***December 14, 2021 Business Meeting Minutes Approved by Commission Vote on***

***January 11, 2022***

The Maine Charter School Commission held a Regular Meeting in person and via Zoom on

**Tuesday, December 14, 2021**

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| **Item Number** | **Agenda Item** |
| **1** | **Call to Order and Declare a Quorum** |
|  | The meeting was called to order by Commission Chair, Wilson Hess, at 1:01pm and a quorum was declared.Commission members present were Wilson Hess, Jim Rier, Shelley Reed, Nichi Farnham, Tori Kornfield, and Dr. Fern Desjardins.Also present were Jeremy Jones, Gina Post, and Amy Allen (via Zoom) |
| **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. |
| **3** | **Executive Session** |
|  | **Moved by Shelley Reed; seconded by Jim Rier and voted unanimously by those present** to enter into Executive Session under Title 1: GENERAL PROVISIONS, Chapter 13: PUBLIC RECORDS AND PROCEEDINGS, Subchapter 1: FREEDOM OF ACCESS, §405. Executive sessions (A)(1) 1:08pm. *(Note: The Commission came out of Executive Session at 1:46pm.)* |
| **4** | **Additions or Adjustments to the Agenda** |
|  | None |
| **5** | **Public Comment\*** |
|  | Jana Lapoint, a member of both the Baxter Academy for Technology and Science and Maine Connections Academy Governing Boards, spoke about the School Liaison role. |
| **6** | **Presentations** |
| 6a | Maine Virtual Academy’s Independent 3rd Party Evaluation A copy of Maine Virtual Academy’s 2020-21 Independent 3rd Party Evaluation was distributed for review and discussion. Lisa Plimpton from Plimpton Research presented her findings.  |
| 6b | Maine Connections Academy’s Independent 3rd Party Evaluation A copy of Maine Connections Academy’s 2020-21 Independent 3rd Party Evaluation was distributed for review and discussion. Chris Indorf from Children’s Collaborative presented his findings. |
| **7** | **Old Business** |
| 7a | To Consider the Approval of ACADIA Academy’s 2020-21 Annual Monitoring ReportA copy of the report was distributed for review and discussion. Highlights from the school year were shared.**Moved by Nichi Farnham; seconded by Shelley Reed and voted unanimously by those present** to approve ACADIA Academy’s 2020-21 Annual Monitoring Report. |
| 7b | To Consider the Approval of Baxter Academy for Technology and Science’s 2020-21 Annual Monitoring ReportA copy of the report was distributed for review and discussion. Highlights from the school year were shared.**Moved by Nichi Farnham; seconded by Shelley Reed and voted unanimously by those present** to approve Baxter Academy for Technology and Science’s 2020-21 Annual Monitoring Report |
| 7c | To Consider the Approval of Community Regional Charter School’s 2020-21 Annual Monitoring ReportA copy of the report was distributed for review and discussion. Highlights from the school year were shared.**Moved by Nichi Farnham; seconded by Jim Rier and voted unanimously by those present** to approve Community Regional Charter School’s 2020-21 Annual Monitoring Report |
| 7d | To Consider the Approval of Ecology Learning Center’s 2020-21 Annual Monitoring ReportA copy of the report was distributed for review and discussion. Highlights from the school year were shared.**Moved by Nichi Farnham; seconded by Jim Rier and voted unanimously by those present** to approve Ecology Learning Center’s 2020-21 Annual Monitoring Report |
| 7e | To Consider the Approval of Fiddlehead School of Arts & Sciences’ 2020-21 Annual Monitoring ReportA copy of the report was distributed for review and discussion. Highlights from the school year were shared.**Moved by Shelley Reed; seconded by Jim Rier and voted unanimously by those present** to approve Fiddlehead School of Arts & Sciences’ 2020-21 Annual Monitoring Report |
| 7f | To Consider the Approval of Harpswell Coastal Academy’s 2020-21 Annual Monitoring ReportA copy of the report was distributed for review and discussion. Highlights from the school year were shared.**Moved by Dr. Fern Desjardins; seconded by Jim Rier and voted unanimously by those present** to approve Harpswell Coastal Academy’s 2020-21 Annual Monitoring Report |
| 7g | To Consider the Approval of Maine Academy of Natural Sciences’ 2020-21 Annual Monitoring ReportA copy of the report was distributed for review and discussion. Highlights from the school year were shared.**Moved by Nichi Farnham; seconded by Jim Rier and voted unanimously by those present** to approve Maine Academy of Natural Sciences’ 2020-21 Annual Monitoring Report |
| 7h | To Consider the Approval of Maine Arts Academy’s 2020-21 Annual Monitoring ReportA copy of the report was distributed for review and discussion. Highlights from the school year were shared.**Moved by Dr. Fern Desjardins; seconded by Shelley Reed and voted unanimously by those present** to approve Maine Arts Academy’s 2020-21 Annual Monitoring Report |
| 7i | To Consider the Approval of Maine Connections Academy’s 2020-21 Annual Monitoring ReportA copy of the report was distributed for review and discussion. Highlights from the school year were shared.**Moved by Shelley Reed; seconded by Jim Rier and voted unanimously by those present** to approve Maine Connections Academy’s 2020-21 Annual Monitoring Report |
| 7j | To Consider the Approval of Maine Virtual Academy’s 2020-21 Annual Monitoring ReportA copy of the report was distributed for review and discussion. Highlights from the school year were shared.**Moved by Jim Rier; seconded by Dr. Fern Desjardins and voted unanimously by those present** to approve Maine Virtual Academy’s 2020-21 Annual Monitoring Report |
| 7k | To Consider the Approval of the 2020-21 Annual Report to the CommissionerA copy of the report was distributed for review and discussion.**Moved by Nichi Farnham; seconded by Jim Rier and voted unanimously by those present** to approve the 2020-21 Annual Report to the Commissioner |
| 7l | To Consider the Community Regional Charter School’s Contract Conditions A copy of the proposed contract conditions was presented for review and discussion and includes the following topics:* Financial audit
* Resolution of conflicts of interest and independence
* Facilitated review of organizational bylaws
* Board development
* Board Reorganization

**Moved by Nichi Farnham; seconded by Shelley Reed and voted unanimously by those present** to approve the Community Regional Charter School contract conditions as agreed upon at this meeting. |
| **8** | **Requires Notification to and Acceptance by the Commission** |
| 8a | New Governing Board Members:* ACADIA Academy – Justin Good
* Baxter Academy for Technology and Science – Ruth Dean
* Ecology Learning Center – Laura Graham
* Ecology Learning Center – Joshua Snyder
* Maine Academy of Natural Sciences – Martha Harris
* Maine Virtual Academy – Stacey Blanchard

Resignations/Term Outs:* ACADIA Academy – Samantha Pedersen
* Baxter Academy for Technology and Science – Christian Sparling
* Ecology Learning Center – Leon Garnett
* Maine Academy of Natural Sciences – Robin Cyr

***Did not discuss; this item will be placed on the agenda for the Commission’s next Business Meeting.*** |
| 8b | To Consider and Accept FY22 Budget vs. Actual YTD – December Report***Did not discuss; this item will be placed on the agenda for the Commission’s next Business Meeting.*** |
| **9** | **Requires Approval by the Commission** |
| 9a | To Consider the Approval of Minutes from the October 14, 2021 Business Meeting ***Did not discuss; this item will be placed on the agenda for the Commission’s next Business Meeting.*** |
| 9b | To Consider the Approval of Fiddlehead School of Arts & Sciences’ Fund RequestA copy of the request for $2,975.00 to pay for a facilitator to assist with the Board’s 2022 goals and beyond was distributed for review and discussion.**Moved by Shelley Reed; seconded by Jim Rier and voted unanimously by those present** to approve Fiddlehead School of Arts & Sciences’ Fund Request in the amount of $2,975.00. |
| 9c | To Consider the Approval of Proposal from Dr. Madden and Associates to Conduct Maine Virtual Academy’s 2021-22 Independent Third Party Evaluation A copy of the proposal was distributed for review and discussion.**Moved by Shelley Reed; seconded by Jim Rier and voted unanimously by those present** to approve Dr. Madden and Associates to conduct Maine Virtual Academy’s 2021-22 Independent Third Party Evaluation. |
| 9d | To Consider the Approval of Harpswell Coastal Academy Debt Financing for Leasehold ImprovementsA copy of the background and project details were distributed for review and discussion.**Moved by Jim Rier; seconded by Shelley Reed and voted unanimously by those present** to approve the debt financing for Harpswell Coastal Academy leasehold improvements at 8 Leavitt Drive, Brunswick, ME (Division 2) in the amount of $125,000. |
| 9e | To Consider the Approval of MCSC Spending for School Staff Recognition Lunches and Executive Director Meet-n-GreetA copy of the proposal was distributed for review and discussion. **Moved by Shelley Reed; seconded by Jim Rier and voted unanimously by those present** to approve spending for school staff recognition lunches and Executive Director meet-n-greets not to exceed $3,656. |
| **10** | **Monthly School Portfolio/Data Report** |
| 10a | 2021-22 Certified Student Enrollment Data***Did not discuss; this item will be placed on the agenda for the Commission’s next Business Meeting.*** |
| **11** | **Executive Director/Commission Staff Report**  |
| 11a | Media Update* [High Schoolers pick up trash to study what’s polluting their coast](https://www.newscentermaine.com/article/tech/science/environment/high-schoolers-pick-up-trash-to-study-whats-polluting-their-coast/97-7d5a4a8f-72a1-422e-a696-4a0d371a7542)
* [Why Maine’s standardized test scores won’t be released to the public this fall](https://www.mainepublic.org/maine/2021-11-30/why-maines-standardized-test-scores-wont-be-released-to-the-public-this-fall)

***Did not discuss; this item will be placed on the agenda for the Commission’s next Business Meeting.*** |
| 11b | Legislative Update***Did not discuss; this item will be placed on the agenda for the Commission’s next Business Meeting.*** |
| 11c | Update on SY21 Graduation Rates***Did not discuss; this item will be placed on the agenda for the Commission’s next Business Meeting.*** |
| 11d | Harpswell Coastal Academy and MainePERS***Did not discuss; this item will be placed on the agenda for the Commission’s next Business Meeting.*** |
| 11e | Strategic Plan Updates* Performance Framework Revisions
* Governing Board Training Requirements
* Hiring for Chief of Staff

***Did not discuss; this item will be placed on the agenda for the Commission’s next Business Meeting.*** |
| 11f | Committee Structure of Commission Members***Did not discuss; this item will be placed on the agenda for the Commission’s next Business Meeting.*** |
| 11g | School Highlight/Feature Strategy***Did not discuss; this item will be placed on the agenda for the Commission’s next Business Meeting.*** |
| 11h | Q1 Financial Picture***Did not discuss; this item will be placed on the agenda for the Commission’s next Business Meeting.*** |
| 11i | MCSC Budget Update***Did not discuss; this item will be placed on the agenda for the Commission’s next Business Meeting.*** |
| **12** | **Future Topics** |
| 12a | January* Commission Committee Structure
* Board Training
* Performance Framework Revisions
* Epicenter Scorecard Update

February* Modern Classrooms Project Summary
* Accuplacer
* Executive Director Annual Review

***Did not discuss; this item will be placed on the agenda for the Commission’s next Business Meeting.*** |
| **13** | **Announcements** |
| 13a | Leadership Changes at ACADIA Academy***Did not discuss; this item will be placed on the agenda for the Commission’s next Business Meeting.*** |
| 13b | This Month’s Celebrations***Did not discuss; this item will be placed on the agenda for the Commission’s next Business Meeting.*** |
| 13c | Next Regular Business Meeting – January 11, 2022 *(Room #600 – Cross Office Building and Zoom)* |
| **14** | **Adjourn** |
|  | The meeting was adjourned at 5:05pm.**Chair Hess declared adjournment at 5:05pm with no objections.** |

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**\*** *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.*