***February 11, 2020 Business Meeting Minutes Approved by Commission Vote on March 10, 2020***

The Maine Charter School Commission held a regular Business Meeting in Room #541 of the Cross Office Building - Augusta, on **Tuesday, February 11, 2020**

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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, Nichi Farnham, at 1:01pm and a quorum was declared.  Commission members present were: Nichi Farnham, John Bird, Shelley Reed, Jim Rier, Dr. Fern Desjardins and Jana Lapoint.  Also present were Bob Kautz, Amy Allen and Jasmine Canwell.  Roger Brainerd from MACS introduced John Mullaney as MACS’ new Executive Director. A copy of his bio was distributed for review. |
| **2** | **Reminders** |
|  | This meeting is being recorded. |
|  | Please turn your cellphones to silent or vibrate. |
|  | Private conversations should be held in the hallway. |
|  | Members of the public are asked to sign in. |
| **3** | **Additions or Adjustments to the Agenda** |
|  | None |
| **4** | **Requires Approval by the Commission** |
| 4a | Minutes from the January 14, 2020 Business Meeting  No discussion.  **Moved by Shelley Reed; seconded by John Bird and voted as follows** to approve as printed the minutes of the January 14, 2020 Business Meeting – 5 Members (Yes); 1 Abstention (Dr. Fern Desjardins) |
| 4b | FY20 Budget vs. Actual – February Report  A copy of the February report was distributed for review and discussion. The Commission had some questions about individual budget lines - General Operations and Personnel. Amy will email the Commission a detailed explanation at the conclusion of the meeting.  **Moved by Shelley Reed; seconded by Dr. Fern Desjardins and voted unanimously by those present** toaccept the FY20 Budget vs. Actual – February Report. |
| 4c | Harpswell Coastal Academy’s Amendment to School Mission  A copy of Harpswell Coastal Academy’s Request to Amend Mission Statement was distributed for review and consideration.  **Moved by John Bird; seconded by Shelley Reed and voted unanimously by those present** to approve Harpswell Coastal Academy’s Amendment to School Mission.  Scott Barksdale, Head of School for Harpswell Coastal Academy, presented the Commission with a revised, proposed Mission Statement which includes the addition of *“lifelong learners.”*  The revised Harpswell Coastal Academy Amendment to School Mission is as follows:  “Our mission is to create an engaged community of creative thinkers, compassionate leaders, and effective problem solvers. Learning at HCA is project-based and place-based, grounding students in a purposeful exploration of the natural and human worlds. Our curriculum cultivates curiosity, integrity, and civic-mindedness and prepares students for post-secondary success, whether in college, technical training, or the workforce. We envision HCA students and alumni as lifelong learners and champions of positive social change, economic opportunity, and sustainability in our towns, state, country, and world.”  John withdrew his motion approving the original revised mission statement in favor of considering the addition of *“lifelong learners”* as presented by Scott Barksdale.  **Moved by Shelley Reed; seconded by John Bird and voted unanimously by those present** to approve the revised Harpswell Coastal Academy Amendment to School Mission with the Addition of *“Lifelong Learners.”* |
| 4d | Fiddlehead School of Arts & Sciences Professional Development Funds Request  A copy of the Professional Development Funds Proposal was distributed for review and consideration.  **Moved by Dr. Fern Desjardins; seconded by Shelley Reed and voted unanimously by those present** to approve Fiddlehead School of Arts & Sciences’ request for professional development funds up to $1,500. |
| 4e | 2018-19 ACADIA Academy Annual Monitoring Report  A copy of the ACADIA Academy 2018-19 Annual Monitoring Report was distributed for review and approval.  **Moved by Jim Rier; seconded by Shelley Reed and voted unanimously by those present** to approve ACADIA Academy’s 2018-19 Annual Monitoring Report.   |  | | --- | |  | |
| 4f | 2018-19 Baxter Academy for Technology and Science Annual Monitoring Report  A copy of the Baxter Academy for Technology and Science 2018-19 Annual Monitoring Report was distributed for review and approval.  **Moved by Jana Lapoint; seconded by Shelley Reed and voted unanimously by those present** to approve Baxter Academy for Technology and Sciences’ 2018-19 Annual Monitoring Report. |
| 4g | 2018-19 Community Regional Charter School Annual Monitoring Report  A copy of the Community Regional Charter School 2018-19 Annual Monitoring Report was distributed for review and approval.  **Moved by Shelley Reed; seconded by Jana Lapoint and voted unanimously by those present** to approve Community Regional Charter School’s 2018-19 Annual Monitoring Report. |
| 4h | 2018-19 Fiddlehead School of Arts & Sciences Annual Monitoring Report  A copy of the Fiddlehead School of Arts & Sciences 2018-19 Annual Monitoring Report was distributed for review and approval.  **Moved by Dr. Fern Desjardins; seconded by John Bird and voted unanimously by those present** to approve Fiddlehead School of Arts & Sciences’ 2018-19 Annual Monitoring Report with minor edits. |
| 4i | 2018-2019 Harpswell Coastal Academy Annual Monitoring Report  A copy of the Harpswell Coastal Academy 2018-19 Annual Monitoring Report was distributed for review and approval.  **Moved by Shelley Reed; seconded by Jana Lapoint and voted unanimously by those present** to approve Harpswell Coastal Academy’s 2018-19 Annual Monitoring Report. |
| 4j | 2018-19 Maine Academy of Natural Sciences Annual Monitoring Report  A copy of the Maine Academy of Natural Sciences 2018-19 Annual Monitoring Report was distributed for review and approval. It was noted that some information required to complete the report was not received by the school as requested. Parts of this report will be included in the 2018-19 Annual Report to the Commissioner. A footnote detailing the reasons for the missing information will be included.  **Moved by John Bird; seconded by Jana Lapoint and voted unanimously by those present** to approve Maine Academy of Natural Sciences’ 2018-19 Annual Monitoring Report. |
| 4k | 2018-19 Maine Arts Academy Annual Monitoring Report  A copy of the Maine Arts Academy 2018-19 Annual Monitoring Report was distributed for review and approval.  **Moved by John Bird; seconded by Jana Lapoint and voted unanimously by those present** to approve Maine Arts Academy’s 2018-19 Annual Monitoring Report. |
| 4l | 2018-19 Maine Connections Academy Annual Monitoring Report  A copy of the Maine Connections Academy 2018-19 Annual Monitoring Report was distributed for review and approval. It was noted that some information required to complete the report was not received by the school as requested. Parts of this report will be included in the 2018-19 Annual Report to the Commissioner. A footnote detailing the reasons for the missing information will be included.  Walter Wallace, MCA Head of School, shared his concern that the missing information had not been requested in a timely manner and wanted that noted in the meeting record.  **Moved by Shelley Reed; seconded by John Bird and voted unanimously by those present** to approve Maine Connections Academy’s 2018-19 Annual Monitoring Report. |
| 4m | 2018-19 Maine Virtual Academy Annual Monitoring Report  A copy of the Maine Virtual Academy 2018-19 Annual Monitoring Report was distributed for review and approval.  **Moved by Shelley Reed; seconded by John Bird and voted unanimously by those present** to approve Maine Virtual Academy’s Annual Monitoring Report. |
| 4n | 2018-19 Annual Report to the Commissioner  A copy of the report was distributed for review and approval. Bob shared that by law this report was due no later than December 30th, but extension requests had been granted due to the DOE’s delay of the release of public information required to complete reports. The complete report will be delivered to the Commissioner no later than Friday, February 14th.  **Moved by Shelley Reed; seconded by John Bird and voted unanimously by those present** to approve the 2018-19 Annual Report to the Commissioner. |
| **5** | **Requires Notification to and Acceptance by the Commission** |
|  | None |
| **6** | **Monthly School Portfolio/Data Report** |
| 6a | Q2 Finance Update  Joe Drago shared financial highlights and summary findings from the Mid-Year Check-In Meetings with each of the schools. Joe also shared information related to each of the school’s audited financial statements and suggested possibilities for improvement going forward. |
| 6b | MEA Results  A copy of the data was distributed for review. |
| 6c | 2018-19 Chronic Absenteeism Results  A copy of the data was distributed for review. |
| 6d | 2018-19 Graduation Rates  A copy of the data was distributed for review. |
| **7** | **Executive Director/Commission Staff Report** |
|  | ***School-Related Items:*** |
| 7a | Mid-Year Check-In Meetings Update  Bob shared that meetings with all schools were complete and were well attended. Reports summarizing the meetings will be sent to schools later in the month. |
| 7b | NWEA Training Update  Amy shared that the NWEA Training held January 21, 2020 at the Augusta Civic Center was very successful with representation from each of the schools. The third and final training of the 2019-20 school year will be held on Tuesday, May 5th from 8:30-4:00 at the Ice Vault in Hallowell. |
| 7c | Legislative Update  Bob reported that currently there’s not a lot going on that could have an impact on the Commission or charter schools. He indicated that LD 2046 “An Act Regarding Immunizations,” will be an upcoming bill and if the Commission provides testimony for the bill that the position will be “neither for nor against.” Bob will continue to review the bills as they are presented and report accordingly. |
| 7d | Security Training Update  Bob shared that on April 13th, the Maine Charter School Commission will host Michael Dorn, Executive Director of Safe Havens International, for a security presentation. The training will be held from 8:30-3:30 at the Augusta Civic Center. Head of School and Board representation is strongly encouraged from each of the schools. |
| 7e | Charter School Program Report Update  The DOE has not received the final report from Analytic Insights. Bob will share results with the Commission as soon as the report becomes available. |
| 7f | ED279/School Finance Discussion  Jim spoke briefly about the DOE Priority Notice “Minimum Teacher Salary” and the impact it could have on Maine’s public charter schools. Commission staff will work with Jim to organize a Finance Workshop where this and other funding topics can be discussed. |
| **8** | **Comments from Commission Members** |
|  | Chair – Nichi Farnham  None |
|  | Vice Chair – John Bird  None |
|  | School Liaisons  Jana shared that Baxter Academy for Technology and Science held its enrollment lottery on February 5th. Slots for 9th, 10th and 11th grades were filled with approximately 60 students remaining on the waitlist. |
| **9** | **Announcements** |
| 9a | Turn in Travel and Expense Vouchers |
| 9b | Next Business Meeting – March 10, 2020 *(Room #103A&B, Cross Office Building – Augusta)* |
| 9c | Enrollment Lottery Dates (if needed):   * ACADIA (March 18, 2020 at 5:30pm) * Baxter ***(held February 5, 2020)*** * Cornville (March 18, 2020 at 6:00pm/55 Commercial Street – Skowhegan) * Fiddlehead (March 11, 2020 at 12:00pm) * Harpswell (March 27, 2020 at 2:00pm/8 Leavitt Drive, Brunswick) * MCA (March 12, 2020 at 10:00am) * MeAA (March 27, 2020 at 2:00pm) * MeANS (March 18, 2020 at 5:00pm) * MeVA (March 27, 2020 at 12:00pm) |
| **10** | **Public Comment\*** |
|  | Roger Brainerd from MACS shared that the recent “Hall of Flags” event held January 29th at the State House was successful with representation from eight of the public charter schools. Many of the schools brought students with them who chose to publicly share their experiences.  Roger also shared that Carrie Branson, former Executive Director at Harpswell Coastal Academy, recently joined MACS’ board. |
| **11** | **Adjourn** |
|  | The meeting was adjourned at 3:45pm.  **Moved by Dr. Fern Desjardins; seconded by Jana Lapoint and voted unanimously by those present** to adjourn. |