

MINUTES OF THE  
MISSISSIPPI CHARTER SCHOOL AUTHORIZER BOARD  
Special Called Board Meeting  
Wednesday, January 2nd, 2019

The Special Called Board Meeting of the Mississippi Charter School Authorizer Board was held at 2:00 p.m. on Wednesday, January 2nd, 2019. In attendance were:

Ms. Krystal Cormack, Board Chair  
Dr. Karen Elam  
Mr. Quentin Ransburg  
Mr. Chris Wilson

All attendees participated via teleconference.

The meeting was called to order at 2:10 p.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 circulated.**

**MOTION: Dr. Elam**

**SECOND: Mr. Ransburg**

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

ITEM II. HIGH-LEVEL STAFFING OVERVIEW

A. High-Level Staffing Overview

Chair Cormack presented the MCSAB Scope of Work document, which described broad categories of work undertaken by the Mississippi Charter School Authorizer Board staff. Chair Cormack encouraged the use of a staffing structure that involves an Executive Director, with two subordinate roles, rather than an Executive Director and Deputy Director. She mentioned that hiring an Executive Director and Deputy Director puts the Board and staff at risk of having more work than the Board and staff has the capacity to see through. She also mentioned that with two subordinates to the Executive Director, rather than one, institutional knowledge is less likely to be lost in the event of turnover.

ITEM II. GRANTS COORDINATOR HIRING

A. Grants Coordinator Hiring

Grants Committee Chair Ransburg reported that the committee interviewed three individuals, and recommended that the Board extend an offer of the position of Grants Coordinator to Dr. Fredrick White, and if the offer was refused, the Board extend an offer to Ms. Holly Hiatt.

**Chair Cormack requested a motion to authorize the Grants Committee to extend an offer of the position of Grants Coordinator to Dr. Fredrick White, and if the offer was refused, to extend the offer to Ms. Holly Hiatt.**

**MOTION: Mr. Wilson**

**SECOND: Dr. Elam**

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

#### ITEM III. EXECUTIVE DIRECTOR HIRING

##### A. Executive Director Hiring

Chair Cormack reported that the Board had received several applications for the Executive Director role, but suggested that the Board extend the deadline to apply for the position to a rolling basis. She explained that this would allow high quality candidates to continue to apply for the position even as Executive Director interviews were being conducted, which would allow the candidate pool to be as strong as possible. She explained that this would be helpful in the event that an offer is made to a candidate, and that candidate does not accept, we have available the best possible pool of candidates to choose from going forward.

**Chair Cormack asked for a motion to extend the deadline to apply for Executive Director to a rolling basis.**

**MOTION: Dr. Elam**

**SECOND: Mr. Ransburg**

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

#### ITEM IV. APPOINTMENT OF NEW BOARD CHAIR

**Dr. Karen Elam moved to appoint Mr. Quentin Ransburg the new Chair of the Mississippi Charter School Authorizer Board.**

**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 V. NEXT MEETING

Chair Ransburg noted that the next meeting will be Tuesday, January 22nd at the Authorizer Board's office.

#### ITEM VI. ADJOURNMENT

**Chair Ransburg requested a motion to adjourn.**

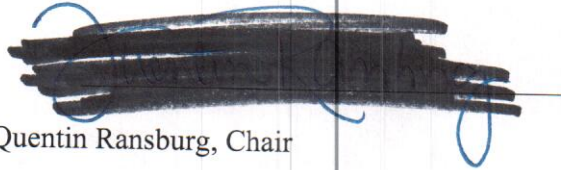
**MOTION: Mr. Wilson**

**SECOND: Dr. Elam**

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

**The meeting adjourned.**

Adopted this 22<sup>nd</sup> day of January 2019.

A large, thick black horizontal bar redacts the signature of Quentin Ransburg. The bar is approximately 340 pixels wide and 80 pixels high. There are blue ink scribbles above and below the bar, possibly from a pen or marker.

Quentin Ransburg, Chair