

# Maine Charter School Commission

## **November 6, 2018 Business Meeting Minutes Approved by Commission Vote on December 4, 2018**

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

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

The meeting was called to order by Commission Chair, Dr. Mike Wilhelm, at 9:32am and a quorum was declared.

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

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

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

Dr. Mike Wilhelm reminded those present to sign-in if they had not already done so.

Members of the public present were: Andy Cashman (*PretiFlaherty*); Judith Jones (*MACS*); Roger Brainerd (*MACS*); Kelli Pryor (*Baxter Academy for Technology and Science*); Dick Barnes; Tonya Arnold (*Maine Academy of Natural Science*); Joe Drago; Vicki Wallack (*Maine School Management Association*); Travis Works (*Cornville Regional Charter School*); Tom Tracy; Leon Garnett; Don Amory (*Baxter Academy for Technology and Science*) and Bill Ferdinand (*Eaton Peabody*)

Attending from Maine Connections Academy were: Amy Linscott; John Larouche; Chad Strout; Carol Weston; Lauren Thompson; Bernice Stockley; Amy Trunnell; Avory Day; Katherine Hutchinson; Amanda Jay; Joy Kiely; Michelle Hayward; Hilary Chase; Stacey Haines; Roger Young; Jess Remmes-Davis; Pamela Bessey; Melissa Havey; and Matt Brown

### **3. Reminders:**

- ✓ **This meeting is being recorded.**
- ✓ **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**

None

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

No discussion.

**Moved by John Bird; seconded by Dr. Fern Desjardins and voted unanimously by those present** to accept as printed the minutes of the October 2, 2018 Business Meeting.

### **6. To Accept FY19 Budget vs. Actual – November Report**

A copy of the November report was distributed for review.

**Moved by Shelley Reed; seconded by Jim Rier and voted unanimously as follows to accept the FY19 Budget vs. Actual – November Report.**

**7. OLD BUSINESS**

**7a. To Undertake a Second Reading of Proposed Request for Proposal (RFP) for New Public Charter School and to Consider and Approve Said RFP**

A copy of the draft Request for Proposal was distributed for review and consideration.

**Moved by Shelley Reed; seconded by John Bird and voted unanimously by those present to undertake a second reading of proposed Request for Proposal (RFP) for New Public Charter School and approve said RFP.**

**8. NEW BUSINESS**

**8a. To Consider and Approve ACADIA Academy's Request to Amend Bylaws**

A copy of the Request to Amend School's Bylaws was distributed for review and discussion.

**Moved by John Bird; seconded by Shelley Reed and voted unanimously by those present to approve ACADIA Academy's request to amend bylaws.**

**8b. To Consider and Approve the Renewal Application from Maine Connections Academy**

Motion to renew for a period of five (5) years.

**Moved by Laurie Pendleton; seconded by Jim Rier and voted unanimously by those present to renew Maine Connections Academy's charter for a 5-year term.**

**8c. To Consider and Approve Maine Connections Academy's Request to Remove Enrollment Cap**

Motion to maintain current enrollment of 429 students.

**Moved by Laurie Pendleton; seconded by Jana Lapoint and voted unanimously by those present to maintain current enrollment of 429 students (390 plus 10%).**

**8d. To Consider and Approve Maine Connections Academy's Request to Add Grades 5 and 6**

Motion to maintain current grade levels 7-12.

**Moved by Laurie Pendleton; seconded by Jana Lapoint and voted unanimously by those present to maintain current grade levels 7-12.**

**9. REPORTS**

**9a. Chair – Dr. Mike Wilhelm**

Dr. Wilhelm commented that he has attended the annual NACSA Leadership Conference four times and that this last conference, held in October, most closely matched the work currently being done by the Commission.

**9b. Vice Chair – John Bird**

No report given.

**9c. Executive Director – Bob Kautz**

Bob congratulated Dr. Mike Wilhelm on becoming a published author. Dr. Wilhelm's book titled "A Fork in the Road: Narrative Problem Solving for School Leaders" is now available for purchase at many retailers.

Update on ACADIA Academy Administration

Bob reported that Brittney-Rae Perron is continuing to serve as Interim Principal and is being supported by Joe Mattos.

Update on Baxter Academy for Technology and Science Administration

Bob shared that notice was received that Angela Atkinson Duina had resigned as Principal of Faculty and Instruction. Rich Abramson will assume the role of Interim Administrator effective immediately.

Update on MSMA Fall Conference

Bob indicated that the turnout for the session was good – approximately 12 attendees.

Update on NACSA Leadership Conference

Bob reported that attendees – Dr. Mike Wilhelm, Jana Lapoint, Shelley Reed, Dr. Fern Desjardins, Gina Post and himself – attended all workshops and speaking events.

Update on Finance Subcommittee

Bob indicated that the subcommittee met on November 5<sup>th</sup> to discuss recently submitted proposals – Graduation Study and Finance Analyst. A follow-up meeting will be scheduled with Lisa Plimpton and Joe Drago with the hope that recommendation proposals can be brought to the full Commission in December.

**9d. Director of Program Management – Gina Post**

Gina shared that NACSA has reached out regarding free technical assistance to authorizers who have had an evaluation done within the last few years. She has spoken with them about this opportunity and will know soon if the Maine Charter School Commission has been selected for the project.

Update on NWEA Training

Gina reported that a full day training session was held on October 18<sup>th</sup> in Augusta. There were 23 attendees and all 9 schools were represented. Attendees were able to use live data (8 of the 9 schools had completed their full testing prior to the training) to analyze, review reports and create an action plan. Feedback was positive and plans are underway to schedule the next session.

Update on Cornville Regional Charter School's Facilities

Gina shared that renovations are continuing and that the school is currently using space at a local church for 60 students and teachers. It is anticipated that renovations will be completed in the first week of December.

Update on End of Year Annual Monitoring Reports

Gina indicated that reports are ready except for the inclusion of state assessment data which was supposed to have been released on 11/5/18. Once released, that information will be included and reports brought to the December meeting for approval.

**10. ANNOUNCEMENTS**

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

**10b. Next Business Meeting Date – December 4, 2018**

**11. PUBLIC COMMENT**

Roger Brainerd shared that after many years of being in the court system, the Washington State charter school law is now considered constitutional.

Roger also shared that the Maine Ocean School held its first Open House on Saturday, November 3<sup>rd</sup> and that MACS will be hosting their annual “Food for Thought” luncheon at the Governor Hill Mansion on November 29<sup>th</sup> from 11:00am – 1:00pm.

**12. ADJOURN – Meeting was adjourned at 11:03am.**

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