

Mississippi Charter School Authorizer Board Meeting  
Mississippi Institutions of Higher Learning Technology Room  
Jackson, Mississippi  
10:00 a.m.  
September 19, 2013

In Attendance: Laurie Smith, Dr. Bonita Coleman-Potter, Tommie Cardin, Krystal Cormack, Johnny Franklin, Dr. Lynn House, Chris Wilson, Dr. Karen Elam

Call to Order: Laurie Smith

Open Meeting Minutes:

Senator Tollison offered opening remarks, commenting that many have put in a lot of effort to see this day and it is a historical day for Mississippi. Laurie Smith went over an overview of topics within the notebooks that were distributed to board members. Ms. Smith explained charter schools as established by the legislation and outlined various requirements set forth in the law. She provided an overview of Charter Schools, stating they may be open or existing schools. Funding was discussed regarding Charter Schools. Private schools are prohibited from converting to charter schools. Public schools are eligible to convert to charter schools.

Private school conversions, underserved definition, authorizer executive director, authorizer funding and RFP's were discussed. The application approval/denial process, term of charter contract, enrollment residence requirement, student demographics and enrollment practices were reviewed. Annual report, charter revocation and non-renewal, non-profit management, charter contract-online course and teacher certification were discussed as well.

The MS Charter School Authorizer Board evaluates qualifications of Charter school applicants, oversees schools, and may approve no more than 15 charter schools per year. Ms. Smith advised that duties of the Board include selecting a Chairman, adopting bylaws, setting meeting schedule, appointing executive director and general counsel, soliciting charter school applications, approving/declining charter school applications, among other duties.

Tommie Cardin asks question, which is directed to Senator Tollison, about whether decisions of this board can be appealed. Senator Tollison addresses question that this is an administrative proceeding, and it looks like if you provide due process, you are in good shape. Dr. Coleman-Potter speaks to questions. Chris Wilson speaks to this question as well, stating the more we approve, the more funds as well.

Laurie Smith speaks to choosing Board Officers. Lynn House suggests selecting officers by consensus. Johnny Franklin recommends Tommie Cardin as Chairman of the Board. A motion moved by Johnny Franklin and seconded. Dr. House moved to close nominations and approve Mr. Cardin by acclamation. Motion passes unanimously. Tommie Cardin accepts role as Chairman of Board. Tommie Cardin opens floor for nominations for vice-chair. Chris Wilson was nominated and Krystal Cormack as vice-chair. Krystal Cormack defers to Chris Wilson.

Mr. Franklin moves to close the nominations and accept nomination of Mr. Wilson as vice-chair by acclamation. Motion passes unanimously.

The Board then considered a draft of proposed by-laws. The Board recessed for 15 minutes to allow each member an opportunity to review the proposed draft of by-laws.

Chairman Cardin called the meeting back to order at 10:53 a.m. Board members began discussing the draft of by-laws. Chris Wilson discusses transparency. Lynn House discusses flexibility regarding standing committees. Chairman Cardin suggests inserting "may" instead of "shall" in Section 6.1 regarding Standing Committees.

Board members discussed adding "In the event an executive committee is appointed" in Section 6.2 and adding "an external review and evaluation of the Authorizer Board."

Lynn House discussed whether voting by email is allowable. Chairman Cardin suggested we add to by-laws, section 7.1, that all meetings will be conducted in accordance with the MS Open Meetings.

Board members discussed modifying to reflect a term of one year and annual election for officers. The Board discussed removing the position of member at large from Section 5.3 and all other references within the by-laws.

The Board discussed adding in Section 8.1, "5 days." Chairman Cardin suggested adding to the by-laws "No later than 5 days in advance of a scheduled meeting." The Board discusses if the executive director having a legal background is preferred or if it limits the candidates. Johnny Franklin suggests hiring a candidate that can manage Board, manage the meeting. Deferred discussion until later time.

Dr. Lynn House moved to approve the draft by-laws with the amendments discussed, and directing the chair to finalize the by-laws, execute them and file them with the Secretary of State subject to compliance with the Mississippi Administrative Procedures Act. Mr. Franklin seconded the motion and it passed unanimously.

Erika Berry, Executive Director of the MS Alliance for Public Charter Schools, addressed the Board about her nonprofit organization. Johnny Franklin requests a list from Erika Berry regarding foundations that can assist the Board in fundraising on a national or state level.

Laurie Smith referred to documents provided by Erika Berry in notebook, regarding funding and how much funds to consider within timeframe and when to release RFP, letter of intent. Chairman Cardin addressed fundraising, the need of private support and specifically a grant. Chris Wilson speaks to fundraising, stating it is a job, considering who will take on this responsibility.

Chairman Cardin addresses the executive director position and soliciting applications for this position and how to go about promoting and advertising. Laurie Smith speaks to individuals that

have submitted resumes for this position. A sample draft job description was written as far as what is in the bill and taken from other characteristics.

Chairman Cardin recesses the meeting for 10 minutes at 11:36 a.m. to allow board members to review the draft job description. Chairman Cardin calls the meeting back to order at 11:45 a.m. Johnny Franklin speaks to the requirements of the candidate of executive director. Johnny Franklin states that IHL provides space and we can also call on MDE. Both agencies have a process and procedure on employment to assist us in employed a candidate.

Board members discussed the prospect of hiring a consultant to assist with his initial duties of developing an application and an RFP. Dr. Coleman-Potter stated that this will give the opportunity for RFP and development, as well as legislature going back into session. She agrees with having professional services to help us move the process along. Dr. House speaks to the position, as well as agreeing with the contractual arrangement for this candidate.

Chairman Cardin speaks to getting counsel from AG's office on contractual arrangement. Chairman Cardin suggests seeking advice from AG's office to see if contractual services is a viable option and then, reconvene to decide where we go from there. In the interim, we will not approve until we get direction on this. Dr. Coleman-Potter moves to seek advice from AG's office on authority to contract for professional consulting services to support charter school authorizing activities. Dr. Elam seconds the motion and it passes unanimously. Chairman Cardin appoints Johnny Franklin to lead fundraising efforts.

Dr. Coleman-Potter asks Chairman regarding meeting dates and times. The Board discusses meeting dates. October 14 or 15 is suggested to meet next. October 21 is also mentioned. The 3<sup>rd</sup> Monday of every month is suggested. October 21 at 10:00 a.m. is set for the next regular Board meeting.

The floor is open to public comment. No comment was made from those in public attendance. Chairman Cardin entertains a motion to adjourn meeting until October 21, 2013, at 10:00 a.m. at MS Institutions of Higher Learning. Mr. Franklin so moves, seconded by Ms. Cormack and the motion passes unanimously.

Adopted, this the 21<sup>st</sup> day of October, 2013.

By: Tommie Cardin  
Tommie Cardin  
Chair