

# Community Regional Charter School

## Business Meeting of the Board

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### Date and Time

Monday October 16, 2023 at 5:30 PM EDT

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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.

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### 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 September 11 Business Meeting Minutes	Approve Minutes	Ashlee Savage	1 m
<b>II. Public Comment</b>			
<b>III. Executive Director Reports</b>			<b>5:34 PM</b>
<b>A.</b> Letters of Resignation (since last Board Meeting)	Vote	Travis Works	2 m

	Purpose	Presenter	Time
<b>B.</b> New Hires (since last Board Meeting)	Vote	Travis Works	2 m
<b>C.</b> Enrollment	FYI	Travis Works	5 m
<b>D.</b> Annual Monitoring Report	FYI	Travis Works	5 m
<b>E.</b> FYI - Negotiation Status of Extracurricular and Sports with MSAD54		Travis Works	10 m

Update following first negotiation meeting between CRCS and MSAD54. Finance Committee will review the proposal and report back to the board with recommendations for the CRCS November Board Meeting.

#### **IV. Academic Excellence Committee 5:58 PM**

<b>A.</b> Approve minutes from September 18 Committee meeting	Approve Minutes	Mike Buja	2 m
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<b>B.</b> Academic Excellence Presentation by Dan Ryder	FYI		12 m
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CRCS Innovation and Design: Where We Are and Where We are Going

Highlight how our tools and resources have been used so far this year and what the goals are.

For the Board to gain a deeper understanding of our tech investments we've made and how that's going to translate into deeper learning this year.

#### **V. Finance & Facilities 6:12 PM**

<b>A.</b> Approve August performance and stability report	Vote	Jill Alves	2 m
<b>B.</b> Enter August Finance and Facility Minutes into Public Record	Approve Minutes	Stephanie Saltzman	2 m

#### **VI. Governance Committee 6:16 PM**

<b>A.</b> Vote to accept second read and elimination of Section I policies	Vote	Tonya Arnold	5 m
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[IHB](#) Special Education Policy and Purposes

	Purpose	Presenter	Time
	<a href="#">IHBAA-E</a> Maine Special Education Regulations (Chap. 101)		
	<a href="#">IHBAB</a> Free Appropriate Public Education		
	<a href="#">IHBAG</a> Programming in the Least Restrictive Environment Policy		
	<a href="#">IHBAI</a> Independent Educational Evaluations Policy		
	<a href="#">IHB AJ</a> Provision of Supportive Services to Students with Disabilities		
	<a href="#">IHB AK</a> Life Sustaining Emergency Care Policy		
	<a href="#">IHB AM</a> Third Party Funding for Services to Students with Disabilities		
	<a href="#">IHB AQ</a> Transition Services for Students with Disabilities Leaving School		
	<a href="#">IHB F</a> Homebound Instruction		
	<a href="#">IIB</a> Class Size		
	<a href="#">IJNDC</a> School System Website/Web Pages		
	IJNDC-E Agreement to Publish Student Information on the CRCS Website		
	<a href="#">IJOA</a> Field Trips and Excursions		
	<a href="#">IJOAA</a> Overnight Class Trips		
	<a href="#">IJO C</a> School Volunteers		
	<a href="#">IKA</a> Grading System		
	<a href="#">IKB</a> Homework		
	<a href="#">IMBD</a> Flag Displays		
<b>B.</b>	Vote to accept second read and adoption of revisions	Vote	Tonya Arnold
	<a href="#">IGA</a> - Curriculum Development and Adoption		5 m
	<a href="#">IMDC</a> - The Celebration of Holidays		
<b>VII. Other Business</b>			<b>6:26 PM</b>
<b>A.</b>	Vote to exclude certain employee positions from MainePers	Vote	Travis Works
	CRCS <b>will</b> vote to approve the following as written:		5 m
	a) Exclude its level 1 educational technicians, custodians, finance staff and administrative assistants who are hired on or after October 31, 2023 from participating in Regular Plan AC with Maine Public Employees Retirement System (MainePERS). and		
	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.		

	Purpose	Presenter	Time
c)	To authorize <i>Name, Title</i> to sign the Amended Agreement CRCS and the Maine Public Employees Retirement System.		

<b>B.</b>	Follow up from Nicki's meeting with BOT coach	FYI	Nicki Reinholt	5 m
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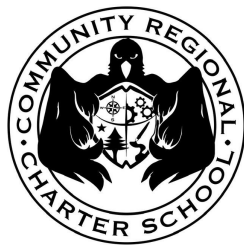
**VIII. Closing Items** **6:36 PM**

<b>A.</b>	Adjourn Meeting	Vote	
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# Coversheet

## Approve September 11 Business Meeting Minutes

**Section:** I. Opening Items  
**Item:** D. Approve September 11 Business Meeting Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Business Meeting of the Board on September 11, 2023



# Community Regional Charter School

## Minutes

### Business Meeting of the Board

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#### **Date and Time**

Monday September 11, 2023 at 5:30 PM

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#### **Directors Present**

C. Hansen (remote), M. Buja (remote), N. Reinholt, S. Saltzman (remote), T. Arnold (remote), T. Overall (remote)

#### **Directors Absent**

S. Noonkester

#### **Directors who arrived after the meeting opened**

M. Buja, T. Overall

#### **Ex Officio Members Present**

T. Works

#### **Non Voting Members Present**

T. Works

#### **Guests Present**

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A. Savage, Brian Andre (remote), Dan Ryder (remote), E. Firnkes (remote), Jill Alves (remote), K. Canning (remote), S. Muzzy (remote), T. Wyman (remote)

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## **I. Opening Items**

### **A. Record Attendance**

### **B. Call the Meeting to Order**

N. Reinholt called a meeting of the board of directors of Community Regional Charter School to order on Monday Sep 11, 2023 at 5:35 PM.

### **C. Approve Agenda**

T. Arnold made a motion to approve the agenda as is.

S. Saltzman seconded the motion.

The board **VOTED** to approve the motion.

M. Buja arrived.

### **D. Approve Minutes**

S. Saltzman made a motion to approve the minutes from Business Meeting of the Board on 07-10-23.

T. Arnold seconded the motion.

The board **VOTED** to approve the motion.

## **II. Academic Excellence Presentation**

### **A. September Presentation by Elizabeth Firnkes**

Elizabeth shared out the professional development plan for Overman for the 23/24 school year.

Wednesday afternoons from 3pm-4pm is being used to meet with facilitators to go over some of the day to day stuff and being able to use Friday afternoons for more of a focus on professional development opportunities.

Different themes and topics per rotation of PD and those rotations match the timing of rotations that learners follow for seminars.

## **III. Executive Director Reports**

### **A. Letters of Resignation (since last Board Meeting)**

Nicole Leeman, DA Ed. Tech I

Sherry Robotto, DA Ed. Tech III

Kimberly Miller, OA custodian

Seth Noonkester, Board Member

T. Arnold made a motion to accept Seth Noonkester resignation from the board.

M. Buja seconded the motion.

The board **VOTED** to approve the motion.

#### **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 Sped Facilitator

Jeffery Wheeler, DA Title I Facilitator

Cheryl Perkins, DA School Secretary (internal transfer)

Nicole Leeman, DA Ed. Tech I

Edwin Carmichael, Custodian

Ian Leadbetter, OA Facilitator

T. Arnold made a motion to accept the hiring of Jeffery Wheeler, Ian Leadbetter, Melissa Cyr, and Sherry Cotta as facilitators.

M. Buja seconded the motion.

The board **VOTED** to approve the motion.

#### **C. Enrollment**

As of today 9/11/23, enrollment is moving in the right direction and should be on track for meeting the goal for Oct 1 enrollment count

CCA - 43 out of 48

DA - 166 out of 175

OA - 160 out of 175

#### **D. CRCS Staffing Organizational Chart**

T. Overall arrived.

Travis shared out the staffing organization chart including staff name, building assignment, who the daily supervisor is, if they evaluate anyone, each staff members funding source, and their amount of time spent with learners.

Board gave feedback on the chart so it can tweaked and finalized.

Board would like a different view as well that is more of broad brush stroke -

Central office --> 3 buildings (CCA, DA, OA) with different numbers of admins, facilitators, ed techs, custodians OR using FTEs to show different positions in each building



- show where we are at vs where we want to be and any barriers if any to getting to the ideal

#### **E. Public Calendar**

Travis included it in the board packet so the board is aware of any upcoming school events.

Will try and include this on each month's board agenda to make everyone is aware.

If a board member wants to attend any of the school events, they will let Travis know.

### **IV. Finance & Facilities**

#### **A. Approve June performance and stability report**

N. Reinholt made a motion to approve the June Performance and Stability Report.

T. Arnold seconded the motion.

The board **VOTED** to approve the motion.

#### **B. Enter August Finance and Facility Minutes into Public Record**

N. Reinholt made a motion to approve the minutes from Finance and Facilities Committee Meeting on 08-07-23.

T. Overall seconded the motion.

The board **VOTED** to approve the motion.

### **V. Governance Committee**

#### **A. Enter August Governance Committee Minutes into public record**

T. Arnold made a motion to approve the minutes from Governance Committee Meeting on 08-02-23.

S. Saltzman seconded the motion.

The board **VOTED** to approve the motion.

#### **B. Enter September Governance Committee Meeting Minutes into Public Record**

T. Arnold made a motion to approve the September 6, 2023 Governance Committee Meeting minutes.

S. Saltzman seconded the motion.

The board **VOTED** to approve the motion.

#### **C. Vote to accept first read of Section I policies for elimination**

T. Arnold made a motion to accept first read of Section I policies for elimination.

N. Reinholt seconded the motion.

The board **VOTED** to approve the motion.

**D. Vote to accept first read of revisions**

N. Reinholt made a motion to accept first read of revisions for policies IGA and IMDC.

T. Overall seconded the motion.

The board **VOTED** to approve the motion.

**E. Vote to adopt the legally required changes in one reading in one vote the following policies**

T. Arnold made a motion to adopt the following policies with legally required changes in one reading in one vote: BBAA, BCB, BCC, EBAA, EBCF, GBEBB, GBN, GBO, GCFB, GCFB-R, JICIA, and JICK.

M. Buja seconded the motion.

The board **VOTED** to approve the motion.

**F. Vote to review and reenact policies without changes**

T. Arnold made a motion to review and reenact the following policies without changes: IHBAL, IHBEA, IK, IMBB, IMG, IMGA.

S. Saltzman seconded the motion.

The board **VOTED** to approve the motion.

**G. Vote to approve the disclosure of the following conflicts of interest**

N. Reinholt made a motion to approve the disclosure of the conflicts of interest listed out on the agenda.

S. Saltzman seconded the motion.

The board **VOTED** to approve the motion.

**VI. Academic Excellence Committee**

**A. Enter July Academic Excellence Committee Minutes into public record**

N. Reinholt made a motion to approve the minutes from Academic Excellence Committee Meeting on 07-18-23.

S. Saltzman seconded the motion.

The board **VOTED** to approve the motion.

**B. Academic Excellence Monthly Presentation Schedule for FY24**

**October:**

Dan Ryder

**November:**

Susan Muzzy

**December:**

Elizabeth Firknes (Empower PD)

**January:**

Susan Muzzy

**February:**

Tammy Wyman

**March:**

Ashlee Savage (Longitudinal data)

**April:**

Brian Andre

**May:**

Susan Muzzy

## VII. Other Business

### A. Vote to exclude certain employee positions from MainePers

An initial vote was put forward with a first from Nicki and a second by Stephanie and after discussion those Nicki and Stephanie withdrew their motions.

The board has asked Travis and Jill to follow up with MainePers to see about an option for certain employee groups to have an option for participating in the MainePers PLD plan. Travis and Jill will bring the information back to a future board meeting for more discussion and a possible vote.

### B. Board on Track Survey

Nicki has opened a new assessment in Board onTrack for all board members.

### C. Upcoming orientation and training for Board members

Nicki would like the main focus of the next Governance Committee Meeting in November to be finalizing the board orientation.

Nicki is meeting with the Board onTrack coach in September.

### D. Vote to approve the CRCS Emergency Management Plan 23-24

T. Overall made a motion to approve the CRCS Emergency Management Plan 23-24.

T. Arnold seconded the motion.

The board **VOTED** to approve the motion.

## VIII. Closing Items

### A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:19 PM.

Respectfully Submitted,  
N. Reinholt

## Coversheet

### Approve minutes from September 18 Committee meeting

**Section:** IV. Academic Excellence Committee  
**Item:** A. Approve minutes from September 18 Committee meeting  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:**  
Minutes for Academic Excellence Committee Committee Meeting on September 18, 2023



# Community Regional Charter School

## Minutes

### Academic Excellence Committee Committee Meeting

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#### Date and Time

Monday September 18, 2023 at 2:00 PM

#### Location

<https://networkmaine.zoom.us/my/crcsboard>

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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.

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#### Committee Members Present

M. Buja (remote), T. Overall (remote)

#### Committee Members Absent

*None*

#### Guests Present

A. Savage, E. Firnkens (remote), N. Reinholt (remote), S. Muzzy (remote), T. Works (remote)

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#### I. Opening Items

##### A. Record Attendance

##### B.

### **Call the Meeting to Order**

T. Overall called a meeting of the Academic Excellence Committee Committee of Community Regional Charter School to order on Monday Sep 18, 2023 at 2:15 PM.

## **II. Academic Excellence Committee**

### **A. Set future meeting dates**

**Next meeting will take place on Monday, November 6th from 2-3pm.**

### **B. Tier II/Tier III Interventions**

Susan and Elizabeth explained Multi Tiered Systems of Support

- Tier II/Tier III Interventions

### **C. List of topics for the board to know about and map out academic topics that are important to talk about**

- NWEA
- Title I, II, IV, and V Grant Funds and Impact on Instruction/Programming

### **REV Grant Award \$128,000**

- ZSpace - Career Technical Courses
- E-Sports
- Graphic Design Tablets

## **III. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 3:15 PM.

Respectfully Submitted,  
T. Overall

# Coversheet

## Approve August performance and stability report

**Section:** V. Finance & Facilities  
**Item:** A. Approve August performance and stability report  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** Financials\_8-31-23 (1).pdf



## CRCS Financial Performance & Stability Report

**8/31/2023**

Current Assets	491756.81
Current Liabilities	90494.28
Current portion of long term debt	151671.00

	FY23 Value	Meets Standard?	Notes
<b>Current Ratio</b>	<b>2.0</b>	Yes	Should be greater than or equal to 1.1

### DCOH calculation

unrestricted cash	347616.23
average daily cost	12953.91

	FY23 Value	Meets Standard?	Notes
<b>Unrestricted Days Cash on Hand</b>	<b>26.83</b>	No	Should be at least 30 days

Current Assets	491756.81
CMP Security Deposit	200.00
Fixed Assets	4785720.79
<b>Total Assets</b>	<b>5277677.60</b>

Current Liabilities	90494.28
Long term Debt	2703422.07
<b>Total Debt</b>	<b>2793916.35</b>

	FY23 Value	Meets Standard?	Notes
<b>Debt to Asset Ratio</b>	<b>53%</b>	Yes	Should be less than 90%

net income	274598.35
Total Revenue	834688.85

	FY23 Value	Meets Standard?	Notes
<b>Total Margin</b>	<b>32.90%</b>	Yes	Should be positive

2:15 PM

09/18/23

Accrual Basis

## Community Regional Charter School Balance Sheet As of August 31, 2023

	Aug 31, 23
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
100 · Bangor Savings Bank	
Unrestricted	
Donations - Unrestricted	6,724.00
Fundraising	3,161.34
General Fund	270,125.84
School Nutrition Program	67,615.05
<b>Total Unrestricted</b>	<b>347,626.23</b>
100 · Bangor Savings Bank - Other	-10.00
<b>Total 100 · Bangor Savings Bank</b>	<b>347,616.23</b>
<b>Total Checking/Savings</b>	<b>347,616.23</b>
<b>Accounts Receivable</b>	
11400 · Grants Receivable	99,930.37
130 · Accounts Receivable	38.09
<b>Total Accounts Receivable</b>	<b>99,968.46</b>
<b>Other Current Assets</b>	
12000 · Undeposited Funds	5,998.97
12800 · Employee Advances	14.28
13000 · Prepaid Expenses	38,158.87
<b>Total Other Current Assets</b>	<b>44,172.12</b>
<b>Total Current Assets</b>	<b>491,756.81</b>
<b>Fixed Assets</b>	
15000 · Furniture and Equipment	
1112 · Furniture & Equipment - Fixed A	9,497.61
5312 · Maint Equip -Fixed Asset	51,080.25
5312E3 · Maint Equip - Fixed Asset E3	6,866.88
5312H · Maint Equip-Fixed Asset	1,062.01
5312HE3 · Maint Equip - Fixed Asset HE3	4,916.92
5312M · Maint Equip-Fixed Asset MS	599.95
5312ME3 · Maint Equip - Fixed Asset ME#	2,436.68
5312P · Maintenance Equipment - Fixed A	2,991.84
5312PE3 · Maint Equip - Fixed Asset PE3	1,329.52
5513C2 · Equipment Fixed Asset CRF2	5,824.00
6626 · Furniture & Equip-Fixed Asset	-12,654.84
6626C1 · Food Serv Furn & Equip Fixed	31,842.30
7166HC2 · Furniture equip Fixed Asset	3,952.20
7166MC2 · Furniture/equip Fixed Asset	3,047.80
9171 · Furniture & Equipment - Fixed 8	1,331.80
<b>Total 15000 · Furniture and Equipment</b>	<b>114,124.92</b>
151 · Equipment & Technology	
1113C1 · Tech Hardware - Group Control	27,129.96
1113HC1 · Tech Hardware - Group Control H	13,859.61
1113MC1 · Tech Hardware - Group Control M	10,692.39
1113PC1 · Tech Hardware - Group Control P	9,698.04
1116C1 · Instr Tech Hrdwr Fixed Asset	9,322.42
1116DIM · Tech-Hardware Fixed Assets DIM	18,547.14
1116H · Technology Hardware - Fixed As0	18,067.64
1116HC1 · Instr Tech Hrdwr Fixed HS	4,762.44
1116M · Technology Hardware - Fixed Ass	8,868.16
1116MC1 · Instr Tech Hrdwr Fixed MS	3,674.12
1116P · Technology Hardware- Fixed Asst	6,791.65
1116PC1 · Instr Tech Hrdwr Fixed Asset EC	3,332.46
1118DIM · Tech Software Fixed Asset	11,000.00
5204HC2 · Fire & Security CRF2 H	8,075.27
5204MC2 · Fire & Security M CRF2	3,959.40

2:15 PM

09/18/23

Accrual Basis

## Community Regional Charter School Balance Sheet As of August 31, 2023

	Aug 31, 23
5516PC1 · Tech Hardware Fixed Asset ECC	10,308.16
9158C2 · Internet/Network Purchased Sev	15,600.00
9173 · Technology Hardware - Fixed A12	130.00
9173C2 · Tech/Hardware Fixed Assets	27,140.39
9583 · Technology Hardware - Fixed A13	7,137.90
151 · Equipment & Technology - Other	344,624.67
<b>Total 151 · Equipment &amp; Technology</b>	<b>562,721.82</b>
152 · Greenhouse	17,151.00
154 · Upgrades and Improvements	2,967,467.38
155 · Downtown Campus	
5316H · Property - Fixed Asset HS	224,097.63
5316M · Property Fixed Asset MS	110,166.06
5572HC2 · Construction Services HC2	53,874.30
5572HE2 · Construction Services HE2	50,333.94
5572MC2 · Construction Services MC2	34,689.42
5572ME2 · Construction Services ME2	24,716.06
5760HE2 · OH Cap EH-Impr ESSER II	4,884.30
5760HE3 · Blding&Blding Improve OH E3	8,414.56
5760ME2 · OM Cap EH-Impr ESSER II	2,405.70
5760ME3 · Blding&Blding Improve OM E3	4,168.89
155 · Downtown Campus - Other	46,133.33
<b>Total 155 · Downtown Campus</b>	<b>563,884.19</b>
156 · ECC Campus	
5316P · Property - Fixed Asset CCA	34,410.72
5511PK · Property - Fixed Asset Pre-K	21,710.59
5760PE3 · Blding&Blding Improvements E3	24,726.89
156 · ECC Campus - Other	263,054.35
<b>Total 156 · ECC Campus</b>	<b>343,902.55</b>
157 · Cornville Campus	
5316 · Property Fixed Asset	58,327.60
5317D · Bathroom Reno D	6,138.29
5760E2 · Cornville Cap EH-Impr ESSER II	7,333.16
5760E3 · Blding&Blding Improvements E3	64,684.64
157 · Cornville Campus - Other	1,083,300.00
<b>Total 157 · Cornville Campus</b>	<b>1,219,783.69</b>
159 · Building 14x42	11,500.00
160 · Accumulated Depreciation except	-334,326.00
161 · Accumulated Depreciation for Bu	-821,116.76
16400 · Vehicles	
6023C1 · Student Transport Vehicles C1	1,357.00
6023C2 · Transportation Vehicle C2	32,843.00
6642C1 · Food Serv Transp Fixed Asset	38,881.00
6642C2 · Food Serv Transport Fixed Asset	43,453.00
16400 · Vehicles - Other	90,758.00
<b>Total 16400 · Vehicles</b>	<b>207,292.00</b>
17400 · Accum Depr - Vehicles	-66,664.00
<b>Total Fixed Assets</b>	<b>4,785,720.79</b>
<b>Other Assets</b>	
180 · CMP Security Deposit	200.00
<b>Total Other Assets</b>	<b>200.00</b>
<b>TOTAL ASSETS</b>	<b>5,277,677.60</b>



2:15 PM  
09/18/23  
Accrual Basis

## Community Regional Charter School Balance Sheet As of August 31, 2023

	Aug 31, 23
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
200 · Accounts Payable	34,422.84
<b>Total Accounts Payable</b>	34,422.84
<b>Credit Cards</b>	
210 · Bangor Savings Bank Credit Card	15,145.59
213 · American Express	1,244.76
214 · Home Depot	471.78
<b>Total Credit Cards</b>	16,862.13
<b>Other Current Liabilities</b>	
230 · Payroll Liability	
231 · Accrued Summer Payroll	-0.03
232 · Payroll Liabilities	0.45
233 · MEPEERS Liability	30,319.56
230 · Payroll Liability - Other	0.55
<b>Total 230 · Payroll Liability</b>	30,320.53
251 · Accrued Interest	8,888.78
<b>Total Other Current Liabilities</b>	39,209.31
<b>Total Current Liabilities</b>	90,494.28
<b>Long Term Liabilities</b>	
261 · Bangor Loan 6690	783.17
262 · Bangor Loan 6557	376.66
263 · Mechanical Services, Inc	127,297.83
265 · 48 S.Factory St. Building Loan	159,688.80
269 · USDA - Bangor Savings Bank Loan	2,267,224.30
272 · Teqlease 410	10,912.99
273 · Bryn Mawr Funding	1,987.56
274 · Bangor Roof Loan 274	135,150.76
<b>Total Long Term Liabilities</b>	2,703,422.07
<b>Total Liabilities</b>	2,793,916.35
<b>Equity</b>	
300 · Opening Balance Equity	100,724.89
32000 · Retained Earnings	2,108,438.01
Net Income	274,598.35
<b>Total Equity</b>	2,483,761.25
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>5,277,677.60</b>

FY23  
 2,754,667  
 Decrease  
 \$51,245

12:44 PM

09/18/23

**Community Regional Charter School**  
**Statement of Cash Flows**  
**July through August 2023**

	<b>Jul - Aug 23</b>
<b>OPERATING ACTIVITIES</b>	
Net Income	269,254.95
Adjustments to reconcile Net Income to net cash provided by operations:	
11400 · Grants Receivable	-10,970.61
130 · Accounts Receivable	3,673.47
12800 · Employee Advances	484.85
13000 · Prepaid Expenses	31,714.36
200 · Accounts Payable	-81,905.75
210 · Bangor Savings Bank Credit Card	-1,923.75
213 · American Express	-3,563.46
214 · Home Depot	182.00
230 · Payroll Liability:231 · Accrued Summer Payroll	-225,235.48
230 · Payroll Liability:232 · Payroll Liabilities	0.21
230 · Payroll Liability:233 · MEPEERS Liability	193.05
24100 · Accrued Leave and Payroll	-9,627.75
	-27,723.91
Net cash provided by Operating Activities	-27,723.91
<b>INVESTING ACTIVITIES</b>	
156 · ECC Campus:5511PK · Property - Fixed Asset Pre-K	-19,474.54
161 · Accumulated Depreciation for Bu	16,400.00
	-3,074.54
Net cash provided by Investing Activities	-3,074.54
<b>FINANCING ACTIVITIES</b>	
261 · Bangor Loan 6690	-1,547.21
262 · Bangor Loan 6557	-743.22
263 · Mechanical Services, Inc	-1,393.06
265 · 48 S.Factory St. Building Loan	-889.87
269 · USDA - Bangor Savings Bank Loan	-14,484.82
272 · Teqlease 410	-7,151.63
273 · Bryn Mawr Funding	-259.79
274 · Bangor Roof Loan 274	-4,294.14
	-30,763.74
Net cash provided by Financing Activities	-30,763.74
Net cash increase for period	-61,562.19
Cash at beginning of period	415,177.39
Cash at end of period	353,615.20

We have a negative cash flow for the period. This is a result of a payment of \$110,000 for Apple Tech purchased in July. \$62,000 has been invoiced and recorded as grants receivable from ESSER 3. This should be our final ESSER draw.

2:13 PM  
09/18/23  
Accrual Basis

## Community Regional Charter School Profit & Loss Budget vs. Actual July through August 2023

	Jul - Aug 23	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
401 · State Subsidy	750,709.24	748,850.16	1,859.08	100.2%
500 · Special Revenue	72,885.29	121,980.52	-49,095.23	59.8%
600 · Other Revenue	11,094.32	10,500.00	594.32	105.7%
650 · Fundraising Income	0.00	1,250.00	-1,250.00	0.0%
700 · Student Activity Accounts	0.00	166.66	-166.66	0.0%
<b>Total Income</b>	<u>834,688.85</u>	<u>882,747.34</u>	<u>-48,058.49</u>	<u>94.6%</u>
<b>Gross Profit</b>	<u>834,688.85</u>	<u>882,747.34</u>	<u>-48,058.49</u>	<u>94.6%</u>
<b>Expense</b>				
1000A · CRCS Instructional Services	214,894.10	328,559.22	-113,665.12	65.4%
2000A · Special Education	37,666.83	120,850.14	-83,183.31	31.2%
4100A · Supplemental Program & Services	3,352.87	4,058.34	-705.47	82.6%
4200A · Library	0.00	150.00	-150.00	0.0%
4300 · Communications	0.00	186.08	-186.08	0.0%
4500A · Student Support & Testing	109.67	18,903.94	-18,794.27	0.6%
5000A · Facilities	111,558.97	134,420.76	-22,861.79	83.0%
6000 · Transportation	48,928.10	59,231.68	-10,303.58	82.6%
6500 · Food Service	14,785.77	51,360.34	-36,574.57	28.8%
7000A · Administration and Support	37,225.49	47,088.42	-9,862.93	79.1%
7200A · Operating Expenses	5,089.98	5,040.38	49.60	101.0%
9000A · Admin. & School Board	86,478.72	84,490.32	1,988.40	102.4%
<b>Total Expense</b>	<u>560,090.50</u>	<u>854,339.62</u>	<u>-294,249.12</u>	<u>65.6%</u>
<b>Net Ordinary Income</b>	<u>274,598.35</u>	<u>28,407.72</u>	<u>246,190.63</u>	<u>966.6%</u>
<b>Net Income</b>	<u><u>274,598.35</u></u>	<u><u>28,407.72</u></u>	<u><u>246,190.63</u></u>	<u><u>966.6%</u></u>

## Coversheet

### Enter August Finance and Facility Minutes into Public Record

**Section:** V. Finance & Facilities  
**Item:** B. Enter August Finance and Facility Minutes into Public Record  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:**  
Minutes for Finance & Facilities Committee Meeting on September 25, 2023



# Community Regional Charter School

## Minutes

### Finance & Facilities Committee Meeting

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#### **Date and Time**

Monday September 25, 2023 at 5:30 PM

#### **Location**

Central Office

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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.

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#### **Committee Members Present**

C. Hansen (remote), S. Saltzman (remote)

#### **Committee Members Absent**

*None*

#### **Guests Present**

A. Savage (remote), J. Alves (remote), K. Canning (remote), N. Reinholt (remote), T. Works (remote)

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### **I. Opening Items**

#### **A. Call the Meeting to Order**



S. Saltzman called a meeting of the Finance & Facilities Committee of Community Regional Charter School to order on Monday Sep 25, 2023 at 5:33 PM.

## **B. Record Attendance**

## **II. Finance**

### **A. Review Montly Financials**

Jill shared our financial and stability performance report which included July and August of FY24

- included our debt to asset ratio, days cash on hand, total margin, etc.

Jill shared our balance sheet as of August 31, 2023.

Jill shared our Profit & Loss Budget vs Actuals.

### **B. Enrollment Update**

Final push for enrollment and looking like we will be somewhere in the 385-390 learner range for the Oct 1 state enrollment count

## **III. Facilities**

### **A. Update on facilities across the district**

**CCA** - classrooms are complete.

**Central Office** - Brian Barrows was working on wireless airports for internet and still finalizing spaces and offices

**Overman** - would like to open a wall to help with learner flow between the 2 downstairs spaces so that learners aren't having to go through the wood shop to get to Raven Works

**Dimensions** - out of space and looking for ways to try and make some more learner spaces

- Kit shared some possible spaces include finishing the oil tank room and storage room to make a clean fab lab space, moving the portable building to the other side of the building and putting up a steal structure on the current pad, also have a concrete pad already set that we could put a wooden building on, etc.

- Need to look at how to use certain spaces and what the cost of those would be especially if they need a sprinkler system

- Look at a cost analysis of the different options to try and figure out what the best option might be

Kit shared some of the bigger projects that need attention that are part of our Capital Improvement Plan

<https://docs.google.com/document/d/13IPJuvW7BgN3gz80X5EclUzf9tvrXk4S9M4D8xzUbcE/edit>

#### **IV. Closing Items**

##### **A. Approve Minutes**

Board Committee approves minutes to be put forth to the full board meeting.

##### **B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:31 PM.

Respectfully Submitted,  
S. Saltzman