



Maine Charter School Commission

Executive Committee Meeting

Published on August 8, 2024 at 11:26 AM EDT

Date and Time

Thursday August 8, 2024 at 1:00 PM EDT

Location

Zoom

Agenda

	Purpose	Presenter
I. Opening Items		
A. Record Attendance		Susan Whipkey
B. Call the Meeting to Order		Norm Higgins
II. Agenda Items		
A. School Performance Committee and Finance Committee Report	Discuss	Lana Ewing
B. Executive Session - ED Evaluation Discussion	Discuss	Lana Ewing
C. Internal Commission Policy Revisions Review	Discuss	Lana Ewing
D. Strategic Plan Process and Timeline	Discuss	Lana Ewing
E. Letters of Intent Received	Discuss	Lana Ewing

Purpose Presenter

- Questions or comments?

F. ELC and MEVA School Public Hearing Dates and Commission Representation Discuss Lana Ewing

III. Updates

- ELC and MEVA School Renewal Process: Year 4 Reports are complete. The renewal vote is in October.
- The MCA Contract - signed by the June 30th deadline and posted to the website.

IV. Next Month's Topics

V. Next Meeting

September 5, 2024 (Zoom)

VI. Closing Items

A. Adjourn Meeting FYI

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

Internal Commission Policy Revisions Review

Section: II. Agenda Items
Item: C. Internal Commission Policy Revisions Review
Purpose: Discuss
Submitted by:

Related Material:

DRAFT Committee Assignment Policy.docx.pdf

DRAFT Election of Chair and Vice-Chair of the Maine Charter School Commission - Revised 8.9.22
.docx.pdf

DRAFT Coffee and Light Refreshments Policy.docx.pdf

DRAFT Policy on Issuing of Request for Proposals.docx.pdf

DRAFT Policy on Public Records.docx.pdf

MAINE

CHARTER SCHOOL COMMISSION

BACKGROUND

Commission members are entitled to receive legislative per diem (as authorized by Title 3, section 2) plus compensation for travel costs associated with participation in Commission meetings and other activities of the Commission.

Committee Assignment Policy

There are three (3) standing committees which are integral to the work of the Commission:

- School Performance Committee
- Finance Committee
- Executive Committee

The School Performance Committee and the Finance Committee are each made up of three Commission members, appointed by the Commission Chair. The Commission Chair will also name the member who will serve as the Chair of each Committee.

The Executive Committee is made up of the Chairs of each Committee plus the Commission Chair.

In the event of a Commission vacancy, the Commission Chair will serve on a Committee until a new member has been appointed to the Commission.

Members will serve on the Committee until they resign from the Committee or their term ends.

From time to time there may be a need to form an Ad-Hoc Committee that is limited in scope and duration. For such cases, the Commission Chair will appoint members to serve on the Committee and those members will choose who will serve as Chair.

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CHARTER SCHOOL COMMISSION

BACKGROUND

In order to fulfill Chapter 1: Commission Organization and Operation Section 2. Officers:

The Commission shall elect a chair and such other officers as may be necessary to conduct its business. Officers must include a Chair and a Vice-Chair. The Commission may create additional officer positions by majority vote. Officers must be elected by a majority vote of the Commission members annually at the first meeting in July.

Each officer's term is for one (1) year. Officers may not serve more than two (2) terms, but may serve again after not serving in that office for at least one (1) term. Upon expiration of an officer's term, the position becomes vacant and must be filled in the manner provided for election of officers.

Election of Chair and Vice-Chair of the Maine Charter School Commission

A Nomination Committee appointed by the Chair, that includes at least two Commission members, **(changed from nomination committee includes a former Chairs + added timeline below)** shall solicit candidates to fill the officer positions and bring those names forward to the Commission members at the July meeting. The members will be asked if there are any other nominations from members. Candidates may make brief statements and the vote will be taken for each officer position separately. Officers must be elected by a majority vote.

Timeline:

- May: Announce the opening of the process and appoint an Ad-Hoc Nominating Committee
- June: Committee meets and polls members regarding availability and a slate of officers is considered
- July, unless the Commission does not meet in July, in which case, the officer vote will happen during the next Commission Meeting held. Committee moves the slate of officers to be considered and invites additional nominations from the floor; candidates can speak and votes are taken for each officer position
- August: Committee gives a final report and suggests possible changes to the policy/procedure

Election of Chair and Vice Chair Approved by Commission Vote on 6.13.23; Revised on 8.9.22

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CHARTER SCHOOL COMMISSION

Coffee and Light Refreshment Policy

The Maine Charter School Commission (MCSC) may provide coffee and light refreshments at meetings and formal training sessions in accordance with the Maine Administrative and Accounting Manual Section 70.10. Refreshments will only be provided in the conduct of official Commission business at certain Commission-sponsored meetings where:

- The purpose of the meeting is to conduct Commission business, provide formal training sessions that benefit the Commission, or recognize Commission or Commission member accomplishments;
- The meeting involves elective or appointive officials, state employees, or others the Commission is legally authorized to reimburse;
- The coffee and/or light refreshments are an integral part of the meeting;
- The Commission obtains a receipt for the actual costs of the coffee and/or light refreshments; and
- The Commission person responsible for the meeting receives approval from the Commission Chair or Vice Chair for the serving of coffee and/or light refreshments prior to the event.

All costs incurred for coffee and light refreshments must be directly related to Commission activities, ~~obtained at the most economical price~~, and necessary for the conduct of state business. **In accordance with Title 5, Part 18, Chapter 379, noontime meal expenses incurred while at a Commission Meeting shall not exceed \$5.00 per meal.**

Expenditures for coffee and light refreshments are prohibited at receptions for new, existing, and/or retiring members of the Commission; election celebrations; activities intended either to lobby a legislator or a governmental official or are to be a social rather than governmental business event; and for those whom the Commission is not legally authorized to reimburse.

The Commission will document the request and approval for expenditures for coffee and/or light refreshments. The documentation will provide support for the authorization, including:

- The names of the state organizations or persons attending the meeting; and

Coffee and Light Refreshment Policy DRAFT

- The purpose of the meeting or expenditure.

Attached is a copy of the pre-approval form that must be signed ~~by the Commission Chair or Vice Chair~~ **Executive Director or Director of Operations** prior to arranging for the beverage services and which must accompany the invoice for payment of the expenditure. The Finance Division of the Department of Administrative & Financial Services' General Government Service Center will not process an invoice that is not accompanied by a signed pre-approval form.

MAINE CHARTER SCHOOL COMMISSION COFFEE AND LIGHT REFRESHMENTS PRE-APPROVAL

Name of Staff Person Requesting Approval: _____

Position: _____

Event Name: _____

Event Date: _____

Purpose of Event: _____

Justification (why is it necessary to provide refreshments):

Number of Participants: _____

Anticipated Cost Per Person: _____ Total Cost: _____

Funding Source: _____

Name

Date

List (or attach) the names of the state organizations or persons attending the meeting (includes conferences, conventions, and formal training sessions):

This form must be signed by the ~~Chair or Vice Chair~~ Executive Director or Director of Operations prior to arranging for coffee and/or light refreshments services and must accompany the invoice for payment of the expenditure. The Finance Division of the DAFS Service Center will not process an invoice that is not accompanied by a signed pre-approval form.

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Policy on Issuing of Request for Proposals

When seeking proposals the Maine Charter School Commission (the Commission) will remain open and unrestricted regarding geographic region, theme or concept, and delivery of programming (brick and mortar, virtual, blended) **unless limited in scope by Maine State Statute.**

This is subject to change ~~under compelling circumstances and only~~ by vote of the Commission.

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Policy on Public Records

Minutes of Commission meetings will be posted on the Commission website in perpetuity. Supporting/related materials will not be posted on the website. These records will be kept ~~at the Commission's office in Augusta~~ (ADD electronically) and made available upon request

DRAFT

Coversheet

Letters of Intent Received

Section: II. Agenda Items
Item: E. Letters of Intent Received
Purpose: Discuss
Submitted by:
Related Material: Hirsch Academy.pdf
Midcoast Academy for the Arts & Technology.pdf
The New School.pdf
Wabanaki High School.pdf
The Learning Connection.pdf
Midcoast Montessori School .pdf
Maine International Charter School.pdf
Moxie Community School.pdf



Intent to Submit a Charter School Application (for School Opening 2026)

Proposed Charter School Name: Hirsch Academy

Proposed School Location: Portland

Proposed Grade Levels: K-8 beginning with K-1 in 2026-2027, one grade level to be added every school year

Target Population: New Americans

Anticipated First Year Enrollment and Projected Targeted Enrollment: First year: 50 students. Target: 450 students in school year 2033-2034.

Contact Person: David Ewing

Relationship to Applicant Entity: Self

Name of Applicant Organization: N/A

Address: 4694 Harcourt Ave NE, Keizer, OR 97303

Contact Telephone Number: (207) 550-7364

E-Mail Address: ewingdavidw@gmail.com

School Program Design (150 words or less): *Include a brief description including any anticipated contracts with an Education Service Provider (ESP).*

Hirsch Academy is a K-8 school serving students in Cumberland County. We are dedicated to building academic excellence and equity through the teaching of cultural literacy. We aim to transmit the shared foundational knowledge necessary for all our students to fully participate in the American public sphere. We combine evidence-based best practices in pedagogy with a coherent, cumulative, and comprehensive curriculum, utilizing Core Knowledge Language Arts, Core Knowledge History and Geography, Core Knowledge Science, and Singapore Math. Believing in the importance of both national and global citizenship, we supplement the core curriculum with daily lessons in Mandarin Chinese.

This indicates our intention to submit an application in response to the RFP issued by the Maine Charter School Commission. I understand this document is not part of the application, but that I must provide this document to the Commission within 15 days of the issue of the RFP if I wish to submit an application.

Signature: David Ewing Date: 7/15/2024

If different than Contact Person, please print name: _____



Intent to Submit a Charter School Application (for School Opening 2026)

Proposed Charter School Name: _____Midcoast Academy for the Arts and Technology_

Proposed School Location: _____ Topsham/Brunswick

Proposed Grade Levels: ____9-12_____

Target Population: __Students interested in pursuing work in art and technology fields

Anticipated First Year Enrollment and Projected Targeted Enrollment: __100-150 (50-75 per grade for grades 9 and 10, grades to be added with maximum enrollment of 75 per grade each year). Maximum school size 300 9-12 students. _____

Contact Person: __Meleena Erikson_____

Relationship to Applicant Entity: __Board Member_____

Name of Applicant Organization: _Midcoast Academy for the Arts and Technology_____

Address: ____NA_____

Contact Telephone Number: __617-875-9423_____

E-Mail Address:
____meleenaerikson@gmail.com_____

School Program Design (150 words or less): *Include a brief description including any anticipated contracts with an Education Service Provider (ESP).*

Midcoast Academy for the Arts and Technology will provide students with an experiential, hands-on education with a focus on the arts and technology. Students will be engaged with learning through traditional and project-based learning and internship and externships. The goal of the school is to prepare students for further education and or careers in the arts or technology fields.

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Signature:  _____ Date: 07/15/2024 _____

If different than Contact Person, please print name: _____



Intent to Submit a Charter School Application (for School Opening 2026)

Proposed Charter School Name: __The New School_____

Proposed School Location: __38 York Street, Kennebunk_____

Proposed Grade Levels: __9 through 12_____

Target Population: Self-directed high school students in York and Cumberland counties who are interested in a learning environment that allows for exploring personal passions within the guardrails of a standards-based Maine high school diploma program, with a foundation in social and environmental responsibility.

Anticipated First Year Enrollment and Projected Targeted Enrollment: __First year: 20; Projected: 80_____

Contact Person: __Christine Knowles_____

Relationship to Applicant Entity: __Education Director_____

Name of Applicant Organization: __The New School_____

Address: __38 York Street, Kennebunk, ME 04043_____

Contact Telephone Number: __(207) 985-3745_____

E-Mail Address:
__thenewschool@tnsk.org_____

School Program Design (150 words or less): *Include a brief description including any anticipated contracts with an Education Service Provider (ESP).*

The New School in Kennebunk is designed as a progressive, democratic, student-centered educational experience to ignite students' talents and passions. Established in 2000, it currently provides a flexible, inclusive learning environment with small class sizes and a supportive community where diverse learning styles thrive. The curriculum integrates traditional subjects with unique programs like three-week intensive studies, enabling students to explore specific topics through immersive, hands-on activities, often including travel.

As a charter school, The New School would continue to prepare students for college and beyond by engaging them in community involvement and real-world applications, promoting personalized learning and critical thinking in a nurturing environment where they can develop essential life skills. More students would be able to reap the benefits of an educational environment that emphasizes experiential learning, social and environmental responsibility, and a strong community spirit.

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Signature: _____ Date: 7/9/24_____

If different than Contact Person, please print name: MaryBeth Luce_____



Intent to Submit a Charter School Application (for School Opening 2026)

Proposed Charter School Name: Wabanaki High School

Proposed School Location: University of Maine at Machias

Proposed Grade Levels: 9-12

Target Population: The four federally recognized tribes of Maine: the Penobscot Nation, the Passamaquoddy Tribes, the Houlton Band of Maliseet Indians, and the Aroostook Band of Micmacs.

Anticipated First Year Enrollment and Projected Targeted Enrollment: We plan to open Wabanaki High School in Fall 2026 with an initial cohort of 50 students in grades 9-12, growing by another 50 students for the following year to serve 100 students in grades 9-12 by 2028. Through our unique educational and cultural model, Wabanaki High School will fulfill the Commission's mission of providing an excellent, equitable and community-responsive public-school option that empowers historically underserved students.

Contact Person: Dr. Reza Namin

Relationship to Applicant Entity: Superintendent of Maine Indian Education

Name of Applicant Organization: Maine Indian Education District

Address: 39A Union Street, Calais, ME 04619


Contact Telephone Number: (207) 454-2126

E-Mail Address: dr.namin@maineindianeducation.org

School Program Design (150 words or less): *Include a brief description including any anticipated contracts with an Education Service Provider (ESP).*

Wabanaki High School will serve Native American students from Maine's Maliseet, Micmac, Passamaquoddy, and Penobscot Tribes. The school will provide a culturally relevant, academically rigorous secondary education to prepare students for success in college and careers. Key program elements will include Native language and culture classes, project-based learning, STEM education with a focus on environmental science and sustainability, and extensive community partnerships to provide mentorship, internships, and dual enrollment opportunities for students. The school plans to contract with the Bureau of Indian Education for select administrative functions as an Education Service Provider. Wabanaki High School will empower Native youth with the knowledge, skills, and cultural pride to become the next generation of leaders for their Tribes and communities.

This indicates our intention to submit an application in response to the RFP issued by the Maine Charter School Commission. I understand this document is not part of the application, but that I must provide this document to the Commission within 15 days of the issue of the RFP if I wish to submit an application.

Signature: 

Date: July 11, 2024

If different than Contact Person, please print name: _____

Intent to Submit a Charter School Application (for School Opening 2026)

Proposed Charter School Name: The Learning Connection

Proposed School Location: Portland, ME

Proposed Grade Levels: Pre-K to 8

Target Population: Pre-K through Grade 8 students, emphasis on students experiencing neurodivergence and/or trauma

Anticipated First Year Enrollment 80 students

Projected Targeted Enrollment: 150 students

Contact Person: Joanna Horton McPherson

Relationship to Applicant Entity: Founder, President

Name of Applicant Organization: Madre Tierra Foundation

Address: 11 Crescent Ave Peaks Island, ME 04108

Contact Telephone Number: (928)-821-8853

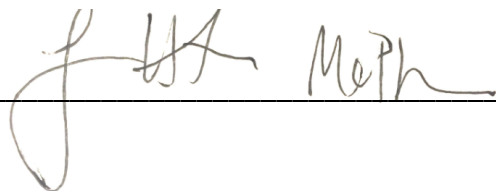
E-Mail Address: jch166@mail.harvard.edu

School Program Design (150 words or less): *Include a brief description including any anticipated contracts with an Education Service Provider (ESP).*

The Learning Connection will enroll up to 150 Pre-K through Grade 8 students in a school that emphasizes student autonomy and provides developmentally appropriate opportunities for both play and physical activity. The school will be intentionally small to create continuity of relationships over time, recognizing that belonging is a requisite condition for learning for all young people and that opportunities for problem solving and relationship building are critical to the success of many children who are neurodivergent or have experienced trauma. The curriculum will combine meaningful interdisciplinary project-based learning with direct instruction in foundational academic skills taught using a small group format. Family engagement will be a primary focus of the school, seeking to affirm student's identity and experiences within the life of the school and to establish robust two-way engagement with families to ensure optimal student outcomes.

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Signature: _____



Date: July 15, 2024



Intent to Submit a Charter School Application (for School Opening 2026)

Proposed Charter School Name: Midcoast Montessori School (to be confirmed)

Proposed School Location: Between Thomaston/Rockland and Rockport/Camden

Proposed Grade Levels: Pre-k to third grade to start (expand to upper elementary)

Target Population: Diverse, inclusive population of coastal/rural children and families

Anticipated First Year Enrollment and Projected Targeted Enrollment: 75-150 students

Contact Person: Rachel Nixon

Relationship to Applicant Entity: Head of School

Name of Applicant Organization: Children's House Montessori School

Address: 58 Elm Street, Camden, ME 04843

Contact Telephone Number: 207-236-2911

E-Mail Address: director@camdenmontessori.org

School Program Design (150 words or less): *Include a brief description including any anticipated contracts with an Education Service Provider (ESP).*

Midcoast Montessori School cultivates curiosity, creativity, and critical thinking in young learners, while nurturing a sense of care for each other, the environment, and the world. Guided by Maria Montessori's pioneering philosophy, MMS inspires a lifelong love of learning in children ages 4 to 10 years. We provide carefully designed, multi-age classrooms and nature-based opportunities where children master skills at their own pace and grow toward independence in a cooperative environment.

Our primary programs (ages 4-5 years) promotes independence and concentration, as well as friendship and group skills. Curricular areas include Practical Life, Sensorial, Language, Math, Geography and Cultural studies, Science and the Arts. Our elementary program integrates a multi-faceted curriculum including Biology, Botany, Geography, Geology, Music, Art, Math, Language, and Geometry. Through collaborative problem solving, children develop empathy, respect for differences, and responsibility.

In all that we do, we honor the values of respect, inclusion, community, and sustainability.

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Signature: *Rachel Nixon*

Date: 7/9/24

If different than Contact Person, please print name: _____



Intent to Submit a Charter School Application (for School Opening 2026)

Proposed Charter School Name: __Maine International Charter School

Proposed School Location: __former Unity Environmental University campus at 90 Quaker Rd., Unity, Maine 04988

Proposed Grade Levels:

__9-12

Target Population: The Charter School will target Maine students from throughout the State, interested in a high-level academic program using the International Baccalaureate program, but focused on integrated curriculum with the themes of international collaboration, sustainability, community building, and technological innovation. The affiliated private non-profit school will target both domestic (US) and international students who will share facilities, faculty, and program with the Charter School, effectively subsidizing the Maine students through higher tuition.

Anticipated First Year Enrollment and Projected Targeted Enrollment:

__2026

Contact Person: __John

Stadler

Relationship to Applicant Entity:

__Founder/CEO

Name of Applicant Organization:

__PlanetLabs.Earth

Address: 36 Sea Kiss Pt, West Bath, ME, 04530 (mailing address: PlanetLabs.Earth, PO box 621, Bath ME, 04530)

Contact Telephone Number:

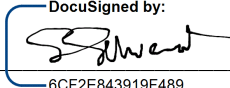
(978) 406-1131

E-Mail Address: jas314159@gmail.com

School Program Design (150 words or less): *Include a brief description including any anticipated contracts with an Education Service Provider (ESP).*

MICS will use the International Baccalaureate programs: both the Diploma Programme and Career Programme for grades 11-12, preceded by the Middle Years Programme (MYP) for grades 9-10. There will be individualized instruction and flexible promotion, so that students who are able to graduate with two years of college credit (i.e., an Early College program) have the courses and assessments to do so. While MICS will not be affiliated with an ESP, it will collaborate with PlanetLabs.Earth (a non-profit education provider based in Maine) to develop a separate private school co-located and co-operated with MICS. This sister school -- operated like many private schools that provide public education in Maine (e.g. George Stevens Academy) -- will primarily target out-of-state and international students. We may also collaborate with Unity Environmental University for online instruction, especially in the CP courses, and for apprenticeship placements.

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Signature:  Date: 7/9/2024

If different than Contact Person, please print name: Susan Schwaab



Intent to Submit a Charter School Application (for School Opening 2026)

Proposed Charter School Name: Moxie Community School- PWM ("MCS-PWM")

Proposed School Location: Intent to operate multi-site charter over time. Initial campus Portland/Westbrook, with planned additional campuses in Cumberland County and Lewiston.

Proposed Grade Levels: 6-12

Target Population: Diverse by design middle and high school, with special focus on learners who are high-mobility/recently arrived in State, low income, and/or require customized learning support due to multilingual household and/or learning difference

Anticipated First Year Enrollment and Projected Targeted Enrollment: First year (6th, 9th)- 120; Projected Target Enrollment: Starting campus- 400; Multi-site (3 campuses)- 1200

Contact Person: Dr. Beth Rabbitt

Relationship to Applicant Entity: Co-Founder, Member of Board of Directors

Name of Applicant Organization: Moxie Public Schools ("Moxie")

Address: 411 Congress St. Portland, Maine 04101

Contact Telephone Number: 603-547-0942


E-Mail Address: beth@moxiepublicschools.me

School Program Design (150 words or less): *Include a brief description including any anticipated contracts with an Education Service Provider (ESP).*

MCS-PWM is the first school in a multi-site 6-12th grade network, Moxie Public Schools. Through Moxie's innovative, competency-based model, each learner will develop the deep sense of place, confidence and competence, and purpose and commitment necessary to flourish with others in a complex world.

Programmatically, Moxie middle school learners will engage in inquiry-based curriculum, with an emphasis on personalized learning to support accelerated mastery of academic standards alongside projects that foster deep real-world connections and understanding. High school learners will engage in hybrid learning, which will include in-person, online, and place-based experiences aligned to Maine's diploma requirements and recently adopted economic development priorities. All graduates will earn career- and college-relevant credentials and credits, alongside the networks and plans needed to activate them. This will be supported by strategic resource sharing across the network, including the development of a robust nonprofit, early college, and workforce partner ecosystem.

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Signature:  Date: 07/12/2024

If different than Contact Person, please print name: n/a