

# Maine Charter School Commission

## ***May 1, 2018 Business Meeting Minutes Approved by Commission Vote on June 5, 2018***

The Maine Charter School Commission held a regular Business Meeting at the **Burton M. Cross Office Building**, Room #103A/B, on **Tuesday, May 1, 2018**.

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

The meeting was called to order by Commission Chair, Laurie Pendleton, at 9:34am 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; Tom Tracy; Judith Jones and Roger Brainerd (MACS); Fern Desjardins; Lisa Packard; Chad Strout (Maine Connections Academy); Diana Johansen (PretiFlaherty); and Tonya Arnold (MeANS).

Laurie Pendleton presented Nichi Farnham a Certificate of Appreciation recognizing her dedication to Maine's public charter schools and service to the Charter Commission. This meeting is Nichi's last as a member of the Commission. Bob Kautz introduced Fern Desjardins who will fill Nichi's vacated seat once appointed to the State Board of Education on May 9, 2018.

### **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**

No additions or adjustments noted.

### **5. To Act Relative to Accepting as Printed the Minutes of the April 3, 2018 Business Meeting**

Roger Brainerd from MACS requested that the following be added to Item #11F – "The Charter School Council requested the Commission's assistance with education and PR".

**Moved by Dr. Mike Wilhelm; seconded by Jana Lapoint and voted unanimously by those present to accept the April 3, 2018 Business Meeting minutes as amended.**

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

No discussion.

**Moved Shelley Reed; seconded by Jana Lapoint and voted unanimously by those present to accept the FY18 Budget vs. Actual – May 1 Report.**

#### **7. Update on Progress of Addressing NACSA Authorizer Recommendations**

Several handouts were distributed for review and discussion.

The RFP Sub-Committee, consisting of Dr. Mike Wilhelm, Laurie Pendleton, and Jana Lapoint will meet to discuss the current RFP process and bring a recommendation to the full Commission on changes to the current process.

#### **8. OLD BUSINESS**

None

#### **9. NEW BUSINESS**

##### **9a. To Approve Site Visit Protocol as Written (Subject to Final Consideration)**

A copy of the proposed Site Visit Protocol was distributed for review and approval. The distributed copy included the following information – Visit, Objective and What. The Who column was left blank for discussion.

A presentation to the Charter Commission at a Business Meeting by the Governing Board Chair and Head of School will be added to End of year 1 and Renewal Visits. The Who column will be either Staff or Staff and External Reviewers.

**Moved Dr. Mike Wilhelm; seconded by Jim Rier and voted unanimously by those present to approve the final version of the Site Visit Protocol with the amendments listed above.**

#### **10. REPORTS**

##### **10a. Chair – Laurie Pendleton**

No report given.

##### **10b. Vice Chair – Dr. Mike Wilhelm**

No report given.

### **10c. Executive Director – Bob Kautz**

Bob Kautz shared that he had recently attended Governing Board meetings at Baxter Academy of Technology and Science, Fiddlehead School of Arts & Sciences, and Maine Connections Academy.

### **10d. Program Manager – Gina Post**

Gina Post shared that she had recently attended Governing Board meetings at Snow Pond Arts Academy and Harpswell Coastal Academy.

## **11. ANNOUNCEMENTS**

### **11a. Turn in Expense Account Vouchers at the End of the Meeting**

### **11b. Next Business Meeting Date – June 5, 2018**

### **11c. 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 (11:00am/Merrill Auditorium)  
Invitation Required  
(74 Graduates)
- June 7 – Maine Connections Academy (3:00pm/Augusta Civic Center)  
No Invitation Required  
(Approximately 56 Graduates)
- June 8 – Harpswell Coastal Academy (1:00pm/Middle School)  
No Invitation Required  
(Approximately 25 Graduates)
- June 8 – Maine Virtual Academy (2:00pm/Augusta Civic Center)  
Invitation Required  
(54 Graduates)
- August 3 – MeANS (6:00pm/Moody Chapel, KVCC)  
Invitation *May* Be Required  
(Anticipated 36 Graduates)

## **12. PUBLIC COMMENT**

Roger Brainerd from MACS shared that National Charter School Week is May 6-12, 2018. MACS has issued a Press Release which will be forwarded to the Commission. Roger also shared that RFPs for presenters at the Educate Maine Symposium in December are due by June 1<sup>st</sup>.

### **13. ADJOURN – Meeting was adjourned at 12:09pm.**

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