

**Minutes of the
North Carolina Charter School Advisory Board
Education Building
301 N. Wilmington Street
Raleigh, NC 27601-2825
October 12, 2015**

Attendance/NCCSAB	Alan Hawkes Joseph Maimone Phyllis Gibbs Sherry Reeves Mike McLaughlin Hilda Parl�r	Alex Quigley Eric Sanchez Tammi Sutton Becky Taylor (absent) Tony Helton Steven Walker
Attendance/SBE/DPI	<i>Office of Charter Schools</i> Adam Levinson, Interim Director Lisa Swinson, Consultant Deanna Townsend-Smith, Lead Consultant Kebbler Williams, Consultant Cande Honeycutt, Consultant	<i>SBE</i> Martez Hill Katie Cornetto

CALL TO ORDER

The North Carolina Charter School Advisory Board (CSAB) meeting was called to order at 8:30 am by the Vice Chair, Mr. Steven Walker, who then read the Ethics Statement and CSAB Mission Statement. Ms. Sherry Reeves led the Pledge of Allegiance.

Ms. Phyllis Gibbs made a motion to approve the September meeting minutes. Ms. Hilda Parl r seconded. **The motion carried unanimously.**

COMMITTEE REPORTS

Policy Committee

Mr. Walker led discussions regarding proposed policies for charter schools. The Committee reviewed the current *Charter School Revocation for Lack of Academic Performance Policy*, TCS-U-10, and a proposed *Policy on Charter Policy Process*. After reading and discussing the proposed amendments to *Charter School Revocation for Lack of Academic Performance Policy*, TCS-U-10, that were provided to the CSAB prior to the meeting, Mr. Walker commented that schools that are performing better than the LEA should not be revoked

- Mr. Alan Hawkes questioned if the CSAB would be living up to its mission with the amendments that were posed in the policy.
- Mr. Eric Sanchez stated that there needed to be a consistent framework in which decisions for inadequacy are made.
- During the September CSAB meeting, Mr. Quigley asked the Office of Charter Schools (OCS) to provide data for each of the four schools (Rocky Mount Preparatory, North East Carolina Preparatory, Oxford Preparatory and Phoenix Academy) that would be placed on Academic Notice. Ms. Cande Honeycutt provided data charts and data scatterplots which compared each of the schools to the local education agency (LEA) and the State. She informed the board that there was a difference between “Free and Reduced Lunch” and “Economically Disadvantaged” students.
- Mr. Quigley proposed that all charter schools be given access to the data base, Direct Certification, to be able to accurately report Economically Disadvantaged data. The database is derived from data provided by the Department of Social Services.
- Mr. Adam Levinson stated that the schools who would be placed on Academic Notice had not been notified yet because OCS wanted to bring the list before the CSAB first.
- Ms. Cornetto stated that initiation of revocation is a long process and that the leadership from the schools could come in to talk to the CSAB before the State Board takes any action.
- **Mr. Maimone made a motion to recommend both policies to the SBE for consideration. Ms. Phyllis Gibbs seconded the motion. The motion carried unanimously.**

Performance Committee

Mr. Maimone led a discussion on the Charter School Application Process, the Ready to Open Process, the Charter School Renewal Process, and the Charter School Performance Framework.

- Dr. Deanna Townsend-Smith provided an overview of the current charter application process. Twenty-eight schools completed an application and two groups had difficulty submitting their application online. Further inquiry into the problems cited by the latter two groups revealed that both had failed to complete all the fields in the system.
- After being asked by Mr. Hawkes if the money is refunded when an application is incomplete, Dr. Townsend-Smith informed the board that the application fee is non-refundable.
- Dr. Townsend-Smith also noted that two (of the 28 applicants) had asked for an acceleration which would preclude them from being required to go through the planning year. She noted that an update would be provided during the November 2015 CSAB meeting.
- This year, applicants that submitted an incomplete application would have five days to submit the information for the sections that were deemed incomplete. They would be notified through the application system and by email.

- Dr. Townsend-Smith explained the external evaluators and OCS staff would be putting comments in the online evaluation rubric to provide feedback on each application to CSAB. External evaluators have been recruited and will be trained within the next month.
- Dr. Townsend-Smith proposed an applicant interview schedule that would begin in December when six applicant groups per day would come before CSAB. Mr. Sanchez requested that geographical information be provided for each application.
- **Mr. Walker made a motion to accept the recommended procedural changes to the application process. Ms. Sherry Reeves seconded the motion. The motion carried unanimously.**
- Dr. Kebbler Williams provided an overview of the current Ready to Open (RTO) process. She began by presenting a 2015-16 first month ADM report for schools that had just completed RTO. She explained that RTO is in General Statute 115.218.5(3)(b) and Policy TCS-U-013. Sixteen schools are currently going through the process in order to open in 2016-17. Dr. Williams presented a calendar of topics and explained the RTO Framework.
- Dr. Williams noted that during the June 2016 CSAB meeting, she will be providing CSAB with data concerning the facility and enrollment for each of the 2016-17 schools in RTO.
- Mr. Maimone asked if boards could receive credit for training they received from other sources other than DPI during the planning year. Dr. Williams explained that DPI was held accountable for ensuring that schools were provided the information; therefore, currently only DPI training would be accepted.
- Mr. Tony Helton asked if the RTO training could occur in other locations other than Raleigh. Dr. Williams replied she would consider it but she would have to consider travel for the other DPI sections.
- **The Committee made no motions related to RTO.**
- Ms. Lisa Swinson provided an overview of the current Charter Renewal Process. She explained that the process was based upon General Statute 115C-218.5 and SBE Policy TCS-U-007. One of the updates to the process this year is that schools would complete the Charter Renewal Self-Study online. There would be eleven schools that would be renewing in the current round and thirty-two schools in the upcoming round.
- Ms. Swinson was asked which schools would be discussed during the November meeting. She explained that Clover Garden, Crossroads, New Dimensions, Queen's Grant, Kennedy Charter, Haliwa-Saponi Tribal School, Pine Lake Preparatory, Crosscreek, KIPP Gaston, Hope Leadership, Roxboro Community School would all be up for renewal in November.
- Ms. Swinson also noted that House Bill 334 Section 2 contained new language directing that the State Board (and CSAB) would need to consider whether any noncompliance by a school is "substantial."
- Ms. Cornetto stated that the legal team would be crafting a definition for "substantial compliance." After being asked by Mr. Maimone about how the information gathered at renewal

compares to that collected by an auditor, Ms. Cornetto replied that the laws imply information that is much broader than what is captured in a typical audit.

- Ms. Swinson explained the CSAB used a rubric during the 2014 Charter Renewal discussion. Ms. Sutton noted there needed to be consistency with decisions made by the CSAB regarding the data that is presented.
- **Mr. Maimone made a motion to use the same renewal framework as was used last year; this will include a definition for substantial compliance. Mr. Walker seconded. The motion carried unanimously.**
- Ms. Honeycutt provided an overview of the current Charter Performance Framework. She explained that the Framework is a part of the SBE Strategic Plan. The information would be gathered throughout the school year through different means such as site visits, reading of board minutes, and monitoring by other DPI sections. The Framework has been revised to include only things that are required by General Statute, SBE Policy, or the NC Charter Agreement. The timeline for the next release of Framework data is tentatively September 2016.
- Mr. Levinson added that the information in the Performance Framework is beyond the information that is provided in the State Report Card.
- Mr. Maimone requested to see a copy of the Performance Framework to view at the next CSAB meeting.
- Mr. Sanchez noted the information in the Performance Framework seemed redundant with that provided in the annual school audit. Mr. Quigley agreed and asked for OCS to determine how the two documents could overlap for reporting requirements.
- **The Committee made no motions related to Performance Framework.**

LONGLEAF CHARTER SCHOOL STUDENT PERFORMANCE

Students from Longleaf Charter School presented a dance performance in the lobby of the Education Building.

STRATEGIC CALENDER AND LONG TERM PLANNING

- Ms. Swinson provided an overview of the Strategic Calendar that was presented at last month's meeting. After a brief discussion, the CSAB recommended updating the January and April dates to include two days instead of one.
- **Ms. Reeves made a motion to accept the strategic calendar with minor date changes. Ms. Parl r seconded the motion. The motion carried unanimously.**

- **Mr. Quigley adjourned the meeting at 3:24 pm.**