



# CORNVILLE REGIONAL CHARTER SCHOOL

FOSTERING RESPONSIBLE, INDEPENDENT, HAPPY, CURIOUS LEARNERS

## Board Meeting Minutes

June 15, 2016

A meeting of the Board of Directors of Cornville Regional Charter School was held on June 15, 2016 at the school. This was our Annual Board meeting where the election of officers occurs. The following members of the Board were present: Lorri Cahill, Jean Walker, Jason Herrick, Stephanie Miller, Beth Enman. Also present: Travis Works, Rich Abramson, Ashlee Savage.

Jean Walker called the meeting to order at 6:00pm.

### **Recognition and Comments from Chair**

Jean Walker began the meeting by stating CRCS's mission statement.

### **Approve/Amend Minutes**

- Motion made by Stephanie Miller /seconded by Lorri Cahill to approve the minutes of the board meetings held on May 31, 2016. Motion passes 5-0.

### **Public Session N/A**

### **Old Business**

- Year in review – see attached notes

### **Committee Reports N/A**

**Principal** - see new business

### **Executive Director**

- Rich Abramson reviewed his recent tour of the building with Sam Jencks, CRCS's former facilities manager. Rich was thanked for his service with CRCS. He has stated that he is available for consultation as needed.

### **New Business**

- Introduced Ashlee Savage and Denyell Suomi as the new Teaching Principals.
- Reviewed work to be completed over the summer.
- **Motion made by Stephanie Miller /seconded by Lorri Cahill to name the CRCS ball field in honor of the Belanger Family. Motion passes 5-0.**
- **Motion made by Jason Herrick /seconded by Jean Walker to accept the 2016-2017 CRCS school calendar. Motion passes 5-0.**
- **Motion made by Beth Enman /seconded by Jason Herrick to accept the 2016-2017 CRCS school budget. Motion passes 5-0.**
- **Motion made by Jean Walker /seconded by Stephanie Miller to accept the election of the following Board Officers and committee assignments:**
  - Chair – Jean Walker, Vice Chair – Stephanie Miller, Secretary – Lorri Cahill, Treasurer – Jason Herrick
  - Governance Committee – Stephanie Miller
  - Finance Committee – Jason Herrick
  - Academic Excellence Committee – Lori Cahill
  - Principal/Executive Director Support and Supervision – Jean Walker
  - **Motion passes 5-0.**

## Future meetings

- August 24, 2016 at 6:00pm

Executive Session N/A

**Motion to adjourn made by Jean Walker/seconded by Jason Herrick. Motion passes 5-0  
Meeting adjourned at 7:58 p.m.**

Respectfully submitted,  
Lorri Cahill

## Overview of CRCS 2015-2016

### Facilities:

- Completed the replacement of all windows on the front wing
- Exterior entrances painted by the Somerset County Sheriff Department for 3 days
- 80% of Classrooms and entire gym painted
- Storage closet replaced in boys' bathroom
- Conference room built
- Office renovation with carpeting
- Gym storage
- Stage carpet removed, replaced with wood floor
- OT/Speech space created
- Wellhead Protection Grant to cap unused well
- Repaired the slab of the library/AgEd building
- Installed security cameras
- Installed network in ¾ of the building - Now 100% coverage at 300 mbs
- Phone system installed in 100% of rooms
- Purchase of mower and trimmer tools - Will not seek an outside mowing contract
- Interior door locks were upgraded to be ADA compliant and now meet fire and safety code
- Summer 2016
  - This summer - replace old boiler with a new propane boiler, new ceiling and efficient lighting in the front wing, heat pumps in the office area.
  - Replace drop ceiling in hallway in front wing and upgrade light fixtures in that ceiling
    - Cost of replacing drop ceiling is offset by cost of running new hot water piping
    - 50% rebates in light fixtures and 15 watts per fixture compared to 64 watts.
    - Drop ceiling being built in conference room to reduce need for radiator heat system. Will install wall mounted heat pump and the condenser will be in the basement eliminating need for baseboard or secondary heat for office space.
  - Kitchen equipment upgrade and purchase new equipment with \$5,000 grant money

**Financial:**

- Hired Heather Neal as our Business Manager to provide financial oversight. She went all the way back to our first year to input income and debits line by line in the financial reporting system
- Budget this year
  - Aims to get all staff to at least 90% of RSU#54's salary scale.
  - Lease of 2 twelve passenger vans
  - Food service to expand to include a breakfast option
  - Add ½ time maintenance position
  - Added 1 full time teacher and had a reduction in force (1 Ed-Tech I)
  - Adding Performing Arts as a special
  - Anticipated being able to offer violin lessons for 20 students (ages 9-14) all year
  - Phys. Ed will be taught by 2 classroom teachers
  - 200 minutes of prep time for teachers (40 more than other districts)
- \$34,631 in Grants (in addition to ESEA, NCLB, and IDEA funds)

| Name of Grant   | Grantor                    | Cash Award Amount  |
|---|----------------------------|--------------------|
| Adopt-A-Garden  | Maine Ag. in the Classroom | \$2,854.00         |
| Ag. Ed. 4 Life  | Plum Creek                 | \$2,627.00         |
| Ag Ed Program   | Walmart - Skowhegan        | \$50               |
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| Teacher Recognition   | Walmart - Skowhegan        | \$1,000            |
| Food, Fish & Fun  | Walmart Foundation         | \$2,500            |
| Garden Competition  | Terracycle/Toms/Hannaford  | 1,000              |
| Bangor SB Sponsorship   | Skowhegan BS Branch        | \$500.00           |
| Walmart Community Grant   | Walmart - Skowhegan        | \$50.00            |
| Adopt-A-Barn  | Walmart - Skowhegan        | \$2,500.00         |
| Mine Craft Learn To Mod   | UMaine/NASA                | \$0.00             |
| Wellhead Protection Grant   | Maine DOE                  | \$5,000.00         |
| Adopt-A-Barn  | Walmart in Palmyra         | \$1,500.00         |
| Adopt-A-Barn  | Franklin Savings Bank      | \$500.00           |
| Breakfast   | Maine DOE Nutrition        | 5,000              |
|   |                            | <b>\$25,131.00</b> |
| <b>TOTAL CASH AWARD AND VALUE OF DONATED SERVICES AND MATERIALS</b> |                            | <b>\$34,631.00</b> |

**Governance:**

- Updated and reviewed policies as needed - attendance/truancy, various special education policies, safety and concussion protocols
- Governance Committee recommended and the Board unanimously voted to amend the leadership structure. A request was made to the Maine Charter Commission to accept the change of the leadership structure and is pending approval.

- Governance Committee recommended and the Board unanimously voted to adjust programming to include 9th grade for 1 year pending the approval of a STEAM High School. A request was made to the Maine Charter Commission to make an amendment to our contract and is pending approval.

#### **Board Perspective:**

- Started the year with a workshop/retreat at Kel-Mat's Cafe to plan the year
- Saw outstanding growth in our programming and in the staff's ability to provide our learners with the best customized learning opportunities possible
- 4 directors resigned - two did not believe in our mission and vision and two resigned for personal/health reasons
- Addition of Lorri Cahill (retired teacher) and Jason Herrick (local business person enrolled in Masters of Education program at Thomas College)
- Justin Belanger resigned from the Executive Director position and has happily returned to his painting business and has bought a house he intends to restore
- Contracted with Rich Abramson to provide interim Executive Director services until June 30, 2016.
- Customized newsletters and CRCS Weekly Newsletter
- Amended our by-laws to follow-up on a suggestion by the Maine Charter Commission in the way directors are elected/appointed
- Along with staff and administration, completed the self-assessment required for the renewal process with the Maine Charter Commission
- Agreed upon the iObservation teacher evaluation system

#### **School Visits:**

- Congressman Bruce Poliquin
- State Representative Brad Farren
- State Senator Rod Whittemore
- Team from South Dakota - CRCS is providing consulting services
- Team from Windham - CRCS is providing consulting services
- Trainers from MLTI/Apple computers
- Dirigo staff visited
- Lincoln staff visited
- Baxter Academy staff visited
- Thomas College education department - wants to forge a relationship with CRCS
- Leveraging Learning Conference planning committee - CRCS featured in promo video
- Diana Doiron from Maine Department of Education
- Combined TerraCycle/Tom's of Maine/Hannafords team

#### **Educational Relationships:**

- Researcher William Spady
- Author Chuck Schwahn
- Author Bea McGarvey
- Author Barbara Bray
- Technology & Innovation in Education
- Apple Education

#### **Educational Organizations that staff have Board Representation:**

- Maine Cohort for Customized Learning
- Moose-Tech

**Curriculum:**

- Learning Coach Groups
- Seminars
- Specials (Added Art, Music, Library, and Phys Ed)
- Morning Recess

**Professional Growth Opportunities:**

- 1 staff member presented at the Regional Customized Learning Conference in South Dakota
- Entire staff attended the Leveraging Learning Conference in Auburn as part of Workshop Days
- 2 staff members presented at Moose Tech at Foxcroft Academy and the entire staff attended as part of our scheduled Workshop Days
- 3 staff members presented at National Customized Learning Conference in Pennsylvania and all classroom teachers attended
- This summer 5 staff members will present at the National Customized Learning Conference in South Dakota
- This summer at the Maine Regional Customized Learning Conference at least 10-12 staff will present, including Ed-Techs.
- Proportionally we have the highest participation in cohort PD and trainings:
  - 5 staff participated in a 4 day training in Complex Reasoning Training
  - 5 staff participated in a Summit on Grading and Feedback in March
  - 3 staff worked on ELA curriculum revisions for the cohort
  - 2 staff worked on the Math curriculum revisions for the cohort
  - 1 staff worked on the Social Studies curriculum revisions for the cohort
  - 3 staff worked on the Habits of Mind curriculum revisions for the cohort

**Upcoming Year:**

- Entire staff will attend ACTEM Conference in fall as part of scheduled Workshop Days
- Entire staff will present/attend MooseTech Conference in spring as part of schedule Workshop Days

**Growth Plan Opportunities:**

- Pre-K
- High School