



CORNVILLE REGIONAL CHARTER SCHOOL

FOSTERING RESPONSIBLE, INDEPENDENT, HAPPY, CURIOUS LEARNERS

Board Meeting Minutes

August 16, 2017

A meeting of the Board of Directors of Cornville Regional Charter School was held on August 16, 2017 at the Early Childhood Center campus.

The following members of the Board were present: Jean Walker, Lorri Cahill and Stephanie Miller. Also present: Travis Works, Heather Neal (finance manager), Melissa Hurley (remote assistant/bookkeeper to Heather Neal), Susan Muzzy Martin, Jason Gayne, and Ted Prawat.

Chair Jean Walker called the meeting to order at 4:04pm and began by reading CRCS's mission statement.

Introductions were made.

Approve/Amend Minutes:

Motion was made by Stephanie Miller/seconded by Jean Walker to approve the minutes of the Board meeting held on July 19, 2017. Motion passed, 3-0.

New Business:

Chief Financial Officer Heather Neal and Melissa Hurley passed out new binders that will be distributed at each Board meeting containing the most recent financial information available for the Board's use. She will also be in attendance for quarterly budget updates.

Jason Gayne and Ted Prawat individually spoke of their interest in joining CRCS's Board of Directors.

Motion was made by Jean Walker seconded by Lorri Cahill to accept their applications and addition to the governing board. Motion passed, 3-0.

Jean Walker made a motion seconded by Stephanie Miller to have Jason Gayne serve in the position of Treasurer. Motion passed, 4-0, with Jason Gayne abstaining from the vote.

Chair Jean Walker is creating a newly revised Board of Directors meeting schedule for the 2017-2018 calendar year to reflect the newest Board members' schedules and outside commitments. Each meeting location will rotate amongst the 3 campuses.

Teaching Principals/Executive Director:

- Travis Works shared he has a seasoned and dynamic staff for the 2017-2018 school year.
- Facilitator Koren Coughlin resigned; Melody Rich was hired as a new facilitator.
- There is a secretary vacancy at the Cornville campus.
- Enrollment at all 3 campuses is very healthy, near or at maximum capacity.
- Food will continue to be provided by Goodwill-Hinckley school. The Skowhegan and Early Childhood campuses will primarily have sandwich-based lunches.

Old Business:

- Travis Works announced all 3 campuses will be opening for the school year on August 28th. Members of the Charter Commission came for on-site inspections on August 7th and August 14th. Skowhegan Fire Department gave CRCS a list of minor repairs/upgrades to be completed before the first day of school.
- Heather Neal's office will be located at the Early Childhood Center.
- For future discussion and reporting purposes, the 3 campuses shall now be referred to as the Cornville campus, the Early Childhood campus and the Skowhegan campus (formally known as the downtown campus).
- Preliminary planning has begun for a nature based, creative outdoor space at the Early Childhood Center.
- Furniture is being delivered next week at the Early Childhood Center. Indoor and outdoor renovations are taking place before the first day of school, with more renovations happening throughout the year.
- Travis Works reported that 9 of the current 31 preschoolers live in Skowhegan with the remainder coming from surrounding towns. 60-70 percent of the preschool population falls under economically disadvantaged reporting status.
- There will be a part-time secretary and custodian for the Early Childhood Center.

Next meeting date and location:

September 26, 2017 in Cornville at 5:00pm, immediately following a meeting of the Academic Excellence committee scheduled for 3:30pm.

Lorri Cahill made a motion seconded by Stephanie Miller to adjourn the board meeting. Motion passed, 5-0. Meeting adjourned at 5:55pm.

Respectfully Submitted,
Lorri Cahill, Board Secretary

Addendum 8/29/2017

All board members communicated and responded to an emergency vote through email for immediate funding needs.

Jean Walker made a motion to approve Travis Works to sign a revolving loan with the Town of Skowhegan on behalf of the CRCS Board of Directors. The loan amount is \$100,000 plus closing fees. Lorri Cahill seconded it. Motion passed 5-0.