



# Community Regional Charter School

## Minutes

### Executive Committee Meeting

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#### Date and Time

Wednesday September 30, 2026 at 5:45 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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#### Committee Members Present

S. Saltzman (remote), T. Overall (remote)

#### Committee Members Absent

*None*

#### Ex Officio Members Present

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 Personnel Committee of Community Regional Charter School to order on Wednesday Sep 30, 2026 at 5:45 PM.

##### C.

### **Approve Minutes**

No previous meeting minutes to approve.

## **II. Personnel Committee**

### **A. Elect Committee Chair**

Stephanie Saltzman agreed to be committee chair.

T. Overall made a motion to approve Stephanie Saltzman as the committee chair.

S. Saltzman seconded the motion.

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

### **B. Review Policy CBI - Evaluation of the Executive Director**

Committee reviewed the timeline for the executive director evaluation as outlined in Policy CBI. Committee agreed that they will typically meet on Fridays from 6:30-7:30pm. As executive committee, it is only required to meet quarterly. As personnel committee, there are several times to meet in the fall as part of the executive director evaluation calendar. Meetings will be posted as needed.

### **C. Finalize surveys and distribution for evaluation of the Executive Director**

- Approved the proposed surveys.
- Approved the proposed "request to take the survey" that will go to Staff.
- Will announce to the Board and Admin team at their next meeting that we would open the ED Evaluation survey for them in Board on Track following the meeting.
- Will send out the staff survey following any Board meeting discussion at the next Board meeting.
- This means the surveys would go out in September (the next Board meeting is September 30), which is almost on track for "mid-September" as stated in the policy and earlier than it has been posted in recent years.
- Deadline will be Friday, October 16, which is 11 business days (10 is required; we felt Friday was a better deadline day than a Thursday)

## **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 6:00 PM.

Respectfully Submitted,

S. Saltzman