

EXECUTIVE COMMITTEE

MAINE CHARTER SCHOOL COMMISSION

Join Zoom Meeting

<https://mainestate.zoom.us/j/83929435779>

Meeting ID: 839 2943 5779

June 8, 2023

Members	Present
Commission Members: Norm Higgins, Tori Kornfield Interim ED/Staff Representative: Lana Ewing Meeting Start: 2:00PM	Commission Members: Staff Representative: Public:

Item	Discussion	Action
Welcome	Public Comment Agenda review	

Follow Up from Last Meeting		<ul style="list-style-type: none"> — Lana to buy cards for Nichi and Wilson — Commission Meeting: Welcome Brian Langley — LD 1089 and LD 1741: Lana and/or Norm to attend — School Board PD: hold two additional this year re: finances — Tori to lead the Ad Hoc Officer Election Committee
Committee Review	<ul style="list-style-type: none"> - School Performance - - Finance - - Ad Hoc Election - 	
HCA Update	<ul style="list-style-type: none"> - David will join to provide an HCA closure update 	
Nomination of Officers	<ul style="list-style-type: none"> - Tori to lead the Ad Hoc Committee - Should we include another Commission Member in the Committee? 	
Finance Committee	<ul style="list-style-type: none"> - Plan to appoint Brian Langley to the Finance Committee 	

Review draft JD	<ul style="list-style-type: none"> - Review the draft job description for the full time administrative assistant 	
Per Diem Policy Draft	<ul style="list-style-type: none"> - Review the final Per Diem policy draft 	
Commission Member School Visit Guidance	<ul style="list-style-type: none"> - Discuss guidance related to Commission Members visiting schools - Proposal: Lana/Amy will email Commission Members dates for the mid-year and end-of-year school meetings. If a Commission member would like to come along, they are welcome to do so. If not, that is also fine. If more than two Commission members express interest in attending the same meeting, I will guide them to alternate dates so that we do not have a "public meeting" challenge. Commission member attendance at any other school event is voluntary (graduations, etc.). 	
CRCS Request for Funds	<ul style="list-style-type: none"> - Review CRCS's request for funds (may be covered during the Finance Committee report) 	
Commission Member Handbook	<ul style="list-style-type: none"> - Review general content of the Commission Member Handbook. Anything else we should add? - Currently, we are planning to give each Commission Members a binder with: the MCSC introductory packet, charter rules/laws, copy of 	

	a shell charter contract, a member page with contact information.	
Summer Commission Meetings	<ul style="list-style-type: none">- Discuss the idea of canceling or moving to Zoom a summer Commission meeting	
Next meeting time and topics		
Adjournment		