Maine Charter School Commission

October 9, 2012

Jacinda Cotton-Castro, Executive Director
P.O. Box 1689
Gray, ME 04039

Dear Mrs. Cotton-Castro,

On a vote taken on October 2, 2012 Fiddlehead School of Arts and Sciences received conditional approval for a September 2013 opening from the Maine Charter School Commission. The conditions are as follows:

1. Fiddlehead School of Arts and Sciences must submit a revised application by February 1, 2013, incorporating all the revisions (additions, deletions, changes, etc.) addressed in this document. The Commission will review this application at its February 5, 2013 meeting.
    - Four bound sets of the revised application must be tabbed and paginated by sections following the format of the 2012-2013 RFP.
    - Provide one original copy-not tabbed.
    - Provide one CD containing an electronic version of the complete submission.

2. Education Section:

    Along with formative assessment of knowledge build an assessment system which includes common assessments and standardized measures for summative evaluation and accountability purposes. This system will need to address the standards of the Maine Learning Results/Common Core. An aid to this work will be the Performance Measures and Metrics which accompanied the RFP which will inform the data to be collected for Monitoring purposes.

3. Governance Section:
    - Demonstrate that the Governing Board for the Charter School is independent, and has legal, fiscal, and functional authority for the operation of the school. It is suggested that the MEANS contract and bylaws is a model that would apply to the parent-school relationship that Fiddlehead school will have with the Fiddlehead Center.

4. Organization Section:
    - Project out the pre-opening cost plans
    - Obtain letters from community partners and RSU 15 describing any agreements made for collaborations, use of space including obligations of partners.

5. Business and Financial Section:
    - Revisit and redraft start up and projected enrollment figures for the next five years.

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- Software-Enter into discussions with Department of Education personnel regarding software needs as students are enrolled with unique identifying numbers and determine software that will be needed to submit state and federal data .If the current Jack Rabbit system will not be adequate make adjustments as necessary to be ready for full implementation.
- Detail in budget for a contingency plan to handle unexpected special education costs.

If you have any questions or concerns, please contact me directly at 685-5522 or by email at shelleys.reed@gmail.com

Sincerely,

Shelley Reed

Shelley Reed
Chair, Review team
Maine Charter School Committee