

MINUTES OF THE
MISSISSIPPI CHARTER SCHOOL AUTHORIZER BOARD
Regular Monthly Meeting
Monday, April 9, 2018

The regular monthly meeting of the Mississippi Charter School Authorizer Board was held at 10:00 a.m. on Monday, April 9, 2018 at the Mississippi Charter School Authorizer Board Office located at 239 N. Lamar Street Suite 207, Jackson, MS 39201. In attendance were:

Krystal Cormack, Board Chair
Dr. Karen Elam, Board Vice-Chair
Leland Speed
Chris Wilson
Dr. Jean Young

Mr. Tommie Cardin and Dr. Carey Wright were unable to participate. Executive Director Marian Schutte participated in the meeting. Deputy Director Stewart McMillan was also in attendance.

The meeting was called to order at 10:07 a.m.

ITEM I. ADOPTION OF THE AGENDA

A. Adoption of Agenda

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

Chair Cormack requested a motion to approve the agenda as presented.

MOTION: Dr. Elam

SECOND: Mr. Wilson

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

ITEM II. APPROVAL OF THE MINUTES

A. Approval of Minutes of the March 5th Board Meeting

The minutes of the March 5, 2018 board meeting were previously distributed to the Board members for review.

Chair Cormack requested a motion to approve the minutes of the March 5th, 2018 board meeting.

MOTION: Mr. Wilson

SECOND: Mr. Speed

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

ITEM III. CHAIR REPORT

Chair Cormack reported that she has continued her regular check-ins with Ms. Schutte and Ms. McMillan. She thanked Mr. Cardin for his continued additional support in helping to resolve some outstanding legal questions with regards to contracts and the board's budget.

ITEM IV. EXECUTIVE DIRECTOR'S REPORT

Ms. Schutte welcomed board members and the public to today's meeting. First, Ms. Schutte noted that she attended the National Alliance Community of Practice meeting in Birmingham, Alabama last month. The Community of Practice will consist of states with newly established charter school laws (Alabama, Kentucky, and Mississippi). The work will closely align with activities in the Charter Schools Program Grant. The next meeting will take place in May and will be in Jackson.

Second, Ms. Schutte noted that she will be attending the Charter School Program Grant project directors meeting in Washington D.C. during the last week of April. This is a required component of the grant activities. She will meet with MCSAB's program officer and attend sessions.

Finally, Ms. Schutte shared that the National Alliance for Public Charter School's conference (National Charter School Conference) will take place on June 17 – 20 in Austin, Texas. Board members should let her know if they are interested in attending.

ITEM V. COMMITTEE REPORTS

A. Applications Committee

Dr. Elam presented the results from the Letter of Intent and Eligibility Stage for the 2018 Request for Proposals process. She also presented that the Applications Committee has met several times since the last board meeting. The Committee received 16 Letters of Intent. The Committee did extend the deadline for Letters of Intent for one week in order to ensure that applicants had appropriate time to complete the Letter of Intent requirements. She noted that all three of the sixteen operators are existing operators. Three of the sixteen applicants are applicants that have applied in the past: Girls Club and Learning Center, SR1, and RePublic Schools Inc. The information provided to board members also detailed the locations of the schools as well as the grade levels the schools propose to serve.

B. Performance and Accountability Committee

Mr. Wilson noted that there was no report from the Committee.

ITEM VI. NEW BUSINESS

A. 2017 Charter Schools Program Grant: 2017 Subgrant Request for Applications

Ms. Schutte presented the subgrant application for approval for the Charter School Program Grant funds. The subgrant application features required sections for eligible applicants to complete regarding their grant activities, charter school application components, and their budget and budget narrative for the funds. There is only one eligible applicant for this year's process: Clarksdale Collegiate Charter School.

Chair Cormack requested a motion to approve and release the Charter School Program Grant's 2017 Subgrant Request for Applications.

MOTION: Dr. Elam

SECOND: Dr. Young

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

B. 2017 Charter Schools Program Grant Award: Request for Proposals

Ms. Schutte presented the results of the two Request for Proposals that were conducted in December for the services and activities proposed in the MCSAB's Charter Schools Program Grant. The Board received one response to the Request for Proposals for Surveys and Procedure Development Technical Assistance from Mississippi First. They proposed a two-year contract at \$60,000 each year for a total contract of \$120,000. The Board received one response to the Request for Proposals for Charter School Technical Assistance and Charter School Operator Recruitment from the Mississippi Education Accelerator. They proposed a two-year contract at \$165,000 each year for a total contract of \$330,000.

Chair Cormack requested a motion to approve the response to proposal and contract for Mississippi First for a two-year \$120,000 contract for Surveys and Procedure Development Technical Assistance.

MOTION: Dr. Elam

SECOND: Mr. Wilson

After some discussion regarding the means of advertising the proposals and following a roll call vote in favor by all participating members, the motion carried.

Chair Cormack requested a motion to approve the response to proposal and contract for Mississippi Education Accelerator for a two-year \$330,000 contract for Charter School Technical Assistance and Charter School Operator Recruitment.

MOTION: Dr. Elam
SECOND: Dr. Young

After some discussion regarding the means of advertising the proposals and following a roll call vote in favor by all participating members, the motion carried.

C. Strategic Communications Strategy

Ms. Schutte presented a Request for Proposals for release that details services recommended by Mississippi First in their report to the Board regarding Strategic Communications work. The Request for Proposals includes services to redesign the Board's website, brand guidelines, and execute a test campaign in three identified markets. The Request for Proposals will be due in May with results coming before the board at its June meeting. Dr. Elam recommended extending the timeline for the scope of work included.

Chair Cormack requested a motion to approve the Request for Proposals for Strategic Communications Work for the Authorizer Board as amended to reflect additional time for the scope of work.

MOTION: Dr. Young
SECOND: Mr. Wilson

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

D. FY19 Budget Proposal

Ms. Schutte presented a draft budget proposal for the upcoming fiscal year. She noted that the board usually reviews this proposal and then approves its budget at the June board meeting.

The Board took no action.

E. Approval of Invoices

Ms. Schutte presented invoices for approval: 1) Board Member travel to today's meeting; and 2) Executive Director and Deputy Director travel for April and May.

Chair Cormack requested a motion to approve the invoices as presented.

MOTION: Dr. Elam
SECOND: Mr. Wilson

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

ITEM VII. PUBLIC COMMENT

There was no public comment.

ITEM VIII. NEXT MEETING

Ms. Schutte noted that the next meeting will be Monday, June 4th at 10:00am at the Authorizer Board's office.

ITEM IX. ADJOURNMENT

Chair Cormack requested a motion to adjourn.

MOTION: Dr. Elam

SECOND: Mr. Wilson

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

The meeting adjourned at 10:58 a.m.

ADOPTED, this the 4th day of June 2018.



Krystal Cormack, Chair