

Maine Charter School Commission

December 5, 2017 Business Meeting Minutes Accepted with Correction on Page 4 (January 22nd instead of January 21st) by Commission Vote on January 2, 2018

The Maine Charter School Commission held a regular Business Meeting at the **Burton M. Cross Office Building**, Room #103B, on **Tuesday, December 5, 2017**.

1. Call to Order and Declare a Quorum

The meeting was called to order by Commission Vice Chair, Dr. Mike Wilhelm at 9:34am and a quorum was declared.

Commission Members present were: Dr. Mike Wilhelm, Vice Chair; John Bird; Jim Rier; Nichi Farnham; Shelley Reed and Jana Lapoint

Commission Members absent were: Laurie Pendleton, Chair

Also present were Bob Kautz, Gina Post and Amy Allen.

Members of the public present included David Silvernail, Consultant; Noel Gallagher, Portland Press Herald; Deborah Emery, Snow Pond Arts Academy; Judith Jones, MACS; Roger Brainerd, MACS; Ande Cashman, Preti-Flaherty; Lisa Packard; Joanna Frankel, Fiddlehead School of Arts & Sciences (9:43am); Vicki Wallack, MSMA (9:45am); Tonya Arnold, Maine Academy of Natural Sciences (9:46am); Carrie Branson, Harpswell Coastal Academy (9:53am); Dick Barnes, Consultant (9:58am); and William Ferdinand, Eaton Peabody (10:33am).

2. Members of the Public Are Asked to Sign In

Dr. Mike Wilhelm reminded those present to sign-in if they had not already done so.

3. To Consider Action Relative to Additions or Adjustments to the Agenda

None

4. To Take Action Relative to Accepting as Printed the Minutes of the November 7, 2017 Business Meeting

No changes to the written minutes.

Moved by Shelley Reed; seconded by John Bird and voted unanimously by those present to accept the November 7, 2017 Business Meeting minutes as written.

5. To Accept FY18 Budget vs. Actual – November 1 Report

No discussion.

Moved by John Bird; seconded by Shelley Reed and voted unanimously by those present to accept the FY18 Budget vs. Actual – December 1 Report.

6. OLD BUSINESS

6a. To Consider and Approve the 2016-17 Annual Report to the Commissioner

A draft copy of the final report was distributed for review and approval.

Moved by Jana Lapoint; seconded by Shelley Reed and voted unanimously by those present to approve 2016-17 Annual Report to the Commissioner

7. NEW BUSINESS

7a. To Consider and Accept Notification of New Governing Board Member at MeANS, David Cyr

Copy of Governing Board Member Information Sheet was distributed for review.

Moved by John Bird; seconded by Shelley Reed and voted unanimously by those present accept notification of new Governing Board member at MeANS, David Cyr

7b. To Consider and Approve New Governing Board Member at Baxter, Thorn Dickinson

Copy of Governing Board Member Information Sheet was distributed for review and approval. Reminder that a signed copy is needed for the office file.

Moved by John Bird; seconded by Jana Lapoint and voted unanimously by those present to approve new Governing Board member at Baxter, Thorn Dickinson

7c. To Consider and Approve the Fiddlehead School of Arts & Sciences' Anytime Anywhere/Snow Day Proposal

Copy of the Amendment to Change School Schedule was distributed for review and approval.

Moved by Shelley Reed; seconded by John Bird and voted unanimously by those present to approve the Fiddlehead School of Arts & Sciences' Anytime Anywhere/Snow Day Proposal

7d. To Consider and Approve Snow Pond Arts Academy's Work at Home Day Proposal

Copy of the Amendment to Change School Schedule was distributed for review and approval.

Moved by John Bird; seconded by Shelley Reed and voted unanimously by those present to approve Snow Pond Arts Academy's Work at Home Day Proposal

7e. To Consider and Approve Maine Virtual Academy's Updated Performance Framework

7f. To Consider and Approve ACADIA Academy's Updated Performance Framework

Motion to table items #7e and #7f as materials were not received in time for the meeting. Will place on a future agenda for consideration.

Moved by Jana Lapoint; seconded by John Bird and voted unanimously by those present to table items #7e and #7f at this time.

7g. To Consider and Approve the 2016-17 Annual School Report

A draft copy of the 2016-17 Annual School Report was distributed for review and approval.

Moved by Jana Lapoint; seconded by John Bird and voted unanimously by those present to approve the 2016-17 Annual School Report

8. REPORTS

8a. Chair – Laurie Pendleton

No report given.

Shelley Reed commented briefly on the conference call that was held with the Site Visit Protocol Committee. The conference call was held on November 27th and included Laurie Pendleton, Shelley Reed, Jana Lapoint, Bob Kautz and Gina Post. Shelley shared that Laurie is working on discussion items for the next meeting.

8b. Vice Chair – Dr. Mike Wilhelm

No report given.

8c. Executive Director – Bob Kautz

Bob shared a copy of the thank you letter that was received from the Maine School Management Association for participation in the fall conference.

Bob distributed a report from Pam Partridge on the status of the Record Retention/Archive Project Update. Amy Allen indicated that applications for record retention schedules have been sent to Felicia Kennedy, Records Management Analyst for Maine State Archives. These applications are currently in review and will either be approved by Felicia for go before the State Archive Board at its January 2018 meeting.

8d. Director of Program Management – Gina Post

No report given.

8e. Senior Support Coordinator – Amy Allen

Amy reported that Epicenter User Training was held on November 14th and that schools are using the system. Preliminary feedback from the schools has been very positive.

9. Preliminary Report and Recommendations from Dick Barnes and David Silvernail

Copies of the report, "An External Review of the Maine Public Charter School Performance and Annual Report Frameworks, and Student Performance Part I" report was distributed for review and discussion. Drs. Barnes and Silvernail reviewed the report, using a PowerPoint presentation, and addressed questions from the Commission.

10. To Consider Next Steps in Response to the NACSA Authorization Evaluation Findings

Bob Kautz and Gina Post distributed handouts that condense the information from the NACSA Authorization Evaluation report. Also distributed were possible next steps to think about. Bob will be distributing additional materials before the Christmas holiday for Commission members to think about and act upon at the January 2018 Business Meeting.

11. ANNOUNCEMENTS

- 11a. Turn in Expense Account Vouchers at the End of the Meeting
- 11b. The Charter Commission has received an invitation to the Snow Pond Arts Academy Winter Recital on December 21st at 1:00pm in the SPAA Alumni Hall. Deborah Emery reports that the students have some amazing presentations planned. The program will last approximately 1 ½ hours.
- 11c. 90 Day Visits
 - ✓ Snow Pond Arts Academy (December 5th, 1:30-3:00)
 - ✓ Cornville Regional Charter School (December 12th, 10:00-12:30)
 - ✓ Maine Academy of Natural Sciences (December 15th, 1:00-2:30)
- 11d. Next Business Meeting Date – January 2, 2018

12. PUBLIC COMMENT

Roger Brainerd from MACS shared that "Maine Charter School Day" at the Hall of Flags will be held on ~~January 21st~~ January 22nd during School Choice Week.

Judith Jones from MACS commended the two recent reports that have been shared with the Commission. She is concerned; however, that the annual year-end reports that are presented to each school appear to be measured on MEA data only. She stated that Maine's public charter schools have extensive performance frameworks and would like more discussion on how to present that data/documentation.

13. ADJOURN - Meeting was adjourned at 11:41am.

Moved by Jana Lapoint; seconded by Dr. Mike Wilhelm and voted unanimously by those present to adjourn.