

**Minutes of the
North Carolina Charter School Advisory Board
State Board Rm. 755
June 11, 2018
9:00 am**

Attendance/NCCSAB	Alan Hawkes Joseph Maimone Phyllis Gibbs Sherry Reeves – <i>Called in</i> Cheryl Turner - <i>Absent</i> Lindalyn Kakadelis	Alex Quigley Tammi Sutton Steven Walker Heather Vuncannon - <i>Called in</i> Kevin Wilkinson Lynn Kroeger
Attendance/SBE/DPI	<i>Office of Charter Schools</i> Dave Machado, Director Ashley Baquero, Consultant Shaunda Cooper, Consultant Danielle Allen, Consultant Jay Whalen, Consultant Diane Martin, Intern	<i>SBE</i> <i>Attorney General</i> Tiffany Lucas <i>SBE Attorney</i> Jason Weber

CALL TO ORDER

- The North Carolina Charter School Advisory Board (CSAB) meeting was called to order at 9:00 am by Chairman Alex Quigley who read the Ethics Statement and CSAB Mission Statement. Mr. Quigley led the Pledge of Allegiance.
- Mr. Quigley asked if there were any known conflicts of interest or appearance of conflicts of interest related to any matters coming before us today. Steven Walker noted that Global Education Resources applied for a charter during our application cycle and he had discussions about that with Global Education Resources and recused himself during that process. Mr. Walker stated he has not had discussion with Global Education Resources about the assumption process so believes he does not have a conflict of interest. Mr. Quigley stated if during the course of the meeting you believe there is a conflict of interest or appearance of conflict of interest please bring this to his attention.
- **Lindalyn Kakadelis made a motion to approve the May meeting minutes. Joseph Maimone seconded. The motion passed unanimously.**

POLICY COMMITTEE

Renewal Policy

- Mr. Steven Walker led a discussion on the renewal policy. He stated there were a couple of issues he wanted to bring to everyone's attention. He stated the policy is posted on Eboard. He noted an error where the definition of comparable was placed within a statutory reference so the definition of comparable was moved outside the statutory reference.
- The second change was adding a sentence into the policy regarding alternative schools for purposes of accountability. So when doing renewals, if a school is an alternative accountability school, we are going to take into account their accountability model.
- **Mr. Walker moves to send the CHTR-007 renewal policy with the revisions to the State Board of Education (SBE) with CSAB recommendation for approval. Lynn Kroeger seconded. No discussion. Motion passed unanimously.**
- Dave Machado stated that the Office of Charter Schools (OCS) will take the renewal policy to SBE in August because July is a conference call meeting.

STATE BOARD OF EDUCATION UPDATES

- Mr. Machado stated that at the last SBE meeting, SBE approved the voluntary relinquishment of Paideia Academy. SBE also approved Union Day School's request to relocate more than five miles from their temporary site and SBE did so on action on first reading.
- SBE discussed the following items: Healthy Start's request to transfer their charter; Recommended changes to Performance Framework; RTO recommendations; Fast Track Replication Policy; Charter management and support organizations policy; and Thomas Academy's request to become an alternative school. Healthy Start had requested that their item be action on first reading but SBE placed on discussion. He continued that Healthy Start's request will, however, be voted on at the SBE conference call held this week so it will be decided this month.
- Mr. Machado stated the SBE was very pleased that the charter management and support organization policy was brought to them for consideration.

- Mr. Machado stated that OCS attended Mountain Day Island's second lottery. OCS also attended Lakeside Charter Academy's ribbon cutting ceremony, which is the name for Thunderbird.
- Mr. Machado stated that he and Mr. Joe Maimone discussed charter school bus regulations and the need for some sort of bus regulation manual so our schools understand what the requirements are and get ahead of that to keep our flexibility. He stated he hopes CSAB gets a committee together to discuss bus issues.
- Mr. Machado stated he attended North Carolina Virtual Academy and Gray Stone Day School's graduation ceremonies.
- Mr. Machado told CSAB that tomorrow and Wednesday is the New Charter Schools Leaders Institute.
- Mr. Machado gave an update on the transportation grant. He stated the second disbursement is being submitted to Financial Business Services of about 1.4 million dollars that our schools will be reimbursed. Unfortunately, that grant was not extended into next year in the budget.
- Mr. Machado introduced the Office of Charter School's summer intern, Diane Martin. He praised her great work. He told the CSAB to let the office know if they have any projects or data they'd like her to work on. He stated we are putting together a survey about charter school graduates. He stated we want to share the good news about the work our high schools are doing and we want to put that information in our annual report to the General Assembly.
- Mr. Machado continued to state that today our last consultant position is being filled by Jay Whalen, who is coming from the Tennessee Office of Charter Schools.
- Mr. Machado stated OCS will update the application based on the decision the General Assembly made about municipalities being able to become charters. He stated we will need to put that into our application and process. He stated that when that passes, he will reach out to those towns to see how OCS can assist.
- Alan Hawkes asked if the municipalities will authorize the charter schools? Mr. Machado answered that no, municipalities will not be authorizers. He stated the application process will be exactly the same and they will have to come before the CSAB and make a recommendation to the SBE. Steven Walker reminded the CSAB that this bill applies only to four municipalities in North Mecklenburg.

- Mr. Hawkes asked if this will be the municipality or the local school board. Mr. Machado responded that this applies to the following municipalities – town of Matthews, Mint Hill, Huntersville, and Cornelius. They can apply to become a charter school and give preference to their residents.
- Mr. Maimone asked if this opens the door to other municipalities to do the same? Mr. Machado responded he imagines that would take additional legislation.
- Mr. Quigley asked who serves as the board. Mr. Machado believes that either the town council runs the school or they can appoint a board to run the school.
- Ms. Kakadelis asked why Paideia sought relinquishment. Mr. Machado answered that the board chair resigned and there was nobody else with capacity to take over.

JULY STRATEGIC PLANNING

- Mr. Machado stated that at the next meeting – July 16th at Sunset Beach in conjunction with the charter school conference - CSAB will need to vote on Chair and Vice Chair and decide what to focus on next year. Mr. Quigley asked who will be able to make the meeting date for July. Phyllis Gibbs stated she is not sure. Ms. Kakadelis stated she is not sure. Sherry Reeves stated she should be there. Mr. Maimone stated he should be there. Heather Vuncannon stated she should be there. Mr. Quigley stated that looks like we'll have a quorum.
- Mr. Quigley asked if CSAB had any ideas for what we'd like to discuss at the meeting.
- Mr. Maimone stated it would be good to hear some best practices and a calendar of all dates for the year.
- Mr. Quigley asked other than the changes to the application around the municipalities do we anticipate any other changes. Mr. Machado and Dr. Allen stated no.
- Mr. Maimone asked about the virtual schools. Mr. Machado stated that the General Assembly has given them a four-year extension on their pilot and pushed back the due date for the virtual schools report. Mr. Machado stated we would remove them from the renewal process.
- Mr. Machado stated we could have the teacher of the year come and speak to CSAB.
- Ms. Kakadelis asked if the application process will be the same for an alternative school. Mr. Machado stated yes.

- Mr. Quigley asked about the due date for applications. Mr. Machado replied September 28. Mr. Quigley stated that in October will be primarily a renewal meeting, but not applications. Mr. Machado stated that it would be difficult to start applications in October.
- Shaunda Cooper stated we had a total of 33 schools coming up for renewal. Mr. Quigley asked if we did renewal interviews in November and December. Ms. Cooper stated yes. Mr. Quigley asked how many we will likely call in. Ms. Cooper stated we may have about half of those schools that need to come in, but she will know more about the status of the schools coming up after the next compliance meeting. The number could be lower, but she is unsure at this point.
- Mr. Maimone believes we held off the voting on renewals last year for December to get all audits turned in. Mr. Quigley stated we should be able to do a one-day meeting in October but a two-day meeting in November.
- Ms. Cooper stated she suggest keeping the reporting the same unless the CSAB has any changes they'd like to make. Ms. Cooper stated she remembers the CSAB asked about participation in the state retirement system so she has included that in this year's data. Alex Quigley stated that was helpful.
- Mr. Quigley stated it looks like August, September, October would be one-day meetings. Mr. Quigley asked if the preference is Monday for one-day meetings. There was agreement from the CSAB. Mr. Quigley stated that November, December, January, February meetings would be two-day meetings and then in March we would try to go back to one-day meetings. He asked if that made sense to everyone. There was agreement from the CSAB.
- Mr. Quigley asked if there was one person managing the application process this year. Dave Machado stated yes, Dr. Danielle Allen. Mr. Quigley asked the Board if there was any feedback on the application process as far as how the Board handled applications. Mr. Quigley stated this year we had application committees where you were assigned applications to your committee for review and then discussed in front of the full board. Then applicants came in front of the full board. He stated his goal is to keep this the same and not change anything. He asked if everyone was okay with that. There was agreement from the CSAB.
- Mr. Quigley stated we wanted all the applicants here at a designated time as a group because sometimes the clarifying questions go quickly. Mr. Quigley asked if there was a statutory required time to hear applicants. Mr. Walker stated no. Mr. Walker stated we usually give about 30 minutes, but also give them five minutes to say why they are passionate about their school.
- Mr. Quigley stated that when Danielle schedules them, give them an optional 5 minutes to give an opening statement and then fifteen minutes of questions and follow-up and 5 minutes of transition. He stated that will cut it back to about 25 minutes.

- Mr. Quigley stated we should do applicants in the morning and then any other business at the end of the day so we can move items up if needed.
- Mr. Machado clarified that we would have all schools come at the same time so we can push people up if needed. Mr. Quigley confirmed that is what we want to do.
- Mr. Hawkes clarified that would help move applicants up into a vacant spot if someone doesn't show. Mr. Quigley confirmed that is correct.
- Mr. Quigley would like not to have guests when we have really busy two-day meetings. We don't want to run the risk of keeping anyone waiting.
- Mr. Quigley recommends we take a twenty-minute break and reconvene at 10am.

HERITAGE COLLEGIATE LEADERSHIP ACADEMY ASSUMPTION APPLICANTS

- Mr. Machado gave an opening statement with background on the Heritage Collegiate Leadership Academy assumption process. Mr. Machado stated that on November 2, 2017 the SBE voted to initiate revocation of the charter of Heritage Collegiate Leadership Academy. Heritage Collegiate Leadership Academy appealed that decision by filing an action of administrative hearing. Prior to that hearing, Heritage Collegiate Leadership Academy requested a mediation session with an administrative law judge. The mediation was held on May 1, 2018. At the conclusion of the mediation it was agreed that the HCLA Board allows the school to be assumed and the Office of Charter Schools and CSAB would manage the assumption process and use their best efforts to identify an assuming entity qualified to assume the charter as required by law and SBE policy and consistent with the agreement reached at mediation. Heritage Collegiate Leadership Academy agreed to voluntarily surrender their charter if the school's charter is not assumed by June 30, 2018. In furtherance of its duty to manage the assumption process, the OCS notified all stakeholders of this process through its weekly newsletter. Three groups submitted proposals in response to the RFP by the deadline of May 25, 2018, but one group has withdrawn as of June 7, 2018. We will have two groups present to you today.

Applicant #1: Global Education Resources, LLC

- Tuesday Sauer presented for the Board of Directors (the Board) as Chairperson for the Board. She stated the Board is a very diverse group with a mix of experiences. She stated the Board is here with the common belief in school choice and strong support in the charter school system of North Carolina and united in our belief that this Board will provide the best opportunity for success. This Board understands the role of the management company (Global Education Resources, LLC) and its relationship to the Board. She stated that this

Board understands the responsibility for academic outcomes and fiduciary responsibility lies with this Board.

- Ms. Sauer stated we are going to discuss the Heritage Collegiate Leadership Academy's current status, the management company, the plan for academic improvement in the school, how we envision increasing enrollment, and the property and the building currently in use. Lastly, we have some questions for the CSAB.
- Ms. Sauer introduced herself as a Bertie County resident that believes strongly in school choice. She stated she is a nurse practitioner and when approached about the possibility of this assumption she was very excited. She believes that her strong skills as well her strong desire to see this school succeed will provide a solid foundation for success as Chairperson.
- Mr. Walker asked if the Board has created a nonprofit board at this point. Ms. Sauer stated not yet.
- The remaining Board members now introduced themselves.
- Carolyn Smithwick introduced herself as the Treasurer. She is a resident of Bertie County. While working at a school for her children she had firsthand experience of seeing children that live in low-income schools. She worked as secretary and SIMS operator at a school. She stated that some kids are woefully behind when beginning school and it falls to the schools to provide more than academic training. She stated she was pleased to learn that Global Education Resources takes a holistic view of education that addresses academics and behavior. She continued that in 1994 she became the accounting coordinator for a worker's compensation insurance carrier here in Raleigh. In this position she monitored all accounting functions and prepared financial statements. She believes the task most relevant to this Board is the work she did for annual audits. She stated she did an in-depth review of every income and expense account was accurate. She believes this experience will help me provide the Board with experience to allow prudent financial management oversight. She stated her hope is that with the leadership of the management company, Heritage will be a place to provide students a brighter future.
- Kim Cotton-West introduced herself as Secretary of the Board. She lives in Washington county next door to Bertie and brings with her diversity of experience and working for a global company. She stated she hopes to share tools that don't often get shared with smaller towns. She stated that if you're going to be there, you need local representation.
- James Montague introduced himself as working in real estate. He stated he serves on the Board of Torchlight Academy here in Raleigh.

- Melissa Grimes introduced herself as a Pitt county resident. She has four degrees and has worked in education for over 25 years. She stated she transitioned into the charter movement because she likes the opportunities it gives to parents. She has worked in charter schools for more than ten years in various capacities. She is currently a teacher. She believes her skills in education, love of students, and love of what charters can do for students makes her a good candidate for this board.
- Sylvia Brooks introduced herself as a resident of Bertie County. She has worked with farmers all over the county as she worked for USDA for 37 years. She states she wants this school to become an important part of Bertie county. She will focus on being a good listener as this is a new experience for her.
- Ms. Sauer explained their understanding of the school:
 - Low performing academically
 - High suspension rates
 - Financial debt
 - Timely submission of required documentation
 - Decline in enrollment
- Ms. Sauer asked, why Global Education Resources? She stated we believe it is a perfect fit because it is a NC based company, over 50 years of combined experience, educated over 15,000 students, and experience with a similar demographic with large populations of economically disadvantaged students.
- Adam Wiesel introduced himself and referred to a projected table comparing QEA, Torchlight Academy, Alpha Academy in comparison to Heritage Collegiate Leadership Academy. He pointed out the success Global Education Resources has had with similar demographics and how they've managed to do it while keeping kids in school. He stated our low suspension rates show you we recognize the importance of keeping kids in school and our effectiveness in doing so. He referred to a chart showing academic achievement and socioeconomic status and the direct correlation between the two. He stated that Global Education Services defies the odds.
- Ms. Sauer spoke about management company accountability. The board is going to create an assessment tool and outline SMART goals. The management company has spelled out its contractual commitments. She stated this Board has reviewed the contract and discussed it with Global Education Resources.

- Ms. Grimes spoke about plans for academic success. She stated we will use NC Standard Course of Study and Teach Like a Champion. She stated we will have access to people in the management company that can come work with students.
- Ms. Cotton-West spoke about the enrollment strategy. She stated that first we have to earn back the trust of the community. She stated the Board is looking at parental engagement, public events, and social media. We want to be there for the stakeholders, making sure the board is accountable.
- Simon Johnson spoke about facilities. He stated have a 50,000 square foot facility available and also have potential back-ups. He stated there are also already modules there that are approved for student occupancy. He stated it will depend on what is the most expedient way to go. Mr. Maimone asked what the proximity of the 50,000 square foot facility is to the current site. Mr. Johnson stated it is on the current property.
- Mr. Johnson presented three questions to the CSAB: How binding are the facility contracts? Who is liable to the existing debt and to what extent? Is there a list of all liabilities against the school?
- Mr. Quigley asked the attorneys about the question: How binding are the facility contracts?
- Tiffany Lucas stated that at this time she would like to defer these questions. She stated these are the types of issues she would expect the applicants to confer with their own attorneys with. She stated we would defer stating any specifics at this time.
- Mr. Hawkes asked how open to negotiating with current vendors Global Education Resources is. Mr. Johnson stated they are open to negotiating and they know some things, but aren't clear on how much debt is out there.
- Mr. Quigley stated that at this point the CSAB needs to hear these boards and make a decision as to if any of these management organizations are capable of assuming the school. Our goal is to make a decision today as to if there is a viable assuming party. If selected, the assuming party would have everything put in front of them so they could make a final decision as to whether to assume. Ms. Lucas stated that she expects more information would be needed, but at this point in the process we don't have that information available.
- Mr. Quigley stated that our goal is to have a decision made today and then it needs to go to SBE for final approval. Mr. Walker stated that SBE has a conference call this week, so the assuming school should know SBE's decision by the end of the week. Mr. Quigley stated that the school would need to make a decision by the June 30th deadline.

- Mr. Hawkes asked if Global Education Resources was open to assuming debt on behalf of the school. Mr. Johnson stated yes and that he understood there is some outstanding debt they would have to assume, but we don't know specifics. He stated they are trying to avoid any blind spots.
- Mr. Walker asked if the group's plan is to form a new 501(c)3 and transfer that charter or to replace the board of the current holder of the charter, the Heritage Collegiate Leadership Academy board.
- Don McQueen from Global Education Resources stated a new NC nonprofit and 501(c)3 would be formed, but we will take the direction of legal.
- Mr. Walker stated that is the way he would go, to start fresh with a new nonprofit and your governance. He noted that we are talking about assuming the charter itself, not the corporation.
- Mr. Walker noted that of the three schools Global Education Resources works with, looking at growth scores, five of the last six have been exceeds growth.
- Mr. Quigley asked if the people we saw before us, would form the new nonprofit. Mr. McQueen stated yes. Mr. Quigley asked if a contract has been drawn up and the response was yes. Alex Quigley asked if we had a copy. Mr. McQueen stated yes it was submitted with the application.
- Ms. Kakadelis asked if they would be running this fall. McQueen stated yes.
- Mr. McQueen stated they visited the school and it seems like the overall feeling is that the students and families want to stay at the school.
- Mr. Quigley asked if a principal is identified. Mr. McQueen stated no, but they have all been interviewing and may have seen a potential principal.
- Mr. Quigley asked how the board members found out about this process.
- Ms. Sauer said that she was contacted by Global Education Resources and did her homework and said she would come on board. Other board members stated it was a similar process.
- Mr. Quigley asked if Global Education Resources was currently managing the other campuses. Mr. McQueen stated no. He stated that they organized about three or four years ago and wanted to look at duplicating some of the work they were already doing here in NC.

- Mr. Quigley asked why they didn't have an application in this last round. Mr. McQueen stated they also applied for a school and feel they want to do both and could do an excellent job.
- Mr. Quigley confirmed that if approved, this school and Starmount would be working with Global Education Resources, LLC. Mr. McQueen stated yes. He also stated that RISE Academy will be submitted with the September deadline.
- Mr. Quigley praised Global Education Resources, LLC for pulling together a good application in a tight timeline.
- Mr. Walker stated the board is impressive with community based people.
- Mr. Hawkes asked if they are presenting themselves as Heritage Collegiate under new leadership. Mr. McQueen stated we think that's the way it needs to go as a new 501(c)3 but we've submitted a new proposed mission statement. He stated we want the school to be A school.
- Mr. Hawkes asked if they would rehire old faculty. Mr. McQueen stated everyone would have a fair shot and they would look at teachers and everyone will have a fair evaluation before the Board. Former teachers will be considered just like any applicant.
- Mr. Quigley asked what they think the top challenges going forward would be.
- Mr. McQueen stated the first challenge is the timeline. But he thinks that with our outreach and financial resources we can succeed. He stated that there is a lot of enthusiasm for the school and that folks would return to the school with this new board.
- Mr. McQueen stated another challenge is the facilities. It will take some financial resources to get the facility upfitted and prepared. We may have to stay in modules and some of them are in disrepair.
- Mr. Quigley asked about current enrollment. Mr. Wiesel stated there is a little over 100 in K-6. Mr. McQueen stated they would not be adding any grades. Mr. McQueen stated that is probably another challenge, but we believe we will be able to get families back and turn the school around. He stated we believe once they see the passion of the Board and that the Board members live in the community and want to serve them, they will have enrollment.

- Mr. Walker asked if enrollment is difficult would Global Education Resources be able to make up any shortfalls during that first year. Mr. McQueen stated absolutely, our financials are strong, and we'd be able to cover those short falls.

Applicant #2: Charter One and Charter Success Partners

- Justin Smith introduced himself as a board member of the current group of charter school leaders excited to propose United Leadership Academy.
- Mr. Smith stated the rationale for this team is that board members are all charter school advocates and have experience with multiple charter schools around the state. Each of us have success with student achievement, operations, and financial management.
- Mr. Smith stated the board of directors is not complete. We are a team of four right now and are working to identify community members to join us, including one parent.
- Mr. Smith stated we do not represent a CMO or EMO. We have identified an experienced school administrator and have connected with charter school service providers who can help bring our vision to a reality.
- Mr. Smith stated we are proposing a year delay to rebrand and market to the community of Bertie county. He continued by stating they will conduct an intensive analysis of the demographics of the community and cater to the needs of those students. He stated we will participate in the Ready to Open process.
- Mr. Smith stated they are aware of existing liabilities and will continue to pay those liabilities.
- Mr. Smith stated that we stand behind the original mission and vision and this board wants to make that vision a reality. He stated this includes the goal of sending students from Bertie county to the best colleges in the nation. This board wants to fulfill that vision and we feel we have the experience and resources to make that happen.
- Mr. Smith explained the organizational structure. The board of directors will retain the overall ability to make decisions for the school. We will utilize proven charter school service providers to help carry out the mission we set as the board of directors and to help carry out operations. These service providers will provide quarterly reports and we will discuss those at board meetings.

- Mr. Smith introduced the board members: himself, Miya Plummer, Steven Gatlin, and Franklin Jones.
- Steven Gatlin approached the board and introduced himself. He is a teacher at Voyager Academy where he met Mr. Smith. In addition to teaching at Voyager. Mr. Gatlin stated they want to find the right teachers for Bertie county and empower them with the resources they have to offer.
- Franklin Jones approached the board and introduced himself. He is a practicing attorney in Halifax county. He stated he has practiced law for more than 20 years and believes this opportunity would be a benefit and blessing for the families of Bertie county.
- Mr. Smith stated they plan on filling the board, selecting officers, and forming a 501(c)3.
- Mr. Smith stated Christie Bass has been selected as a school administrator.
- Mr. Hawkes asked if he heard right that they are willing to take on existing liabilities. Mr. Smith stated that is correct.
- Christie Bass introduced herself as a school administrator with a master's degree and a specialist degree. She stated she has been an EC teacher since 2003 and is a national board certified teacher. She began her experience in Title I as an administrator. She has served as a Title I facilitator and is familiar with the requirements of Title I. She stated she knows parent and family engagement is important and she is a master of that. She has experience in strategic hiring and staffing and ongoing professional development whether via grade level or whole staff.
- Ms. Bass stated she has a lot of experience working within the community and a natural gist of getting to know the parents and communities. She looks forward to working with Charter One. Part of her success at Spring Valley was moving from a tier 1 to tier 3 school in one school year.
- Glenn White with Charter One introduced himself. He stated Charter One is a charter service provider with a desire to work in North Carolina. He stated Charter One is a service provider in all practicalities. He continued that they provide services across the board in operational, financial, and academic areas. To put it simply we are providing services to over 11,000 students right now. We provide transportations to over 1300 students with over 50 bus routes. We provide food service to roughly 5000 students a day. We have taken American Leadership Academy and turned that school around, from F to A rated school, and improved

financials and improved academics year after year. We manage human resources with close to 1000 employees.

- Mr. White stated he has personally visited the site and run demographic studies. He stated we know what to do to drive enrollment up and then being able to deliver services.
- Mr. Maimone asked about the year delay – what do you envision happening to those students in the year delay? Mr. White stated that is an issue, but they would have to go back into the existing district and then come back.
- Mr. Maimone wondered if that would pose problems with marketing. Mr. White stated he doesn't see that as a problem. They don't want to overcommit and underprovide.
- Mr. Gatlin stated they are looking to grow the potential and to net a much bigger audience when they reopen. He stated they are looking at what is best for those students and Bertie overall.
- Mr. Smith introduced Cory Draughon from Charter One. They've been a service provider for over ten years and work with twenty schools in NC. He stated they've helped Mr. White be in negotiations with providers and have received agreements for our delayed opening. We have a full financial commitment to continue those financial liabilities during this planning year.
- Mr. Draughon stated he has drafted a budget and he brings expertise in helping boards put together budgets that deliver services to students. He stated that a budget drives everything, especially at a charter school. The budget provides an average of 50k for teachers. We know it's going to take real money to draw quality teachers. We've included free and reduced lunch as well as a surplus. We think it's important for charter schools to focus on and build a surplus year after year.
- Mr. Walker asked Ms. Bass if she could talk about the curriculum and education plan they would utilize to try and turn the school around.
- Ms. Bass stated she has experience with implementing small goal assessments which are small assessments given about twice per week. We would implement that same strategy and double dosing of literacy and math that would be embedded in the schedule. Every student would work with either a reading specialist or support staff to improve reading and math scores.

- Mr. Walker asked Ms. Bass about what curriculum they would use. Mr. White stated they currently use Core Knowledge and Saxon Math, but would work with board and administrative staff to develop the best curriculum for this school.
- Mr. Quigley asked what the plan is for board formation. Mr. Smith stated they would work to find individuals in the community – at least three so they could have a board of seven.
- Mr. Quigley asked if Charter One would do most of the on the ground operations. Mr. Smith stated board would provide oversight and advisory support and provide our support to Ms. Bass based on our experience. We would work with Charter One and other service providers to provide operational support.
- Mr. Quigley asked what is the group’s motivation, why take this on? Mr. Smith stated they appreciate the school’s mission and vision and are all advocates of school choice.
- Phyllis Gibbs asked how they think they can double enrollment over that year delay. Mr. Smith replied they are looking at it from the perspective of a start-up charter school. Mr. Smith stated the approach is to go through the Ready to Open process, market, and rebrand.
- Mr. Hawkes stated he understands they are going to take a year to reboot the school. He asked if they think they will get some of the same students back. Mr. Smith stated that is the goal. He stated they want to change the perception of charter schools in the county.
- Mr. Maimone asked how many students are currently in Bertie county LEA? Mr. Smith stated around 2000. Mr. Smith stated they would also market to other counties.
- Mr. Walker stated that ADM in Bertie county is going down each year. He stated that total ADM for 2016-17 is 2170, which puts you about 10% of ADM.
- Mr. Quigley asked if Charter One is still managing the schools out in Arizona. Mr. White stated yes. Mr. White stated we were asked about a year ago to take over the charter of Thunderbird and the landlord of the property wanted 9 million for the property that was worth at most 3 million. Mr. White stated they ended up parting ways.
- Mr. White stated American Leadership Academy started in 2005 in Utah and I drafted the charter application for that. Mike Morley owns American Charter Development and has developed several schools in the state.

- Mr. White stated that they have three schools and have doubled student academic success compared to local school districts. We're operating in areas where we make 45-55% of students that are attending charter schools.
- Mr. White stated we want success for the school, for the board, for the county and we know what that takes. He believes it's prudent to take time and do what charter schools are intended to do when they were conceived. He stated a lot of the struggles they've faced in first three years were issues from the school we were taking over.
- Mr. Maimone stated you are making a great case to start a new charter, but we are talking about assuming a charter from a group that has failed students.
- Mr. White stated that sometimes charter schools need to fail. Mr. White stated we have a annual budget of around 75 million and we're willing to bankroll this year to get the best educational aspects there. We go where we are wanted and were asked to participate in this.
- Mr. Walker asked why not just apply to start a new charter in Bertie county.
- Mr. Smith stated he worries about the impact two charter schools would have on that county especially given the decreasing ADM.
- Mr. White said he understands that concern but he worries that if you will end up being in the same position a year down the road with a failing school. Mr. White stated there could be over a million and half spent before day one and the question is do you want to hit where it needs to be hit before day one and that's the reason we're pushing for a delay.
- Ms. Kakadelis asked Ms. Bass if she has worked with Saxon Math and Core Knowledge. She stated she worked with Mclass and Envision for math. She stated she is very experienced in going back to basics and using data to drive growth.
- **At 11:49am Steven Walker made a motion to move into closed session to consult with attorneys on attorney client privileged matters including the case Heritage Collegiate Leadership Academy v. North Carolina State Board of Education. Mr. Maimone seconded. The motion passed unanimously.**

HERITAGE COLLEGIATE LEADERSHIP ACADEMY ASSUMPTION DISCUSSION

- At 1:15pm CSAB resumed. Mr. Quigley led the discussion and confirmed Heather Vuncannon and Sherry Reeves were on the phone conference line.

- Mr. Walker stated he liked that the board that would partner with Global Education Services would not have a delay and their board was very impressive and that there were local people on the board. The other proposal was also good, but he can't go along with it because of the delay. He believes it is not good for the currently enrolled students. He stated he was impressed with the success Global Education Services has had with similar demographics.
- Mr. Hawkes said that for him, the one-year delay was a big plus. He believes we need a year delay to regroup and reboot. He continued that Charter One has much deeper pockets and the experience. He doesn't think it's doing any harm for students to go back into the Bertie county system. He liked the Global Education proposal, but doesn't think they are well-suited for the difficult circumstances that Heritage presents.
- Mr. Maimone stated he appreciates the work both groups put together. He states his big sticking point is that assumption is not a new charter and the second group had an idea that we are basically starting a new charter a year down the road. We're talking about the assumption of a current charter trying to meet the needs of the students that are currently there. He stated he is going to support the Global Resources group.
- Ms. Kakadelis thanked both groups for coming in today in such a short amount of time. She stated she was very impressed with the board of Global Education Resources and a great job of getting local people involved in this assumption. She also noted they had experience with the population you would see at this school and have had success with this population. She doesn't want a year to go by with the parents having nowhere to go. She wants to make sure they have some place to go this September. She hopes Charter One does an application and comes to North Carolina. With that said, I am going to support Global Education Resources. She also stated a name change for the school would be a good idea.
- Ms. Vuncannon stated that she would like to support Global Education Resources. She thinks the diversity of the board is an important piece. She stated also the success with their other schools. She believes the year delay is a big deal and the best option is to start in the fall.
- Ms. Reeves stated she concurs with Ms. Vuncannon and that she would like the school to continue in the fall.
- **Mr. Walker moved that the CSAB recommends to the SBE that the charter currently held by Heritage Collegiate Leadership Academy be assumed by a nonprofit corporation to be formed by the Board chaired by Tuesday Sauer that will partner with Global Education Resources LLC as an EMO. He further moved that this assumption will be with the condition that the school is operated as a college preparatory school. Mr. Walker further moved that the charter of Heritage Collegiate Leadership Academy be modified to expire June 30, 2022. Mr. Maimone seconded. Mr. Quigley asked if there is any further discussion.**

- Mr. Hawkes expressed his concern that Global Education Resources is not prepared to open this year and there is too much work that needs to be put in. There is repair work in the community and vendors. He's very concerned about vendors being stiffed by a charter school.
- Mr. Maimone reiterated that this is an assumption process and realize this is a difficult process and it's not easy to take over a failing school. We have an opportunity to set up a model that says yes this can be done. Here is a group that has had success with this particular population. We all hope and expect that they will do the right thing with the vendors and all the groups involved with this school. He stated he believes they are fully aware of how difficult and important this is.
- Mr. Walker stated his concern is not so much vendor as to have a quality education there. He continued that vendors know that a charter could be revoked. If we select neither of these groups, the charter would get revoked, and the vendors would get nothing so I'm not really letting vendors play a big role in this decision. He stated they can reboot and regroup and rebrand over the summer, especially with these board members who are very active in the community. He continued that on the due diligence side, he believes Charter Success Partners may have done some financial work for Heritage Collegiate Leadership Academy so it makes sense they may know about that aspect.
- Mr. Quigley stated he will support the motion. He stated in regard to Global Education Resources, the schools combined have 5.5 million available. He believes that should they decide to move forward with this assumption, they will be able to figure out how to solve for the debt and liability.
- Lynn Kroeger stated it is the best interest of the students to keep the school open.
- Mr. Maimone appreciates Mr. Hawkes for bringing up the issues with the vendors. It's important for the boards to reflect on their persona of what the charter school movement will look like based on their decisions as a board. He stated he believes they will make the best decisions for all those involved.
- Mr. Quigley stated he is happy that we had two qualified applicants and excited to be in the position to have the opportunity to debate this issue.
- **Mr. Quigley called for a vote. Joe Maimone, Steven Walker, Alex Quigley, Lynn Kroeger, Tammi Sutton, Lindalyn Kakedelis, Phyllis Gibbs, Heather Vuncannon, Sherry Reeves in favor. Alan Hawkes opposed. Motion passed.**
- Mr. Quigley stated the next step is to have the Global Education Resource team get in contact with the Office of Charter Schools. The SBE knows this is coming and expects to make a vote this week.

READY TO OPEN INTERVIEWS

- Dr. Kebbler Williams with the Office of Charter Schools shared an update on the schools scheduled to open in 2019. As of today, there are 13 schools. She brought attention to the guidelines regarding RTO decision-making. The schools that are participating in the meeting today have not met one of these minimum standards the CSAB has determined to be important.
- Dr. Williams presented the different standards:
 - The first standard is 75% of enrollment by June 1st.
 - The second standard is a facility with substantial progress toward obtaining a certificate of occupancy for education use 30 days before opening day and they have a valid comprehensive contingency plan in place 60 days before opening day.
 - The third standard is having a valid budget reflecting a break-even number by June 1st.
 - The fourth standard is that the RTO progress report shows all evidence categories rated as emerging or quality.
- Mr. Maimone asked in regards to Exceptional Children, is an insufficient mark due to not having an EC director. Dr. Williams stated that no, it is in regards to many other elements.
- Ms. Kakadelis asked if the boards get a copy of the evidence checklist. Dr. Williams replied yes.
- Dr. Williams stated there were four schools that did not meet the enrollment standard – 75% enrollment expectation. She stated that we are looking at actual completed enrollments, not applications. Apprentice Academy High School of North Carolina is at 23%. East Voyager Academy of Charlotte is at 52%. Global Achievers School is at 27%. Essie Mae Kiser Foxx Charter School is at 57%.
- Dr. Williams explained that the break-even number is the minimum enrollment number they can enroll and remain financially viable. She stated that some are close to that number, some have exceeded that number, and some (namely the four previously mentioned) are far from that number.
- Dr. Williams stated the next enrollment report and facility update is due July 9th.
- Mr. Maimone asked regarding the break-even number, is that from the original charter or from the June adjusted budget? Dr. Williams stated it could be from the original charter

application or they could have changed that number as they've worked on their budget this planning year.

- Ms. Kakadelis asked how many delays are due to facilities. Dr. Williams stated all of them except Anson Charter Academy, which is due to enrollment.
- Ms. Kakadelis asked if the three relinquishments were due to facilities. Dr. Williams stated for Cardinal Charter Academy at Knightdale and Montcross Charter Academy, the primary issue was facilities. The Paideia Academy relinquished its charter because the main driving force behind the school resigned from the board and there was nobody else with the capacity or motivation to take over the school.
- Mr. Quigley asked about Global Achievers School low enrollment. Dr. Williams stated that what they've shared so far is that being in a rural area it has been difficult to maintain contact with parents so they've started earnestly in May trying to get enrollment packets in from students.
- Ms. Kakadelis asked if Global Achievers School is a year-round school. Dr. Williams stated yes and they are slated to start school July 30th.
- Mr. Walker asked if anyone has looked at how NHA markets because they've got much higher numbers. Dr. Williams said that both of those schools (Rolesville Charter Academy and Johnston Charter Academy) had a year delay so they've had more time. In addition, the enrollment team is a NHA team, where other schools not affiliated with EMOs require the board to carry more responsibility. Mr. Walker stated maybe down the road there could be startup funds to help all charter schools get this type of assistance.
- Mr. Maimone asked if there is an update on the federal application. Mr. Machado stated we should know something late August, early September.
- Dr. Williams moved next to the RTO Progress Report. She stated that eight of thirteen schools had at least one issue that needed to be brought to your attention based on your agreed upon guidelines for decision-making.
- Dr. Williams stated that for each of the eight, you also have a digital copy of the Exceptional Children (EC) and/or OCS evaluation. If they had insufficient areas for both EC and OCS, you will have both evaluations. In addition, you have a blank copy of the RTO checklist. Five schools were rated insufficient for EC purposes. There were also five schools rated insufficient for their progress toward becoming full members of the National School Lunch

Program. Representatives from EC (Ginger Cash and Rob McOuat) and the National School Lunch Program (Jacqueline McGowan) are here to answer questions should you have them.

- Mr. Hawkes asked for enrollment figures for Next Generation Academy. Dr. Williams answered 77%.
- Tammi Sutton asked which school Dr. Williams is most concerned about. She responded Apprentice Academy and Global Achievers School due to enrollment. East Voyager has not met enrollment figures, but has budgeted very conservatively so they will be fine. Dr. Williams was fairly concerned about Essie Mae Kiser Fox a few days ago because they weren't accepting their enrollment packets yet. In a matter of three days they've gone from zero enrollment packets to as of today 92. Dr. Williams stated there is always a concern when there are multiple areas of insufficient ratings and that can signify the quality and effort of work. But these schools will have a chance to resubmit in July and she expects to see improvement across the board.
- Mr. Machado asked for an update for Apprentice Academy's facility. Dr. Williams stated they were able to find another facility – actually the church where Union Day School started a couple of years ago. They have already signed a lease with the church and are on target to get final inspections. But this facility is eight miles from the original facility, so as you are aware they must seek SBE approval and as of today they have not submitted that amendment request. Mr. Machado stated we are talking about a high school apprentice program in a church. Mr. Walker stated this reminds him of Entrepreneur. Mr. Walker stated they may want to consider a one-year delay. Mr. Machado stated this was an accelerated application. Dr. Williams stated that as of its board meeting last week, the board feels strongly they should continue on as planned.
- Ms. Sutton asked if any other schools were accelerated. Dr. Williams stated Mountain Island Day School.
- Ms. Kroeger asked if this is the last time we have as a board to make decisions regarding delay. Dr. Williams replied yes because this will go to the SBE at its July meeting.
- Ms. Kakadelis asked if Apprentice was a year-round school. Dr. Williams responded no.

Raleigh Oak Charter School

- Mr. Quigley asked if someone from the school would like to remark regarding the insufficient markings for the EC program.

- Claire Porter introduced herself as the Administrative Director and Co-principal and thanked the board for the opportunity to be here and acknowledge they did have some documents that didn't make the spring RTO upload.
- She stated we have a professional development calendar for the EC coordinator and general education teachers along with class rosters and IEPs prior to the start of school. She stated we wrote a homebound policy. The school has put into place MTSS and have flushed that out in response to your comments so support structures have been written and ready to put in place.
- She stated we will offer the continuum of services and have broken our IEP separate setting – resource and general. With respect to accountability and promotion and retention of exceptional children we have added that to our accountability policy and that is ready to be submitted. We have updated Child Find.
- Ms. Porter stated that with respect to the specific stream training, she attended the DPI session and Crystal Macleme has attended multiple trainings.
- Mr. Quigley asked about how many EC students you expect to have? She replied 9%, about 25 students. Two are separate setting. Crystal Macleme stated we are in the process of finding another teacher assistant but in the meantime have structured the schedule so the students that are in separate settings receive their services.
- Ginger Cash (DPI, EC division) stated she reviewed their evidences and that they will review the updated submissions. She stated the only thing she didn't hear her mention was how the handbook will be provided to EC families.
- Ms. Porter stated that they will have handbooks and procedural safeguards for parents on premise and electronically. It will be provided this summer to incoming families with exceptional children so they are fully aware of rights and responsibilities.
- **Mr. Walker moves that Raleigh Oak Charter School continue in the RTO process. Joe Maimone seconded. Motion passed unanimously.**

Next Generation Academy

- Dr. Williams stated the main issues are board governance and lunch program.
- Dr. Rhodes stated he is Board Chair for Next Generation Academy. Dr. Michner and Mr. Brian McKnight are also on the line.
- Mr. Quigley asked about platinum member status. Dr. Rhodes explained this is a fundraising status.
- Dr. Rhodes stated that Dr. Michner has stepped down and functions as Executive Director now.

- Mr. Walker stated that you need to make sure you get things in the minutes when you do anything – when you hire anyone it needs to be in the minutes to make sure you're complying with NC and IRS tax exempt status. None of this is stuff you can't fix but you need to take good minutes going forward.
- Mr. Quigley asked about the lunch program status. Dr. Michner stated we have chosen the vendor and in talking to the nutritional specialist at DPI our vendor was chosen because they had experience in the public school system. We are going through the next step which is the menu certification process. Then we will be able to go through the flow chart they presented to us and get everything else in place. We should be able to have everything in place before the school year begins.
- Ms. McGowan from DPI stated that the information they have provided is correct. She stated it is possible for them to get here to approval and we will work with them.
- **Mr. Walker moved that Next Generation Academy continue in the RTO process. Ms. Kroeger seconded. Motion passed unanimously.**

Mountain Island Day School

- Dr. Williams stated their insufficient ratings were for the EC program and the lunch program.
- Rob McOuat introduced himself as a regional consultant for DPI EC division. He stated we've heard from the school and they've made up deficiencies except for a budget regarding how EC funds will be spent.
- Ms. Winstead called in for Mountain Island Day School.
- Mr. Quigley asked if they had any comments regarding the budget line for EC funds. Ms. Winstead stated she did have the break down and it was tabbed at the bottom of the Excel document and it may have been missed. Mr. Quigley suggested resending to the EC department. He reminded them the budget needs to include budgeting for EC services including psychological evaluations.
- Mr. Quigley asked if those have been budgeted for. Ms. Winstead stated that yes, they have budgeted for all those items including psychological services, educational support, contracted health care, EC instructional supplies, and EC staff.
- Mr. Quigley asked her to get that information to the EC department immediately.
- Mr. Quigley asked about the lunch program status. She stated she sent an application in October. In January they followed up and resent the application. We met with Flow from school nutrition on February 13th and we sent menus on February 27th. The monthly menus were requested and we need additional support. We've made contact with two of them. We spoke to Flow again this morning and are on track for opening.

- Mr. Quigley asked if they have selected a vendor. She replied they have narrowed it down.
- Mr. Quigley asked that DPI representatives from nutrition services come to give feedback. Ms. McGowan stated that the school is at the beginning of the process. She stated menu certification is the beginning of the process. She stated how long it takes depends on who the school contracts with and they have to competitively procure a vendor. She stated that they are looking at a September-October timeline. Ms. McGowan stated they need to pinpoint what dietitian they are going to work with and stated that Mountain Island was supplied with three possible dietitians.
- Mr. Quigley stated that the school needs to call DPI nutrition today and make it a priority.
- **Mr. Walker moved that Mountain Island Day School continue in the RTO process and continue to work on their nutrition program. Mr. Maimone seconded. Motion passed unanimously.**

Moore Montessori

- Dr. Williams stated the issues for this school are the EC program and lunch program.
- Mr. Quigley asked for EC DPI representatives to comment. Ginger Cash stated that they have submitted more information. The only thing that is missing is the full continuum of services plan. She also stated she has not seen a homebound policy and corrections need to be made to all their EC policies regarding discipline and accountability. Last thing was support structures for struggling students.
- Mr. Quigley asked if they are offering the full continuum of services. The representative for Moore Montessori stated they would offer the full continuum of services and at Montessori we have inclusive education environments and students have individual learning plans.
- Mr. Quigley told the school to continue to communicate with the EC department.
- Mr. Quigley asked about the status of the lunch program.
- She stated they are working on the menu certification process and have identified a vendor. She is working with DPI to complete the paperwork. She stated they have expanded the office manager position to director of operations so we could hire someone to manage the paperwork required with that. Mr. Quigley asked if they have selected their vendor. She responded yes, they have selected a vendor.
- Ms. McGowan, DPI Nutrition, stated that they are at the beginning of the process so they may be another school that starts school without the full National Lunch Program in place.
- Mr. Quigley told the school that the school lunch program will have to be a major priority.

- **Mr. Walker moved that Montessori continue in the RTO process and continue their work with DPI regarding their EC program and lunch program. Joe Maimone seconded. Motion passed unanimously.**
- Alan Hawkes asked about enrollment. Dr. Williams answered 92%.

Global Achievers School

- Dr. Williams stated the issues for this school are EC program, lunch program, enrollment, transportation, and policy manual.
- Lisa Swinson and Renee Stevens are on the line for Global Achievers School.
- Ms. Stevens stated enrollment is at 65 who have completed and submitted applications, we have 21 additional students that have shown interest and plan to submit applications.
- Mr. Quigley asked if that is K-3. She stated yes.
- Mr. Quigley asked for a breakdown by grade. Ms. Swinson tried to find those numbers. Mr. Quigley stated that out of 65, you won't get every student.
- Mr. Quigley asked why they believe their enrollment is so low. Ms. Swinson stated that once they secured the building, they've seen an increase in enrollment. She stated they've had three events last week and there is a lot more interest and she believes the facility was the hold up.
- Mr. Walker has asked about whether they've considered a one-year delay. Ms. Swinson stated she brought that idea to the board and then they started going door to door and realized that many families have no access to internet and so don't know about the school. As we go door to door, we are seeing great interest. She stated the idea of delaying a year was not something the board wanted to do because we were seeing an increase in enrollment.
- Mr. Quigley asked if they have any idea about their grade break downs. Mr. Quigley asked about their plan to adjust downward. Ms. Swinson stated she is having issues pulling up the numbers.
- Mr. Walker stated he believes they should delay a year.
- Mr. Quigley asked for Dr. Williams' opinion regarding the school's preparedness. Dr. Williams stated there is still a lot that needs to be done but she believes they are prepared to do what's necessary to open.
- Mr. Walker stated they can get a lot of this stuff done, but they can't open with such low enrollment. Mr. Walker asked for the state minimum. Dr. Williams stated 80.

- Mr. Quigley stated that statistically new charter schools do not open with their projected enrollment. He stated he would feel better if they were opening in late August.
- Mr. Walker asked about the EC issues.
- Ms. Cash stated they have also called this morning, but they still have some insufficient areas. One major area is that they have not submitted evidence of a licensed EC teacher. She is waiting to see if there is more to submit.
- Mr. Walker asked when charters are actually signed. Dr. Williams said they had a deadline of June 4th to sign their charters and they become effective on July 1st. As of Friday, we were waiting on two.
- Mr. Walker asked if Global Achievers had sent in their charter. Dr. Williams stated yes. Mr. Walker asked if they have been sent to the SBE. Dr. Williams stated no, we are waiting to submit all to the SBE at one time.
- Mr. Quigley stated the Board has some concerns and are nervous about a July 30 start date and hitting a reasonable enrollment target.
- Ms. Swinson stated that the target population hadn't heard about them, but when we met door to door they were interested. She believes the interest is there.
- Mr. Quigley asked if they have a revised budget in terms of a more realistic enrollment number. Ms. Swinson stated yes and that they've revised by making some cuts. She stated they've received many donations so there are many things they will not have to purchase.
- Mr. Maimone asked what the enrollment numbers are in those adjusted budgets. Ms. Swinson stated the break-even budget is with enrollment at 150 and that is with us keeping our two instructional assistants but we understand we can also reduce those positions also if needed. Mr. Quigley stated you could consider dropping third grade also. Mr. Quigley reminded the school you have to submit documentation to OCS for any adjustments in those enrollment numbers.
- Mr. Walker stated this school has multiple issues and a very early start date. He expressed concern.
- **Mr. Maimone moved by June 25th submit proof that you have at least 100 students enrolled and if not, you request a one-year delay in opening. Mr. Walker seconded. Joe Maimone, Steven Walker, Alex Quigley, Lynn Kroeger, Tammi Sutton, Lindalyn Kakedelis, Phyllis Gibbs, Heather Vuncannon, Sherry Reeves in favor. Alan Hawkes opposed. Motion passed.**

Essie Mae Kiser Foux

- Dr. Williams stated issues with this school are enrollment, funding documentation, and the lunch program.
- Members of the board are on the line.
- Mr. Quigley asked for someone to talk about enrollment. The Board Chair stated that current enrollment is 104. We also have a plan to hold enrollment events and recently procured a facility which has made a drastic difference in interested parents.
- Mr. Maimone asked if they were confident they will get to their 150 number. She stated absolutely.
- Mr. Walker stated they need to get their paperwork in for the finance section.
- Mr. Quigley asked about the school lunch program.
- Mr. McQueen stated that evidence has been provided for bank accounts and enrollment figures. He stated that with respect to the lunch program, we are at the beginning phase. We have three vendors identified and have great relationship with the Rowan county school board and have reached out to get resources for free and reduced lunch program. We do have a dietician at Torchlight and plan on duplicating that program. Mr. Maimone asked if he is confident they can get to the 150 enrollments. Mr. McQueen responded absolutely.
- **Mr. Maimone moves that Essie Mae Kiser Foxx continues in the RTO process. Ms. Sutton seconded. Motion passed unanimously.**

East Voyager of Charlotte

- Dr. Williams stated the major issues are enrollment and lunch program. She noted that East Voyager is not planning on participating in the National School Lunch Program. Our major concern is that they do not have a plan to provide free and reduced lunches.
- Dr. Tim Murph introduced himself as the principal of East Voyager. He stated the nutrition program just wasn't articulated correctly. He stated we have a caterer and will provide free and reduced lunch to those students that qualify. He stated there is no problem.
- Mr. Quigley asked if they plan on just eating the cost. Dr. Murph confirmed this and stated this is in the contract with the vendor. Mr. Quigley asked that the appropriate documentation be submitted to Dr. Williams.
- Dr. Murph stated they are currently at 201 enrolled students and have budgeted at 140 students so we feel we are okay.
- Mr. Quigley asked if they've adjusted grade levels based on current enrollment. Dr. Murph stated yes. Mr. Quigley asked if they are still looking at 365 as a target. Dr. Murph stated that honestly it wasn't ever the target. Mr. Quigley understands that rationale, but per the charter

you are supposed to aim toward a specific number and we base growth on that target. Mr. Quigley thinks they need to pass a board vote to create a new enrollment figure.

- Mr. Machado stated the challenge is that their CSADM is 365 so they will get 33% of that and if they come in at 200, their second and third allotment won't be near what they're expecting. Mr. Machado stated it's also a case of FBS (Financial Business Services) being able to budget. Dr. Murph stated that they could still hit 365.
- Mr. Maimone asked if new schools can adjust their CSADM up through June 15th. Mr. Machado stated he has to check with FBS. Mr. Quigley stated we need to fix that.
- Mr. Maimone asked about the Certificate of Occupancy. Dr. Murph stated that is due August 8th and may be ahead of schedule.
- **Mr. Walker moves that East Voyager continues the RTO process. Mr. Walker reminded East Voyager that if you don't adjust down that enrollment figure you need to be careful with that initial allotment. Mr. Machado asked Dr. Murph if he understood the allotment procedure and to contact him if there are questions. Ms. Gibbs seconded. Motion passed unanimously.**

Apprentice Academy High School of North Carolina

- Dr. Williams stated the major insufficient areas are enrollment, board governance, student accountability, transportation, lunch program, staff, and exceptional children. They are another school not participating in the National School Lunch program so our major question is how they plan to provide lunch to students that cannot afford one.
- Mr. Walker asked if they are considering doing a one-year delay. A representative stated that no they are not considering a one-year delay.
- Mr. Quigley asked about the enrollment. He stated they are at 60 now and they have a plan.
- Mr. Maimone asked if they could realistically get to 225 students. The representative stated yes.
- Mr. Walker and Mr. Quigley asked what their plan is to get there. The representative stated they are looking to revise their number to 178 with a break-even number of 152.
- A representative stated they are sending out a postcard mailer and running three different ads. One of the newest board members is doing a phone campaign to students that have signed up but not actually enrolled. She stated we've been running meet and greets and online versions as well.
- Mr. Quigley asked what grades the currently enrolled students are in. A representative stated they have 38 in 9th grade and 18 in 10th grade. He stated they anticipate getting more students after the two local magnet schools hold their lotteries.

- Mr. Quigley asked about the facility's new location. He reminded them a relocation outside 5 miles from original location requires an amendment. He reminded them to request this from the Office of Charter Schools and they have two days to submit that information. The representative stated he would get that in within two days. Mr. Machado suggested they call the OCS.
- Mr. Quigley asked about the lunch program. A representative stated that they will provide free and reduced lunch. He stated as far as transportation, they are using Olympic transportation.
- Mr. Quigley stated our biggest concern is around enrollment. A representative stated that they agree it is a concern, but we believe we can hit a revised number of 178.
- Mr. Maimone asked how many staff they've hired. A representative stated they originally had nine, but with the 178 enrollment we would have eight teachers.
- Mr. Walker states that if you've readjusted your budget from 178 and you're counting on getting magnet students that don't get into those schools. Mr. Walker asked if they would have evidence of 133 enrolled students by July 2nd.
- A representative stated that July 11th is their go or no go date. If they don't have enrollment then it is what it is.
- **Mr. Walker moves that Apprentice Academy High School of North Carolina provides the Office of Charter Schools evidence of 133 enrolled by July 2, 2018 and if not they submit a request for a one-year delay. Mr. Maimone seconded. Motion passed unanimously.**
- CSAB thanked Dr. Williams for all her hard work.
- Mr. Hawkes recognized CSAB for putting more effort and accountability into the RTO process.
- Mr. Walker stated that this Board has not approved a school that has had to be shut down. He believes a lot of that is the RTO process and taking away the stigma of a one-year delay. He stated there is nothing wrong with a one-year delay.
- Ms. Kroeger thanked Dr. Williams for her hard work and the data being organized so effectively.

ADJOURNMENT

- **Mr. Quigley made a motion to adjourn the meeting at 3:36 pm. The meeting adjourned via acclamation.**