***October 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 **Thursday, October 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 1:02pm and a quorum was declared.  Commission members present were Wilson Hess, Nichi Farnham, Shelley Reed, Dr. Fern Desjardins (via Zoom), and Jim Rier (via Zoom)  Also present were Jeremy Jones (via Zoom), Gina Post, Mackenzie Wagner (via Zoom), 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** | **Additions or Adjustments to the Agenda** |
|  | None |
| **4** | **Public Comment\*** |
|  | Jana Lapoint provided feedback and concerns regarding the draft 2020-21 Annual Monitoring Reports.  Kelli Pryor provided feedback and concerns regarding the draft 2020-21 Annual Monitoring Reports.  Brittiny-Rae Perron provided feedback and concerns regarding the draft 2020-21 Annual Monitoring Reports.  Jacinda Cotton-Castro provided feedback and concerns regarding the draft 2020-21 Annual Monitoring Reports.  Scott Barksdale provided feedback and concerns regarding the draft 2020-21 Annual Monitoring Reports.  Patti Oldmixon provided feedback and concerns regarding the draft 2020-21 Annual Monitoring Reports.  Heather King provided feedback and concerns regarding the draft 2020-21 Annual Monitoring Reports.  Walter Wallace provided feedback and concerns regarding the draft 2020-21 Annual Monitoring Reports. |
| **5** | **Presentations** |
| 5a | Manpower  Amber Rosenberger, Senior Manpower Recruiter, spoke briefly about the partnership between Maine Charter School Commission staff and Manpower. |
| **6** | **Old Business** |
|  | None |
| **7** | **Requires Notification to and Acceptance by the Commission** |
| 7a | Appointment of Simon McGurk to the Baxter Academy for Technology and Science’s Governing Board  A copy of the Governing Board Member Information form was presented for review.  **Moved by Shelley Reed; seconded by Nichi Farnham and voted unanimously by those present** to accept notification of the appointment of Simon McGurk to the Baxter Academy for Technology and Science’s Governing Board. |
| 7b | To Consider and Accept FY22 Budget vs. Actual YTD – October Report  **Moved by Jim Rier; seconded by Shelley Reed and voted unanimously by those present** to accept the FY22 Budget vs. Actual YTD – October Report as presented. |
| **8** | **Requires Approval by the Commission** |
| 8a | To Consider the Approval of Minutes from the September 14, 2021 Business Meeting  No discussion.  **Moved by Dr. Fern Desjardins; seconded by Shelley Reed and voted unanimously by those present** to approve the minutes from the September 14, 2021 Business Meeting. |
| 8b-8k | To Consider the Approval of DRAFT 2020-21 Annual Monitoring Reports for 10 Public Charter Schools  Motion to table the consideration of the draft 2020-21 annual monitoring reports until legal advice on the inclusion of academic measure outcomes is received.  **Moved by Wilson Hess; seconded by Shelley Reed and voted unanimously by those present** to table the consideration of the draft 2020-21 annual monitoring reports until legal advice on the inclusion of academic measure outcomes is received. |
| 8l | To Consider the Approval of the 2020-21 Annual Report to the Commissioner  Motion to table the consideration of the 2020-21 Annual Report to the Commissioner.  **Moved by Shelley Reed; seconded by Jim Rier and voted unanimously by those present** to table the consideration of the 2020-21 Annual Report to the Commissioner. |
| 8m | To Consider the Approval of Community Regional Charter School’s Renewal Application  Motion to renew Community Regional Charter School’s charter contract for a period of 5 years with conditions to be developed by staff and presented at the next Business Meeting.  **Moved by Shelley Reed; seconded by Jim Rier and voted unanimously by those present** to renew Community Regional Charter School’s charter contract for a period of 5 years with conditions to be developed by staff and presented at the next Business Meeting. |
| 8n | To Consider the Approval of Maine Academy of Natural Sciences’ Renewal Application  Motion to renew Maine Academy of Natural Sciences’ charter contract for a period of 5 years with the stipulations expressed.  MeANS governing board will address the following (to be substantially executed by May 1, 2021):   * 92% of students in grades 9-10 enrolled on October 1 will participate in Fall, Winter, and Spring NWEA MAP assessments * 92% of MEANS 11th and 12th grade students will participate in the Accuplacer Pilot in school year 2021-2022 * By June 2022, develop a plan for implementing a clarified process for measuring student achievement and wellbeing to be implemented within the next 3 years (i.e. graduate profiles) * MEANS will submit a MAP Action Plan 3x/year, which includes training for all staff and student-level data analysis * The Governing Board will establish regular routines for analyzing student performance data, including graduation rates and absenteeism. * MEANS will ensure that its financial statement format breaks out enough detail to provide the clarity and information necessary to assess the school’s financial position and performance, and to support informed resource allocation decisions.   **Moved by Shelley Reed; seconded by Nichi Farnham and voted unanimously by those present** to renew Maine Academy of Natural Sciences’ charter contract for a period of 5 years with the stipulations expressed. |
| **9** | **Monthly School Portfolio/Data Report** |
| 9a | Performance Framework Summary Table  Did not discuss as the table is part of the 2020-21 Annual Report to the Commissioner that was tabled earlier in the meeting. |
| **10** | **Executive Director/Commission Staff Report** |
| 10a | Media Update  None |
| 10b | Legislative Update  None |
| 10c | Update on SY21 Graduation Rates  Gina shared that the MDOE has not released certified graduation rates yet. |
| 10d | Overview of A-GAME  Jeremy shared that both he and Gina recently attended the National Charter Schools Institute A-GAME convening that was held in Denver, CO. Much of the focus of the convening was about alternative schools, but both shared that much of what was learned and discussed is transferable to all schools and work on some sample targets has already begun. |
| 10e | Strategic Plan Updates:   * Modern Classrooms Project – 12 teachers were selected to participate in the online training. This first session just started and will run for several weeks. This first cohort is a pilot cohort and Gina has written a proposal for a subgrant through the MDOE to help fund a second cohort in the spring. * Website – Staff are busy building and rearranging content and delivering it to the vendor who will be doing the redesign work for us. The scope of work came in under budget and should be ready to launch by Thanksgiving. * Board Training – Have had great conversations with the National Charter Schools Institute who is currently building out modules and a platform for board training. We expect to receive a proposal within the next few weeks with a launch date of January 1st. |
| **11** | **Future Topics** |
| 11a | November   * Performance Framework Revisions * Introduce Training Requirements for Board Members   December   * *Topics are currently being assessed and will be discussed at the November meeting.* |
| **12** | **Announcements** |
|  | Chair Hess shared that Cynthia Murray-Beliveau has left the State Board of Education which means that there is another vacant seat on the Charter School Commission. Dr. Fern Desjardins shared that she has been in touch with the Governor’s Office regarding a replacement and will have more information to share regarding the filling of the vacancy after a special State Board meeting that will be held on October 26th. |
| 12a | This Month’s Celebrations  Jeremy shared that Mackenzie recently got married and she is now Mackenzie Flynn. He also shared that Mackenzie has resigned from her position as Chief of Staff and will be leaving the Commission on Friday, October 22nd.  Jeremy will be attending the November 9th Business Meeting in person. |
| 12b | Next Regular Business Meeting – November 9, 2021 *(Room #103A – Cross Office Building and Zoom)* |
| **13** | **Adjourn** |
|  | The meeting was adjourned at 3:40pm.  **Chair Hess declared adjournment at 3:40pm 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.*