

# Maine Charter School Commission

***April 3, 2018 Business Meeting Minutes Accepted with Correction on Page 5 (added "The Charter School Council requested the Commission's assistance with education and PR.) by Commission Vote on May 1, 2018***

The Maine Charter School Commission held a regular Business Meeting at the **Burton M. Cross Office Building**, Room #600, on **Tuesday, April 3, 2018**.

## **1. Call to Order and Declare a Quorum**

The meeting was called to order by Commission Chair, Laurie Pendleton, at 9:39am and a quorum was declared.

Commission members present were: Laurie Pendleton, Chair; Dr. Mike Wilhelm, Vice Chair; John Bird; Jim Rier; Nichi Farnham; Shelley Reed; and Jana Lapoint.

Also present were Bob Kautz, Gina Post and Amy Allen.

## **2. Members of the Public Are Asked to Sign In**

Laurie Pendleton reminded those present to sign-in if they had not already done so.

Members of the public present were: Joe Drago; Travis Works (*Cornville Regional Charter School*); Deborah Emery (*Snow Pond Arts Academy*); Judith Jones and Roger Brainerd (*MACS*); Dr. David Silvernail (*Silver Analytics*); Lisa Packard; Jeanette Kirk (*Maine DOE*); Tom Tracy; Tonya Arnold – 9:54am (*MeANS*); Diane Johanson (*PretiFlaherty*); Chad Strout – 10:18am (*Maine Connections Academy*); Carrie Branson – 10:26am (*Harpswell Coastal Academy*); Kelli Pryor and Angie Taylor – 10:34am (*Baxter Academy for Technology and Science*); and Cheryl Clukey – 11:08am (*MACS*).

## **3. Reminders**

Laurie Pendleton shared the following reminders with those present:

- ✓ This meeting is being recorded. MACS is video recording and the Charter Commission is audio recording.
- ✓ Please turn your cellphones to silent or vibrate.
- ✓ Private conversations should be held in the hallway and not during the meeting.

#### **4. To Consider Action Relative to Additions or Adjustments to the Agenda**

TABLE Item #10c, "To Consider and Approve Fiddlehead School of Arts & Sciences' Request to Amend School Bylaws"

#### **5. To Act Relative to Accepting as Printed the Minutes of the February 6, 2018 Business Meeting**

No discussion.

**Moved by Shelley Reed; seconded by John Bird and voted unanimously by those present** to accept the February 6, 2018 Business Meeting minutes as written.

#### **6. To Accept FY18 Budget vs. Actual – March 1 Report**

No discussion.

**Moved by John Bird; seconded by Shelley Reed and voted unanimously by those present** to accept the FY18 Budget vs. Actual – March 1 Report.

#### **7. To Accept FY18 Budget vs. Actual – April 1 Report**

No discussion.

**Moved by Jim Rier; seconded by John Bird and voted unanimously by those present** to accept the FY18 Budget vs. Actual – April 1 Report.

#### **8. SILVER ANALYTICS PHASE II REPORT AND RECOMMENDATIONS**

Dr. David Silvernail presented two PowerPoint presentations. The first being "Maine Charter School Commission Performance Framework" and shared the following recommendations:

- Develop an expanded draft performance framework to include Measures, Metrics, and Targets for each Indicator in the current Maine Charter School Performance Framework.
- Review expanded performance framework by Commission.
- Develop a draft academic performance indicator weighting system.
- Field test expanded framework on sample of Maine charter schools using historical data.
- Review of entire expanded performance framework by Commission.
- Finalize new Performance Framework for Maine's Charter schools.

The second being "Evaluating Student Academic Performance in Public Charter Schools" and shared the following recommendation:

*Explore with using the Z-Score Matching Model and, if possible, the Propensity Score Matching Model to assess the comparative academic performance of public charter school students.*

Motion to implement the recommendations in both presentations and have Dr. Silvernail continue his work.

**Moved by John Bird; seconded by Shelley Reed and voted unanimously by those present** to implement the recommendations in both presentations and have Dr. Silvernail continue his work.

## **9. OLD BUSINESS**

### **9a. To Consider and Approve Procedural Changes Agreed Upon in February**

A list of activities showing the previous approach and the new approach agreed upon at the Business Meeting Work Session on February 6, 2018 was distributed for review and discussion.

**Moved by Jim Rier; seconded by John Bird and voted unanimously by those present** to approve the procedural changes agreed upon in February with one minor change to the wording. Instead of “Staff will Attend Lotteries”, it will read “Staff will Monitor Lotteries”.

## **10. NEW BUSINESS**

### **10a. To Accept Notification from Snow Pond Arts Academy of a New Board Member, Michael Thorne**

Notification was accepted.

### **10b. To Accept Notification from Snow Pond Arts Academy of a New Board Member, Jessica Crowell**

Notification was accepted.

### **10c. To Consider and Approve Fiddlehead School of Arts & Sciences’ Request to Amend School Bylaws**

Tabled until a later date.

### **10d. To Consider and Approve Baxter Academy for Technology and Sciences’ Request to Amend School Schedule/Request for Additional Snow Day Learning Days for School Year 2017-18**

A copy of Baxter Academy for Technology and Sciences’ Request to Amend School Schedule was distributed for review. After reviewing the documents supplied by Baxter Academy and a conversation with the school’s Executive Director, the MCSC staff recommend the approval of one additional “Snow Day Learning” day to be used for the day already completed.

**Moved by Nichi Farnham; seconded by Jana Lapoint and voted unanimously by those present to approve one additional “Snow Day Learning” day to be used for the day already completed.**

## **11. REPORTS**

### **11a. Chair – Laurie Pendleton**

No report given.

### **11b. Vice Chair – Dr. Mike Wilhelm**

No report given.

### **11c. Executive Director – Bob Kautz**

Bob shared that he and Gina have met with several schools recently. These meetings are general “check-in” meetings that last anywhere from 1 ½ hours to 2 hours and have gone very well.

### **11d. Director of Program Management – Gina Post**

#### Panorama Surveys

Gina reported that the internal contract process has been completed. The survey window will be April 30 – May 18 which will be longer this year to allow schools a bit more flexibility. MeANS will have its own survey window because of its extended school year. The surveys are specific to each school based on the goals set by each school in the fall based on the 2017 results. School were given an opportunity to create an submit custom questions and there will be a section of questions based on snow day learning as applicable.

#### Charter School Gathering

Gina shared that on March 1 a dinner gathering at the Senator Inn was organized by Jacinda Cotton-Castro (Fiddlehead School of Arts & Sciences). In attendance were a board member and administrator representatives from 6 of the charter schools as well as representatives from MACS, members of the Charter School Commission and staff. Groups discussed accomplishments, difficulties and goals. Information is being compiled for distribution. It was proposed that this become an annual event and Carrie Branson (Harpswell Coastal Academy) has already sent out a “save the date” for March 7, 2019.

#### NWEA

Gina reported that work with NWEA is ongoing and that she is ironing out the details of the contract between the Charter School Commission and NWEA for assessments and professional development and hope to have this process completed soon. The next step will be engaging with schools to outline what is being provided and what the professional development will cover.

#### July Business Meeting

Gina shared that the July Business Meeting is scheduled for July 3<sup>rd</sup> and asked members of the Commission to consider whether or not the meeting should be changed to July 10<sup>th</sup> to avoid any 4<sup>th</sup> of July conflicts.

In looking at calendars, some members have conflicts on July 10<sup>th</sup> so the decision was made to wait and see if a meeting was needed at all.

**11e. Staff Report on the Development of Site Visit Procedures**

A copy of "Site Visit Procedures" was distributed for review and discussion. The Site Visit Sub-Committee (consisting of John Bird, Jana Lapoint and Shelley Reed) will meet with office staff to discuss and report back at the next meeting.

**11f. MACS Report on Charter School Council**

Roger Brainerd reported that the Charter School Council met in February and March. The grant has been extended and Zoe Lewin is now employed full time through June. Some of the topics being worked on are special education shared services, teacher recruitment/student teaching and video conferencing.

**The Charter School Council requested the Commission's assistance with education and PR.**

**12. ANNOUNCEMENTS**

**12a. Turn in Expense Account Vouchers at the End of the Meeting**

**12b. Next Business Meeting Date – May 1, 2018**

**12c. Graduation Dates and Information:**

- June 1 – Snow Pond Arts Academy (6:00pm/Snow Pond Amphitheater)  
No Invitation Required  
(20 Graduates)
- June 2 – Baxter Academy for Technology and Science (Merrill Auditorium)
- June 7 – Maine Connections Academy (3:00pm/Augusta Civic Center)  
No Invitation Required  
(Approximately 56 Graduates)
- June 8 – Harpswell Coastal Academy (1:00pm/Mitchell Field, Harpswell)  
No Invitation Required  
(Approximately 25 Graduates)

- June 8 – Maine Virtual Academy (2:00pm/Augusta Civic Center)  
Invitation Required  
(54 Graduates)
- August 3 – Maine Academy of Natural Sciences (6:00pm/Moody Chapel, KVCC)  
Invitation *may* Be Required  
(Anticipated 36 Graduates)

### **13. PUBLIC COMMENT**

Tom Tracy asked about the process for filling open seats on the Charter School Commission and if the Commission has decided when the next application process will begin.

Roger Brainerd reminded those present about the national conference taking place in Austin, TX in June. The “early bird” rate is available until April 22<sup>nd</sup>.

Carrie Branson shared that the Harpswell Coastal Academy graduation will be held at the Middle School instead of Mitchell Field as the field will be unavailable due to construction.

Judith Jones is looking for lottery information.

### **14. ADJOURN** – Meeting was adjourned at 12:16pm

**Moved by Shelley Reed; seconded by Dr. Mike Wilhelm and voted unanimously by those present to adjourn.**