***June 8, 2021 Business Meeting Minutes Approved by Commission Vote on July 13, 2021***

The Maine Charter School Commission held a Regular Meeting via Zoom on

**Tuesday, June 8, 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, Nichi Farnham, at 1:02pm and a quorum was declared.  Commission members present were: Dr. Fern Desjardins, Wilson Hess, Shelley Reed, Nichi Farnham, and Jim Rier *(joined at 1:59pm)*  Commission members absent were: None  Also present were Jeremy Jones, Gina Post, Amy Allen and Jasmine Canwell. |
| **2** | **Reminders** |
| 2a | This meeting is being recorded via Zoom. |
| 2b | We ask that those of you who are not members of the Commission or Commission staff remain muted at all times, until public comments are being heard. |
| 2c | Pursuant to Section G-1. 1 MRSE §403-A, voting will be done via roll call. |
| 2d | Members of the public may participate during public comment. You’ll be asked to “raise your hand” using the raise hand feature on Zoom or by commenting in the chat box at the appropriate time. |
| **3** | **Additions or Adjustments to the Agenda** |
|  | *None* |
| **4** | **Old Business** |
| 4a | Stipend for Schools Not Using Infinite Campus (Will Take Action in July) |
| 4b | Future Consideration of Per Diem Reimbursement Document (Contingent on Strategic Plan)  Jeremy reminded Commission members that this section is meant to capture future decisions so that we don’t forego them. They will be put on the agenda for action in the right sequence at the right time. |
| **5** | **Requires Notification to and Acceptance by the Commission** |
| 5a | Resignation of Alan Yuodsnukis from the Harpswell Coastal Academy Governing Board  A copy of the resignation was distributed for review. |
| 5b | Hiring of Mara Wiggin as Educational Program Director at Fiddlehead School of Arts & Sciences  A copy of submitted Teaching Philosophy was distributed for review. |
| 5c | Maine Virtual Academy’s New Board Chair (Donna Pelletier) Effective July 1, 2021 |
| 5d | Maine Virtual Academy’s New Technology Director - Joel Randazza  A copy of his resume was distributed for review. |
| 5e | New Governing Board Members at Community Regional Charter School - Seth Noonkester and Nicole Reinholt  Copies of completed Governing Board Member Information forms were distributed for review. |
| 5f | New Governing Board Members at Ecology Learning Center – Najean Shedyak, Mark Ostroff, and Jamie Francomano  Copies of completed Governing Board Member Information forms were distributed for review.  **Moved by John Bird; seconded by Shelley Reed and voted by roll call as follows: John Bird – yea; Dr. Fern Desjardins – yea; Wilson Hess – yea; Shelley Reed – yea; Nichi Farnham** to accept all items in Section 5 as presented. |
| **6** | **Requires Approval by the Commission** |
| 6a | Minutes from the May 11, 2021 Business Meeting  No discussion.  **Moved by Shelley Reed; seconded by John Bird and voted by roll call as follows: John Bird – yea; Dr. Fern Desjardins – yea; Wilson Hess – yea; Shelley Reed – yea; Nichi Farnham – yea** to approve as printed the Minutes from the May 11, 2021 Business Meeting. |
| 6b | Minutes from May 25, 2021 Special Meeting of the Commission  No discussion.  **Moved by John Bird; seconded by Shelley Reed and voted by roll call as follows: John Bird – yea; Dr. Fern Desjardins – yea; Wilson Hess – yea; Shelley Reed – yea; Nichi Farnham – yea** to approve as printed the Minutes from the May 25, 2021 Special Meeting of the Commission. |
| 6c | FY21 Budget vs. Actual – June Report  A copy of the June report was distributed for review and discussion.  **Moved by John Bird; seconded by Shelley Reed and voted by roll call as follows: John Bird – yea; Dr. Fern Desjardins – yea; Wilson Hess – yea; Shelley Reed – yea; Nichi Farnham – yea** to approve the FY21 Budget vs. Actual – June Report. |
| 6d | To Consider and Approve Revised Targets on the Indicators for the Maine State Assessment on the Performance Framework for all Schools  A copy of the proposed indicators were distributed for review and discussion.  **Moved by Shelley Reed; seconded by John Bird and voted by roll call as follows: John Bird – yea; Dr. Fern Desjardins – yea; Wilson Hess - yea; Shelley Reed - yea; Nichi Farnham – yea** to approve the revised targets on the Indicators for the Maine State Assessment on the Performance Framework for all schools. |
| 6e | To Consider and Approve Updates to Charter Contract Template  A copy of the proposed updates were distributed for review and discussion.  **Moved by John Bird; seconded by Shelley Reed and voted by roll call as follows: John Bird – yea; Dr. Fern Desjardins – yea; Wilson Hess – yea; Shelley Reed – yea; Nichi Farnham – yea** to approve updated to charter contract template. |
| 6f | To Consider and Approve Adoption of New MCSC Budget Template  A copy of the proposed budget template was distributed for review and discussion.  **Moved by John Bird; seconded by Shelley Reed and voted by roll call as follows: John Bird – yea; Dr. Fern Desjardins – yea; Wilson Hess – yea; Shelley Reed – yea; Nichi Farnham – yea** to approve adoption of the new MCSC budget template. |
| 6g | To Consider and Approve MCSC Strategic Plan  A copy of the proposed Strategic Plan was distributed for review and discussion.  **Moved by Shelley Reed; seconded by John Bird and voted by roll call as follows: John Bird – yea; Dr. Fern Desjardins – yea; Wilson Hess – yea; Shelley Reed – yea; Jim Rier – yea; Nichi Farnham – yea** to approve the MCSC Strategic Plan. |
| **7** | **Monthly School Portfolio/Data Report** |
|  | *None* |
| **8** | **Executive Director/Commission Staff Report** |
| 8a | Election of Officers Discussion  A copy of the Commission’s current policy on the Election of Chair and Vice-Chair of the Maine Charter School Commission was distributed for review and guidance.  Shelley Reed and John Bird will be the members of the Nomination Committee who will make recommendations for both officer positions at the July 2021 Business Meeting. |
| 8b | [2021 Education Leaders Experience (ELE) Kappa Class](https://www.educatemaine.org/programs/education-leaders-experience#:~:text=The%20Education%20Leaders%20Experience%20(ELE,education%20plays%20in%20sustaining%20growth.)  Jeremy shared that he was accepted into the Educate Maine’s Education Leaders Experience Kappa Class. This is a year long class which kicks off in August. |
| 8c | Media Update   * [Greely High School again named top school in Maine in U.S. News rankings; Kennebunk, Falmouth and Cape Elizabeth schools, along with Baxter Academy of Portland, were also in the top 5](https://www.centralmaine.com/2021/05/24/greely-high-school-again-named-top-school-in-maine-in-u-s-news-rankings/) * [Stop attacking and start supporting Maine charter schools](https://bangordailynews.com/2021/05/25/opinion/contributors/stop-attacking-and-start-supporting-maine-charter-schools/) * [Maine charter schools post mixed results but fill a need for families](https://www.centralmaine.com/2021/06/01/maine-charter-schools-post-mixed-results-but-fill-a-need-for-families/) * [Maine’s two virtual charter schools see enrollment increase during pandemic](https://www.pressherald.com/2021/06/01/maines-two-virtual-charter-schools-see-uptick-in-enrollment-during-pandemic/)   Jeremy shared that in addition to the articles shared on this agenda that there have been other articles published recently. Overall, they can be described as positive and neutral pieces that give a good sense of what’s happening across the state for charter schools and celebrating recent successes. |
| 8d | Legislative Update   * LD 334 – Wilson shared that the bill has been carried over. No House or Senate action has been taken on the amended bill at this time. * LD 604 – Jeremy shared that the amended bill has passed through both the House and Senate and is now awaiting action by the Governor. |
| 8e | 2021 Maine School Law Summer Institute  Jeremy shared that Gina will be attending this class. |
| 8f | Draft Commission “Handbook”  A draft copy of the new Commission “handbook” was distributed for review. This electronic version will replace the hard copy version that was distributed a couple of years ago. The goal is to have it complete and ready to send as we begin to onboard new Commission members. |
| **9** | **Future Topics** |
| 9a | July   * School Stipend Approval * Per Diem Reimbursement Adoption * Commission Calendar Adoption * [NACSA Policy Index](https://policyindex.qualitycharters.org/?_ga=2.232406431.1877443967.1620928349-54330831.1604005755) Presentation * Expansion Criteria Eligibility * Election of Officers   August   * Pending Further Information   September   * Pending Further Information |
| **10** | **Executive Session** |
|  | Motion to enter into Executive Session to Discuss a “Personnel Issue”  Motion made at 2:48pm.  **Moved by John Bird; seconded by Shelley Reed and voted by roll call as follows John Bird – yea; Dr. Fern Desjardins – yea; Wilson Hess – yea; Shelley Reed – yea; Jim Rier – yea; Nichi Farnham – yea** to go into Executive Session for the purpose of discussing “personnel issues”. |
| ***Title 1: GENERAL PROVISIONS, Chapter 13: PUBLIC RECORDS AND PROCEEDINGS, Subchapter 1: FREEDOM OF ACCESS, §405. Executive Sessions*** | |
|  | Return from Executive Session  The Commission returned from Executive Session at 3:38pm.  Motion to approve the staff reorganization plan presented by the Executive Director and discussed in Executive Session  **Moved by Wilson Hess; seconded by Shelley Reed and voted by roll call as follows John Bird – yea; Dr. Fern Desjardins – yea; Wilson Hess – yea; Shelley Reed – yea; Jim Rier – yea; Nichi Farnham – yea** to approve the staff reorganization plan as presented by the Executive Director in Executive Session. |
| **11** | **Announcements** |
| 11a | 2021 Virtual NACSA Leadership Conference *(October 14, 18, 20 and 22)* |
| 11b | This Month’s Celebrations  Jeremy shared that Brittiny-Rae Perron, Head of School at ACADIA Academy, has given birth to a healthy baby girl. We are so excited for her and her family!  Jeremy also shared that several graduations have happened recently, and we should celebrate this year’s graduates. |
| 11c | Next Regular Business Meeting – July 13, 2021 *(Zoom)* |
| 11d | Important School Renewal Dates   * September 29, 2021 CRCS Public Hearing for Renewal, 4:30-6:00pm at Overman Academy, 78 Water Street, Suite 2 Skowhegan, ME 04976 * September 30, 2021 MeANS Public Hearing for Renewal, 4:30-6:00pm at Maine Academy of Natural Sciences - 16 Prescott Drive, Hinckley, ME 04944 |
| **12** | **Public Comment\*** |
|  | *None* |
| **13** | **Adjourn** |
|  | The meeting was adjourned at 3:42pm.  **Moved by Shelley Reed; seconded by John Bird and voted by roll call as follows: John Bird – yea; Dr. Fern Desjardins – yea; Wilson Hess – yea; Shelley Reed – yea; Jim Rier – yea; Nichi Farnham – yea** to adjourn. |

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