

CRCS Minute Meetings 9-4-13

In Attendance School Board Memembers: Sam Jencks, Laurie Hayden, Stephanie Miller, Jean Walker, Carrie Tessier, Mimosa Mack

Executive Director: Justin Belanger

Vistors: Dr. Crumbley, Sandra Belanger, The Hogates

Jean: Student Parent Handbook – stayed the same except the dates were changed. This will be sent as an attachment for the board to review before sending out to parents. ETO day policy has been amended. The 8 days will be available at the beginning of the year and accumulate up to 90 days. The board will have to look at making sure to set aside money for subs. Part time teachers should receive prorated personal leave days. Steph made a motion to propose all full time staff will receive 8 PTO days and can accumulate up to 90 days , as well as part time staff will be prorated and all staff will be retroactive to last year. Sam seconded. Discussion: substitute days will be budgeted under the substitute line. Justin will gather information for last year's substitute data. Motion passed 7-0.

Staples has a deal to buy a case of paper if you are a rewards member, good until Sept 7th.

Regarding the September 2nd trespass incident, the school was able to get a no trespass/harassment order. The school is on a list to be notified in the future of the individual's parole or release. The charter commission wants be contacted if there are any future incidents.

Executive Director:

Benefits took almost an entire day of signing up. HSA - we have the option to keep the money. Justin made the decision to have the money go back to the school. Every month \$125 goes into each staff member's account. At the end of the year, if you do not use the 1500 dollars the money goes back to the school. One student did not show up the first day of school but was replaced after contacted. We are at 90 students. There are two students who wanted to play soccer at the middle school – Superintendent Colbry said it would be 400 dollars a student to play, Justin will verify these numbers. We will contact the charter commission to see if there is an overall policy to abide by as a charter. The application is in for Hammond lumber to get an account. We hired two bus monitors, Kristen Bean and Darlene Merrill. Both have experience and good recommendations. Both will be printed and background checked. Jean made a motion to accept to hire Kristen and Darlene for the bus monitors with Poland's bus. Sam seconded. Motion passed 7-0. Still interviewing for Title One and Title Two. We will have sixteen Thomas College students visiting to observe the workings of a charter school. There is a volunteer who will go after money for a robotic program. Also the date for a grant is Sept 30th for first time charter schools.

Sam - Facilities Meeting- Volunteer help is willing to close in the classrooms north side in October - windows, sheet rock , siding for \$2500 a classroom in effort to reduce heat loss. Windows are suitable for escape 36 x 60. Boiler is running at 85 percent efficiency. The steam should be replaced – pipes etc... the other side of the building will be renovated some too. We would like to do the process in stages to convert over to a new system in order to not have to borrow a huge amount of money. Insulating is also on the list. The goal is to get a quicker return on fuel such as heat loss. Bob's Cash fuel is going to give Sam a breakdown of the proposal. Sam is going to go the college to see if they could come out to do an evaluation to design a heating system. The board needs to have a goal of replacing the system and how to budget that. A commitment is needed from the board to have a financial budget plan. There are different options that the board should look at. There is a company that will bring in compressed gas. The pipeline may be coming in 3-4 years. In order to comply with the state, Sam made a custodial log that can be filled out every night. The custodian can circle the room and what was done. Also, Sam created a request form for work to be done. A record can then be kept and given to Dr. Crumley to prioritize. A tax donation letter will be written for the Athens Corner Store for the donation of the three cameras. Sam made lines in yellow in the parking lot. Justin and Sam went to see Harvey Austin in regards to the portable classroom. They agreed to a price of \$15,000. The building can stay there until we are ready to move. Mr. Austin will receive 10 percent for a down payment. The building is run by propane, has a newer roof and is fully equipped. Skirting will be needed to bought. 24 x 65 and was made in the late 90's. This fall, a pad will need to be put in as well as a plumbing and electrical lines. Motion on the floor to accept the \$15,000 bid for a portable classroom and 10 percent down. The building can be left on his property until November. Second Motion to allow CRCS to pursue bids for the estimate of a pad, plumbing , electrical, and tie downs. Steph seconded the motion. Motion passed 7-0.

Sandy- SIG 19 groups have been put together. A music teacher and Foreign language teacher have been hired and committed to a year.

The meeting is adjourned 747pm.

Respectfully Submitted,

Carrie Tessier, Board Secretary