

MINUTES OF THE  
MISSISSIPPI CHARTER SCHOOL AUTHORIZER BOARD  
Regular Monthly Meeting  
Monday, July 11, 2016

The regular monthly meeting of the Mississippi Charter School Authorizer Board was held at 10:00 a.m. on Monday, July, 11, 2016, at the office of the Mississippi Board of Trustees of State Institutions of Higher Learning located at 3825 Ridgewood Road, Jackson, Mississippi. In attendance were:

Tommie Cardin, Chairman  
Krystal Cormack, Vice-Chair  
Johnny Franklin  
Chris Wilson

Drs. Karen Elam, Carey Wright and Bonita Coleman-Potter were unable to participate in today's meeting. Board Chairman Tommie Cardin called the meeting to order at 10:05 a.m.

ITEM I. ADOPTION OF THE AGENDA

A. Adoption of Agenda

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

**Chairman Cardin requested a motion adopt the agenda, as presented.**

**MOTION: Mr. Wilson**

**SECOND: Mrs. Cormack**

**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 June 6, 2016 Meeting

The Minutes of the June 6, 2016 meeting were previously distributed to the Board members for review.

**Chairman Cardin requested a motion to approve the Minutes of the June 6, 2016 meeting, as written.**

**MOTION: Mr. Franklin**

**SECOND: Mr. Wilson**

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

### ITEM III. CHAIR REPORT

Chairman Cardin reported that he, along with Mr. Wilson and Ms. Schutte, had the opportunity to attend the National Charter Schools Conference in Nashville, TN, where they were able to meet with some prospective operators and make numerous new contacts as well reconnect with some they met at last year's conference. He reported that he found it particularly helpful to learn more about what is being done in other states by both charter schools and authorizer boards and encouraged other Board members to take any opportunity they might have in the future to attend these types of events.

### ITEM IV. EXECUTIVE DIRECTOR'S REPORT

Ms. Schutte first offered an update on the progress being made in the new office space. She stated that it has been painted and the carpet cleaned, and she is working with DFA on a move in date and a proposed lease. Further she is working to procure office furniture for the space with the hopes of being able to hold the September Board meeting there.

Next, Ms. Schutte seconded Chairman Cardin's comments regarding the National Charter Schools Conference. She stated that they had the opportunity to connect with operators, other charter school authorizers, both those working to build authorizing environments as well as those with more experience and were able to hear what they had learned along the way. She added that the NACSA annual conference is coming up on October 24-27 in Atlanta. That conference will be center around authorizing practices and she strongly encouraged any Board members who wished to attend to please do so. The early bird registration ends August 31<sup>st</sup>.

Finally, Ms. Schutte offered a hiring update for the Deputy Director position. She stated that she is continuing to conduct telephone interviews with prospective candidates and was also able to make contact with a few potential applicants during the Nashville conference.

### ITEM V. COMMITTEE REPORTS

#### A. Applications Committee

Mrs. Cormack reported on the 2016 RFP process and where they stand with Stage 2. She first recapped the previous month's approvals and reviewed the Stage 2 evaluation process identifying the critical elements used by the external evaluators. They are (1) public charter school obligations; (2) student populations; (3) start-up plan; (4) plan for personnel; (5) financial plan; (6) performance history for existing operators; and (7) education service provider relationship for applicants proposing to contract with an education service provider. In order to advance beyond Stage 2 of the evaluation process and receive a full review, a proposal must receive a determination of "substantially adequate" in all seven of these areas. Mrs. Cormack reported that Mississippi Preparatory School and Collegiate Academies received zero "substantially inadequate" ratings and the Committee proposes that these two applicants advance to Stage 3 of the RFP process. Shades of Elegance Corporation received a "substantially

inadequate” rating for their financial plan, and the Committee will recommend that their proposal be denied. These will be taken up under New Business.

B. Performance and Accountability Committee

Ms. Schutte reported on behalf of Dr. Coleman-Potter and presented the Ongoing Monitoring Proposal to the Board. She explained that, as had been discussed during the January Board retreat, the Committee has been reviewing the ongoing monitoring process that is contained in the MS Charter School Performance Framework and are prepared to present today a revised proposal that has been approved by the Committee. The new proposal essentially places all charter schools on the same initial footing at the beginning of their charter term, and as schools progress through their charter term, in exchange for results, they have the opportunity to have fewer oversight and monitoring protocols. All schools will start in year one with a minimum of an informal site visit and then an official site visit in the first semester after the first round of benchmark data is released and in the second semester as well. Also in that first year, since the Board will not have received any data from MDE, the schools will be submitting benchmark testing data on a routine basis. The Committee is working on a way for schools to make that submission through an online portal. In year two, there will still be 2 site visits with the benefit of having received the benchmark data from MDE and then, based on the school’s performance as indicated in the academic performance framework, they have the opportunity to have just one site visit per year. This proposed ongoing monitoring program will be presented for consideration and vote during New Business.

ITEM VI. NEW BUSINESS

A. 2016 Request for Proposals: Stage 2 Results

**Mrs. Cormack made a motion that the Board ratify the findings of the Applications Committee and advance the proposals presented by Mississippi Preparatory School and Collegiate Academies to Stage 3 of the 2016 RFP process.**

**MOTION: Mrs. Cormack**

**SECOND: Mr. Franklin**

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

**Based on Shades of Elegance Corporation having received a “substantially inadequate” rating on their financial plan during the Stage 2 evaluation, Mrs. Cormack made a motion that the Board ratify the finding of the Applications Committee and deny Shades of Elegance Corporation’s proposal.**

**MOTION: Mrs. Cormack**

**SECOND: Mr. Franklin**

Ms. Schutte stated that she had reached out to Shades of Elegance after the Stage 2 evaluation results were shared with them and that they understand the reason for the rating and look forward to correcting those issues and submitting a proposal during a future RFP cycle.

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

B. Mississippi Charter School Performance Framework: Ongoing Monitoring Protocol Revisions

Ms. Schutte stated that as she discussed during her committee report the revisions to the Ongoing Monitoring Protocol being presented for consideration will be incorporated into the current Performance Framework and will be used going forward for all new and existing charter schools in the state.

**Chairman Cardin requested a motion to approve the Ongoing Monitoring Protocol revisions.**

**MOTION: Mr. Wilson**

**SECOND: Mrs. Cormack**

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

C. Midtown Public Charter School: Exhibit D Contract Revision

Ms. Schutte explained that Exhibit D to each charter school contract references the essential features of the educational program at each school. Midtown is today seeking to remove one feature of the educational program initially presented in their proposal. Dr. Christy Hendricks with Midtown Partners addressed the Board and introduced the new school leader, Josalyn Filkins, who explained the request. Midtown would like to remove the initial model of having two teachers in one classroom at one time, teaching simultaneously, and create three separate homeroom classes at each grade level thus reducing class size and allowing more independent instruction. Ms. Schutte stated that the Performance and Accountability Committee considered and approved this request at its last meeting.

**Chairman Cardin requested a motion to approve this revision to Exhibit D of the Midtown Public Charter School Contract.**

**MOTION: Mrs. Cormack**

**SECOND: Mr. Wilson**

Mr. Franklin asked Ms. Filkins if Midtown has secured the teachers to fill these spots and she stated that they are in the hiring process now. Mr. Franklin further commended the school administration for taking the time to review the situation and making the needed changes to reach the results needed for their students.

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

D. Cornerstone Consulting Contract

Chairman Cardin recused himself from consideration of this agenda item and, with there being no quorum of the Board to consider the item, it was deferred until the following meeting.

E. Approval of Invoices

Ms. Schutte presented invoices for travel, Cornerstone Consulting, and Office Depot. The Cornerstone invoice was removed from consideration, as there would be no quorum for approval with Chairman Cardin's recusal. It will be deferred until the following meeting.

**Chairman Cardin requested a motion to approve the invoices for travel and Office Depot.**

**MOTION: Mrs. Cormack**

**SECOND: Mr. Franklin**

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

ITEM VIII. PUBLIC COMMENT

None.

ITEM IX. NEXT MEETING

The next meeting of the Mississippi Charter School Authorizer Board will be held on September 12, 2016.

ITEM X. ADJOURNMENT

**Chairman Cardin requested a motion to adjourn.**

**MOTION: Mrs. Cormack**

**SECOND: Mr. Franklin**

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

**The meeting adjourned at 10:28.**

ADOPTED, this the 12<sup>th</sup> day of September, 2016.



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TOMMIE S. CARDIN, Chairman