

# Maine Charter School Commission Meeting - Oct. 6, 2011

## Minutes

**W.G. Mallett School - library**  
**113 Quebec St., Farmington**  
**1:45 - 3:30 p.m.**

Present: Jennifer Pooler, Jim Banks, Marilyn Tardy, Jana Lapoint, 1 member of the public

Review of press release to be issued by State Board - "Members sought for State Charter School Commission" - APPROVED and sent via Matt Stone, DOE

Review of spreadsheet Jennifer created to catalog and to assist in applicants rating. It will be helpful, but Jana prefers her copy without the "professional experience" noted

Jim spoke with Ed Committee chairs as to their meeting schedule for late November/early December and reported that the Ed Committee will be available sometime during the week of Nov. 28 to interview SCSC nominees. This will leave enough time for the Ed Committee to respond and for the nominees to be officially appointed at the Dec. 14 State Board meeting.

Review of SCSC website - <http://www.maine.gov/education/charterschools/commission.html>

### Applications

- Jennifer will contact the people who have expressed interest as to what information they should submit and to whom
- due Oct. 31
- Nov 2 - Jennifer will catalog and mail applications received by Nov 2 to members for review and rating prior to SCSC meeting on Nov. 7 to select several candidates for interviews (room 538, 10:00 - 1:00)
- Interviews will be completed during week of Nov. 14, preferably in one day
- Interview questions will be discussed and formalized at Nov. 7 meeting

Questions for Sarah Forster - Response received 10/6

- Does the application review for the four additional members need to be conducted as a public meeting?
  - Yes, however the members could then choose to go into executive session pursuant to the exception for appointments
- Do the interviews need to be conducted as public meetings?
  - Yes, however the members could then choose to go into executive session pursuant to the exception for appointments

Additional questions for Sarah Forster

- What citation should be used if the initial members choose to go into executive session on Nov. 7 or during the interviews?
- What type of vetting process should and/or could be done on the applicants regarding background checks? criminal history records check, tax clearance, motor vehicle record check
- What is done for State Board members or other commission positions? criminal history records check, tax clearance, motor vehicle record check
- Is she able to attend the Nov. 7 meeting to provide an update from the NACSA conference? She has a day-long hearing, but will try to drop in.

Next meeting: Nov. 7, 2011; State Office Building - Room 538; 10:00 am - 1:00 pm

Respectfully submitted by Jennifer Pooler