

**NC Charter School Advisory Committee Meeting
State Board of Education
Meeting Rm. 755
NC Department of Public Instruction**

January 14, 2013

Meeting Minutes

Attendance/NCPCSAC	Aaron Means Kwan Graham John Betterton Richard Hooker Alfred Dillon Rebecca Shore Tim Markley (absent)	Jennie Adams (absent) Paul Norcross Baker Mitchell Alan Hawkes Robert Landry Joseph Maimone Cheryl Turner Kate Alice Dunaway
Attendance/SBE/DPI	<i>Office of Charter Schools</i> Thomas Miller, Consultant Lisa Swinson, Consultant Joel Medley, Director	<i>Attorney General's Office</i> Laura Crumpler <i>State Board of Education, Executive Director</i> Martez Hill

Welcome and Overview	The meeting began at 1:00 pm by Mr. John Betterton verifying a quorum.
Update on automation of application	<p>Dr. Thomas Miller explained that the online application has been available to individuals who have turned in their letter of intent since January 1, 2013. He explained that he has conducted trainings through webinar, as well as, face-to-face. Mr. Hawkes asked who pressed for the necessity of the letter of intent. Dr. Miller explained that it was approved by the full Council and SBE.</p> <p>Dr. Miller displayed the online application. He explained the color coding of the application which indicates whether sections are complete or incomplete. He continued to describe other features of the application specifically in the Financial Plan and Overall Budget sections. He explained that the applicant would be turning in two sets of documents. The system will not be available after March 4, 2013 12:00 am.</p> <p>Mr. Baker Mitchell asked for clarification on submitting appendices. Dr. Miller reiterated that there would be two PDFs that each applicant must submit: the application and appendices. Mr. Mitchell asked if there would be any reason why anyone would not turn in an online application. Dr. Miller explained that some applicants are currently using the regular version and further added that the goal for the upcoming round of applications is to be completely automated. Mr. Mitchell noted that were six weeks remaining weeks in the current round and applicants could be required to submit the application electronically. He</p>

	<p>further noted that if applicants could not complete an online application it could be a sign that they would not be a good school. He would be hesitant to approve applications that have been submitted in hard copy. Dr. Medley noted that such a decision would have to be approved by SBE in February which shortens the timeframe for completion.</p> <p>Mr. Norcross made a motion that the Council strongly encourage applicants to submit an electronic version and the Council would look upon it favorably. Ms. Laura Crumpler stated that if it is going to be criteria then people need to be told that exactly. Mr. Joe Maimone noted that it should not be mandated until all of the glitches are ironed out. Dr. Rebecca Shore seconded it and agreed that it be encouraged. Ms. Kate Alice Dunaway commented that applicants could make a case that the Council did not look at their application favorably because it was not done online. She further noted that she was not in favor of the motion. Ms. Kwan Graham noted that it would be good to get feedback from applicants.</p> <p>Mr. Hawkes stated that there are 161 applications and that OCS should send out letters to the applicants to inform them to complete the application online. Mr. Norcross asked for clarification about the process of submitting the recommendation to SBE and informing the applicants. Dr. Medley replied that the Council could make the recommendation. Ms. Crumpler replied that the SBE would weigh the recommendation based on the feedback it gets from the public. Dr. Robert Landry commented that providing paper copies is ridiculous from an economic standpoint. Mr. Norcross amended his earlier motion to state that applications must be submitted electronically at the recommendation of the SBE. Dr. Medley stated that if the SBE decided not to go with the online application then there would be a means for the Council to view them electronically.</p> <p>Mr. Hawkes asked that all Council members recommend the online application. Ms. Graham asked if there were glitches how would the Council ensure that everything was submitted. Dr. Medley responded that the automation shows what information is complete or incomplete. The internal testing has shown that the online application is ready to go, and that OCS would alert IT if any issues arise. Mr. Betterton asked for Council to vote by roll call. The motion carried 10-1 with Ms. Dunaway dissenting.</p>
Strategy for moving forward on charter application review	<p>Mr. Betterton explained that the number of potential applications has doubled. Electronic applicants may speed the process. He asked that everyone give feedback on how to make the process run smoothly. He suggested that Council be divided into 4 geographical areas. Mr. Maimone asked if the LOIs had been broken into geographical regions.</p> <p>Mr. Norcross asked if the rubric would be attached to the application and available online. Dr. Miller replied that because of time constraints, the rubric is not currently attached to the online application. Mr. Norcross added that he would like to assist Dr. Miller with getting it done and it would save Council members time during the review. He would like for there to be an analysis portion added for the upcoming round. Dr. Medley explained that he would</p>

	<p>have to speak to Mr. Phillip Price about getting the rubric added to the application because the IT department worked this into their schedules and may not be able to do so for the rubric. Mr. Norcross made a motion that the Council respectfully request that the rubric be made available to Council members prior to the evaluation process. Mr. Mitchell seconded. Mr. Hawkes stated that the Council should inform Mr. Price and SBE that it is important to have the rubric attached to the application.</p> <p>Dr. Medley explained that the rubric had been broken out in sections and each subheading has an overall rating. Mr. Mitchell asked for clarification on the number of check boxes there were for each section and the amount of time it might take to review an application using the rubric. Mr. Norcross suggested that a timer be added to determine the amount of time it takes to review an application. Mr. Hawkes stated that the motion is too general and it needed to be stated that it be placed online. Mr. Hawkes asked that his comment be struck. Mr. Betterton asked the Council to vote by roll call. The motion carried unanimously.</p> <p>Mr. Betterton asked for Council to give input on the application process. Mr. Norcross noted that it is mathematically impossible for the Council to review the anticipated number. Ms. Turner suggested that one committee look at applications that have been submitted by the same person instead of that person's application being spread among different subcommittees.</p> <p>Mr. Norcross made a motion that the time frame be extended from 2 months to 4 months. Mr. Betterton stated that this would change the timeline. Dr. Medley asked how much time was being thought about because it would have to go before the SBE. Ms. Dunaway asked that applications that were incomplete or inappropriate not come to the Council. She added that subcommittees be made of 3 instead of 5 with the subcommittees doing interviews. Stretching out the time frame causes burdens for the schools because they cannot begin getting facilities and funding.</p> <p>Ms. Turner stated that the current bylaws state that there should be no fewer than 4 on a subcommittee. Mr. Aaron Means asked if there would be a possibility to review some of the applications via webinar at night or on weekends. Dr. Medley replied that the only problem with that would be that legal and OCS has to be present at each one. Mr. Norcross suggested that the February meeting be focused on the application process. Mr. Norcross asked if the timeline could be changed to add an additional two months to the process. Dr. Medley noted that the timeline could be moved to July but that it would crunch the planning year trainings before SBE final approval. Mr. Norcross made a motion that the timeline be changed from May to July. Mr. Mitchell seconded. The only thing that would change on the timeline would be the charter reviews would go until July for this year only. Mr. Betterton asked for a roll call vote. The motion passed unanimously.</p>
New Business	<p>Mr. Norcross asked about the agenda for the February meeting. Dr. Medley shared that the SBE wanted the Council to look at both sides of the Uwharrie School. Dr. Medley explained the contents of the documents that were</p>

	<p>submitted related to Uwharrie School. Mr. Betterton continued that that the items on February's agenda were general items that were discussed during the December meeting. Mr. Norcross suggested that the general items be removed.</p> <p>Mr. Hawkes referenced an email from Dr. Bill Harrison related to Uwharrie School. Mr. Hawkes further noted that Council needed to go ahead and make a motion to allow Uwharrie School to relocate rather than waiting because the LEA had its chance to speak to the State Board. Mr. Betterton replied that the SBE had asked the Council to hear from both sides as well as ask the hard questions. Mr. Alfred Dillon asked if there is a policy that once an application has been reviewed that changes are not made. Dr. Medley replied that this type of situation has not occurred since the implementation of the planning year so the State Board wanted the Council to consider this new information (very much like they asked the Council to do with a previous charter school) Mr. Hawkes then mentioned an email from a legislator that said the legislature would take up the LEA impact statement and that the Board should not. He asked if the crux of this issue was related to the LEA impact statement.</p> <p>Mr. Norcross made a motion to adjourn. Baker seconded. Mr. Maimone asked why the meeting was being adjourned with the Uwharrie discussion still open. The motion to adjourn the meeting failed, so the discussion of Uwharrie continued.</p> <p>Mr. Hawkes made a motion that Uwharrie be allowed to locate inside Asheboro City Schools for the next four years. It was seconded by Mr. Maimone. Dr. Landry asked Dr. Medley to explain what was different about crossing LEA lines. Dr. Medley answered that this could affect sections of the applications particularly the budget. Ms. Dunaway stated that there had been schools in the past that had to have temporary buildings. Ms. Crumpler explained that a situation similar to Uwharrie had occurred in previous years in which they had to move to temporary building. She added that she was not aware of whether it occurred in the schools' planning year. Ms. Dunaway explained that numbers in the application are projected and nobody knows what their numbers are going to be after the 20th day and the location is a moot point. She would like to go forward with the motion. Mr. Norcross asked if the agenda needed to be amended. Mr. Betterton noted that the discussion is placed under new business. There was a roll call vote. The motion carried 10-0 with Mr. Mitchell abstaining.</p>
Adjournment	<p>Mr. Maimone made a motion to adjourn. Mr. Norcross seconded it. The meeting was adjourned at 2:49 pm.</p>