



CORNVILLE REGIONAL CHARTER SCHOOL

FOSTERING RESPONSIBLE, INDEPENDENT, HAPPY, CURIOUS LEARNERS

Board Meeting Minutes

November 21, 2017

A meeting of the Board of Directors of Cornville Regional Charter School was held on November 21, 2017, at the Early Childhood Center Campus.

The following members of the Board were present: Chair Jean Walker, Lorri Cahill, Jason Gayne and Stephanie Miller. Also present: Travis Works, Denyell O'Brien, Jessica Brown, Chris Brown and Susan Martin.

Chair Jean Walker called the meeting to order at 5:22pm and began by reading CRCS's mission statement.

Approve/Amend Minutes:

Motion was made by Jason Gayne seconded by Stephanie Miller to approve the following minutes:

- **Minutes from October 17, 2017**
- **Academic Excellence Committee minutes from October 17, 2017**
- **Finance Committee minutes from October 27, 2017**
- **Minutes from the special Board meeting on October 19, 2017**

Motion passed, 4-0.

Board Reports from school principals:

Board members received each building principal's report via school email prior to the board meeting.

Teaching principal Denyell O'Brien took the school board members on a tour of the facilities at the Early Childhood Center.

New Business:

Motion was made by Jean Walker seconded by Lorri Cahill to close the Bangor Savings fundraising account and transfer the remaining fund balance into the CRCS fundraising account.

Motion passed, 4-0.

Motion was made by Jean Walker seconded by Lorri Cahill to approve the Finance Committee's recommendation of the amended FY18 consolidated budget. Motion passed, 4-0.

Maine Charter School Commission's Approved Annual Monitoring Report year 2017

The Board reviewed the Approved Annual Monitoring Report year 2017 from the Maine Charter School Commission. Parent and Community Engagement will be an area of focus (73% achievement, 90% target). CRCS will initiate a more comprehensive data collection to include all three campuses, as well as inclusion of all forms of parent and community participation. Another identified focus area involves Student Academic Proficiency and Student Academic Growth. Measures of growth include, but are not limited to, NWEA scores, Fountas and Pinnell Reading Assessments and Maine State assessments. Remediation measures include the following: designation of a director of curriculum, instruction and assessment, defined collaboration opportunities around best research-based instructional practices, investigation into a revision of early childhood programming, instruction and assessment, and a breakdown of achievement data into subgroups. One specific plan is to track longitudinal data of learners

who have been at CRCS from its inception. Student attendance was also discussed at length (92% achievement, 94% target). Each building principal's monthly report now includes attendance rates. It was noted that attendance rates are subject to many factors (weather, illness, family commitments) and Travis Works gave an example of how one absent learner at a particular campus equates to a 3% deficit on the attendance rate. The Board requested timely updates should the average daily attendance rate trend lower than the target. Chair Jean Walker will also conduct an exit interview with families when a learner leaves CRCS in order to better define effective methods of student retention. The information will be shared with the Executive Director for analysis and used as a tool for modification.

Executive Session:

Chair Jean Walker made a motion seconded by Stephanie Miller to enter into executive session to consider evaluation of officials/appointees/employees pursuant to Title 1 of the Maine Revised States, Sections 405(6)(A) and 405(6)(C) to discuss a financial matter. Motion passed, 4-0. Board entered into executive session at 6:21pm.

Jason Gayne made a motion seconded by Jean Walker to exit executive session. Motion passed, 4-0. Board exited executive session at 7:33pm.

Travis Works shared he will begin providing board members with a weekly financial update/summary each Friday via email.

Next meeting dates and locations:

- January 9, 2018 in Cornville- 4:00 Academic Excellence Committee (date subject to change)
- January 16, 2018 Board Meeting 5:00 in Cornville

Jason Gayne made a motion seconded by Lorri Cahill to adjourn the board meeting. Motion passed, 4-0. Meeting adjourned at 7:34pm.

Respectfully Submitted,
Lorri Cahill, Board Secretary



Cornville Regional Charter School
Early Childhood Campus - Cornville Campus - Skowhegan Campus

Uncompromisingly Learner Centered

Campus: Early Childhood Center

Month: November, 2017

Building Administrator: Denyell Suomi

Attendance rate:	85.10%
Total Enrollment:	32
Enrollment Decrease in Previous Month:	0
Enrollment Increase in Previous Month:	1
Overall Male %:	43%
Overall Female %:	57%

1. Celebration/success at your campus:

- 100% of families are connected with Teaching Strategies Gold as of November 8th. Documentation of child learning and development is now being shared with families.
- Families seemed to be very happy with the reports from Teaching Strategies Gold. A survey was sent to all families asking for feedback for the next open house/conference night.

2. Staff professional development for month:

- iObservation- As a staff, we reviewed our CLASS and ELLCO classroom scores and set our goals in iObservation accordingly. Our Growth Plans in iObservation were approved.
- Friday Building-based PD
 - Tools of the Mind- As a staff, we reviewed what went well and what we could improve with curriculum implementation. We spent time, brainstorming for our “Pets & Vets” theme. We collaborated on the scoring of play plans and the use of the Center Record Sheet. We set a schedule for work on Growth Plan work and Tools of the Mind activities for the next couple of months.
- Denyell attended PEG meeting in Augusta with Travis October 26th. This was a very informational meeting regarding grant requirements.

3. Past and upcoming events:

- October 24th & 25th- CLASS and ELLCO observations by ECA for PEG
- November 9th- Open House & Conferences (87.50% of families in Denyell & Tasha’s room and 79% in Caryl & Connie’s room attended or scheduled conference at an alternative time)
- Field Trips being scheduled for animal shelter and a vet clinic
- Partnering with AniMeals (division of Meals on Wheels)-baking dog treats and collecting pet supply donations
- November 21st- PTF Superhero Day
- Working with Tools of the Mind consultant to schedule a day to have an observation and feedback on curriculum implementation. It is looking like it will be January or February.



Cornville Regional Charter School
Early Childhood Campus - Cornville Campus - Skowhegan Campus

Uncompromisingly Learner Centered

Campus: Cornville

Month: November 2017

Building Administrator: Travis Works

Attendance rate:	88.63%
Total Enrollment:	143
Enrollment Decrease in Previous Month:	1 learner unenrolled 1 learner was expelled 5 learners transferred to Skowhegan Campus
Enrollment Increase in Previous Month:	0
Overall Male %:	58%
Overall Female %:	42%

1. Celebration/success at your campus: During the month of October at the Cornville Campus...

- The staff has had some great conversations about how we are going to work on giving learners specific feedback (“you identified the heading and three main details in your notes”) vs. general feedback (“good job”). The other things discussed were the balance of verbal and written feedback and being cognizant on a system on sharing feedback with families, which will include moving towards leveraging SeeSaw as a tool for communication.
- SeeSaw was introduced to the staff and it will be a tool used to document learner evidence/feedback and communicate those pieces with parents and learners. The need for future professional development with SeeSaw has been communicated by staff and will be followed through with learning opportunities.
- There have been some great presentations at Show Your Stuff assemblies (robotics did their play and shared their salutation for the problem presented at competition, Civil Rights shared their experiences, classrooms shared their work, and learners presented to give a reminder about specific expectations.

2. Staff professional development for month:

- Our special education director completed a Train the Trainer Safety Care Training
- One of our facilitators attended the ACTEM conference
- As a district we attended an MCCL hosted conference on Replacing Grading with Learner Feedback
- Two facilitators did a grant training for a Music in the Classroom grant we received
- Multiple facilitators attended the second of three workshops in a Complex Reasoning training
- Two facilitators attended the Leveraging Learning technology conference

3. Past and upcoming events:

October 21st and October 28th - Hunter’s Breakfasts

October 28th - Trunk or Treat

November 17th - Spaghetti Dinner Fundraiser for the barn

November 17th - December 4th - Book Fair

November 29th - Celebration of Learning

December 1st - Grandparents Luncheon

December 2nd - PTF Annual Craft Fair at Skowhegan Campus



Campus: Skowhegan

Month: November, 2017

Building Administrator: Crystal Priest

Attendance rate:	93.18%
Total Enrollment:	46
Enrollment Decrease in Previous Month:	0
Enrollment Increase in Previous Month:	1
Overall Male %:	47%
Overall Female %:	53%

1. Celebration/success at your campus:

Penny Carnival - Skowhegan Campus learners created games of chance as part of their Probability Math Unit and then ran a Penny Carnival for the Cornville Campus learners. Thanks to the PTF for donating \$100 for the prizes for the games.

Student Elections - As part of their Social Studies studies this fall, learners have been working on building a student government, bill of rights and responsibilities, etc. On election day, they voted for their slate of officers for their government.

Field trip to Planetarium, tour of UMaine - This was part of the Astronomy class. Mr. Reardon took a group of learners to UMaine for a program at the planetarium as well as a tour of the UMaine Campus as a part of the GearUp grant.

Learner Led Parent Conferences - Our first Learner led parent conferences were held last week. Learners developed a portfolio of their work to show their parents and discuss their progress with them. We had 35 out of 46 learners show their work to their parents over two nights. We are reaching out to the remaining parents to schedule a time for them to come in and see what their child has been learning this fall.

Art Story Project - Mrs. Firmkes and a group of learners have been working on an art story project at the library. This project is sponsored by the Wesserunsett Arts Council. A couple of learners were interviewed by the local TV/Radio station.

2. Staff professional development for month:

Whole Team - GearUp CAT Meetings/GearUp training

Whole Team - MCCL Feedback workshop

Crystal - ACTEM Technology Conference

Elizabeth - Celebrating Children's Literature Conference

Kirby - Gear Up Training

Crystal - Empower webinar on transcripts

Elizabeth - Empower user group meeting

3. Past and upcoming events:

See #1

PTF Craft Show - December 2nd

First dance for the Skowhegan Campus - December 8 from 7-9pm

Drama group will be presenting their play in December, the week before Christmas.