APPROVED

Community Regional Charter School

Minutes

CRCS Board Meeting

Date and Time
Wednesday December 10, 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), S. Saltzman (remote), T. Overall (remote)

Directors Absent
J. Dionne

Directors who arrived after the meeting opened
S. Saltzman

Ex Officio Members Present
T. Works (remote)

Guests Present
A. Savage (remote), D. Ryder (remote), E. Firnkes (remote), Heather Hunter (remote), J. Alves (remote), K. Canning (remote), M. Munroe (remote), S. Muzzy (remote), Stacey Scott (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

T. Overall called a meeting of the board of directors of Community Regional Charter School to order on Wednesday Dec 10, 2025 at 6:05 PM.

C. Approve Agenda

C. Hansen made a motion to Vote to approve the agenda for tonight's meeting with a few adjustments to the order to move voting items to be earlier.
T. Overall seconded the motion.
The board **VOTED** to approve the motion.

II. Approve Business Meeting Minutes

A. Approve Minutes from 11/12/2025 meeting

M. Buja made a motion to approve the minutes from CRCS Board Meeting on 11-12-25.
T. Overall seconded the motion.
The board **VOTED** to approve the motion.

III. CRCS Program Highlights

A. Community Building Events

Susan shared about The Giving Room. It was an open event for our CRCS families to come shop for the holidays for free. Families donated items. At the same time the Prom Committee did a bake sale and made about $150.

Elizabeth shared that CRCS is also doing The Gift of Giving which is an event to help CRCS families who need support for Christmas. In the process of collecting items for these families and will pack them up and get them to families next week.

B. Professional Development share out

Learning and The Brain Conference in Massachusetts. 15 staff members attended. The focus was on social and emotional learning.

Stacey Scott shared out about a math conference at UMF that happened last week. She attended with a few others from CRCS. A big portion of the training was around how to connect about math trauma and how to breakdown the trauma.
S. Saltzman arrived.

IV. Board Chair Updates

A. PD opportunities provided by the Charter Commission

Theresa shared out an update on the PD opportunities coming up provided by the Charter Commission. The next opportunity is in February.

B. Board Retreat - Sunday, January 11th 9am-2pm

Working on a location -

Snow day will be Sunday, January 18th

* 1 hour for committee meetings which will take the place of any other January meeting
* 1 hour for the business of the board meeting for January
* The rest of the time will be deeper discussions and learning

C. Executive Director evaluation goals and process timeline

Evaluation has been finalized.
Board and Admin will fill it out in BoT.

Going to be create the evaluation in Google Forms for staff members that aren't in BoT.

D. Board Member Job Description

Governance Committee created a board member job description using the template from BoT.

Theresa shared the document and gave a brief overview so the entire board has seen it.

E. Reminders

None at this time.

F. Audit Presentation by RHR SMITH

Heather Hunter who is a representative from RHR Smith and she shared out our last audit.

V. Executive Director and Staff Reports

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

No letters of resignation/non-renewals since last board meeting.

B.

New Hires (since last Board Meeting)

No new hires since the last board meeting.

C. Professional Development (Upcoming)

On January 2nd the staff will be attending a full day training continuing the Dimensions of Learning work that has been happening all school year.

D. Teens to Trails Grant-to-Clubs Program

Travis shared that CRCS was awarded the $600 Teens to Trails Grant money.

Casie Guillow is the champion of the Outdoor Club based out of Overman.

E. Consolidation Update

No new updates at this time.

F. Other Updates

Focus is on renewal with the Charter Commission that is taking place starting now through October 2026.
In October the Charter Commission will vote on our renewal.

VI. Academic Excellence Committee

A. Overview of the 11/12/25 meeting

Mike shared an overview of the meeting at the prior board meeting.

B. Approve minutes from the 11/12/2025 Academic Excellence Committee meeting

M. Buja made a motion to approve the minutes from Academic Excellence Committee Meeting on 11-12-25.
T. Overall seconded the motion.
The board **VOTED** to approve the motion.

VII. Finance & Facilities

A. Overview of the 11/19/25 meeting

Stephanie shared an overview of the finance and facilities committee meeting.

The major conversation was around facilities and what needs to be done to make it through between now and a possible consolidation.

B. Approve the minutes from the 11/19/2025 Finance and Facilities Committee Meeting

M. Buja made a motion to approve the minutes from Finance and Facilities Committee Meeting on 11-19-25.
T. Overall seconded the motion.
The board **VOTED** to approve the motion.

VIII. Governance Committee

A. Overview of the meeting on 12/4/25

Theresa gave an overview of the meeting and shared the list of policies that the committee worked on and moving forward the committee will continue to chip away at the policy list that needs review or adoption.

B. Approve the minutes from the 12/4/25 Governance Committee Meeting

S. Saltzman made a motion to approve the minutes from Governance Committee Meeting on 12-04-25.
T. Overall seconded the motion.
The board **VOTED** to approve the motion.

IX. Items to Be Voted Upon:

A. Vote to approve the 2025 Financial Audit

S. Saltzman made a motion to approve the 2025 Financial Audit in its current draft form.
M. Buja seconded the motion.
The board **VOTED** to approve the motion.

B. Vote to review and accept a new auditor for the next fiscal year

S. Saltzman made a motion to vote and accept RHR Smith as our auditor for fiscal years 2026, 2027, and 2028.
M. Buja seconded the motion.
The board **VOTED** to approve the motion.

C. Vote to approve policy BED: Remote Participation in School Board Meetings for a first read and review with no changes.

S. Saltzman made a motion to Vote to approve policy BED: Remote Participation in School Board Meetings for a first read and review with no changes.
M. Buja seconded the motion.
The board **VOTED** to approve the motion.

D. Vote to approve policy AD: Education Philosophy and CRCS Mission for a first read and adoption with the minor revisions.

S. Saltzman made a motion to Vote to approve policy AD: Education Philosophy and CRCS Mission for a first read and adoption with the minor revisions.

C. Hansen seconded the motion.
The board **VOTED** to approve the motion.

E. Vote to approve policy ADAA: School System Commitment to Standards and Ethical and Responsible Behavior for a first read and review with no changes.

S. Saltzman made a motion to Vote to approve policy ADAA: School System Commitment to Standards and Ethical and Responsible Behavior for a first read and review with no changes.
M. Buja seconded the motion.
The board **VOTED** to approve the motion.

X. 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 7:41 PM.

Respectfully Submitted,
T. Overall