

**Minutes of the
North Carolina Charter School Advisory Board
Education Building
301 N. Wilmington Street
Raleigh, NC 27601-2825
November 17, 2015**

Attendance/NCCSAB	Alan Hawkes Joseph Maimone Phyllis Gibbs Sherry Reeves Mike McLaughlin Cheryl Turner Hilda Parlér	Alex Quigley Eric Sanchez Tammi Sutton Becky Taylor 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>Attorney General's Office</i> Laura Crumpler <i>SBE</i> Martez Hill Katie Cornetto

CALL TO ORDER

The North Carolina Charter School Advisory Board (CSAB) meeting was called to order at 12:30 pm by the Chair, Mr. Alex Quigley, who then read the Ethics Statement and CSAB Mission Statement. Ms. Tammi Sutton recused herself from any discussion related to Gaston College Preparatory. Mr. Steven Walker led the Pledge of Allegiance.

Ms. Parlér referenced amendments to the October meeting minutes that were sent via email. Ms. Sherry Reeves made a motion to approve the October meeting minutes with the aforementioned amendments. Mr. Walker seconded. **The motion carried unanimously.**

Mr. Quigley welcomed the return of Ms. Cheryl Turner and explained that she was appointed by the State Board of Education (SBE). House Bill (HB) 334 allows the SBE to appoint a charter school advocate to serve as a voting member.

Special Recognitions:

- Mr. Walker congratulated Ms. Laura Crumpler on receiving the 2015 Doug Bates Distinguished Service Award. He also congratulated Ms. Sutton on being recognized by Parents for Educational Freedom as a Champion of Educational Choice in North Carolina.

- Mr. McLaughlin acknowledged Mr. Eric Sutton for Henderson Collegiate being the first charter school in North Carolina to be recognized as a Title I Distinguished School.
- Mr. Alan Hawkes acknowledged Maureen Joy Charter School and Henderson Collegiate for receiving a perfect 100 on their EVAAS Growth Score. Additionally, he acknowledged Thomas Jefferson, Henderson Collegiate, and Greensboro Academy for receiving an A plus NG on the NC Report Card. (Schools that earn an A designation and do not have significant achievement and or graduation gaps are designated as an A plus NG school).

NC SCHOOL TEACHER OF YEAR PRESENTATION

Ms. Elizabeth Padgett, NC Charter School Year of the Year, stated that she was honored to represent charter schools in North Carolina. She would be in support of pulling charter leaders together by encouraging unification instead of there being two charter organizations. Many charter schools are not sure which organization to choose so they choose not to join either. If there were one organization, the focus of the organization should be on professional development for charter teachers to increase collaboration on how charter schools are run and having common curriculums.

- After reading the sixth purpose of the Legislative Purposes of a Charter School, Mr. Maimone asked Ms. Padgett if she thought it was good idea for charter schools to be forced to use the same curriculum. Ms. Padgett clarified that teachers should still be able to teach the way they want to but charter schools should be using the same curriculum.
- After being asked by Ms. Parlér about what was most impressive of about being the NC Charter School Teacher of the Year, Ms. Padgett explained that there were many misconceptions about charter schools as evidenced by the lack of understanding the judges had about charter schools during her NC Teacher of the Year interview. As a teacher in a charter school and the mother of children who attended a charter school, she stated she was very proud to represent charter schools.
- She concluded her presentation by advising the CSAB to be selective on the schools that they approve and to encourage schools that are doing well to help those that are not doing well.

OVERVIEW OF USING GOOGLE DOCS AND DROPBOX

Mr. Quigley explained that because committee discussions were now done with the whole group it would require everyone to communicate outside of the meetings through a means that is publically available. Google Docs would be leveraged to get feedback from all CSAB members in between the meetings. He recognized Mrs. Lisa Swinson to provide an overview of how to use Google Docs and Dropbox.

- Ms. Swinson explained that the public would be able to view the documents but they would only have viewing privileges and would not be able to make comments. Steps for accessing the link to Google Docs, and an explanation of how to change privileges from “editing” to “suggesting” were provided.
- Ms. Swinson further explained that in order to make comments, CSAB members would have to provide her with a Google email address. Providing an email that is not compatible with Google would allow members to only be able to view documents.
- Mr. Quigley added that CSAB members would be able to make comments up to 24 hours prior to the meeting. The comments would then be downloaded in a PDF and placed in the Dropbox. He encouraged everyone to add comments to the documents in an effort to get everyone’s feedback.

- Ms. Swinson provided an overview of how to access Drop box by using a link and saving them to the computer's desktop.

OVERVIEW OF CHARTER APPLICATION COMPLETENESS

Dr. Deanna Townsend-Smith provided an update on the current application round. She discussed the status of incomplete applications, acceleration request, and the six applications that would be reviewed in December.

- Ms. Townsend-Smith explained that HB 334 115C-218.2 provides applicants an opportunity to submit incomplete information. The Office of Charter Schools (OCS) deemed 13 of the 28 applications incomplete. However, all of them successfully submitted their missing information.
- TCS-U-13 gives applicants an opportunity to accelerate through a truncated planning year and open the same year that the application is approved. There were 2 applicants that submitted requests to accelerate their applications: Addie C. Morris and Robert J. Brown Leadership Academy. In order to accelerate an applicant must meet the following criteria: have a clear and compelling need, partner with a 2 or 4 year university, verify an absence of a charter school in the proposed location or county and participate in the planning year while the application is being approved without any guarantee that it would be awarded.
- After Mr. Maimone inquired about the locations of the proposed schools, Ms. Townsend-Smith responded Robert J. Brown's proposed location was Guilford County and Addie C. Morris was Forsyth County. Mr. Quigley noted that the applicants did not meet one of the four criteria because there are charter schools that are already located in the proposed locations. Mr. Quigley requested that the language of the statute be clarified and the CSAB would determine whether the applicants request would be accepted on tomorrow.
- Dr. Townsend-Smith stated the job of the external evaluators had changed. They would not be evaluating the content of the application but rather would be highlighting areas of concerns. They would not be in attendance during the interview.

COMMITTEE REPORTS

Policy Committee

Mr. Walker stated there was a proposed policy related to charter school funding that the legislature asked the CSAB to study and make possible recommendations. Prior to the discussion, he recognized Ms. Alexis Schauss, Director of Division of School Business, to provide an overview of how charter schools are currently funded.

- Ms. Schauss noted that there were two critical factors that go into funding: the number of students that a school would have during the school year and the base allotment for students. A charter school is funded on the Average Daily Membership of the first month. The school districts are funded on a projected number which is based on demographic information of that school district.

- After being asked by Mr. Hawkes if the Ready to Open Report is a determining factor for funding, Ms. Schauss replied that information is used and there are other factors that are involved.
- Mr. Walker stated the proposed policy makes the funding process more complex and his preference would be to make no changes to the current funding process.
- Ms. Schauss noted there is one person in the allotments section that works specifically with charter school funding and the work load is consuming. The office is lacking staff that would go out to do attendance audits. Mr. Quilgey stated there needed to be a discussion regarding human resources to provide additional support for charters regarding finances.
- **Mr. Walker made a motion to recommend to the SBE that the charter school funding process had been studied, which included a detailed presentation from the Finances and Business section, and there would be no changes made to the current charter school funding process. Mr. Quigley added that the SBE consider the need for additional staffing in the Finance and Business section. Ms. Reeves seconded the motion. The motion carried unanimously.**

Mr. Walker lead a discussion regarding a proposed policy on the evaluation of charter school educators. The policy was brought before the SBE during their November meeting. Mr. Maimone asked that OCS determine the number of charters that are impacted by the current waiver that is in place for this school year. There were no recommendations made. The CSAB will further discuss this policy during the December meeting.

CHARTER RENEWAL DISCUSSIONS

Ms. Lisa Swinson provided an overview of the current charter renewal timeline. She reminded the CSAB that House Bill 334 changed the language to state that the SBE “shall” renew a charter upon the request of the school not to exceed 10 years. Additionally, the language changed to “substantial compliance” in State law, federal law, or the school’s bylaws instead of “compliant”. After hearing information regarding the schools current compliance and academic status, the CSAB would either make a recommendation to the SBE to grant a school a 10 year renewal or request that representatives of the school attend the CSAB December meeting to be interviewed. The recommendations are contingent upon a financial review from the Finance and Business section, which would be shared during the December CSAB meeting.

- Kennedy Charter School’s academics were not comparable with the local school district and they were noncompliant in Finances. During their last renewal, they were granted a three year renewal contingent on them moving to Johnston C. Smith University’s campus. Mr. Walker made a motion to invite Kennedy Charter School to the December CSAB meeting to be interviewed. Mr. Helton seconded. The motion carried unanimously.
- Crossroads Charter High School was noncompliant in Finances and their academics were not comparable to the local school district. Mr. Walker made a motion to invite Crossroads Charter High School to the December CSAB meeting to be interviewed. Mr. Helton seconded. The motion carried unanimously.
- Queen’s Grant Community School was noncompliant in Finances. Ms. Schauss noted that the school had been placed on probationary noncompliance because of a persistent fund balance deficit. Mr. Maimone made a motion to invite Queen’s Grant Community School to the

December CSAB meeting to be interviewed. Mr. Helton seconded. The motion carried unanimously.

- Haliwa-Saponi Tribal School was noncompliant in Exceptional Childrens and their academics were not comparable to the local school district. Mr. Maimone made a motion to invite Haliwa-Saponi Tribal School to the December CSAB meeting to be interviewed. Mr. Walker seconded. The motion carried unanimously.
- Mr. Maimone and Mr. Helton recused themselves from any discussion related to New Dimensions. New Dimensions was noncompliant in Exceptional Childrens and their academics were not comparable to the local school district. Ms. Carol Ann Hudgens, Assitant Director of Exceptional Childrens section, stated the school had exceeded their one year timeline to address areas of noncompliance. Another targeted visit was ordered because of file review and service delivery because the school was without a licensed Exceptional Childrens teacher. Mr. Helton made a motion to invite New Dimensions to the December CSAB meeting to be interviewed. Ms. Turner seconded. The motion carried unanimously.
- KIPP Gaston had a governance noncompliance because their teacher licensure was below fifty percent. After a brief discussion about the back-log that the DPI Licensure section is experiencing, Mr. Walker made a motion to recommend to the SBE that KIPP Gaston College Preparatory receive a ten year renewal. Mr. Sanchez seconded. The motion carried unanimously.
- Hope Leadership Academy's academics were not comparable to the local school district and they were noncompliant in teacher licensure. Mr. Walker made a motion to invite Hope Leadership Academy to the December meeting to be interviewed. Mr. Helton seconded. The motion carried unanimously.
- Roxboro Community School had no areas of noncompliance and they were comparable to the local school district. Mr. Walker made a motion to recommend to the SBE that Roxboro Community School receive a 10 year charter renewal. Mr. Maimone seconded. The motion carried unanimously.
- Pine Lake Preparatory School had no areas of noncompliance. Their charter expires 2017, but they were granted an early renewal so that they could embark upon a large capital campaign. Mr. Hawkes made a motion to recommend to the SBE that Pine Lake Preparatory School receive a 10 year charter renewal. Ms. Turner seconded.
- Clover Garden had no areas of noncompliance and their academics were comparable to the local school district. Ms. Reeves made a motion to recommend to the SBE that Clover Garden receive a 10 year charter renewal. Ms. Parlér seconded. The motion carried unanimously.

The meeting adjourned at 4:00 pm.

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November 18, 2015**

Attendance/NCCSAB	Alan Hawkes Joseph Maimone Phyllis Gibbs Sherry Reeves Mike McLaughlin Cheryl Turner Hilda Parlér	Alex Quigley Eric Sanchez Tammi Sutton Becky Taylor 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>Attorney General's Office</i> Laura Crumpler <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 Chair, Mr. Alex Quigley, who then read the Ethics Statement, CSAB Mission Statement and led the Pledge of Allegiance.

PERFORMANCE COMMITTEE REPORTS

Charter Replication Policy

Mr. Maimone led a discussion regarding revisions to TCS-U-016 to include EMO/CMO replication per statute requirements. HB 334 directs the CSAB to make a recommendation to the State Board of Education (SBE) regarding the policy by January 15, 2016. Mr. Maimone directed the CSAB to a document that was shared by Mr. Walker included some recommended amendments. After a discussion, the CSAB recommended the following amendments to that document:

- Under “Eligibility” section 1, “North Carolina” was added so that it read “currently holds a charter to operate a public charter school in North Carolina”. In that same section, “has operated at least a year in North Carolina” was added so that it read “that has operated at least a year in

North Carolina and can demonstrate that it can replicate”. Under section 2, “and” was added so that it read, “model in North Carolina, and if applicable from schools operating in other states”.

- Under “Eligibility” section 2(a), “The applicant must have 3 years of North Carolina financial and academic data, earned at least a B, and met growth” was added.
- Mr. Maimone stated the discussion would continue during the December CSAB meeting. Members were encouraged to make comments in Google Docs prior to the next meeting. The goal was to have the policy approved by the SBE by February 2016.

Substantial Noncompliance

Mr. Maimone referenced a document that was authored by OCS and DPI legal counsel that defined substantial compliance. **Mr. Walker made a motion to accept the substantial compliance definition as it was presented. Ms. Reeves seconded. The motion carried unanimously.**

Performance Framework

Ms. Cande Honeycutt provided a revised Performance Framework document for 2015-16. She discussed an Operation Framework grid and a Simplified Framework. Many of the items would be able to be pulled from the audit but it could not occur until the 2016-17 school year. She noted that capturing additional data within the annual audit could result in an increased cost for schools. The proposed changes are to make it more simplistic for schools and their stakeholders to understand.

- After being asked by Mr. Maimone about what was missing from the current audit that would cause auditors to look for additional items, Ms. Alexis Schauss replied that auditors were given a compliance supplement to check for items that are in charter law. Mr. Maimone requested that this supplemental information be shared with charter schools.
- Ms. Honeycutt noted that the color coding was removed. In the updated document, a school would receive a rating of “compliant” or “noncompliant”.
- Mr. Walker requested that OCS provide the CSAB with a list of performance versus teacher licensure percentages.
- Ms. Crumpler stated a teacher’s licensure is regulated by SBE and there are Codes of Ethics and Professional Regulations that needed to be kept in mind.
- **Ms. Turner made a motion to release the Performance Framework in two cycles: 1) Academic Data and 2) Financial and Operational Data. Mr. Steven Walker seconded. The motion carried 9-2 with Mr. Helton and Mr. Hawkes dissenting.**

ACADEMIC NOTICE SCHOOLS PRESENTATIONS

Per General Statute 115C-218.95 and State Board of Education Policy TCS-U-010 charter schools who demonstrate no growth in student performance and have annual performance composites below 60 percent in any two years in a three year period are deemed inadequate. There were four charter schools (Oxford Preparatory School, Rocky Mount Preparatory School, North East Carolina Preparatory and Phoenix Academy) that met this criteria and were placed on Academic Notice based on their schools academic performance. Each of the schools were present at the meeting to discuss their school’s performance.

Oxford Preparatory

- Mr. Andrew Swanner, principal, informed the CSAB that Oxford offers honors classes and they are committed to a rigorous program with options for students to take Advanced Placement (AP) classes.
- There were no members of the Oxford Preparatory School Board present at the meeting.
- After Ms. Sutton inquired about the strategies that the school had in place to improve state test scores, Mr. Swanner informed the CSAB that there were more structured classes for the students who were at risk. He added that Biology had been the biggest challenge.
- **Mr. Walker made a motion to have Oxford Preparatory submit a strategic plan by January 2016. Mr. Helton seconded. The motion carried unanimously.**

North East Carolina Preparatory

- Mr. Miles Brite informed the CSAB that he was named Executive Director in November 2014. Since that time, the school had implemented a number of initiatives to improve student academics such as Study Island, DIBELS, Reading 3D, and School Net. They also offer tutoring in the afternoons after school.
- Members of the North East Carolina Preparatory School Board were present but did not comment.
- After being asked by Ms. Becky Taylor about student attrition, Mr. Brite responded that the school had lost 200 students because of the change in leadership but they were comfortable with the number of students who were currently enrolled.
- Ms. Turner encouraged Mr. Brite to look at the data of the students who had been in attendance in the school for three years.
- **Mr. Walker made a motion to have North East Carolina Preparatory submit a strategic plan by January 2016. Ms. Parlér seconded. The motion carried 9-2 with Mr. Hawkes and Mr. Maimone dissenting.**

Rocky Mount Preparatory

- Mr. Doug Haynes informed the CSAB that he was the Executive Director and his company Master Mind Preparatory, serves as the central office to the school.
- After being asked by Mr. Walker about the school's administrative staff, Mr. Haynes replied that there had been four principals since the beginning of the school year.
- Mr. Haynes shared strategies that the school had implemented to improve student academics that included more professional development for staff and the use of a progress monitoring tool.
- Mr. Walker noted that the school hds the second lowest score in EVASS in the state. Mr. Haynes replied that the school had adjusted their curriculum and had made necessary changes for improvement.
- Rocky Mount Preparatory's Board chair stated that the board held Mr. Haynes accountable and they would like to see significant growth.

- **Ms. Turner made motion to have Rocky Mount Preparatory submit a strategic plan by January 2016. The school was also requested to appear before the CSAB in July to share preliminary academic data. Ms. Gibbs seconded the motion. The motion carried 10-1 with Mr. Hawkes dissenting.**

Phoenix Academy

- Ms. Kim Norcross, principal, stated that Phoenix Academy had put in measures to improve student academics. Some of the initiatives that she discussed were Saxon Math, iReady and iStation. She noted that the school had rapid enrollment growth and they needed time to turn the school around.
- Mr. Quigley noted that iReady is not aligned with State assessment and suggested that the school take that into account. Mr. Helton added that Saxon Math is a great program but it is not aligned with the State Standards.
- **Mr. Maimone made a motion to have Phoenix Academy submit a strategic plan by January 2016. The school was also asked to appear before the CSAB in July to share preliminary academic data. Mr. Walker seconded. The motion carried 10-1 with Mr. Hawkes dissenting.**

UPDATES FROM STATE BOARD OF EDUCATION MEETING

Mr. Quigley provided an overview of the items related to Charter Schools that were presented to the SBE during its November meeting. He noted that there was a lengthy discussion around the policy related to revocation. The SBE doesn't want to be in a position where they are not able to revoke a school so they would be making revisions to the policy that was presented.

Mr. Adam Levinson stated that the SBE Strategic Goal 2.4 referred to charter schools and it is the basis for the Performance Framework. The objective is to increase the number of charter schools meeting academic, operational and financial goals. The proficiency measure has been broken into two measures.

CHARTER APPLICATION ACCELERATION REQUEST

Dr. Townsend-Smith provided clarification on SBE Policy TCS-U-13 policy regarding application acceleration. Two applicants, Addie C. Morris School and Robert J. Brown School, requested that their application be accelerated. There are charter schools already located in the proposed county of location for the two schools.

Ms. Sherry Reeves made a motion not to accept the acceleration request for Addie C. Morris and Robert J. Brown School. Ms. Turner seconded. The motion carried unanimously.

The meeting adjourned at 4:00 pm.