



Maine Charter School Commission

Monthly Commission Meeting

Published on August 8, 2023 at 10:27 AM EDT

Date and Time

Tuesday August 8, 2023 at 1:00 PM EDT

Location

Zoom

Join Zoom Meeting

<https://mainestate.zoom.us/j/86500283769>

Meeting ID: 865 0028 3769

Passcode: 39679481

One tap mobile

+13092053325,,86500283769# US

*The **Vision** of the Maine Charter School Commission is that "All of Maine's children will have access to a vibrant ecosystem of diverse schools so that all of them can become happy, healthy and thriving citizens."*

Agenda

Purpose

Presenter

I. Opening Items

	Purpose	Presenter
A. Record Attendance		Amy Allen
B. Call the Meeting to Order		Norm Higgins
C. Approve Minutes	Approve Minutes	Norm Higgins

II. Reminders

- This meeting is being recorded via Zoom.
- We ask members of the public to hold comments until public comments are being heard.
- When speaking, state your name and speak slowly and clearly and loudly enough for the captioner to pick up your comments. Lana or Amy will interrupt if the captioner is having a difficult time hearing what is being said.

III. Comments from Commission Chair, Committee Reports and Additions or Adjustments to the Agenda

A. Comments from Commission Chair	FYI	Norm Higgins
B. School Performance Committee Report	Discuss	Tori Kornfield
C. Finance Committee Report	Discuss	Leigh Weisenburger Albert
D. Executive Committee Report	Discuss	Norm Higgins
E. Additions or Adjustments to the Agenda	Discuss	Norm Higgins

IV. Public Comment

V. Presentations

None

VI. Executive Director/Commission Staff Report

VII. Monthly School Portfolio/Data Report

A. Spring 2023 Panorama Survey Results	Discuss	Lana Ewing
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Purpose Presenter

VIII. Unfinished Business

None

IX. New Business Requiring Approval and/or Acceptance

None

X. New Business Requiring Notification to the Commission

- | | | | |
|-----------|---|-----|--------------|
| A. | New Board Member: Baxter Academy for Technology and Science - Justin Richards | FYI | Norm Higgins |
| B. | New Board Member: Community Regional Charter School - Stephanie Saltzman | FYI | Norm Higgins |
| C. | New Board Member: Ecology Learning Center - Michael Shell | FYI | Norm Higgins |

XI. Future Topics

September

- EOY 2022-23 Unenrollment Data
- To Consider and Place on File the MeANS Intervention Plan

October

- To Consider the Approval of Maine Connections Academy's Renewal Application

XII. Announcements

Important Dates:

- 9/26/23 Public Hearing for Renewal - Maine Connections Academy (4:30-6:00pm)
- Next Regular Business Meeting - September 12, 2023 (Room #103A/B, Cross Office Building, 111 Sewall Street, Augusta)

XIII. Closing Items

- | | | | |
|-----------|-----------------|------|--------------|
| A. | Adjourn Meeting | Vote | Norm Higgins |
|-----------|-----------------|------|--------------|

The Charter School Commission does not allow airing of complaints in public meetings regarding Commission and charter school employees or school employment matters, in order to protect employee privacy, to comply with Maine law and pursuant to our contractual relation with the schools. To the extent that the Commission receives complaints and concerns relating to school employees in writing, those concerns will be reviewed and addressed by the Commission and its staff outside of a public meeting. This meeting is not the appropriate forum for such comments. You are free to direct your concerns in writing to the Commission's Executive Director, if you have not done so already.

Coversheet

Approve Minutes

Section: I. Opening Items
Item: C. Approve Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: 4a DRAFT Commission Meeting Minutes - 7.11.2023.pdf



July 2023 Business Meeting of the Maine Charter School Commission

DRAFT

The Maine Charter School Commission held a Regular Meeting on Tuesday, July 11, 2023

Item Number	Agenda Item
1	Call to Order and Declare a Quorum
	<p>The meeting - held in person and via Zoom in accordance with the Commission's remote meeting policy - was called to order by Commission Chair, Norm Higgins, at 1:02pm and a quorum was declared.</p> <p>Commission member(s) present were Norm Higgins, Tori Kornfield, Brian Langley (via Zoom), Tom Keller, Jim Handy, and Leigh Weisenburger Albert.</p> <p>Also present were Lana Ewing, Amy Allen(via Zoom), and Dania Heard.</p> <p><i>Commission member, Jim Handy, read the Commission's Vision Statement.</i></p>
2	Reminders
2a	This meeting is being recorded via Zoom.
2b	We ask members of the public to hold comments until public comments are being heard.
2c	When speaking, state your name and speak slowly and clearly and loudly enough for the captioner to pick up your comments. Lana or Amy will interrupt if the captioner is having a difficult time hearing what is being said.
3	Comments from Commission Chair, Committee Reports and Additions or Adjustments to the Agenda
3a	<p>Comments from Commission Chair</p> <ul style="list-style-type: none"> Chair Higgins announced that the legislative session has adjourned. He plans to meet with the Education Committee Chair to determine the best time for the Commission to meet with them to present the Annual Report to the Commissioner. He shared that he plans to meet with the Maine School Management Association and the Maine Principals Association as a reminder that Maine's charter schools are public schools and to ensure that charter school students have access to sanctioned activities.

3b	<p>Committee Reports</p> <ul style="list-style-type: none"> • Tori Kornfield - Chair, Ad-hoc Nominating Committee - reported that there will be a vote for Chair and Vice Chair later in the agenda. • Tori Kornfield - Chair, School Performance Committee - reported on the work being done by the Committee. • Leigh Weisenburger Albert - Chair, Finance Committee - reported on the work being done by the Committee. • Norm Higgins - Chair, Executive Committee - reported on the work being done by the Committee.
3c	<p>Additions or Adjustments to the Agenda</p> <p><i>None</i></p>
4	<p>Meeting Minutes Approval</p>
4a	<p>To Consider the Minutes from the June 13, 2023 Commission Meeting</p> <p>A copy of the draft minutes was distributed for review and consideration.</p> <p>Moved by Jim Handy; seconded by Tori Kornfield and voted by roll call vote as follows - Leigh Weisenburger Albert (yes); Jim Handy (yes); Tom Keller (yes); Tori Kornfield (yes); Brian Langley (yes); and Norm Higgins (yes) - to approve the minutes from the June 13, 2023 Commission Meeting.</p>
5	<p>Public Comment*</p> <p>Sherry Gilbert - Maine Arts Academy's Board President - thanked Commission staff for assisting members of the Board with Epicenter access. She shared that she was able to complete the required board training modules, but others struggled with accessing the modules and asked the Commission to consider discontinuing them.</p>
6	<p>Presentations</p>
6a	<p><i>None</i></p>
7	<p>Executive Director/Commission Staff Report</p>
7a	<p>Lana Ewing, Executive Director shared the following school updates:</p> <p><u>Maine Virtual Academy</u></p> <ul style="list-style-type: none"> • Offering American Sign Language courses over the summer, taught by Carrie Pierce, an ASL expert, who also runs a virtual ASL club for MeVA students during the school year. <p><u>Baxter Academy for Technology and Science</u></p> <ul style="list-style-type: none"> • The school is hosting two camps this summer - a Minecraft camp and a drone camp in collaboration with an organization called "1,000 Drones for 1,000 Girls". • Through a collaboration with an organization called "Gift of Chess", students have been immersed in chess over the summer. The experience has been highlighted by a master chess player who used to be a former child soldier in Sudan who now takes his talent and works with children all over the world.

	<p><u>Maine Connections Academy</u></p> <ul style="list-style-type: none"> ● Currently in their renewal year and working hard to get everything they need for the Commission. They have received their Year 4 Performance Report and have a chance to respond to any factual inaccuracies that might be in the report. That feedback is required by July 14th, and the Renewal Application will be released on July 17th. ● Students are participating in ELA, English, art courses, math, and reading interventions with credit recovery options this summer. Work studies, internships, and independent projects are also happening. ● Four members of their leadership team attended a weekend conference in Baltimore where they talked about student engagement, graduation rates, co-teaching, and college career readiness. <p><u>Harpswell Coastal Academy</u></p> <ul style="list-style-type: none"> ● The school's last day was June 9th and their charter contract ended on June 30th. ● HCA's Board Chair, Interim Head of School, and Business Manager have continued to meet with Commission staff and consultants regularly throughout the closure process. ● They are currently going through a liquidation process with a local auctioneer and are hopeful that they will end with a positive fund balance. After all debts are paid, any remaining funds will be returned to the state Department of Education. ● Student files have been transferred as necessary and Commission staff have acquired a number of documents that will be kept on file should questions come up (i.e., employment verifications, transcripts, etc.) ● They are required to go through the FY23 audit process with the hope that it will be wrapped up by the end of the calendar year.
7b	<p>And the following operational updates:</p> <ul style="list-style-type: none"> ● Schools are busy completing year-end documentation which will be submitted to the Commission through Epicenter. ● End of Year visits are being scheduled with those schools that require in-person visits based on the Site Visit Manual. ● Results from the Spring 2023 Panorama Survey are ready and will be shared during the August Commission Meeting. Schools have been administering these surveys to families, students, teachers and staff for several years now, but this is the first year that outcomes will be measured on the Performance Framework. ● Staff is engaged in interviews for the full time administrative assistant position. The interviews are two hours in length and allow time for introductions, questions, scenarios, and for candidates to complete a series of tasks before wrapping up with questions from the candidates themselves. So far staff have interviewed three candidates with another scheduled for later in the week.

7c	<p>Media Update</p> <ul style="list-style-type: none"> • Unity public charter school holds first graduation • centralmaine.com Class of 2023 Graduation Keepsake • Harpwell Coastal Academy campus buyer revealed, but property's future remains unknown
8	Monthly School Portfolio/Data Report
	<i>None</i>
9	Unfinished Business
9a	<i>None</i>
10	New Business Requiring Approval and/or Acceptance
10a	<p>To Consider the Appointment of Norm Higgins as Chair of the Maine Charter School Commission</p> <p>A motion to appoint Norm Higgins as Chair of the Maine Charter School Commission for a one-year term was moved by Jim Handy; seconded by Tori Kornfield and voted by roll call vote as follows - Leigh Weisenburger Albert (yes); Jim Handy (yes); Tom Keller (yes); Tori Kornfield (yes); Brian Langley (yes); and Norm Higgins (abstain) - to appoint Norm Higgins as Chair of the Maine Charter School Commission for a one-year term.</p>
10b	<p>To Consider the Appointment of Leigh Weisenburger Albert as Vice Chair of the Maine Charter School Commission</p> <p>A motion to appoint Leigh Weisenburger Albert as Vice Chair of the Maine Charter School Commission for a one-year term was moved by Jim Handy; seconded by Tori Kornfield and voted by roll call vote as follows - Leigh Weisenburger Albert (abstain); Jim Handy (yes); Tom Keller (yes); Tori Kornfield (yes); Brian Langley (yes); and Norm Higgins (yes) - to appoint Leigh Weisenburger Albert as Vice Chair of the Maine Charter School Commission for a one-year term.</p>
10c	<p>To Receive and Place on File the Completed Community Regional Charter School Intervention Plan</p> <p>A copy of the intervention plan was distributed for review and consideration.</p> <p>Moved by Tori Kornfield; seconded by Jim Handy and voted by roll call vote as follows - Leigh Weisenburger Albert (yes); Jim Handy (yes); Tom Keller (yes); Tori Kornfield (yes); Brian Langley (yes); and Norm Higgins (yes) - receive and place on file the completed Community Regional Charter School Intervention Plan.</p>
11	New Business Requiring Notification to the Commission (No formal action to be taken by the Commission)
11a	<p>New Governing Board Members:</p> <ul style="list-style-type: none"> • 11a.1 Community Regional Charter School - Michael Buja • 11a.2 Fiddlehead School of Arts & Science - Laura Newman <p>Resignations:</p> <ul style="list-style-type: none"> • Fiddlehead School of Arts & Science - Joe Mattos <p>Term Outs:</p>

	<ul style="list-style-type: none"> • Community Regional Charter School - Danielle Denis • Community Regional Charter School - Kelly Lacasse • Maine Academy of Natural Sciences - Shannon Webber • Maine Academy of Natural Sciences - Jesse Wechsler <p><i>No formal action required by the Commission.</i></p>
12	Future Topics
12a	<p>August</p> <ul style="list-style-type: none"> • End of Year Meetings • MCA Renewal Timeline Update <p>September</p> <ul style="list-style-type: none"> • EOY 2022-23 Unenrollment Data <p>October</p> <ul style="list-style-type: none"> • To Consider the Approval of Maine Connections Academy's Renewal Application
13	Announcements
13a	<p>Chair Higgins announced the following Committee Assignments:</p> <p><u>School Performance Committee</u></p> <ul style="list-style-type: none"> • Tori Kornfield, Chair • Jim Handy • Tom Keller <p><u>Finance Committee</u></p> <ul style="list-style-type: none"> • Leigh Weisenburger Albert, Chair • Brian Langley • James Ford <p><u>Executive Committee</u></p> <ul style="list-style-type: none"> • Norm Higgins, Chair • Tori Kornfield • Leigh Weisenburger Albert
13b	Important Dates (<i>None</i>)
13c	<p>2023 Graduation Dates</p> <ul style="list-style-type: none"> • Maine Academy of Natural Sciences - Threshold Program/Friday, July 21st • Maine Academy of Natural Sciences - Campus Program/Friday, July 28th
13d	Next Regular Business Meeting – August 8, 2023 (<i>Room #103A/B, Cross Office Building, 111 Sewall Street, Augusta</i>)
14	Adjourn
	Chair Higgins declared adjournment at 2:44pm with no objections.

* The Charter School Commission does not allow airing of complaints in public meetings regarding Commission and charter school employees or school employment matters, in order to protect employee privacy, to comply with Maine law and pursuant to our contractual relation with the schools. To the extent that the Commission receives complaints and concerns relating to school employees in writing, those concerns will be reviewed and addressed by the Commission and its staff outside of a public meeting. This meeting is not the appropriate forum for such comments. You are free to direct your concerns in writing to the Commission's Executive Director, if you have not done so already.

Coversheet

New Board Member: Baxter Academy for Technology and Science - Justin Richards

Section: X. New Business Requiring Notification to the Commission
Item: A. New Board Member: Baxter Academy for Technology and Science -
Justin Richards
Purpose: FYI
Submitted by:
Related Material: 11a.1 Baxter New Governing Board Member (Justin Richards).pdf

Public Charter School Governing Board Member Information Sheet

Name of Public Charter School _____Baxter Academy for Technology and Science_____

Name of Board Member _____Justin Richards_____

Email Address _____justin.richards@covetrus.com_____

Occupation _____Pharmacist_____

Please respond to the following questions:

1. Why do you wish to serve on the governing board?

I wish to serve on the board for Baxter Academy to provide perspective on coursework that will benefit students looking to pursue a career in healthcare as well as serve as a role model and mentor for students. My ultimate goal is to help retain students in our great state by showing that they can obtain promising and fulfilling careers right here in Maine.

2. What is your understanding of the educational needs of students in the catchment area?

Increased availability of advanced science and math courses, as well as professional exposure to career paths within the area that they may not know about.

3. Please list any previous or present educational involvement; such as board member, budget committee, citizens committees, etc. List school(s) or district(s).

- University of Maine Alumni Association Senior Skulls AIG: Vice President
- University of Maine Alumni Association Senior Skulls AIG: Secretary
- University of New England College of Pharmacy lecturer: Introduction to Veterinary Pharmacology
- University of New England College of Pharmacy lecturer: Advanced Veterinary Pharmacology
- Maine Department of Agriculture, Conservation and Forestry: Naturalist and Interpretive Ranger

Updated 1.9.17

4. What special qualifications do you have that will help you to be a board member?

I'm wholistically Maine born and educated. I grew up in the western foothills where I was a student at Dirigo High School, after graduation I received my BS in Biology from the University of Maine and then my Doctorate in Pharmacy from the University of New England. I've personally experienced the struggles of transitioning from a public high school with minimal advanced placement science and math courses and having to compete in college and grad school with students who received stronger educational support earlier in their academic careers. I believe my experiences give me a unique perspective on how to help the Maine youth prepare for college and pursue careers in healthcare

5. What is your understanding of the role you will play as a public charter school board member?

My role will be to highlight the wellbeing of students while prioritizing the mission of the school. I will serve as a collaborative board member who strives to advance our programs with an open mind and thoughtful understanding of necessary adaptations for optimal growth.

Sign _____ Justin Richards _____ Date _____ 07/13/23 _____

For your convenience this sheet is located on our website under Resources for Authorized Schools (<http://www.maine.gov/csc/>).

Please see the Maine Charter School Commission's Policy on Public Records.

Coversheet

New Board Member: Community Regional Charter School - Stephanie Saltzman

Section: X. New Business Requiring Notification to the Commission
Item: B. New Board Member: Community Regional Charter School - Stephanie Saltzman
Purpose: FYI
Submitted by:
Related Material: 11a.2 CRCS New Governing Board Member (Stephanie Saltzman).pdf

Public Charter School Governing Board Member Information Sheet

Name of Public Charter School: Community Regional Charter School (CRCS)

Name of Board Member: Stephanie Saltzman

Email Address: stephaniesaltzman@msn.com

Occupation: Director of Finance & Administration

Please respond to the following questions:

1. Why do you wish to serve on the governing board?

I would welcome an opportunity to work with a diverse group of individuals and be a resource utilizing my financial and operational knowledge in public education. Being part of a team working to ensure decisions made are in the best interest of the students.

2. What is your understanding of the educational needs of students in the catchment area?

My understanding of the educational needs of the students in this area is to focus on project based learning and social emotional support. To provide a variety of learning opportunities and be able to explore different interests.

3. Please list any previous or present educational involvement; such as board member, budget committee, citizens committees, etc. List school(s) or district(s).

From 11/2012 to 02/2019, I was employed as the Payroll & Benefits Manager with Portland Public Schools.

From 02/2019 to 10/2021, I was employed as the Business Manager with Lewiston Public Schools

From 10/2021 to 05/2023, I was employed as the Director of Finance & Administration with Regional School Unit 2

4. What special qualifications do you have that will help you to be a board member?

I have over 10 years of finance and operational experience within Maine’s public schools.

5. What is your understanding of the role you will play as a public charter school board member?

To be part of a team that develops a strategic direction for the organization. To provide oversight and guidance that enables students to realize academic achievements and the school operates in a way that is financial responsibility.

DocuSigned by:
 Sign Stephanie Saltzman Date 7/28/2023
7D8E5E13EE2E4B5...

This form MUST be submitted to the Maine Charter School Commission via Epicenter.
Updated 8.13.19

Coversheet

New Board Member: Ecology Learning Center - Michael Shell

Section: X. New Business Requiring Notification to the Commission
Item: C. New Board Member: Ecology Learning Center - Michael Shell
Purpose: FYI
Submitted by:
Related Material: 11a.3 ELC New Governing Board Member (Michael Shell).pdf

Public Charter School Governing Board Member Information Sheet

Name of Public Charter School: Ecology Learning Center

Name of Board Member: Michael Shell

Email Address: wellnesscoach@gmail.com

Occupation: Coach

Please respond to the following questions:

1. Why do you wish to serve on the governing board?

I believe in the purpose and vision of ELC and wish to contribute my skills and experiences.

2. What is your understanding of the educational needs of students in the catchment area?

I believe after the pandemic everyone feels more isolation which leads to greater depression, anxiety, and a sense of separateness

3. Please list any previous or present educational involvement; such as board member, budget committee, citizens committees, etc. List school(s) or district(s).

The New York Yoga Teachers' Alliance and the Asian Pacific Alliance of Coaches.

4. What special qualifications do you have that will help you to be a board member?

20 years of leadership development and team development work

5. What is your understanding of the role you will play as a public charter school board member?

To help form policy, be an ambassador for the school, be a team player, present as a face of the school to different stakeholders when required and help with fundraising.

Updated 1.9.17

DocuSigned by:
Michael Shell
109DE2EB494647C...

Sign _____ Date 7/17/2023

For your convenience this sheet is located on our website under Resources for Authorized Schools (<http://www.maine.gov/csc/>).

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