



# Community Regional Charter School

## Business Meeting of the Board

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### Date and Time

Monday June 10, 2024 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>II. Approve Business Meeting Minutes</b>			<b>5:33 PM</b>
Approve Minutes from 4/22/2024 and 5/13/2024			
<b>A.</b> Approve minutes from 4/22/2024 Business Meeting	Approve Minutes	Nicki Reinholt	2 m
<b>B.</b> Approve Minutes from 5/13/2024 meeting	Approve Minutes	Nicki Reinholt	2 m

	Purpose	Presenter	Time
<b>III. Public Comment</b>			
<b>IV. Board Chair Updates</b>			<b>5:37 PM</b>
<b>A.</b> Goals for Charter Commission Year End Report	Vote	Nicki Reinholt	20 m
<b>B.</b> Graduation	FYI	Nicki Reinholt	5 m
<b>C.</b> Board Member Resignation Acknowledgement of Tonya Arnolds' Resignation	FYI	Nicki Reinholt	5 m
<b>D.</b> Future meeting dates and times	Discuss	Nicki Reinholt	5 m
<b>V. Executive Director Reports</b>			<b>6:12 PM</b>
<b>A.</b> Letters of Resignation (since last Board Meeting) Beth Borden, Facilitator - Dimensions Emma Frost, Facilitator - Dimensions	FYI	Travis Works	2 m
<b>B.</b> New Hires (since last Board Meeting) Jen Lord, Facilitator - Dimensions Esther Rosario, Facilitator - Dimensions Casie Frederick, Facilitator - Dimensions Ben Luce, Facilitator - Overman	FYI	Travis Works	2 m
<b>C.</b> Enrollment	FYI	Travis Works	5 m
<b>D.</b> Distributive and Shared Leadership Model Reboot  Article: <a href="https://www.linkedin.com/pulse/why-you-should-let-employees-pick-job-titles-meghan-m-biro">https://www.linkedin.com/pulse/why-you-should-let-employees-pick-job-titles-meghan-m-biro</a>  Direction setting with Leadership Team this summer and balancing titles with ego and compensation. Steps we are taking with titles and avoiding issues around egos and compensation.			
<b>VI. Academic Excellence Committee</b>			<b>6:21 PM</b>

	Purpose	Presenter	Time
<b>A.</b> Academic Excellence Presentation	FYI	Elizabeth Firnkes and Susan Muzzy	20 m
Peromance Measures pertaining to Academic Excellence			
<b>B.</b> Approve Academic Excellence Committee Minutes	Approve Minutes	Michael Buja	5 m
Approve minutes for Academic Excellence Committee meeting on June 5, 2024			
<b>VII. Finance &amp; Facilities</b>			<b>6:46 PM</b>
<b>A.</b> Approve April 2024 performance and stability report	Vote	Jill Alves	2 m
<b>B.</b> Approve and Enter 4/29/2024 Finance and Facility Minutes into Public Record	Approve Minutes	Stephanie Saltzman	2 m
<b>VIII. Special Board Meeting</b>			<b>6:50 PM</b>
Select a date and time to meet as a full Board to approve the three year projection to the MCSC			
Selecti a National Partner ofr a Feasability Partner for future growth			
<b>A.</b> Select a date and time to meet as a full Board to approve the three year projection to the MCSC	Vote	Jill Alves and Travis Works	10 m
<b>B.</b> Select a National Partner for a Feasibility Partner for future growth	Vote	Travis Works	10 m
Documents will be shared as available			
<b>IX. Governance Committee</b>			<b>7:10 PM</b>
<b>A.</b> Second read and vote to eliminate	Vote		8 m
<a href="#">JICH-A</a> Breathalyzer Testing 8/6/14 - ELIMINATE?			
<a href="#">ID</a> School Day 11/7/2012			
<a href="#">IDB</a> Cancellation of After-School Activities due to Inclement Weather 11/7/2012			
<a href="#">IE</a> Organization of Instructional Program 11/7/2012			
<a href="#">JB</a> Equal Educational Opportunities 8/6/14 - must follow the laws against discrimination anyway			

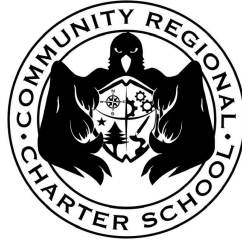
	Purpose	Presenter	Time
	<a href="#">JBA</a> School Toileting Policy 8/6/14		
	<a href="#">JHCB</a> Released Time for Religious Instruction 9/26/12 - must follow the laws on excused absences anyway		
	<a href="#">JI</a> Student Rights and Responsibilities 8/6/14 - typically a handbook and collaborative procedural document worked on with students when reviewed for updates		
	<a href="#">JICC</a> Student Conduct on School Buses 8/6/14 - should be covered by student code of conduct already		
	<a href="#">JICC-R</a> Student Conduct on Busses Rules - Does not appear to have been adopted		
	<a href="#">JICE</a> Student Publications 8/6/14		
	<a href="#">JICEF</a> Hazing 8/6/14 - See Policy ACAD already updated in 2022		
	<a href="#">JICG</a> Student Tobacco Use 8/6/14 - Policy ADC from 2023 with new requirements technically replaced this old policy		
	<a href="#">JII</a> Student Complaints and Grievances 9/12/12 - Policy KEB-R from 2022 already covers students equally with parents etc		
<b>X.</b>	<b>Other Business:</b>		<b>7:18 PM</b>
	<b>A.</b> Approve the FY25 budget	Vote	Jill Alves, Stephanie Saltzman, Nicki Reinholt 20 m
<b>XI.</b>	<b>Closing Items</b>		<b>7:38 PM</b>
	<b>A.</b> Adjourn Meeting	Vote	

# Coversheet

## Approve minutes from 4/22/2024 Business Meeting

**Section:** II. Approve Business Meeting Minutes  
**Item:** A. Approve minutes from 4/22/2024 Business Meeting  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Business Meeting of the Board on April 22, 2024

DRAFT



# Community Regional Charter School

## Minutes

### Business Meeting of the Board

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#### **Date and Time**

Monday April 22, 2024 at 5:30 PM

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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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#### **Directors Present**

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

#### **Directors Absent**

T. Overall

#### **Guests Present**

A. Savage, B. Andre, E. Firnkes (remote), J. Alves, Susan Muzzy (remote), T. Wyman

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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 Apr 22, 2024 at 5:35 PM.

#### **C.**

### **Approve Agenda**

T. Arnold made a motion to approve the agenda for tonight's meeting.

M. Buja seconded the motion.

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

### **D. Amend and Approve 3/11/2024 Business Meeting Minutes**

N. Reinholt made a motion to amend and approve the minutes from Business Meeting of the Board on 03-11-24.

M. Buja seconded the motion.

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

## **II. Executive Director Reports**

### **A. Building Hope**

Competitor to HighMark - have a meeting scheduled with them on Friday, April 26th @ 9am via Zoom

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

Keane Carlin - resigned from CCA as a facilitator

### **C. New Hires (since last Board Meeting)**

None since the last board meeting

### **D. Enrollment**

Goal for next year is 420 learners for the district

Conference room at Central Office will become the new K classroom.

## **III. Academic Excellence Committee**

### **A. Academic Excellence Presentation**

Brian Andre did a presentation around Restorative Practices and how they are used throughout the district.

As a district, we use Community Building Circles to build climate and culture as well as Restorative Circles when there have been behaviors or an incident.

### **B. Approve and Enter into Public Record 04/01/2024 Academic Excellence meeting minutes**

T. Arnold made a motion to approve the minutes from Academic Excellence Committee Meeting on 04-01-24.

S. Saltzman seconded the motion.

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

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

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

M. Buja made a motion to approve the February Performance and Stability Report.

S. Saltzman seconded the motion.

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

##### **B. Approve and Enter 3/25/2024 Finance and Facility Minutes into Public Record**

S. Saltzman made a motion to approve the minutes from Finance & Facilities Committee Meeting on 03-25-24.

M. Buja seconded the motion.

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

#### **V. Governance Committee**

##### **A. Vote to do a 2nd read and adoption of policy GBGAA and CRCS' Exposure Control Plan**

N. Reinholt made a motion to approve the 2nd reading and adoption of policy GBGAA and the CRCS' Exposure Control Plan.

S. Saltzman seconded the motion.

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

##### **B. Vote to do a second read and adoption of policy GBO for adoption**

S. Saltzman made a motion to approve the 2nd reading and adoption of policy GBO.

M. Buja seconded the motion.

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

##### **C. Vote to do a second reading to eliminate the following policies:**

S. Saltzman made a motion to approve a second reading and elimination of policies GCG-R, GCG, GCK, GCN, GCQC, GDA, GDFa, and GE.

M. Buja seconded the motion.

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

#### **VI. Other Business:**

##### **A. Review with legal counsel all existing building/facilities proposals for expansion**

Move this portion of the meeting up and conducted it at 6:20pm.



Ben Lund from Brann & Isaacson presented to the board what he could provide to the district and the board for legal counsel as the board makes a decision with the building/facilities proposals for expansion that are being collected.

Travis also shared out an overview of facilities projects and the cost projections.

## **VII. 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 7:35 PM.

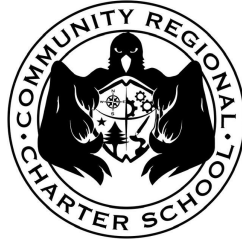
Respectfully Submitted,  
N. Reinholt

# Coversheet

## Approve Minutes from 5/13/2024 meeting

**Section:** II. Approve Business Meeting Minutes  
**Item:** B. Approve Minutes from 5/13/2024 meeting  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Business Meeting of the Board on May 13, 2024

DRAFT



# Community Regional Charter School

## Minutes

### Business Meeting of the Board

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#### **Date and Time**

Monday May 13, 2024 at 5:30 PM

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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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#### **Directors Present**

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

#### **Directors Absent**

M. Buja

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

T. Works (remote)

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

T. Works (remote)

#### **Guests Present**

A. Savage (remote), J. 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 May 13, 2024 at 5:31 PM.

### **C. Approve Agenda**

T. Arnold made a motion to approve the agenda for the business meeting of 5/13/24.

S. Saltzman seconded the motion.

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

## **II. Executive Director Reports**

### **A. Building Hope**

Jill and Travis scheduled a meeting with Building Hope. They sent over a tentative contract that CRCS is sending over to legal counsel for review.

We then have a proposal from Building Hope and HighMark to do a comparison and make a decision.

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

No letters of resignation since last board meeting.

### **C. New Hires (since last Board Meeting)**

No new hires since the last board meeting.

### **D. Enrollment**

Enrollment is still open for all buildings.

Facebook ads are professional and going out frequently for recruitment of new families.

### **E. Charter Commission Finance Committee presentation update**

Nicki and Travis met with the Charter Commission Finance Committee. It went very well.

Not a lot of feedback from the Charter Commission but left the meeting feeling positive.

## **III. Academic Excellence Committee**

### **A. Academic Excellence Presentation**

Susan shared some of our examples of what we are doing for recruitment and enrollment. We are using our Strategic Design document for language and then using pictures from all of the buildings to populate flyers that are uploaded to the CRCS public Facebook page.

Susan also shared an overview of the Panorama Survey and where we are at with completing that and how each building is approaching it this year. At a future meeting, we will discuss this further especially once we get the results.

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

##### **A. Approve March 2024 performance and stability report**

S. Saltzman made a motion to approve the March 2024 Performance and Stability Report.

N. Reinholt seconded the motion.

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

##### **B. Approve and Enter 4/29/2024 Finance and Facility Minutes into Public Record**

S. Saltzman made a motion to approve the minutes from Finance & Facilities Committee Meeting on 04-29-24.

N. Reinholt seconded the motion.

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

#### **V. Governance Committee**

##### **A. Vote to Approve and Enter into public record Governance minutes from May 8 2024 meeting**

T. Arnold made a motion to approve the minutes from Governance Committee Meeting on 05-08-24.

S. Saltzman seconded the motion.

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

##### **B. Review and vote to adopt in one reading new legally required changes**

N. Reinholt made a motion to adopt the following policies (JKE, IHBA, JICH, and JICH-R) in one reading with new legally required changes.

T. Arnold seconded the motion.

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

##### **C. First read to eliminate**

T. Arnold made a motion to do a first reading to eliminate the following policies: JICH-A, ID, IDB, IE, JB, JBA, JHCB, JI, JICC, JICC-R, JICE, JICF, JICG, and JII.

N. Reinholt seconded the motion.

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

## VI. Other Business:

### A. Building Site Criteria

CRCS Leadership Team created a list of non-negotiable for a new building site:

- 25+ acres - ideally 50+ acres
- Public water
- Public Sewer
- Access to a talent pool for employees
- Access to an enrollment pool
- Access to Higher Ed opportunities
- Access to community projects
- Expandable on property
- Access to internships
- Walkable greenspace
- Streamlined transportation - Access for current enrollments
- Access to service providers
- Closer distance to emergency services

If any board members have any other ideas to add to the list, please email those to Travis and Nicki.

### B. Vote to approve SY25 school year calendar

N. Reinholt made a motion to approve the SY25 school year calendar.

S. Saltzman seconded the motion.

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

### C. Review of the FY25 draft budget

Jill shared out the summary document of the FY25 draft budget including the feedback from the finance committee.

Jill answered some questions from the board around the draft budget and the summary document.

Any other questions that arise between this meeting and the June board meeting, please email Jill and Travis.

A formal vote on the FY25 budget will take place at the June board meeting.

## VII. 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 6:37 PM.

Respectfully Submitted,  
N. Reinholt

# Coversheet

## Goals for Charter Commission Year End Report

**Section:** IV. Board Chair Updates  
**Item:** A. Goals for Charter Commission Year End Report  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** CRCS Goals Set by Board FY25.pdf



**Objective:** Achieve all Meets and Exceeds on the Maine Charter School Performance Framework by School Year 2027-2028.

Process: Identify the areas of greatest need and identify short and long-term goals for those areas.

**Directions:** Make a copy of this sheet and save it with your school's name. Review your school's Performance Framework from School Year 2022-2023. Choose 5 indicators that are important to your school over the name

Indicator	Description	2022-23 Performance <b>BASELINE</b> (Even if not assessed formally)	Short term Goal for SY 2024-25 <b>NEXT YEAR</b>	Action Steps for SY 2024-25 <b>NEXT YEAR</b>	Long Term Goal SY 2027-2028 <b>FIVE YEARS</b>
Student Attendance		CRCS reported 38% of students were chronically absent	Decrease in student chronic absenteeism by 3% (from 38% to 35%)	<ul style="list-style-type: none"> <li>Establish an attendance team made of staff from across the district</li> <li>Identify two staff that reach out to absentee families on the same days weekly</li> </ul>	Decrease in chronic absenteeism to no greater than 25%
Family Panorama Participation		In 22-23, 29% of families participated	Increase family participation to 35%	<ul style="list-style-type: none"> <li>Incentivize family participation in the survey</li> <li>Implement a follow-up</li> </ul>	Maintain a minimum of 35% and increase each year

				<p>protocol to ensure that families have participated</p> <ul style="list-style-type: none"> <li>• Deliberate social media strategy to put Panorama participation at top of mind for families during the window</li> </ul>	
School Climate Based on Student Responses in Panorama Survey		In 22-23, we were in 30th percentile		<ul style="list-style-type: none"> <li>• Design and implement a facilitation plan for the Panorama Survey that includes clear directions, learning community engagement, and building leadership presence</li> <li>• Consistent use of restorative practices and use of positive behavioral supports</li> <li>•</li> </ul>	Meets Expectations: All 4 out of 4 required scales in the average range for like schools.
Reading		In 22-23, 17.1%			

Achievement for Students with IEPs		of students with IEP			
Reading achievement growth for grades 3-8 students with IEPs					

SMART GOALS

<b>S Specific</b> In this case, list the Performance Indicator.	<b>M Measurable</b> How will you measure it at the end result? How will you benchmark performance throughout the year?	<b>A Assignable</b> Who is responsible for developing the strategy and holding the school accountable?	<b>R Reasonable</b> What is an achievable target for School Year 2024-2025 and 2027-28. If you cannot "Meet" by 2027-28, what is reasonable to expect?	<b>T Time-related</b> Identify when you will be able to "check in" on goal progress and how
School wide Student attendance	Attendance records	CRCS Board in collaboration with the school Leadership Team	Improvement of a minimum of 3%, from 38% to 35% of students chronically absent	Monthly check-ins at Board meetings. Data will

Family Engagement: Low participation in Panorama Survey	Panorama survey participation and tracking charts	Leadership Team in collaboration with Academic Excellence Committee	Improved parent participation in Panorama Survey from 29% to 35%	June business meeting of the Board
School Climate based on student response to Panorama Survey	Panorama Survey results	School Leadership Team with collaboration with the Academic Excellence Committee	Improve	
Reading achievement growth for grades 3-8 students with IEPs	NWEA results	Leadership Team with specific input from Director of Special Services Academic Excellence Committee	Improve from 29% meeting growth targets to	
Math Achievement for Students with IEPs	NWEA Results			
Reading Achievement growth for Grades 3-8 students (regular education)				

Math Achievement growth for Grades 3-8 students				
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Short Term Goal:

1. By June 2025, CRCS will increase attendance by decreasing chronic absenteeism from 38% of learners chronically absent to 35% chronically absent, as measured by delegated staff.
2. By June 2025, CRCS will increase the participation for the family Panorama survey from 29% to 35% as measured by Panorama.
3. By June 2025, CRCS will rate as “approaching expectations” on at least 3 of the 4 required scales in Panorama on the learner survey for school climate.
4. By June 2025, CRCS will increase reading achievement \_\_\_\_ in learners who have been at CRCS for 1-3 years as measured by NWEA or comparable Thru Year Data.
5. By June 2025, CRCS will increase math achievement \_\_\_\_ in learners who have been at CRCS for 1-3 years as measured by NWEA or comparable Thru Year Data.

Long Term Goal:

Approaching  
Expectations: At least  
3 of the 4 required  
scales in the average  
range for like schools

### Creating Strategies

**Objective:** Identify the strategies that would help your school meet its goals by fully understanding the strengths, weaknesses, opportunities, and threats to ensure that the strategies are Implementable, Affordable, and Realistic.

Short Term Goal: By the end of SY25,

Long Term Goal:

	Helpful to Achieve the Goal	Harmful to Achieve the Goal
Internal levers	Strengths	Weaknesses
External levers	Opportunities	Threats

Strategy that builds on your strengths and opportunities while fail safing against weaknesses and threats.

Strategy 1:

Strategy 2:

Short Term Goal:

Long Term Goal:

	Helpful to Achieve the Goal	Harmful to Achieve the Goal
Internal levers	Strengths	Weaknesses
External levers	Opportunities	Threats

Strategy that builds on your strengths and opportunities while fail safing against weaknesses and threats.

Strategy 1:

Strategy 2:

Short Term Goal:

Long Term Goal:

	Helpful to Achieve the Goal	Harmful to Achieve the Goal
Internal levers	Strengths	Weaknesses
External levers	Opportunities	Threats

Strategy that builds on your strengths and opportunities while fail safing against weaknesses and threats.

Strategy 1:

Strategy 2:



Short Term Goal:

Long Term Goal:

	Helpful to Achieve the Goal	Harmful to Achieve the Goal
Internal levers	Strengths	Weaknesses
External levers	Opportunities	Threats

Strategy that builds on your strengths and opportunities while fail safing against weaknesses and threats.

Strategy 1:

Strategy 2:

Short Term Goal:

Long Term Goal:

	Helpful to Achieve the Goal	Harmful to Achieve the Goal
Internal levers	Strengths	Weaknesses
External levers	Opportunities	Threats

Strategy that builds on your strengths and opportunities while fail safing against weaknesses and threats.

Strategy 1:

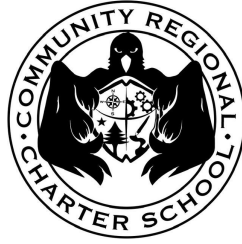
Strategy 2:

# Coversheet

## Approve Academic Excellence Committee Minutes

**Section:** VI. Academic Excellence Committee  
**Item:** B. Approve Academic Excellence Committee Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Academic Excellence Committee meeting on June 5, 2024

DRAFT



# Community Regional Charter School

## Minutes

### Academic Excellence Committee meeting

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#### Date and Time

Wednesday June 5, 2024 at 9:00 AM

#### 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

E. Firnkes (remote), M. Buja (remote), N. Reinholt (remote), T. Works (remote)

#### Committee Members Absent

*None*

#### Guests Present

A. Savage (remote), S. Muzzy (remote)

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### I. Opening Items

#### A. Record Attendance

#### B.

## **Call the Meeting to Order**

M. Buja called a meeting of the Academic Excellence Committee Committee of Community Regional Charter School to order on Wednesday Jun 5, 2024 at 9:02 AM.

## **II. Academic Excellence Committee**

### **A. Set future meeting date**

Next meeting will be Wednesday, July 3rd at 9am

### **B. Policy IKF**

Elizabeth shared policy IKF - Graduation Requirements

Right now we have the state minimum required for math and science.

Elizabeth is proposing an increase to the requirement for math and science from a minimum of 2 years to 3 years with a statement sharing that the Executive Director does have discretion to change it back to the state minimum for specific learners that might have a different circumstance.

Next step would be putting this change in policy IKF to the August 7th Governance Committee for review before going to the whole board for an approval vote.

### **C. Graduation Rate - 4 year vs 5 year**

Elizabeth shared out our last 3 years of graduation data.

\*\* 4 11th graders are graduating early this year in 2024.

\*\* 92% of 12th graders are graduating this year in 2024.

\*\* 1 learner will return again next year to graduate in 5 years in 2025.

\*\* 1 learner that is in their 5th year will graduate this year in 2024.

\*\* 1 possible drop out this year for a learner who has been given multiple options to finish school but the learner didn't take advantage of those options.

### **D. Post Secondary check-in**

Elizabeth shared out the plans or our

\*\* 6 learners going onto 4 year collages (Hussan, UMF, UMO, Maine Collage of Art and Design)

\*\* 4 learners are going to community colleges

\*\* 2 learners are graduating now with certificates in welding and CDL license

\*\* 1 learner is taking a gap year

\*\* 2 learners are attending trade schools

\*\* The rest of learners going into the workforce

### **E.**

### **Duel Enrollment Rate**

Right now we have a 46% rate of learners who are duel enrolled.

### **F. Chronic Absenteeism**

Ashlee shared out our chronic absenteeism data as of June 4th.

CCA - 48%

DA - 32%

OA - 43%

District wide - 39% including CCA

38% excluding CCA

Committee had a discussion around different factors that we think played a role in this percentage this year.

Next year we are looking at a resource that we can meet with through the DOE to help problem solve the issue to help improve our chronic absenteeism percentage.

### **G. Panorama Survey**

Ashlee shared out our current Panorama Participation Survey results:

Staff survey participation percentage: 85%

Family survey participation percentage: 44%

Learner survey participation percentage (grades 3+): 83%

### **H. Accuplacer data**

Elizabeth shared out that we are meeting the standard for Accuplacer on our Performance Measure with a rate of 78% of learners who passed the assessment on both reading and math.

### **I. Update on Spring NWEA and Maine Through Year assessment results**

At our next meeting on July 3rd the committee will do a deep dive into the NWEA and Through Year data.

### **J. Why You Should Let Employees Pick Their Job Titles**

This was tabled for now and will be discussed at a leadership meeting and then brought forward to the committee at a later meeting.

## **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 10:00 AM.

Respectfully Submitted,  
M. Buja

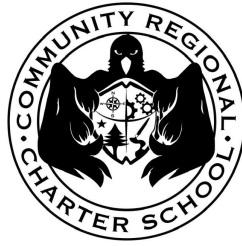
## Coversheet

### Approve and Enter 4/29/2024 Finance and Facility Minutes into Public Record

**Section:** VII. Finance & Facilities  
**Item:** B. Approve and Enter 4/29/2024 Finance and Facility Minutes into Public Record  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Finance & Facilities Committee Meeting on June 3, 2024



DRAFT



# Community Regional Charter School

## Minutes

### Finance & Facilities Committee Meeting

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#### **Date and Time**

Monday June 3, 2024 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)

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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 Jun 3, 2024 at 5:38 PM.

## **B. Record Attendance**

## **II. Finance**

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

Jill shared out the monthly Financial Performance and Stability Report, budget vs actuals sheet, balance sheet with comparison to FY'23, and statement of cash flow

### **B. Review of 3 Year Financial Plan**

Jill shared out the overview of the document including the comprehensive summary page.

Document will move onto the board for review at the June meeting and then another meeting will scheduled if needed to vote on approval of the 3 Year Financial Plan.

### **C. FY25 Budget**

No further discussion needed - will be put forward to vote on for approval at the June board meeting

### **D. John Shay Memorial Scholarship**

John Shay's family is going to fund the difference between what is raised vs the total of the scholarship.

Travis gave an overview of the scholarship.

## **III. Facilities**

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

Kit gave an overview of the facilities projects.

The entire list is done for the insurance company.

Looking to setting up a meeting with our possible real estate agent to have a discussion about the First Park site as a viable option.

Getting ready to start reconfiguring the Central Office conference and turning it into a classroom as soon as learners are gone.

## **IV. Closing Items**

### **A. Approve Minutes**

Committee unanimously agrees upon on the meeting minutes.

**B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:24 PM.

Respectfully Submitted,  
S. Saltzman