

MINUTES OF THE
MISSISSIPPI CHARTER SCHOOL AUTHORIZER BOARD
Regular Monthly Meeting
Monday, March 4, 2019

The regular monthly meeting of the Mississippi Charter School Authorizer Board was held at 10:00 am on Monday, March 4, 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
Tommie Cardin
Leland Speed

The meeting was called to order at 10:03 am.

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.

MOTION: Mr. Chris Wilson

SECOND: Mr. Leland Speed

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 January 22, 2019 Board Meeting

The minutes of the January 22, 2019 Board meeting were previously distributed to the Board members for review.

Chair Ransburg requested a motion to approve the minutes of the January 22, 2019 Board meeting along with the adjustment of the typos.

MOTION: Dr. Jean Young

SECOND: Mr. Chris Wilson

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 that there was no new business to bring forward at this time. He acknowledged that the RFP was listed on the agenda to be discussed later. Chair Ransburg had no further additions, but did express his excitement for having Dr. Karmacharya as a part of the Charter Authorizer to lead this work.

ITEM IV. COMMITTEE REPORTS

A. Applications Committee

There was nothing to be reported.

B. Performance and Accountability Committee

The Performance and Accountability Committee have had a couple of meetings. At the committee meeting, they discussed a proposed draft of the closure policy, which will be further discussed in future meetings. They're also in the process of sorting through the Bellweather job of creating the annual report for 2018.

C. Grants Committee

There was nothing to be reported. However, Chair Ransburg did introduce Dr. Fredrick White, who began working as the Grants Coordinator on February 4, 2019.

ITEM V. NEW BUSINESS

A. Executive Director Report

In the 10 days that Dr. Karmacharya has been in this role, she's had 3 onboarding sessions with the Virtual Chief, former Deputy Director; has been able to review the Division of Responsibility Document that was provided by the Virtual Chief; had 1 onboarding call with the former Chair, Ms. Crystal Cormack; and had several informal meetings with the current Chair, Mr. Quentin Ransburg; participated in a lot of meetings—the Community of Practice Meeting was held prior to her official start date, but Dr. Karmacharya was able to attend online.

Dr. Karmacharya also participated in the Performance and Accountability meeting with Mr. Chris Wilson, Mr. Quentin Ransburg, and Mr. Tommie Cardin. They did talk briefly about the closure policy. Dr. Karmacharya noted that there is much work to be done.

Dr. Karmacharya was also on the call with Bellweather to take an initial look at the work with respect to the annual performance report, and a follow-up meeting has already been

scheduled. Dr. Karmacharya met with Mississippi First on last week to discuss progress on the CSP with respect to policies and procedures. Also discussed was the closure policy and both parties agreed that the protocol needs to be reviewed to ensure that there is an alignment between statute and current providers' contracts with respect to the policies on closure. Dr. Karmacharya anticipates being able to provide an update on this within the next couple of board meetings.

Dr. Karmacharya has been through initial training with Epicenter and has a follow up training on the morning of Tuesday, March 5, 2019. When she checked it Monday morning, there were some interested parties, and an update will be provided on this at a later time. Dr. Karmacharya also participated in the virtual bootcamp held by NACSA, and has those scheduled every Wednesday.

Dr. Karmacharya did find out that there are two websites—an official and unofficial one. In a conversation with ITS, it was discussed that the unofficial website be closed down, and the official website would receive some updates to make it more current and relevant.

Dr. Karmacharya proposed having subcommittee meetings on a scheduled date, which could possibly be held the day before or the morning of board meetings. The board directed Dr. Karmacharya to come back with a proposal in April.

B. Update from Grants Coordinator

Dr. Frederick White expressed that his first couple of weeks have been very productive. He's been able to reach out to the program officer in D.C., read the CSP Grant, and has noted that the Annual Performance Report is due on April 1, 2019. Dr. White's goal is to have the report ready by mid-March. Recognizing that mid-March is approaching quickly, Dr. Jean Young asked Dr. White how confident is he that he'd be able to complete the report by then.

Dr. White is also working to get registered in the federal G5 system.

C. Update from Dr. Karmacharya

Dr. Karmacharya stated that the deadline for the letter of intent is Tuesday, March 5, 2019 at 5:00 pm. At this point, there is the potential to have 14 letters of intent in the system by the deadline, 13 of which are new and 1 is existing.

D. RFP to provide support during approval process

Chair Ransburg stated that there was a copy of the request for proposals in each member's packet. Several members have had the opportunity to review the proposal and whatever entity is awarded the RFP, will provide support to Dr. Karmacharya and her staff through the review process.

MOTION: Mr. Tommie Cardin
SECOND: Mr. Leland Speed

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

E. Update from Ms. Rachel Canter with Mississippi First

Ms. Canter provided the Board with an update with respect to the upcoming survey required through the CSP. The survey will only be conducted in Coahoma County and Hinds County.

F. Approval of Invoices

Ms. Denise DeRosette presented a total of 5 invoices.

- DFA Tort Claims in the amount of \$527.93.
- Contractual Support in the amount of \$43.10.
 - Subscription reimbursement
- Stewart McMillan in the amount \$1423.65.

MOTION: Mr. Tommie Cardin
SECOND: Dr. Jean Young

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

Mr. Cardin recused himself during approval of the following two invoices.

- Cornerstone Consulting in the amount of \$1466.25.
- Cornerstone Consulting in the amount of \$3357.50.

Mr. Chris Wilson made a motion to approve the two remaining invoices.

MOTION: Mr. Chris Wilson
SECOND: Mr. Leland Speed

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

Chair Ransburg requested a motion to modify Stewart McMillan's contract not to exceed an additional \$2500.

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

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

G. Providing support to Midtown

In follow up to the January 22nd Board meeting, the Board discussed providing technical assistance to existing charter schools. Some discussion followed. Ms. Kristi Hendrix, Director of Midtown, presented her thoughts on the proposed contractual agreement. The Board determined the need to move forward in approving the contract as presented.

MOTION: Mr. Leland Speed

SECOND: Mr. Chris Wilson

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

Chair Ransburg requested a motion to enter into Executive Session.

MOTION: Dr. Jean Young

SECOND: Mr. Chris Wilson

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

The Board discussed the salary of the Executive Director and approved an annual salary of \$118,000.

The Board also discussed staffing for the Agency.

Chair Ransburg requested a motion to end Executive Session.

MOTION: Dr. Jean Young

SECOND: Mr. Leland Speed

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

ITEM VI. PUBLIC COMMENT

Ms. Rachel Canter provided the Board with a brief update on the current lawsuit indicating at last report, the Supreme Court would not be taking up oral arguments on the case.

ITEM VII. NEXT MEETING

Chair Ransburg noted that the next meeting will be **April 1, 2019 at 10:00 am** at the Authorizer Board's office.

ITEM VIII. 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 **11:52 am.**

ADOPTED, this April 1, 2019.


Quentin Ransburg, Chair

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