

**Minutes of the
North Carolina Charter School Advisory Board
Education Building
301 N. Wilmington Street
Raleigh, NC 27601-2825
January 13, 2014**

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| Attendance/NCCSAB | Alan Hawkes Joseph Maimone (absent) Baker Mitchell Helen Nance Paul Norcross Mike McLaughlin | Alex Quigley Eric Sanchez Tammi Sutton Becky Taylor Cheryl Turner Steven Walker |
| Attendance/SBE/DPI | <i>Office of Charter Schools</i> Joel Medley, Director Thomas Miller, Consultant Lisa Swinson, Consultant Deanna Smith, Consultant Robin Kendall, NACSA Fellow Cande Honeycutt, Consultant | <i>SBE</i> Martez Hill Katie Cornetto <i>Attorney General's Office</i> Laura Crumpler |

CALL TO ORDER AND INTRODUCTIONS

After extending a welcome to all participants, Chair Helen Nance called the January 13, 2014 session of the Charter Advisory Board meeting to order. Ms. Tammi Sutton led the Board in the Pledge of Allegiance. Immediately following Ms. Nance read the Ethics Statement.

Mr. Paul Norcross made a motion to accept the December 9th and 10th minutes. Ms. Sutton seconded. The motion passed unanimously.

SUBCOMMITTEE REPORT

- Ms. Cheryl Turner shared the results of the subcommittee that met to discuss application completeness. She stated that the following schools were deemed incomplete by the subcommittee: Empowerment, James E. Graham Leadership, Kaleidoscope Art and Technology High School, T.E.A.M. D and K Academy, Antonio Academy, James Madison, Pinnacle of Durham Charter School, and Russell Lee Charter High School.
- Ms. Turner also stated that there were several applicants who exceeded page limits. The subcommittee decided that excess pages will not be considered during the application review.

- **The Charter Advisory Board voted to unanimously accept the recommendations of the subcommittee.**

APPLICATION NORMING DISCUSSION

Ms. Deanna Townsend-Smith provided the purpose and guidelines for the Application Norming Group Discussions.

- Dr. Miller explained that during the previous application reviews, some comments that were made could not be used by applicants because they were not constructive.
- Mr. Alex Quigley asked for clarification on what type of comments should be made. Ms. Smith responded that that will be decided in subcommittees.
- Mr. Quigley asked for an update on the schools that opened this school year. Dr. Medley stated that SBE approved all 26 schools and they would be going through the Readiness Checklist. If there are red flags that occur they would be notified immediately.
- Dr. Miller informed the Board that there were currently 12 schools that opened this year that met their enrollment projections by 90% or more. Three schools are under 25% and of those, two schools have an enrollment of less than 65.
- Mr. Mitchell asked about the number of checkboxes on the application. Dr. Miller responded that there were at least 80. Mr. Mitchell noted that it would take approximately two hours to review an application.

The meeting adjourned and the Application Norming Group Discussion began. The three groups were as follows: Finance, Academics and Governance.

- Mr. Norcross shared highlights from the Governance Discussion Group in which he stated that the budget should be the focus of the application. He also suggested that the Board go with a numeric scale in the future.
- Ms. Sutton reported for the Academic Section in which she stated that in order to be adequate all sections must be marked on the rubric. She asked what criteria the subgroups would use to decide which applicants receive an interview. Mr. Sanchez stated that there needs to be a definition for adequate.
- Mr. Quigley asked if there had been a correlation done for schools that were deemed excellent and how well they are currently operating. Dr. Medley replied that there had not been a correlation. The Board must determine what that looks like.
- Ms. Cornetto stated if the Board uses a number system there would have to be a clear definition for what the number means and it should be used the same with each subcommittee.

Mrs. Townsend-Smith shared a live on-line application and showed the Board how to navigate through it. She informed the Board that she would be sending a list of schools that each subcommittee will review prior to the end of the week.

- Dr. Medley requested that the Board inform OCS of any conflicts.
- Dr. Medley stated that each subcommittee could decide when they would like to meet. They could decide to meet prior to February 10-11. He also suggested that the Board discuss a time limit for each application review.

- Mr. Norcross clarified that each subcommittee would only have access to their assigned applications to review.
- Ms. Cornetto stated that each subcommittee is now a forum of the public body. The application needs to be discussed in an open, public meeting. She urged Board members not to discuss the application with someone on their subcommittee outside of the publically noticed meeting.
- Mr. Sanchez stated that there are things that have not been decided in regards to what adequate means and what it means to tally up each section. Mr. Norcross stated we just have to deal with what we have because the structure of the document limits drilling down.
- Mr. Hawkes stated that an inadequate means that they can be invited in for an interview to clarify.
- Mr. Sanchez stated that it would be great to have a document that gives guidelines for overall tallies. Mr. Medley stated that OCS could look at the results of the discussion today and a webinar could occur prior to the next meeting.
- Mr. Quigley stated the more reliability the better. He suggested everyone score the same application and then have a webinar to discuss so that there is some degree of norming among the groups. Mr. McLaughlin stated the he agreed with Mr. Quigley. Mr. Hawkes stated that they need to ere on the side of leanieny. He stated that he was concerned that the Board may be losing some good applicants.
- Mr. Walker stated that the Board could not be objective in the sense that they all come to the same conclusion on each application. The General Assembly entrusted each member to make judgment on each application as individuals. Everyone will be thinking differently and the General Assembly wanted different views.
- Mr. Norcross stated that “quality” is the overarching term. People should not be shy to state if an application is not well written. Ms. Sutton stated that the mission states that there is a focus for excellence.

Mr. Norcross made a motion to adjourn. Mr. Walker seconded. The meeting was adjourned.