

MINUTES OF THE
MISSISSIPPI CHARTER SCHOOL AUTHORIZER BOARD
Monthly Meeting
Thursday, May 8, 2014

The monthly meeting of the Mississippi Charter School Authorizer Board was held at 3:00 p.m. on Thursday, May 8, 2014, at the office of the Mississippi Department of Education, located at 359 North West Street, Jackson, Mississippi. In attendance were:

Tommie Cardin, Chairman
Krystal Cormack
Johnny Franklin
Dr. Karen Elam
Dr. Bonita Coleman-Potter

Board Members Chris Wilson and Dr. Carey Wright were not in attendance and did not participate in this meeting.

Also participating were NACSA representatives Beth Seling, William Haft and Christine Vandewalker

Board Chairman Tommie Cardin called the meeting to order at 3:00 p.m.

ITEM I. ADOPTION OF THE AGENDA

A. Adoption of Agenda

The Agenda was previously circulated to all Board members.

Chairman Cardin requested a motion to adopt the agenda as presented.

MOTION: Dr. Elam

SECOND: Dr. Coleman-Potter

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

ITEM II. APPROVAL OF THE MINUTES

A. Approval of Minutes

The Minutes of the April 9, 2014 meeting were previously distributed to the Board members for review. Two minor typographical corrections were noted.

Chairman Cardin requested a motion for approval of the Minutes of the April 9, 2014 meeting, as amended.

MOTION: Mrs. Cormack

SECOND: Dr. Elam

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

ITEM III. CHAIR REPORT

A. Website

Kathryn Stewart reported that the Board's website has been created and is now live at CharterSchoolBoard.ms.gov. The websites of the MDE and IHL will continue to be used in addition to the Board's website for a short transition period of time for Board related postings.

B. Appropriation Update

Ms. Stewart announced that the appropriation bill for the Board has been signed into law and the monies are being made available through an account established with IHL. A Cornerstone Consulting Group representative is at today's meeting to discuss the accounting procedures necessary to facilitate travel reimbursement and other disbursements of those funds.

C. Executive Director Search

Ms. Stewart reported that the Executive Director job description has been posted. A list of the education community websites and publications used for this posting has been provided to the Board members. She stated that the Education Week publication was the only avenue she did not pursue because of the cost but she will do that if the expenditure is approved by the Board. The cost for the online publication is approximately \$400 for a 30-day period and an additional \$150 for the paper publication. Chairman Cardin invited discussion of the matter and Dr. Coleman-Potter stated that she felt it would be a good investment in that the Ed Week publication has a broader readership than some of the other publications listed within the education community.

After additional discussion, Chairman Cardin requested a motion to authorize the expenditure of funds to post the Executive Director job description in the EdWeek online and paper publications.

MOTION: Mrs. Cormack

SECOND Dr. Coleman-Potter

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

Chairman Cardin added a discussion item under New Business concerning the time frame for finalizing the review of resumes and the interview process for the Executive Director position in light of the June 16, 2014 application cut-off date.

ITEM IV. COMMITTEE REPORTS

A. RFP and Application Committee

Mrs. Cormack reported that the committee had earlier in the day conducted capacity interviews with the three remaining applicants, and the committee will be prepared to discuss the outcome of those interviews at the June meeting.

She further reported that the committee will be presenting a draft of the 2015 RFP during New Business and is hopeful that the Board will be in a position to entertain a motion to approve the release of that draft for public comment to begin the administrative procedures process.

ITEM V. OLD BUSINESS

A. Public Hearings Protocol

Chairman Cardin stated that a protocol or format has been drafted for the upcoming public hearings to be conducted with the three remaining applicants. This protocol was circulated to the Board members for their review. He stated that it is necessary to ensure that the hearings are conducted in an orderly fashion and to allow all who wish to participate and make comments to do so. Kathryn Stewart outlined the schedule and locations of the hearings as follows:

<u>Date / Time</u>	<u>Location</u>	<u>Applicant</u>
Tuesday, May 20, 2014 5:30 p.m.	Columbus Coalition for Educational Options Columbus, MS	Inspire Charter School STEM & ARTS Scholars Academy
Wednesday, May 21, 2014 5:30 p.m.	MDE Auditorium, Jackson, MS	Reimagine Prep
Thursday, May 22, 2014 5:30 p.m.	Co-Lin Community College Nelson Multi-Purpose Room Natchez, MS	Phoenix Early College Charter School

Chairman Cardin reviewed the protocol as presented and suggested revising that by giving the Chair the discretion to modify the time limits of public comments, if necessary.

Chairman Cardin requested a motion to adopt the public hearing protocol, as amended.

MOTION: Dr. Coleman-Potter

SECOND: Dr. Elam

Mr. Franklin raised the question of who will be allowed to make comments during the hearing and whether it will be limited to only those who live within the school district being affected by the charter application. Chairman Cardin stated that anyone who attends the hearing and who follows the sign in protocol will be allowed to offer public comments, but the comments must be directly related to the charter applicant and application that is the subject of the hearing.

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

ITEM VI. NEW BUSINESS

A. Cornerstone Consulting Group

Cornerstone Consulting Group provides financial and accounting systems services to various state agencies. Denise DeRosette, President of Cornerstone Consulting Group, addressed the Board and summarized the services they provide and the expertise they have with both the current and upcoming accounting systems used by the State of Mississippi. She identified several other small and start-up agencies they have served and many for whom they continue to serve as the fiscal agent. Chairman Cardin proposed that the Board consider entering into a personal services contract with Cornerstone to set up the Board's accounting system so that it can begin to disburse funds from the appropriation provided by the Legislature for reimbursement of travel expenses for Board members and payments to vendors as needed.

A motion was made to approve the proposed contract with Cornerstone Consulting Group for a period of not more than six months with an overall cap of \$5000 in fees to be paid under that contract.

MOTION: Dr. Coleman-Potter

SECOND: Mr. Franklin

Mr. Franklin expressed his concern with the Board considering turning the financial management of the agency over to the executive director once the start-up phase has ended and asked if it would be possible to renew, extend or modify a contract with Cornerstone once the initial six-month contract has expired. Chairman Cardin stated that the Board would have the option to negotiate such an extension of the contract at that point.

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

B. Cornerstone Consulting Services – Appointment of Security Administrator

A motion was made to appointment Chairman Tommie Cardin as Board Security Administrator.

MOTION: Dr. Coleman-Potter

SECOND: Mrs. Cormack

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

C. Board Orientation Session

An orientation session was scheduled for Monday, May 19, 2014 at 10:30 a.m. to be conducted via webinar.

D. 2015 RFP Draft

Mrs. Cormack reported that the RFP Committee has been meeting weekly by teleconference and, based on feedback from NACSA, has drafted an RFP for the 2015 application cycle with changes to both the RFP and the timeline. She stated that the Committee is presenting the proposed draft for approval for filing for public comment so that it can possibly be approved in final form during the Board's July meeting.

Beth Seling offered a broad overview of seven primary revisions to the prior year RFP. **Following discussion of same, Chairman Cardin requested a motion to approve the publication of the RFP draft for public comment for a 30-day period.**

MOTION: Dr. Elam

SECOND: Mr. Franklin

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

E. NACSA Proposal for Application Cycle II

Dr. Elam presented the Board members with a copy of a proposal prepared by NACSA to continue their contractual services through the next application cycle. William Haft reviewed the proposal and answered questions. After a lengthy discussion regarding how the Board would proceed, it was agreed that the item would be passed to allow further discussion and consideration and would be placed on a subsequent meeting agenda.

D. Executive Director Application Process

Chairman Cardin stated that he and Kathryn Stewart would develop a proposed timeline for the Executive Director interview and hiring process and present it for the Board's consideration at the June meeting.

ITEM VII. PUBLIC COMMENT

Mr. Franklin discussed a communication he had previously forwarded to the Board members concerning a bill that is being worked through the US Congress that will possibly provide additional money for Charters nationwide. He encouraged the Board to take full advantage of this possibility, and Chairman Cardin suggested the Board members contact the State representatives and express how important this bill could be for the State of Mississippi.

There were no further public comments offered.

ITEM VIII. NEXT MEETING

The June meeting will be held on Monday, June 2, 2014, at 10:00 a.m. at IHL.

A Board Orientation Session will be held via teleconference on Monday, May 19, 2014, at 10:30 a.m. A central location will be identified in the meeting notice.

ITEM IX. ADJOURN

Chairman Cardin requested a motion to adjourn.

MOTION: Mr. Franklin

SECOND: Dr. Coleman-Potter

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

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The meeting adjourned at 4:40 p.m.

ADOPTED, this the 2nd day of June, 2014.



TOMMIE S. CARDIN, Chairman