

MINUTES OF THE
MISSISSIPPI CHARTER SCHOOL AUTHORIZER BOARD
Regular Monthly Meeting
Friday, January 22, 2019

The regular monthly meeting of the Mississippi Charter School Authorizer Board was held at 10:00 a.m. on Friday, January 22, 2019 at the Mississippi Charter School Authorizer Board Office located at 239 N. Lamar Street Suite 207, Jackson, MS 39201. In attendance were:

Quentin Ransburg, Board Chair
Chris Wilson
Jean Young
Karen Elam

The meeting was called to order at 10:06 a.m.

ITEM I. ADOPTION OF THE AGENDA

A. Adoption of Agenda

The Agenda was previously circulated to all Board members for review.

Chair Ransburg requested a motion to approve the agenda, or if there were any additions or deletions.

Dr. Elam made a motion to amend the agenda to add item h, concerning the contract modification for Cornerstone Consulting.

MOTION: Dr. Karen Elam

SECOND: Mr. Chris Wilson

There being no discussion and following a vote in favor by all members present and participating, the motion carried.

ITEM II. APPROVAL OF THE MINUTES

A. Approval of Minutes of the December 3, 2018 Board Meeting

The minutes of the December 3, 2018 Board meeting were previously distributed to the Board members for review.

Chair Ransburg requested a motion to approve the minutes of the December 3, 2018 Board meeting.

MOTION: Dr. Karen Elam

SECOND: Mr. Chris Wilson

There being no discussion and following a vote in favor by all members present and participating, the motion carried.

B. The minutes of the January 2, 2019 Special Called Board meeting were previously distributed to the Board members for review.

Chair Ransburg requested a motion to approve the minutes of the January 2, 2019 Special Called Board meeting.

MOTION: Dr. Jean Young

SECOND: Dr. Karen Elam

There being no discussion and following a vote in favor by all members present and participating, the motion carried.

ITEM III. CHAIR REPORT

Chair Ransburg reported the exploration of how philanthropic funds could be used to support opening schools as a loan. Denise DeRossette reported the funds were donated to the foundation. There was discussion among the board regarding the funds, and Avery Lee, Special Assistant Attorney General will research if the funds are foundation funds and how the board can move forward with possible loans to new charter schools.

Chair Ransburg also would like Mr. Wilson along with the Performance and Accountability Committee to discuss the schools closure policy and bring forth a recommendation in the March 4, 2019 board meeting.

ITEM IV. COMMITTEE REPORTS

A. Applications Committee

Dr. Elam provided a report and update on the revisions to the Request for Proposal to be released for new schools.

B. Performance and Accountability Committee

Mr. Wilson gave an update on his call with Bellweather, along with the selected indicators for Smilow and Clarksdale Collegiate.

C. Grants Committee

Chair Ransburg shared that Dr. Fredrick White accepted the Grant Coordinator position and would begin work on February 4, 2019.

ITEM VI. NEW BUSINESS

A. 2019 Request for Proposals: Suggested Changes and Release

Chair Ransburg requested a motion to accept the proposed changes and timeline discussed by Dr. Elam during her report from the Applications Committee.

MOTION: Dr. Karen Elam

SECOND: Dr. Jean Young

There being no additional discussion and following a vote in favor by all members present and participating, the motion carried.

B. 2019 Request for Proposals: Independent Evaluation RFP

Chair Ransburg requested the approval of the board to release the 2019 RFP for an Independent Evaluator after updating the previous proposal. Chair Ransburg will send the final document to all board members for review and release the document upon completion of the process.

Mr. Wilson made the motion to authorize the chair to update and release the RFP for an Independent Evaluator.

MOTION: Dr. Jean Young

SECOND: Mr. Chris Wilson

There being no discussion, the board voted to approve the motion unanimously.

C. Executive Director Hiring Process

Chair Ransburg shared that the Virtual Chief has worked to accept applications, completed references and recommended three applications for an interview. The application process will remain open until an executive director is appointed. No action required here, the Chair updated the board on the process as interviews will be conducted in executive session.

D. FY19 Budget Revision

Denise DeRossette reviewed the budget with the board and gave an update to the board on the payments expended the past year. She highlighted the payments made and the funds left in each line item.

Chari Ransburg will explore to change the point of contact in the G5 to draw down reimbursement from the Charter School Program with the U.S. Department of Education.

MOTION: Mr. Quentin Ransburg

SECOND: Dr. Karen Elam

There being no additional discussion and following a vote in favor by all members present and participating, the motion carried.

E. Approval of Invoices

Denise DeRossette updated the board on the update of the travel voucher form. Additionally, she walked through the report of invoices.

Dr. Elam made s motion to approve the payment of a purchase order for 2 Macbook computers, software and shipping cost not to exceed \$3500.00.

MOTION: Dr. Karen Elam

SECOND: Mr. Chris Wilson

There was discussion and following a vote in favor by all members present and participating, the motion carried.

Chair Ransburg called for a motion to pay for the following invoices:

ITS

Mississippi Education Accelerator

Mississippi First

Virtual Chief

Cornerstone, two invoices

Stewart McMillan, three invoices

MOTION: Dr. Jean Young

SECOND: Dr. Karen Elam

There being no discussion and following a vote in favor by all members present and participating, the motion carried.

Denise DeRossette recommended that board allow payment of invoices after it has approved the contract. For example, Epicenter. The contract has been approved. She also discussed the board would need to consider allowing the new Executive Director or Board Chair to approve payment and bring a report of all invoices paid.

Ms. DeRossette discussed the budget for the Charter Authorizer and the line item having been preciously included in the budget for IHL. She recommended speaking to Mr. Howard Brown regarding the budget for the Charter Authorizer Board.

Dr. Elam made a motion to establish an Ah Hoc Committee for Legislation Process and oversight of Legislative Procedures and recommended that Mr. Tommie Cardin Chair and Quentin Ransburg serve on the committee.

**MOTION: Dr. Karen Elam
SECOND: Mr. Chris Wilson**

There being no discussion and following a vote in favor by all members present and participating, the motion carried.

Mr. Wilson discussed the work of Bellwether and will bring forth a recommendation regarding their work in the March board meeting.

Ms. DeRossette discuss the need to review and approval of the hours worked for the Cornerstone and Stewart McMillan contracts.

Dr. Elam would like Dr. White to attend future meetings and report how the grant dollars are being used to support schools.

Dr. Elam made a motion to pay the Epicenter invoice based on the approved contract through the end of the contractual period, but the report Ms. DeRossette will update the board regarding any invoices paid.

**MOTION: Dr. Karen Elam
SECOND: Dr. Jean Young**

There was discussion and following a vote in favor by all members present and participating, the motion carried.

F. Smilow Collegiate School Selected Indicators

Mr. Wilson and the Performance and Accountability Committee recommended approval the indicators for Smilow Collegiate School Selected Indicators

**MOTION: Dr. Jean Young
SECOND: Mr. Chris Wilson**

There being no additional discussion and following a vote in favor by all members present and participating, the motion carried.

G. Education Materials Specialist

Discussion of the item and the board agreed that an additional quote will have to be secured and then a contract executed with the proper standard terms and conditions.

Additionally, there should be a policy established to approve these types of contracts in a uniform manner.

H. Approval of the modification to the Cornerstone Contract due to onboarding of the new Executive Director and Grants Coordinator.

MOTION: Dr. Jean Young
SECOND: Dr. Karen Elam

Chair Ransburg requested a motion for a closed determination of executive session.

**MOTION: Mr. Chris Wilson
SECOND: Dr. Karen Elam**

There being no additional discussion and following a vote in favor by all members present and participating, the motion carried.

Chair Ransburg requested a motion to enter executive session.

**MOTION: Dr. Karen Elam
SECOND: Mr. Chris Wilson**

There being no additional discussion and following a vote in favor by all members present and participating, the motion carried.

The board conducted interviews of three candidates: Dr. Lisa Karmacharya, Dr. Angela Bass and Dr. Kimberly Smith-Russ in executive session.

Chair Ransburg requested a motion to hire an executive director.

**MOTION: Dr. Karen Elam
SECOND: Dr. Jean Young**

After much discussion and following a vote in favor by all members present and participating, the motion carried.

Chair Ransburg requested a motion to end executive session.

**MOTION: Dr. Karen Elam
SECOND: Mr. Chris Wilson**

There being no additional discussion and following a vote in favor by all members present and participating, the motion carried.

Chair Ransburg announced that during executive session, the Board passed a motion to offer the Executive Director position to Dr. Lisa Karmacharya at a salary of \$113,000.00.

ITEM VII. PUBLIC COMMENT

There were no public comments.

ITEM VIII. NEXT MEETING

Chair Ransburg noted that the next meeting will be Monday, March 4rd at 10:00am at the Authorizer Board's office.

ITEM IX. ADJOURNMENT

Chair Ransburg requested a motion to adjourn.

MOTION: Mr. Chris Wilson

SECOND: Dr. Jean Young

There being no discussion and following a vote in favor by all members present and participating, the motion carried.

The meeting adjourned at 5:13 p.m.

ADOPTED, this the 4th day of March 2019.


Quentin Ransburg, Chair

Mississippi Charter School Authorizer Board
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