*February 6, 2018 Business Meeting Minutes Approved by Commission Vote on April 3, 2018*

The Maine Charter School Commission held a regular Business Meeting at the **Burton M. Cross Office Building**, Room #103AandB, on **Tuesday, February 6, 2018.**

The Maine Charter School Commission held a Work Session from 9:30am to 11:30am to discuss the two outside evaluations that have recently been done. The regular Business Meeting agenda immediately followed.

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

The meeting was called to order by Commission Chair, Laurie Pendleton at 11.38am 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 included Roger Brainerd (MACS); Judith Jones (MACS); Tonya Arnold (MeANS); Tom Tracy; Julie Colello (ACADIA Academy); Lisa Packard; and Andy Cashman (Preti Flaherty).

**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**

ADD as Item #8D, “To Consider and Approve the Renewal of the Panorama Education Surveys Contract for 2018 and 2019

**Moved by Jana Lapoint; seconded by Shelley Reed and voted unanimously by those present** to add Item #8D “To Consider and Approve the Renewal of the Panorama Education Surveys Contract for 2018 and 2019” to the agenda.

**5. To Act Relative to Accepting as Printed the Minutes of the January 2, 2018 Business Meeting**

No discussion.

**Moved by Shelley Reed; seconded by Jana Lapoint and voted unanimously by those present** to accept the January 2, 2018 Business Meeting minutes as written.

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

No discussion.

**Moved by John Bird; seconded by Jana Lapoint and voted unanimously by those present** to accept the FY18 Budget vs. Actual – February 1 Report.

**7. OLD BUSINESS**

7a. To Consider and Approve ACADIA Academy’s Request to Increase Enrollment and Grade Span

A copy of ACADIA Academy’s Proposed 4th and 5th Grade Curriculum & Experience Plan was distributed for review and consideration.

**Moved by John Bird; seconded by Jim Rier and voted unanimously by those present** to approve ACADIA Academy’s request to increase enrollment and grade levels to grades four and five, in accordance with its contract, beginning in its 2018-2019 academic year.

**8. NEW BUSINESS**

8a. To Consider and Approve Snow Pond Arts Academy’s Request to Amend Enrollment and/or Grades Served

A copy of Snow Pond Arts Academy’s Request to Amend Enrollment was distributed for review and consideration.

**Moved by Dr. Mike Wilhelm; seconded by Shelley Reed and voted unanimously by those present** to approve Snow Pond Art’s Academy’s Request to Amend Enrollment and/or Grades Served as follows – 190 students for school year 2018/2019; 220 students for school year 2019/2020; and 240 students for school year 2020/2021.

8b. To Consider and Approve Fiddlehead School of Arts & Sciences’ Request to Amend School Schedule

A copy of Fiddlehead School of Arts & Sciences Request to Amend School Schedule was distributed for

review and consideration.

**Moved by Shelley Reed; seconded by John Bird and voted** to approve Fiddlehead School of Arts & Sciences request to amend school schedule to give the school three additional “Anytime, Anywhere” Learning experiences bringing the total number of days to 6 for the remainder of the 2017/2018 school year.

***Vote – YES/4 (Shelley Reed, John Bird, Jim Rier and Jana Lapoint); NO/2 (Nichi Farnham and Laurie Pendleton); ABSTAIN/1 – Dr. Mike Wilhelm*.**

8c. To Consider and Approve Commission’s Purchase of NWEA Assessments, Reports and Professional Development

Handouts were distributed for review and consideration. The purchase of NWEA Assessments is supported by both the Silver Analytics report and the NACSA Authorizer Evaluation. The cost will be approximately $41,000 yearly.

**Moved by John Bird; seconded by Jim Rier and voted unanimously by those present** to approve the Commission’s purchase of NWEA assessments, reports and professional development.

8d. To Consider and Approve the Renewal of the Panorama Education Surveys Contract for 2018 and 2019

A copy of the Panorama proposed contract was distributed for review and consideration. This will be a two-year contract costing approximately $14,000 for the contract period. Key changes are that schools will be able to customize questions so they better fit the mission and vision of each school and the full survey will be conducted every other year with a brief “pulse check” survey conducted on the off years.

**Moved by Dr. Mike Wilhelm; seconded by Jana Lapoint and voted unanimously by those present** to approve the renewal of the Panorama Education surveys contract for 2018 and 2019.

**9. REPORTS**

9a. Chair – Laurie Pendleton

No report given.

9b. Vice Chair – Dr. Mike Wilhelm

Dr. Mike Wilhelm shared that the Finance Committee met on January 24th and discussed the budget as it relates to the possible return of funds to the charter schools. With many current unknowns, such as contract needs, space issues, cost for implementation of report recommendations it was decided that there will be no return of funds now and the oversight fee will remain at 2.25%. This will be reviewed again at a later date.

9c. Executive Director – Bob Kautz

Legislative Update

Bob shared that currently there’s not a lot going on that could have an impact on the Commission or the charter schools but he will continue to review the bills as they are presented and report accordingly.

Report to Commissioner Meeting

Bob shared that Commissioner Hasson requested a meeting to discuss the Annual Report to the Commissioner. He and Gina Post met with the Commissioner on January 22nd to discuss the report and answer questions that the Commissioner had.

Waiver Request Report to Commissioner

Bob shared that he was asked by the DOE to provide a report on the number of waivers the Commission has received. There were none and that information will be used as part of a larger annual report that the DOE is required to submit to the Legislature.

ED279s

Bob asked Jim Rier to speak briefly about the adjusted ED279s. Jim shared that there have been some adjustments to the calculations that are favorable for the charter schools and that the General All-Purpose increased significantly for the first time since 2008. With the Legislature still in session there is a chance that this information can be changed, but for now the changes are positive.

9d. Director of Program Management – Gina Post

MeVA Enrollment Update

Gina shared that she has had communication from Dr. Melinda Browne in regards to follow-up questions that the Commission had about enrollment, etc. She will continue to share information as it’s received and once the next round of test scores are released will place MeVA’s enrollment request back on the agenda for consideration.

MeVA Gifted and Talented Program Approval

Gina shared that MeVA has received approval from the Maine DOE to have a Gifted and Talented program. MeVA is the first of Maine’s public charter schools to receive this approval. MeVA is also working to obtain NCAA approval. That process is in the early stages and more information will be shared as it becomes available.

Lottery

It was determined during the Work Session that staff will attend enrollment lotteries as needed. Gina was going to assign Commission members to each scheduled lottery but that will now be discussed amongst office staff instead.

**10. ANNOUNCEMENTS**

10a. Turn in Expense Account Vouchers at the End of the Meeting

10b. Next Business Meeting Date – March 6, 2018

**11. PUBLIC COMMENT**

Roger Brainerd from MACS shared details about the 2018 National Charter Schools Conference. This year’s conference will be held from June 17-20 in Austin, TX.

**12. ADJOURN -** Meeting was adjourned at 12:59pm.

**Moved by John Bird; seconded by Shelley Reed and voted unanimously by those present** to adjourn.