

Maine Charter School Commission Meeting - November 6, 2012

Minutes

The State Charter School Commission held a meeting on November 6, 2012, at the Cross State Office Building, 111 Sewall Street, Augusta, Maine. The following members were present: James Banks; Richard (Dick) Barnes; John Bird; Jana Lapoint; Shelley Reed; Heidi Sampson; and William Shuttleworth.

CALLED TO ORDER:

Chair, Jana Lapoint called the meeting to order at 1:05 PM.

ADJUSTMENTS TO THE AGENDA:

- Brief discussion on the Charter Commission proposed budget (FY 2014) and current monthly cash flow (FY2013) .
- Brief discussion on whether or not we have the right with legislation to look at the virtual schools in terms of a blended school or do we have to accept them as they are coming to us now .

MOVED by Shelly Reed, seconded by William Shuttleworth and unanimously voted by those present to include the proposed adjustments to the agenda.

APPROVAL OF MINUTES:

MOVED by Shelley Reed, seconded by Jim Banks and unanimously voted by those present to approve the minutes from the October 2, 2012 meeting.

OFFICER'S REPORTS:

Chair, Jana Lapoint

- The meeting with Commissioner Bowen was very positive.
The Commissioner suggested we keep a record of the time and content of our contact with charter schools and applicants
A suggested template for Commission Members to use will be provided.
MDOE staff may be available to assist with the review of charter school applications.

Vice-chair, Richard Barnes

- None

NEW BUSINESS:

- A. Consideration of the application for public charter school – Baxter Academy for Technology and Science.

Information received from Baxter Academy was not sent to all members of the commission. All members received the information via email from Bob Kautz yesterday, November 5, 2012.

MOVED by Jim Banks, seconded by William Shuttleworth, and unanimously voted by those present to approve the motion to table the consideration of the Baxter Academy for Technology and Sciences until a special meeting to be held on Friday, November 16, 2012.

- B. Status of new applications.

From eight letters-of-intent to apply, we received three withdrawal notices and five applications. Applications have undergone an initial review by staff and letters have been prepared and will be mailed tomorrow requesting missing information.

- If these requests are not responded to, the application will be rejected.
- The staff will determine if the submission of requested material is complete and within the five-day window. Complete applications will receive acceptance letters designating their review team.

- C. Approval of MeANS Bylaw Revisions



MAINE ACADEMY OF NATURAL SCIENCES

AT GOOD WILL-HINCKLEY

Motion: Proposed that the MeANS Board of Directors ask that the MeANS Bylaws and Articles of Incorporation be amended to reflect the following change:

ARTICLE 5 – OFFICERS

Section 5.1 Officers. The officers of the corporation shall consist of the Board Chair, a Vice Chair, a non-voting President, a non-voting Treasurer, ~~an Assistant Treasurer~~, a Secretary, a Chair of the Finance Committee and such other officers and assistant officers as the Board of Directors shall deem desirable. No two offices may be held by the same person. In addition to the duties and powers specifically set forth in these Bylaws, each officer shall have such duties and power as the Board of Directors may from time to time prescribe.

Section 5.2 Election and Term of Office. The officers shall be elected annually by the Board of Directors at its annual meeting, or as soon thereafter as convenient and each officer then holding an elective office shall continue to hold said office or offices until his or her successor shall have been duly elected.

Section 5.3 Qualifications. The Board Chair, Vice Chair and Secretary shall be elected from among the Directors of the corporation.

Section 5.4 Vacancies. A vacancy in any office caused by death, resignation, removal, disqualification, or otherwise, shall be filled by the Board of Directors for the unexpired portion of the term.

Section 5.5 “Chair of the Finance Committee: The Chair of the Finance Committee shall have oversight of all financial affairs of the corporation.”

Section 5.6 Treasurer. The Treasurer shall have general charge of the financial affairs of the corporation. The Treasurer shall have custody of all funds of the corporation, subject to such regulations as may be imposed by the Board. The Treasurer may be required to give bond for the faithful performance of his or her duties, in such sum and with such sureties as the Board may require. The Treasurer shall deposit, or cause to be deposited, all moneys of the corporation in such depositories as may be designated by the Board. The Treasurer shall keep or cause to be kept full and accurate accounts of the receipts and disbursements of the corporation in suitable books of the corporation and shall exhibit such books upon request of any officer or Director for any proper purpose at any reasonable time. The Treasurer shall be a non-voting member.

Section 5.7 Secretary. The Secretary shall have charge of such books, documents, and papers as the Board of Directors may determine and shall have the custody of the corporate seal. The Secretary shall attend and keep or cause to be kept the minutes of all the meetings of the Board of Directors. The Secretary shall keep or cause to be kept a record of the names and addresses of the Board of Directors. The Secretary may certify all votes, resolutions, and actions of the Board of Directors and of its committees.

Section 5.8 Board Chair. The Board Chair shall preside at all meetings of the Board and shall have such other powers and responsibilities as set forth in these Bylaws. In the absence of the chair, the vice chair may act and have the powers of the chair.

Section 5.9 President. The President shall have such authority and responsibilities as designated by the Board of Directors. The President shall be a non-voting member.

Clarification needed:

- How many members on the Board of Directors?
- Check with Sarah Forster as to whether or not this mediates a clear delineation between the Good Will Home Association and MeANS.
- Check with Sarah Forster to make a decision on whether or not this is a “material” or a “non-material” change.

MOVED by William Shuttleworth, seconded by Shelley Reed, and unanimously voted by those present to seek clarification and place on agenda for the Special Meeting on Friday, November 16, 2012.

OTHER:

- Budget – FY 2014 – Meeting with Sawin Millett on November 19, 2012.

- Increase professional development line by \$4500.
- Add \$55 per diem stipend for commission members.
- [Budget documents](#)

- Legislation – regarding blended schools.
 - Ask for clarification: Does the Maine Charter School Commission have the authority to approve a blended virtual school.

ANNOUNCEMENTS:

- Turn in Expense Account Vouchers at the end of the meeting.

PUBLIC COMMENT:

- None.

ADJOURNMENT:

MOVED by Shelley Reed, seconded by Jim Banks, and unanimously voted by those present to adjourn the November 6, 2012 Maine Charter School Commission meeting at 2:40 PM.

Respectfully submitted by Deanne Lavallee.