

State Charter School Commission

111 Sewall Street (physical address)
23 State House Station (mailing address)
Augusta, ME 04333-0023

The State Charter School Commission held a meeting on May 21, 2012, at the Cross State Office Building, 111 Sewall Street, Augusta, Maine. The following members were present: James Banks, Sr., Richard (Dick) Barnes (10:14); Lynda Doyle; Jana Lapoint (10:09); Donald Mordecai; Shelley Reed; and William Shuttleworth.

Also present were: Jennifer Pooler, Department of Education and Sarah Forster, Attorney General's Office.

CALLED TO ORDER:

Chair, James A. Banks, Sr. called the meeting to order at 10:07 AM.

ADJUSTMENTS TO THE AGENDA:

Approval of the Minutes of the last meeting – May 8, 2012.

APPROVAL OF MINUTES:

MOVED by Shelley Reed, seconded by Donald Mordecai, and unanimously voted by those present to approve the May 8, 2012 minutes.

OFFICER'S REPORTS:

Chair, James Banks, Sr.:

- None.

Vice-chair, William Shuttleworth:

- If anybody needs extra help reviewing or chairing a review team let William know.

NEW BUSINESS:

A. Sarah Forster presented legal guidance from the AG's Office regarding the questions posed by Charles Dingman, an attorney with PretiFlaherty, on behalf of the Good Will Home Association.

- School board in name only appointed by the "parent" corporation.
- Applicants must independently have both the legal and functional capacity and authority to operate the school.
- Contract must be "at arm's-length" – not negotiating with self (parent and sub – parent must not control sub). Entity must have the capacity and full authority to meet the terms of the contract independently.
- Consider who they are going to contract with to run the school and do they have the capacity to do so.
- No legal obligation to respond to the query.

- William Shuttleworth will form a draft response and send it to Jennifer Pooler for review by Sarah Forster.

B. Review and approve revised Job Descriptions for Administrative Assistant and Director.

MOVED by Richard Barnes, seconded by Shelley Reed, and unanimously voted by those present to approve Job Descriptions for the Administrative Assistant and Director, as amended.

C. Review and approve cover letter to Commissioner Bowen re: Budget/Job Descriptions.

MOVED by Shelley Reed, seconded by Jana Lapoint, and unanimously voted by those present to approve the cover letter to Commissioner Bowen re: Job Descriptions for the Administrative Assistant and Director and the 2012-13 budget, as amended.

D. Review and approve 2012-13 Budget

MOVED by Shelley Reed, seconded by Jana Lapoint, and unanimously voted by those present to approve the 2012-13 Budget, as amended.

E. Status update on review of applications to date

- None received to date.

F. Status update on model charter contract & metrics development

Tabled until May 29, 2012 meeting

G. Performance monitoring

- Much work has been done, work will continue (could not hear Shelley's presentation/discussion)
- Timelines that must be followed

Tabled until May 29, 2012 meeting

H. Discuss responses that might produce a conditional charter

- Issued for short periods of time (maybe up to 3 months)
- Criteria that are not yet met in the application, but will be met shortly

I. Discuss the public hearing process

- All public hearings and interviews will be held in Augusta (for this application cycle due to time constraints)
 - What will they look like?
 - How long will they last?

Tabled until May 29, 2012

- J. Develop questions for the interview phase of application/approval process
Tabled until May 29, 2012 meeting
- K. Review and discuss responses to questions posed by Commission to AG's office and DOE
- L. MOVED by Shelley Reed, seconded by Donald Mordecai, and unanimously voted by those present to approve the draft language for the response to PretiFlaherty regarding Good Will-Hinckley.
- M. Approve the revised Application Review Process

MOVED by Shelley Reed, seconded by Lynda Doyle, and unanimously voted by those present to approve the Application Review Process as presented and amended at May 8, 2012 Charter School Commission meeting.

OLD BUSINESS:

- None

ANNOUNCEMENTS:

- Expense Account Vouchers to Jennifer Pooler at the end of the meeting.

PUBLIC COMMENT:

- Can you describe in more detail what the clear levels of autonomy are between the parent and sub?
 - Entity that is developed must have the functional and legal capacity and authority to operate a charter school
 - Separate board; resources – do not have to ask permission to do something from “parent”
 - Contract is between Commission and Entity so the entity must have the control over the school

ADJOURNMENT:

MOVED by Shelley Reed, seconded by Jana Lapoint, and unanimously voted by those present to adjourn the May 21, 2012 State Charter School Commission meeting at 12:00 PM.

Respectfully submitted by Jennifer Pooler.