



Community Regional Charter School

CRCS Board Meeting

Date and Time

Wednesday September 10, 2025 at 6:00 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
I. Opening Items			6:00 PM
A. Record Attendance		Ashlee Savage	1 m
B. Call the Meeting to Order		Nicki Reinholt	1 m
C. Approve Agenda	Vote	Nicki Reinholt	1 m
II. Approve Business Meeting Minutes			6:03 PM
A. Approve Minutes from 8/20/2025 meeting	Approve Minutes	Theresa Overall	2 m
III. Public Comment			

	Purpose	Presenter	Time
IV. CRCS Program Highlights			6:05 PM
A. ???	Discuss	Elizabeth Firnkes	10 m
B. Community Building Events	Discuss	Susan Muzzy	5 m
Dot Day at Dimensions - September 12th			
Harvest Meal at Dimensions - October 23rd			
V. Board Chair Updates			6:20 PM
A. Welcome Jess Dionne	FYI	Theresa Overall	5 m
B. Board Retreat	FYI	Theresa Overall	10 m
Options are:			
1. Board Retreat in person on a Saturday/Sunday			
2. Board Retreat via zoom on a Saturday/Sunday			
3. Board Retreat in person on weekday during the day			
4. Board Retreat via zoom on a weekday during the day			
5. Board Retreat in person on a weekday in the evening			
6. Board Retreat via zoom on a weekday in the evening.			
Travis will create Doodle Poll with what the board decides for options to put out to the full board.			
C. PD opportunities provided by the Charter Commission	Discuss	Theresa Overall	15 m

Email from Amy Allen:

Board Chairs and School Leaders,

As we begin the 2025-26 school year, I’m excited to share with you the Professional Development Calendar (attached). Two key priorities for the Commission this year are communications and charter school board development, and you’ll find that this “plan” touches on both. Sessions

	Purpose	Presenter	Time
will be facilitated by PLT Strategies, NWEA, BoardOnTrack, and Naomi Rubin DeVeaux. There's a little something for everyone, but to summarize:			

Board Members (and School Leaders)

- September 23 (10am-12pm) – Board 101 + Introduction to BoardOnTrack
- October 28 (10-11:30am) – Finding, Recruiting, Retaining and Training Board Members to Meet Your 3-5 Year Goals
- 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

- September 8 (10-11am) – NWEA MAP Growth Updates and Best Practices
- September 16 (9-11am) – NWEA MAP Growth: Reports for Teachers (post-assessment administration)
- 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 data 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
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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.

Encouaging anyone who can attend the September 23rd virtual training to please do so.

D.	Board Recruitment	Discuss	Theresa Overall	10 m
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VI.	Executive Director and Staff Reports			7:00 PM
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A.	Letters of Resignation/Non-Renewal (since last Board Meeting)	FYI	Travis Works	2 m
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B.	New Hires (since last Board Meeting)	FYI	Travis Works	5 m
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Josie Damren - Ed Tech at CCA
Kayla Oliver - Ed Tech at CCA
Linda Cole - Ed Tech at CCA
Alida Bickford - Kitchen Manager at DA & Custodian at CCA
Amber Horn - Facilitator at Overman

Alex Leadbetter - Facilitator at Overman transferred to Dimensions as Dean of Leaners Position (formerly held by Ashlee Savage).

C.	Professional Development (Upcoming)	FYI	Travis Works	5 m
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Dimensions of Learning training with Linda Laughlin - September 19th
ACTEM - October 9th and 10th

Friday Early Release PD: Customized for Staff

VII.	Board Policies for Review and/or Adopting			
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VIII.	Academic Excellence Committee			7:12 PM
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A.	Next Meeting	FYI	Michael Buja	2 m
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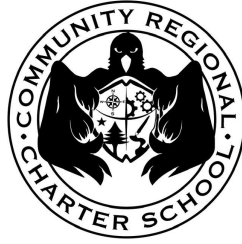
	Purpose	Presenter	Time
Next meeting scheduled for Tuesday, September 16th at 11am			
IX. Finance & Facilities			7:14 PM
A. Next Meeting	FYI	Stephanie Saltzman	1 m
Next meeting scheduled for September 17th at 6:00pm.			
Previous meeting was held in conjunction with the August board meeting so there no meeting minutes to approve this month.			
X. Governance Committee			
XI. Items to Be Voted Upon:			
XII. Other Business:			
XIII. Closing Items			
A. Adjourn Meeting	Vote		

Coversheet

Approve Minutes from 8/20/2025 meeting

Section:	II. Approve Business Meeting Minutes
Item:	A. Approve Minutes from 8/20/2025 meeting
Purpose:	Approve Minutes
Submitted by:	
Related Material:	Minutes for CRCS Board Meeting on August 20, 2025

DRAFT



Community Regional Charter School

Minutes

CRCS Board Meeting

Date and Time

Wednesday August 20, 2025 at 6:00 PM

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.

Directors Present

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

Directors Absent

None

Ex Officio Members Present

T. Works

Non Voting Members Present

T. Works

Guests Present

A. Savage, D. Ryder (remote), E. Firnkes (remote), J. Alves (remote), M. Munroe (remote), S. Muzzy (remote)

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 Wednesday Aug 20, 2025 at 6:02 PM.

C. Approve Agenda

N. Reinholt made a motion to Vote to approve the agenda.

T. Overall seconded the motion.

Add Executive Session:

Vote to Enter Executive Session Pursant to Maine State Statute 405(6)(a)(1)

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

Roll Call

N. Reinholt Aye

S. Saltzman Aye

T. Overall Aye

C. Hansen Aye

M. Buja Aye

II. Approve Business Meeting Minutes

A. Approve Minutes from 6/11/2025 meeting

T. Overall made a motion to approve the minutes from CRCS Board Meeting on 06-11-25.

S. Saltzman seconded the motion.

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

Roll Call

M. Buja Aye

S. Saltzman Aye

T. Overall Aye

C. Hansen Aye

N. Reinholt Aye

III. CRCS Program Highlights

A. Elevate Conference

Susan and Elizabeth presented about the conference in Austin Texas

B. Every Teacher a Leader Conference

Susan presented about the conference staff attended at Colby College in August
Dan shared the work being done with using AI with learners and staff for the upcoming year. He also shared how icons that were created for a visual....using icons for learners and staff to know when and when not to use AI and to what degree.

C. Community Building Events

Elizabeth and Susan shared out events that took place over the summer and some events coming up.

IV. Board Chair Updates

A. Charter Commission Board Trainings:

Board Retreat was difficult to scheudle over the summer.

Board Retreat was to fulfill board training requirements. The commission is only requiring 1 training per year for board members and no longer require using EpiCenter.

The board didn't meet the expectations for board trainings for School Year 2024-2025.

B. Conversation with Lana about Consolidation

Nicki shared with the board the concerns that Lana has shared with CRCS about the move to Waterville.

Commission has been presented with concerns from area districts (Waterville/Winslow) and MeANS about the move.

Commission will hold monthly board meeting in September at CRCS and they will vote in October on the amendment to incur debt and consolidation.

C. Board Communication with Commission and MDOE

The board will draft a letter supporting for the Waterville site.

(Highlight the entire journey so they know what went into the site search....choosing because NO location in Somerset County).

V. Executive Director and Staff Reports

A. Letters of Resignation/Non-Renewal (since last Board Meeting)

Esther Rosario - Facilitator at Dimensions

Ilana Lybarger - Facilitator at Dimensions

Tammy Wyman - Special Education Director

B. New Hires (since last Board Meeting)

C. Professional Development (Upcoming)

VI. Academic Excellence Committee

A. Approve minutes from the 6/16/25 Academic Excellence Committee Meeting

T. Overall made a motion to approve the minutes from Academic Excellence Committee Meeting on 06-16-25.

N. Reinholt seconded the motion.

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

VII. Finance & Facilities

A. Approve Finance and Facilities Committee Meeting Minutes from 6/18/25

N. Reinholt made a motion to approve the minutes from Finance and Facilities Committee Meeting on 06-18-25.

C. Hansen seconded the motion.

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

B. Review and accept the monthly financials as of 6/30/25

Jill shared out our quarterly Financial Performance and Stability Report, Budget vs. Actuals report, and Balance Sheet compared to previous year as of June 30, 2025.

N. Reinholt made a motion to approve the monthly financials.

S. Saltzman seconded the motion.

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

VIII. Governance Committee

A. Approve Governance Committee Meeting Minutes from 6/4/25

T. Overall made a motion to approve the minutes from Governance Committee Meeting on 06-04-25.

S. Saltzman seconded the motion.

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

IX. Items to Be Voted Upon:

A. Vote to extend meeting

C. Hansen made a motion to continue board meeting past the 2 hour mark.

M. Buja seconded the motion.

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

X. Other Business:

A. Vote to Enter Executive Session Pursant to Maine State Statute 405(6)(a)(1)

S. Saltzman made a motion to enter Executive Session Pursant to Maine State Statute 405(6)(a)(1).

M. Buja seconded the motion.

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

S. Saltzman made a motion to Vote to accept Nicki Reinholt's resignation from the CRCS Board and Theresa Overall will serve as the Interim Board Chair.

C. Hansen seconded the motion.

1. Meet our legal obligations
2. Recommendations for potential Board Members
3. Retreat
4. Input on Agenda Items

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

S. Saltzman made a motion to Vote to approve Jess Dionne as a CRCS Board Member.

C. Hansen seconded the motion.

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

XI. 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 8:20 PM.

Respectfully Submitted,
T. Works

Coversheet

PD opportunities provided by the Charter Commission

Section:	V. Board Chair Updates
Item:	C. PD opportunities provided by the Charter Commission
Purpose:	Discuss
Submitted by:	
Related Material:	SY25-26 Professional Development Calendar.pdf



Maine Charter School Commission Professional Development Scope and Sequence
Charter School Leaders, Charter School Boards and the Commission

School Year 2025-2026

Color Key for Attendees	# of Development Opportunities	Color Key for Attendees	# of Development Opportunities
School Leaders	5 <i>(NWEA, PLT Strategies)</i>	Board Members (+ School Leaders)	6 <i>(BoardOnTrack, PLT Strategies, + Drexel Fund)</i>
Commission Members	2 <i>(PLT Strategies + Drexel Fund)</i>	New Commission Members	1 <i>(PLT Strategies)</i>

Date	Audience	Topic	Location
<u>September</u> Monday, 9/8, 10-11am (NWEA)	School Leaders: NWEA Leaders (Admin + Teachers)	<i>MAP Growth Updates and Best Practices</i>	Virtual

<u>September</u> Tuesday, 9/16, 9-11am (NWEA)	School Leaders: NWEA Leaders (Admin + Teachers)	<i>Map Growth: Reports for Teachers: Analyze Start Data Virtual post-assessment administration</i>	Virtual
<u>September</u> Tuesday, 9/23, 10am-12pm Mike Mizzoni, BoardOnTrack)	Board Members + School Leaders Target Audience: All board members esp. new board members	<i>Board 101 + Introduction to BoardOnTrack</i> (Encourage as many board members to attend as possible for alignment and discussion) Whether you're new to charter board service or are ready for a refresher on the role of a charter school board of trustees and how your position aligns, this session will review the fundamental role of a charter school board and how that relates to/differs from the role of your school leader/management team. We will also review your individual role, including an overview of your ethical and conflict of interest obligations.	In Person, Room 103 Cross Office Building, Augusta
<u>October</u> Tuesday, 10/28, 10-11:30am (Mike Mizzoni, BoardOnTrack)	Board Members + School Leaders Target Audience: All board members esp. Board Chairs and Governance Committee Group	<i>Finding, Recruiting, Retaining Training Board Members to Meeting Your 3-5 Year Goals</i> Great boards are made of exceptional people. Do you have the right people "on the bus and in the right seats"? Are you building "bench strength" so that you can create a sustainable governance team and be strategic about nominating new trustees when you need them? This session will guide participants as they analyze their current governance team and develop a framework for succession planning and building bench strength on the board.	Virtual

<p><u>November</u></p> <p>Wednesday, 11/12, 9:30am-12pm + Lunch</p> <p>(Victoria Criado, PLT Strategies)</p>	Commission	<p><i>Message and Media Training</i></p> <ul style="list-style-type: none"> - Share messages and do's don'ts to ensure strongest charter public school messaging from Commission - Share best practices when engaging with media - Share media strategy ("islands") and provide work time to develop "islands" and provide feedback - Practice time for participants to "go to their islands" and, time permitting, practice responding to challenging questions 	<p>In-Person Room 103 Cross Office Building, Augusta</p> <p><i>(Prior to Commission Meeting)</i></p>
<p><u>November</u></p> <p>Thursday, 11/13, 9:30-12:00pm + Lunch</p> <p>(Victoria Criado, PLT Strategies)</p>	School Leaders	<p><i>Why Communications & Advocacy Matters</i></p> <p><i>Messaging and Policymaker Engagement</i></p> <ul style="list-style-type: none"> - Outline a compelling why that taps into self-interest for schools - Share historical and national context -Share confidential polling and research -Discuss myths -Train leaders on science of persuasion (Jonathan Haidt) - Discuss research-backed messages and messengers - Discuss messaging Do's and Don'ts -Discuss ways to amplify your story telling at the school level (earned, owned, paid) and how to think about staffing this work no matter your resources, etc. - Overview of importance of policymaker engagement and easy ways to do embed into what you are already doing 	<p>In Person, MeVA Ballard Center, Suite 230 Augusta</p>

<u>January</u> Monday, 1/26, 9-10:30am (instead of SL meeting) (Victoria Criado, PLT Strategies)	School Leaders	<i>How to Host a Successful Policy Maker Visit & Engage Your Board</i>	Virtual
<u>February</u> Tuesday, 2/10, 10am-12pm + Lunch (Naomi Rubin DeVeaux, Drexel Fund)	Board Members + School Leaders	<i>Strategic Planning: Mid-Year Update</i> Analyze your progress to date on annual strategic goals. Is the school on track? If not, what steps should be taken? Any readjustments to the goals needed?	In Person, Room 103 Cross Office Building, Augusta
<u>February</u> Wednesday, 2/11, 10am-12pm + Lunch (Naomi Rubin DeVeaux, Drexel Fund)	Commission	<i>Revisit MCSC Strategic Plan, Mission, Vision and Performance Framework</i> - Opportunity for returning and new members to reground in Commission purpose and reflect on Strategic Plan progress to date	In-Person, Room 103 Cross Office Building, Augusta <i>(Prior to Commission Meeting)</i>

<p><u>March</u></p> <p>Tuesday, 3/10 10am-12pm + Lunch</p> <p>(Victoria Criado, PLT Strategies)</p>	<p>Board Members + School Leaders</p>	<p><i>Charter Public Schools Communications & Advocacy & The Role of the Board</i></p> <p>This session will summarize key content from the first SL PD, including but not limited to: messaging, research/polling, context, why this work matters/how other states are doing this work, and the importance of playing the long game in terms of relationship building and education with elected officials, particularly at the State House.</p> <p>Share best practices in terms of board engagement and support; position the Board chair as critical to leading this work with the Board in order to support the school leader and the wider community (i.e., relationship mapping, ongoing discussion of policy, advocacy) creation of policy/advocacy subcommittee, spokespeople training, etc).</p>	<p>In Person, Room 103 Cross Office Building, Augusta</p>
<p><u>March</u></p> <p>Wednesday, 3/11, 10:30am-12pm</p> <p>(Victoria Criado, PLT Strategies)</p>	<p>New Commission Members</p>	<p><i>Onboarding New Commission Members on Charter Messaging and Media Training</i></p> <ul style="list-style-type: none"> - Share messages and do's/don'ts to ensure strongest charter public school messaging from Commission - Share best practices when engaging with media - Share media strategy ("islands") and provide work time to develop "islands" and provide feedback - Practice time for participants to "go to their islands" and, time permitting, practice responding to challenging questions 	<p>Virtual</p>

<p><u>March</u></p> <p>Tuesday, 3/17, 9:30-11am</p> <p>(Mike Mizzoni, BoardOnTrack)</p>	<p>Board Members + School Leaders</p> <p>Target Audience: School Leaders; Board Chairs, board members involved in the evaluation process (all board members are welcome)</p>	<p><i>School Leader Evaluation</i></p> <p>Selecting, supporting, and evaluating the organization's CEO is one of the most important functions of a board of trustees. However, the most successful charter schools treat this relationship as a true partnership. In this module, we will discuss the notion of governance and management, answer the following questions, and more:</p> <ul style="list-style-type: none"> • What should this partnership look like? How should the partnership evolve over time? • What's the best way for us to give and receive feedback from one another? • What is the board's role in establishing goals and priorities for the CEO and staff? • Is our board set up to complete an effective end-of-the-year evaluation of the CEO's performance? Upon what will this be based? What tools will we use? What is the role of the full board, individual trustees, and stakeholders in this process? 	<p>Virtual</p>
<p><u>April</u></p> <p>Tuesday, 4/28, 9-11am</p> <p>(NWEA)</p>	<p>School Leaders: NWEA Reports for Teachers</p>	<p><i>Map Growth: Reports for Teachers</i></p> <p>Analyze Growth Data for the Year and Plan for the Start of the School Year</p>	<p>Virtual</p>

<p><u>May</u></p> <p>Tuesday, 5/19, 9:30-11:30am</p> <p>(Mike Mizzoni, BoardOnTrack)</p>	<p>Board Members + School Leaders</p> <p>Target Audience: Board leadership; Members involved in planning (all board members welcome)</p>	<p><i>Planning for the Summer/Making the Most of the Summer Months (Annual Meeting, Officer Election, Committee Assignments, Annual Recruitment + Onboarding Process)</i></p> <p>Summer offers charter school boards a valuable opportunity to prepare for a successful new school year. By focusing on key priorities such as strategic planning, board member training, and refining governance practices, boards can ensure they are well-equipped to support their schools. Reviewing policies, aligning on goals, and strengthening partnerships with school leadership will provide a strong foundation for addressing challenges and driving student success in the months ahead. In this webinar we will focus on:</p> <ul style="list-style-type: none"> -What should be on your summer governance checklist -The must-haves: Board Assessment, board training, board policies -Calibrate: Strategic planning and goal setting 	<p>Virtual</p>
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