	Discuss	Theresa Overall	5 m

Board Members (and School Leaders)

- February 10 (10am-12pm) – Strategic Planning: Mid-Year Update
- March 10 (10am-12pm) – Charter Public Schools Communications and Advocacy & the Role of the Board
- March 17 (9:30-11am) – School Leader Evaluation
- May 19 (9:30-11am) – Planning for the Summer/Making the Most of the Summer Months

School Leaders

- November 13 (9:30am-12pm) – Why Communications & Advocacy Matters
- January 26th (9-10:30am) – How to Host a Successful Policy Maker Visit & Engage Your Board
- April 28 (9-11am) – MAP Growth: Reports for Teachers (analyze growth date for the year and plan for the start of the next school year)

Some of these will be held virtually, while others will be held in-person with a virtual option. NOTE – We'll provide food for in-person meetings .

		Purpose	Presenter	Time
	These sessions are not required, but attendance is strongly encouraged. I will be sending calendar invites over the next few days, so be on the lookout for those to hit your inbox and share them with folks inside your organization that you think should attend. Please let me know if you have any questions or need any additional information.			
B.	Update from the “Finding, Recruiting, Retaining and Training Board Members to Meet Your 3-5 Year Goals" PD Session	FYI	Theresa Overall	10 m
C.	Board Retreat Update	FYI	Theresa Overall	5 m

Please be sure you have filled out the Doodle poll that was emailed out on 11/5/25

https://doodle.com/group-poll/participate/egXOxgDa

		Purpose	Presenter	Time
D.	Executive Director evaluation goals and process timeline	FYI	Theresa Overall	5 m
E.	Board member job description	FYI	Theresa Overall	5 m

Need to develop job descriptions for the following board member positions:

- Chair
- Vice Chair
- Treasurer
- Secretary

		Purpose	Presenter	Time
F.	Reminders	FYI	Theresa Overall	5 m

VI. Executive Director and Staff Reports **7:12 PM**

		Purpose	Presenter	Time
A.	Letters of Resignation/Non-Renewal (since last Board Meeting)	FYI	Travis Works	2 m
B.	New Hires (since last Board Meeting)	FYI	Travis Works	5 m

Carole Gillespie - Facilitator, Overman (starting January 5, 2026)

		Purpose	Presenter	Time
C.	Professional Development (Upcoming) Learning and the Brain - November 14th - 16th in Massachusetts Friday Early Release PD: Customized for Staff	FYI	Travis Works	5 m
D.	Consolidation Update	FYI	Travis Works	10 m
E.	Other Updates	FYI	Travis Works	5 m

VII. Board Policies for Review and/or Adopting

VIII. Academic Excellence Committee **7:39 PM**

A.	Meeting on 11/12/2025 Minutes will be presented at the December board meeting	FYI	Michael Buja	2 m

IX. Finance & Facilities **7:41 PM**

A.	Overview of the 10/15/25 meeting	FYI	Stephanie Saltzman	2 m
B.	Approve the minutes from the 10/15/2025 Finance and Facilities Committee Meeting	Approve Minutes	Stephanie Saltzman	3 m

X. Governance Committee **7:46 PM**

A.	Overview of the meeting on 10/22/25	FYI	Theresa Overall	2 m
B.	Approve the minutes from the 10/22/25 Governance Committee Meeting	Approve Minutes	Theresa Overall	3 m

XI. Items to Be Voted Upon: **7:51 PM**

A.	Vote to approve the CRCS Emergency Management Plan	Vote	Travis Works	2 m

XII. Other Business: **7:53 PM**

		Purpose	Presenter	Time
A.	Draft Audit	FYI	Jill Alves	5 m

Please take time to review the Draft FY25 Financial Audit from RHR. There is no action needed on this item, however, the Finance Committee will review on Wednesday, November 19th and then in December the full board will vote to accept.

If there are any questions please let Stephanie know prior to the Finance Meeting on November 19th.

XIII. Closing Items **7:58 PM**

		Purpose	Presenter	Time
A.	Adjourn Meeting	Vote		