

**Minutes of the
North Carolina Charter School Advisory Board
Remote Meeting via Cisco Webex
May 11, 2020
9:00 am**

Attendance/NCCSAB	Joseph Maimone (non-voting) Joel Ford Rita Haire Sherry Reeves Cheryl Turner Lynn Kroeger	Alex Quigley Jeannette Butterworth Steven Walker Heather Vuncannon Bruce Friend Hilda Parlér
Attendance/SBE/DPI	<i>Office of Charter Schools</i> Dave Machado, Director Ashley Baquero, Consultant Claire Porter, Consultant Kebbler Williams, Consultant Mr. Jay Whalen, NC ACCESS	<i>Attorney General</i> Tiffany Lucas <i>SBE Attorney</i> Eric Snider <i>Charter School Teacher of the Year Advisor</i> Doug Price

CALL TO ORDER

- The North Carolina Charter School Advisory Board (CSAB) meeting was called to order at 9:05 am by Chairman Alex Quigley who read the Ethics Statement and CSAB Mission Statement.

Motion: Approve the May 2020 CSAB agenda.

Motion: Steven Walker

Second: Lynn Kroeger

Vote: Unanimous

Passed Failed

Motion: Approve the April 2020 minutes.

Motion: Sherry Reeves

Second: Bruce Friend

Vote: Unanimous

Passed Failed

- Mr. Quigley welcomed Ms. Hilda Parlér as the new member of the CSAB. Ms. Parlér spoke about her background and expertise in the charter and education sectors.

AMENDMENTS

- Ms. Ashley Baquero, OCS Consultant, explained this month's amendment requests.

Willow Oak Montessori

- Ms. Baquero stated that Willow Oak Montessori is located in Chatham County and is requesting a relocation to a permanent facility nine miles away from the current location. She stated the school is not low-performing and has no compliance or financial concerns.

Motion: Approve the amendment request.

Motion: Sherry Reeves

Second: Steven Walker

Vote: Unanimous

Passed Failed

Grandfather Academy

- Ms. Baquero stated that Grandfather Academy is a rather unique charter school operating in Avery county, and it is a charter school that worked in conjunction with Grandfather Home for Children's residential treatment program for children. They have decided to relinquish their charter. The school currently is only serving five students who will continue the remainder of the year with the school and then they will be placed in the psychiatric residential treatment facility on the Grandfather Home campus, and they will receive educational services through the non public school registration with the North Carolina Department of Administration.
- Ms. Baquero continued that the letter that the school sent requesting to relinquish laid out fairly detailed reasons for wanting to relinquish, including changes in the way that treatment is presented for children and changes in the philosophy behind residential treatment. The school is working with the Office of Charter Schools (OCS) on closing tasks and the school is also working with Financial Business Services (FBS) to handle the fiscal closing matters.

Motion: Approve the amendment request.

Motion: Lynn Kroeger

Second: Hilda Parlér

Vote: Unanimous

Passed Failed

The Hawbridge School

- Ms. Baquero introduced the school's request to increase enrollment by 85% in the 2021-2022 school year. She explained the school's plan to construct a new campus and expand to K-3 (the school currently serves 4-12). Ms. Baquero stated the school is not low-performing and meets statutory requirements.
- Ms. Sherry Reeves asked for the actual enrollment numbers. Ms. Baquero stated they currently have 322 students and are seeking to add 270 students for a total of 593 students. Ms. Lynn Kroeger asked how many students are on the waitlist. Ms. Baquero stated 248.
- CSAB members expressed concern with the size of the request. Ms. Baquero stated off-hand she doesn't recall if there have been similarly sized requests, but she has taken requests around 60% to the State Board of Education.
- Dr. Rita Haire asked about a revised budget for the increase in enrollment. Ms. Baquero stated she can get that but does not have that with the submitted materials.
- Mr. Joel Ford asked what is being questioned. Mr. Quigley stated he isn't necessarily questioning anything, but he believes the SBE may give pushback to an increase of this size. He also stated the school should have budget projections for a project of this size. Mr. Ford stated he hasn't heard anything that would cause him to not support the amendment.

Motion: Approve the amendment request.

Motion: Joel Ford

Second: Lynn Kroeger

- Mr. Steven Walker stated he would support the request, but that the school will need to work closely with OCS to get all the materials that SBE will request. Mr. Ford asked for more clarification on the hesitation. Mr. Quigley stated this size request is more than double the standard allotment for annual growth.
- Mr. Dave Machado, OCS Director, asked if we could table the motion and get more information. Mr. Quigley stated he is in favor of this.

Motion: Withdrawal previous motion and make a motion to table the amendment until OCS staff can gather necessary financial and other documents.

Motion: Joel Ford

- Mr. Quigley stated the motion has been officially withdrawn and the board will place the motion on a future agenda based on OCS staff recommendation. Mr. Joseph Maimone stated it would be prudent for the policy committee to come up with a one page document for any

school that wants to increase the enrollment beyond their legislatively approved allotment amount.

Bradford Preparatory Academy

- Ms. Baquero stated that Bradford Preparatory Academy is seeking to implement a weighted lottery. She stated the school is a K-12 charter school in North Charlotte. She explained the school's goal of reaching 40% educationally disadvantaged students through the weighted lottery program.

Motion: Approve the amendment request.

Motion: Joel Ford

Second: Bruce Friend

Vote: Unanimous

Passed Failed

Davis Academy Chadbourn

- Ms. Baquero stated that OCS has brought this request to CSAB because the one-year delay request is for an accelerated school that was scheduled to open this fall. She stated the school's board has submitted a letter explaining the request and it is heavily related to the pandemic and the school's inability to recruit.
- Mr. Walker stated he is glad that OCS brought this to us rather than just doing it because we had a lot of discussion that if a school was accelerated that we were not going to be very happy with a one year delay.
- Mr. Walker stated but COVID 19 has presented difficulties with recruiting in the neighborhoods where their target populations live.

Motion: Direct the OCS to approve this amendment request.

Motion: Steven Walker

Second: Heather Vuncannon

- Ms. Reeves asked if the facility issue has been cleared up. Mr. Machado stated he does not believe so and that he believes the school is still having some difficulty obtaining a facility.
- Mr. Ford asked for clarity on the type of delay. Ms. Baquero replied it is a one-year delay request so they were scheduled to open this fall and now they would have another planning year and they would open in the fall of 2021. Mr. Ford asked what problem the school is having. Ms. Baquero stated that the vast majority of what she has obtained from the school and what the letter refers to is difficulty with recruiting students due to COVID 19. She stated the school has said that they had the most success recruiting new students when they

were in the neighborhoods doing door to door in-person recruitment, and that they have not been able to do that due to the pandemic.

- Mr. Ford stated he has an issue with that and he respects the changing times and dynamics due to COVID 19, however, if they cannot make an adjustment to this environment it gives him pause and reservations as it relates to their leadership. Ms. Reeves stated she feels similarly. Ms. Turner thinks they've had issues with the facility and that while COVID 19 is convenient, they probably wouldn't have been ready anyway.
- Dr. Kebbler Williams, OCS Consultant, sent a chat through the remote platform updating the board on the facility. It stated as of April 21st, the facility has been inspected, had a network assessment, and completed an initial stage of renovation. Four of the eight to ten classrooms require little to no repair. The remaining classrooms were originally planned for repair over the next few months. However, an extended plan is now being considered due to the attached request for delayed opening.
- Ms. Turner stated that Dr. Williams is essentially saying they have the facility in place, and they're in the process of getting together and they can get it together by August, but they don't have the kids. Ms. Turner asked is that what they're saying.
- Mr. Bruce Friend stated he doesn't know if he interprets it that way. Mr. Ford stated COVID 19 seems to be a convenient response. Mr. Machado stated that one-year delay requests are not that unusual, but this one is an accelerated application which is why OCS is bringing it to the CSAB.
- Mr. Walker spoke about the many reasons that charter schools request one-year delays. Mr. Quigley stated he believes there are some unique challenges if you're specifically wanting to serve a low-income population in this period of time, where internet connectivity, particularly to more rural areas, is more of a factor. He stated he could imagine the inability to do person to person contact where you're able to build trust with people in this type of rural area is an important factor.
- Ms. Turner stated she is willing to support the request because of the extenuating circumstances, but she wants to make it really clear that if you want acceleration and don't get it together on time, you don't get it.
- Mr. Ford stated that he wants to thank Dave and staff's transparency on this issue. He also stated he wants to be consistent with one-year delays and it sounds like other schools have received them and that he will support the amendment.

Vote: Unanimous

Passed

Failed

LOW ENROLLMENT READY TO OPEN SCHOOL UPDATES

Achievement Charter Academy

- Ms. Leaja Horne, Board Chair, gave an enrollment update. She stated currently they are at 94 enrolled students. She spoke about students that had applied and then declined. She stated some reasons were things out of their control, like distance, or they got into their first choice of school. She stated thirteen percent was specifically about the multi age classroom design that the school is using. She stated we made sure to remedy that by clarifying on the website as well as every parent information sessions. Ms. Horne continued that twenty percent of those students were homeschool families. She stated these are folks who have decided to transition to brick and mortar that have been deterred because of everything that's going on and thinking that maybe this isn't the best time to transition. She stated the school created a homeschool parent community and designated a parent liaison for those families.
- Ms. Horne spoke about marketing and recruitment campaigns taking place to increase enrollment. She stated we know that what we're doing is working, we're just continuing to add things to improve what we're doing. She stated the school also added a blog on the website as well as an online enrollment packet where they don't have to print anything out. Ms. Horne stated she got a cellphone to use at home since obviously she is not at the office and she all families know this is her direct line.
- Ms. Horne stated the facility is ready to go. She stated inspections are done. Mr. Quigley stated the board has a decent plan in place and are working hard. He asked what the board's theory is regarding why the targeted enrollment has not been met. Ms. Horne responded that she should have been out in the community earlier on and then the pandemic occurred, and everything halted. She stated initially that was a fault of mine to not plan those things, you know, on the front end. She stated she should have done that. Mr. Quigley commended her for being honest and transparent. He stated he appreciates her candor and willingness to look first at yourself rather than blame other external factors. He stated that that is an important leadership quality.
- Mr. Ford asked what is being asked of the CSAB at this point. Mr. Quigley explained that at this point they are hearing from low enrollment schools so there are no surprises next month. Ms. Baquero explained that next month the CSAB will need to vote on all Ready to Open (RTO) schools so the SBE can vote on those schools in July.
- Dr. Haire asked if the CSAB could reevaluate the schools in June and make a decision. Ms. Baquero stated yes, that is correct.
- Mr. Machado stated it is also for the schools to understand what is at risk if the school is not prepared to move forward.
- Mr. Ford stated his concern is for us as a board, and staff is to make sure that we're doing everything we can to support these schools, but also being realistic in what they can and

cannot do, especially doing this new environment. He stated he is real sensitive to families who have decided to move into our charters and so he wants to be a cheerleader and supporter, but also be realistic so we don't give false hope.

Elaine Riddick Charter School

- Ms. Baquero stated the next school presenting is Elaine Riddick Charter School, and as of May 4th, the school had ten out of 120 projected students for a projected enrollment of eight percent.
- Dr. Felton stated that open enrollment was originally intended for January and February but was pushed to March 15th to April 15th due to uncertainty about the school's location. She stated that after the state of emergency was declared, all live events were cancelled. Dr. Felton stated the management company subsequently hired a marketing team to conduct marketing campaigns and these which include Google ads, social media, press, TV, and local newspapers. She stated the school is aware of the urgent need to recruit students to meet the enrollment goal. She stated we definitely are aware that. She stated currently there are 22 applications.
- Dr. Felton stated that regarding the facility, there is a lease signed at this time and we do have plans in place regarding how we plan to increase enrollment. She staed they plan to take the personal touch and go door to door, phone calls, parent volunteers and even discussed having the zoom meetings. She stated we're pretty confident that we will numbers regarding the enrollment.
- Mr. Quigley asked for the current enrollment. Dr. Felton stated about 22. She continued that many families were uncertain because of the facility location not being set, but now that should not be a barrier. She asked Mr. Don McQueen to speak more to the facility.
- Mr. McQueen stated the lawyers have reviewed the lease purchase agreement. He stated that could be sent to Ms. Baquero. He stated the facility is going to be outfitted by Mr. Henry Bear Claw. He stated later this week they will review the plan with the architect to put the design together with respect to zoning on this property and zoning is not going to be an issue. Mr. McQueen asked if any other board members could speak to that. A board member stated that the board has spoken to several of the zoning board committee members and it's a conditional use permit that we have to fill out and 99.9% of the time these are approved. He stated there is absolutely no reason why they would not approve it.
- The board member also spoke more about the recruitment efforts. He stated a lot of people do not have internet access so a lot of the campaigning that we were doing on the internet really were not reaching these people. He continued that one of the things that we decided to do is go out and do a relaxed face to face campaign immediately. He stated that means that we will knock on the door, step back between six to eight feet, and make contact verbally with the people through the screen doors. He stated that we can increase our boots on the ground, increase our visibility to make sure that we meet our numbers. He stated because of the slowdown it has been difficult because of the lack of broadband access. He stated his last

point is that much our campaigning was going to be done through the church system which is now not possible.

- Ms. Reeves asked about the facility. Mr. McQueen stated there is a front office area that is laid out and the rest is warehouse and wide open. Mr. McQueen stated that tremendous social distancing can be done here. He stated the site is five acres with about two acres of fenced in area.
- Mr. Ford asked what is the answer to the question as it relates to the lease being signed. Mr. McQueen stated yes, I have the lease on my desk right now and about to sign today. Mr. Ford stated, so the lease is not signed yet. Mr. McQueen stated not at this moment, but it will be today. Mr. Ford asked if they have an upfit budget and what is the impact on the existing budget submitted previously to the CSAB. Mr. McQueen stated there is a updated budget, but all that cost will be borne by the management company. He stated it doesn't affect the budget with respect to the school at all. He stated in fact, the school's going to be saving about a thousand dollars a month because I think we allocated about six thousand dollars a month for a lease payment space and it's five thousand dollars a month for this space.
- Mr. Ford asked if there is schedule from the contractor. Mr. McQueen stated no. Mr. Ford stated you have a lot of things working against you: one, you have to execute the lease; two, you have to get zoning approval; three you have to upfit; and four you still need to continue marketing. He stated that is a lot of things to do. Mr. McQueen stated all of that is absolutely true, but he doesn't think that's much different from other charters that are starting up. He stated they are not looking for a delay.
- Mr. Walker asked how many teachers have been hired. Mr. McQueen stated they have not hired any teachers at this point because they wanted to be secure in the location. He stated they have collected resumes and conducted interviews.
- Mr. Friend expressed concern that the number of applications is very low and applications received is not the same as enrolled students. He continued that we know in North Carolina and across the country, rural communities often lag behind in terms of broadband connectivity, that is a fact you would have known from the beginning. He is curious why they didn't start open enrollment earlier. Mr. McQueen stated they understand it is a multifaceted issue and they are leveraging their relationships. He stated they don't want to be judged based on what other schools have done. Mr. Friend stated he understands that, but the application numbers are concerning.
- Mr. Quigley stated at this point the numbers are concerning and I think we are in a position to take action based on these numbers, but I would recommend that we wait until June for another update. He stated we should have actual enrollment numbers, as opposed to application numbers, which we all know, you need to basically take thirty percent off of whatever your application numbers are at least. Mr. Quigley stated we'll have better data and the board can make a determination based on that data and where things stand in a month. He continued that in the next month we should know if the kind of relaxed door to door

recruiting approach is going to work He stated he would ask that you work your plan and we'll see you in a month unless any other board members have objection.

Kaleidoscope Charter High School

- Ms. Baquero introduced Kaleidoscope Charter High School and stated the school is currently in a one-year delay and scheduled to open this fall in Wake County. She stated they have a total of 65 applications out of 230 projected enrollment, so about 28% projected enrollment. She stated she believes the school may request a second-year delay today.
- Ms. Janet Littlejohn introduced herself and stated they are requesting a second delay due to facilities as well as enrollment. She stated the school submitted a new letter of intent from its investment company and have been assured they could have a facility available next year.
- She spoke about the difficulty in obtaining a facility in the original intended Morrisville location and were advised North Raleigh would be a difficult place to get approval for a relocation.
- Mr. Quigley asked if the board is certain the school will be in North Raleigh now. Ms. Littlejohn stated the facility in North Raleigh had a letter of intent, but we chose to not do it in North Raleigh because we were advised North Raleigh would be a difficult place to get approval for a relocation.
- Dr. Haire asked if the board expects to do a restart with marketing due to the fact they are targeting 9th and 10th graders and will lose those interested students. Ms. Littlejohn stated they understand that.
- Ms. Turner asked why the Morrisville location didn't work out. Ms. Littlejohn stated they looked at over 30 properties and it was very discouraging. She stated that is why they considered opening in North Raleigh. She stated they always wanted to be in Morrisville and the development partners believe they can help us build in Morrisville.
- Ms. Reeves confirmed they have been looking in the Morrisville area for two or three years. Ms. Littlejohn stated yes, for lease property. She stated Morrisville was always going to be our permanent home. She continued that we never wavered from that and we always communicated that to our community and we still have a very steadfast community.
- Ms. Reeves stated she is concerned that this has been in process for three years and there is still no facility. Another board member spoke about the difficulty they faced because Morrisville does not allow modulars. She stated now they have a solution and would no longer need to look for a temporary facility but would have that permanent facility purchased for the school and they would lease it back from that charter school development organization.
- Ms. Turner stated that over the years that we've been talking to you about the school, you've consistently said we have a very strong community of people who are interested in this

school. Ms. Turner asked, what are you using to support that? Ms. Littlejohn stated we have a very large database of community members, families, government officials, and others. She stated there is not a high school in the area so children are crunched into extra large high schools. She stated we feel very strongly that our community does support us.

- Ms. Littlejohn stated that the board feels like once they have a location, more students will enroll. Mr. Ford asked what a one-year delay will do for the school. She stated the delay would allow us to build the building that we need for a first year as well as getting out to more communities in the triangle as well as giving us an opportunity to redeem ourselves with our community.
- Mr. Machado stated this requires SBE approval because it is a second one-year delay. Mr. Machado explained the three month timeline.
- Mr. Ford expressed reservations. Mr. Friend stated he also has concerns based on the number of applications. He stated he appreciates, having been through it himself, there is a challenge in not being able to tell parents exactly where the school will be located, but Morrisville is a fast growing area and the numbers aren't baring out what we're hearing in terms of the amount of interest and community support.
- Ms. Outlaw spoke about the difficulties in getting property in Morrisville and then the challenges with relocating to North Raleigh.
- Mr. Walker stated it just seems like this is not working out and something is not catching on in the area. He stated these numbers are really low and he can't see approving a second delay or a move to North Raleigh.

Motion: Deny the request for a second one-year delay.

Motion: Sherry Reeves

Second: Hilda Parlér

- Mr. Walker clarified this would mean the school would come back in June and see if enrollment is up and if they are able to move forward this year. He stated he believes there is more to this than just COVID 19.

Vote: Sherry Reeves, Hilda Parlér, Cheryl Turner, Lynn Kroeger, Alex Quigley, Jeannette Butterworth, Steven Walker, Bruce Friend

Opposed: Joel Ford, Rita Haire, Heather Vuncannon

Passed Failed

- Mr. Machado stated the school will need to come back in June with an updated enrollment and facility update and at that time CSAB will make a motion as to if they can open in August. Mr. Joseph Maimone asked if there is a target enrollment figure. Mr. Machado stated the threshold used in RTO is 75% projected enrollment.

CHARTER SCHOOL FUNDING – ALEXIS SCHAUSS, NCDPI FBS

- Ms. Alexis Schauss, NCDPI Chief Business Officer, introduced herself and stated she would speak regarding the funding of charter schools as it pertains to funded ADM (average daily membership).
- Ms. Schauss asked the CSAB to keep in mind you in public school funding is complex and some of this is due to the nature of funding schools that survey all the demographics of students in a very geographically diverse state. She stated some of this is due to the mechanics and the history of public school budget. She stated complexities are somewhat due to the magnitude of charter schools since the lifting of the cap back from 2012. She stated we've doubled the schools and more than doubled the number of charter school students. She stated now we are looking at 7.5% of the public school budget which from a budgeting standpoint, it is a significant increase.
- Ms. Schauss spoke about the different types of schools including charters, virtual charters, drop-out prevention charters, lab schools, regional, and innovative schools. She stated they are all variations of the same theme, but they're all slightly different, which makes it administratively very difficult.
- She stated the charter school allocations, and that's the funding that is based on the ADM, is budgeted within the state appropriations line, so in short there is no line item for charter schools specifically but instead the funding for charter schools is embedded in all the individual line items of costs from teachers, assistants, instructional supplies, transportation, etc. and that must be pulled up. She stated there is dependency between the LEAs and charter schools budgeting makes things very complex especially when it comes to new charter schools and higher growth charter schools.
- Ms. Schauss stated the local education agencies are initially funded based on higher of a projected average membership and the prior year best, one of two. She stated in other words, if your county is projected to increase then the initial allotted ADM is what we project. She stated School Business looks at the projections as a whole looking at birth rates, transition rates, migration in and out, and we project an ADM for every school district by grade. She stated if they are increasing, that is their initial allotment, but if they are decreasing, we're projecting them on a decline, which is over half the school districts right now, then they are initially funded at the prior year actual ADM. She stated once we get month one and two, they can be adjusted. She stated we look at the actual month one and two, and if they have an overall increase above their initial allotment of two percent or a hundred students, they may request an increase to their allotments. She stated it does have to be requested and within funds available. Ms. Schauss stated they are adjusted on certain categories, which accommodates about seventy percent of the funding.
- Ms. Schauss stated with charter schools, there is only one general statute, that pertains to how we fund charter schools. She stated a board policy provides additional guidance. She stated that charter school initial allocations in July are funded based on the projection that is provided by the charter school. She stated the projected ADM is requested in January and

finalized in June. She stated in January is when we are building the state budget for the next year and it is provided to school districts to help them understand the impact on their student counts. She stated all charter schools, with some exceptions, are adjusted based on actual month one average daily membership and that is what a charter school is funded for, for the remainder of the year, whether they have increases or decreases.

- Ms. Schauss state there is also a state board provision that states that if after the month one, a charter school may request additional funding if it's seen significant growth. She stated we take that as 20% in month two through four and the charter can request an additional funding based on that increase in the student population. She stated this has been used in the past for instance, when a charter school has closed after the beginning of the school year and students move to a different charter school which created significant growth. She stated it is unusual, but it has been done. She stated there is a reason for all of this funding being shored up as early as possible. She stated one is that your costs are not necessarily incremental and you want to get your teacher contracts in place, facility at a fixed cost, so you want to know what is your budget at that time. She stated if you lose ten percent of your population over the course of the year you don't want to have a reduction in your in your funding because you still have all of those costs.
- She stated that some of it is in the first month, if we have for new and growing charter schools, we are moving that budget from the school districts to the individual charter schools. She stated we don't want to be doing adjustments to school districts in December and reducing them at that time because they've got also got all their teachers in place and costs pretty much in line at that point.
- Mr. Quigley asked if she is suggesting that charter schools would use this provision if we see a significant swing in student enrollment. She stated the purpose what to show you what policy is in place now. She stated there is a lot of anxiety about the unknowns related to what parents' behavior will be come school opening in Augut and is that going to have an impact on your ADM. She stated I do think that this is not unique to charter schools. She stated there will have to be a workgroup about how we account for students. She stated which I think is a little bit different than what you're asking in regards to opening in August and find that students are coming back, and then after a few weeks, parents decide to start sending kids back. She stated the 20% increase threshold could be adjusted to a lower total and it still has to be within funds available.
- Mr. Quigley wonders why it isn't exactly the same as the district schools. Ms. Schauss stated that there is a threshold for the school districts and we don't fund by student in North Carolina. She stated there is a reduction, most school districts and charter schools see a decline in their average membership over the year. She stated we try and fund school districts at the highest point, as well as charter schools. She stated we want to give the benefit to the schools, but administratively if we're doing one student here and there, as well as budget wise, we don't do that for school districts. She stated it is similar, but different for districts.
- Mr. Quigley stated in terms of planning for reentry after the pandemic, charter schools would feel certainly better and could plan more strategically, if they knew that there were some

awareness as to how the twenty day accounting model could not capture all the students that could potentially attend because it is so rigid. He stated if you don't have that student in the seat in the first ten days, my understanding is you don't get full credit for the school.

- Ms. Schauss stated ADM is calculated more aggregate than looking at each individual student. She continued that if you have twenty kindergarteners, and we take all the membership days for those twenty kindergarteners, so that would be twenty instructional days for each one of them if they arrived on the first day. She stated that then we calculate that with various rounding to get to their average daily membership. She continued so if you have one student in that kindergarten class, that was not there for ten days with all the rounding and everything, there is no impact on your ADM. She stated you would need to have a certain number of kindergartners that were not arriving on that first day to trigger that so it goes below the rounding of that grade. She stated we do that for each grade level, so it is calculated as a total population for the grade and then rounded.
- Mr. Quigley stated I think there's a lot of confusion and misinformation potentially and how we understand this because the math is detailed and specific and unique to different school situations. He stated he wants to make sure that those of us running schools know that the unique positions are being considered and we are advising people the correct way. Ms. Schauss stated she is happy to provide details as to how exactly average daily membership is calculated. She stated that going back to this board policy, regardless of the COVID situation, when you are a brand new charter school, and you've got all these enrollments, knowing that parents can sign up for the local school district, magnets, and for charter schools, and then they don't tell you and on the first day of school they don't go to your school and now you're scrambling around trying to get someone off the whitelist. She stated that having a second month adjustment for charters is appropriate. She stated that 20% is an emergency type of situation. She stated that if we went down to something like ten students, that is really funding a position. She stated she would support that as long as we are not adjusting the school districts for that and would need to be within funds available and schools could not go above their maximum.
- Mr. Maimone asked what the downside is of going to a best of the first two months for charters. He stated it sounds like as long as you don't go beyond your maximum CSADM, it shouldn't have a negative impact. He asked if he is understanding that correctly.
- Ms. Schauss stated it depends. She stated if it is a new charter school, we get new funding and reducing the school district and if we wait until December to make adjustments to the school district, it creates ill will and is difficult for district budgeting and is administratively a burden.
- Ms. Turner stated she is unsure of her student enrollment currently with the pandemic and displacement of students and is wondering what Ms. Schauss suggests for June projections. Ms. Turner stated generally we do know the projections, but currently with remote learning we aren't as clear on who is coming back. She stated she does not want to over project and also does not want to under project.

- Ms. Schauss stated schools have been budgeted in the state budget with the January projection. She stated the June number is too late to change the state budget. She stated the reason we do the June one is to get the projections of where students are coming from for the school districts but also to give charter schools the ability to increase if needed based on the maximum allowed. She stated the difference is now that those additional students that they've requested between January and June, we are going to reduce the school district for their budget. She stated there is a constant dependency of funding buckets going from one to the other.
- Mr. Machado asked if there will be funding for the additional five remote days needed in the calendar based on SB704. Ms. Schauss stated no, but we will send out more guidance on that legislation.

LOW ENROLLMENT READY TO OPEN SCHOOL UPDATES CONTINUED

Wilmington School of the Arts

- Ms. Baquero stated the current enrollment status of Wilmington School of the Arts is 77 out of 240 projected, so 32% enrolled.
- Ms. Lily Nicole introduced herself as Board Chair. She stated they are working on RTO tasks. She stated renovations are starting soon and explained what renovations are taking place. She stated renovations should cost approximately \$160-190k.
- Ms. Nicole stated open enrollment is continuing and an on-site open house occurred earlier this year. She stated that before the world shut down, as we refer to it back in April, we had everyone who had currently accepted slots in school, come and walk around and tour the facility. She stated we had a lot of new interest and word of mouth people who showed up on site to ask questions. She stated since then we've been doing virtual check-ins. She spoke about continued enrollment and marketing events.
- Ms. Nicole spoke about commercials and Spanish community outreach. She stated Wilmington is beginning phase one of safe, social opening this week. She stated that is going to allow us to get back out into the neighborhoods.
- Ms. Nicole stated that out of the 77 applications we have a majority of our kindergarten full and are actively pursuing first and second graders. She spoke about redistricting letters that are going out this week that the school believes will help with enrollment. She spoke more about enrollment and community events.
- Mr. Quigley asked what for the school's June target. Ms. Nicole stated we believe we can get 140 by June, early July with everything opening backup. Ms. Nicole stated a lot of the stuff that we did marketing wise earlier was community outreach and asking for donations, and starting to build awareness and getting our name out there, it was a little slow rolling. She stated that once access fund was awarded, we were able to start cutting print stuff and

planning events. She stated social media presence has picked up and the community is more engaged.

- Mr. Quigley asked what the minimum is for being able to operate in the facility? Ms. Nicole stated 80.
- Dr. Haire asked if applications went from 103 in April to 77 currently. Ms. Nicole stated the original documentation was not as accurate as those were not fully processed. She continued that the discrepancy that you're reporting are ones that we're continuing to follow back up with and there might be a document missing from their final paperwork, or they might have one or two things that we're following up on.
- Mr. Quigley stated the school should continue to work its plan and we will see the school again at the June meeting.

NC CYBER ACADEMY UPDATE

- Mr. Martez Hill and Ms. Jill Hambergren gave the monthly NC Cyber Academy update. Ms. Hambergren spoke about academic updates including compact course program, credit recovery program, new electives, and new advanced placement offerings.
- Mr. Bo Mullins stated that the lottery applications ran through April 17th and we now have 1765 indicating they will attend next year. He stated with returning students and new applicants, we have 2363 students for the 2020 school year. He spoke about continued applications the school is receiving and continued inquiry calls from parents. He believes they will meet the cap and have a waiting list.
- Mr. Hill spoke about an upcoming meeting with Dr. Tammy Howard to discuss the possibility of NC Cyber Academy participating in the NC Check-Ins.
- Mr. Hill stated graduation is slated for June 11th and the school is considering options including virtual graduations or a later in-person graduation.

NC ACCESS UPDATES

- Mr. Jay Whalen stated there are a couple of updates to share and one item for the board to take action on, which is the revision to the application timeline.
- He stated the program awarded some emergency funds so operating schools could apply for up to thirty thousand dollars to cover a deep disinfecting clean of the school as well as the purchase of any supplies or equipment for distance and remote learning opportunities for students and planning. He stated remaining fellowship sessions were cancelled due to COVID 19, so we're exploring some options for inviting current fellows to future events.

- He stated the portfolio development process is continuing for fellows. He stated one of the biggest disruptions from the public health crisis was our inability to get into schools drastically changed our monitoring plans. Mr. Whalen continued that subgrantees were scheduled for annual onsite monitoring this spring. He stated the team is continuing the financial reviews and putting in plans to increase desktop monitoring later this month and early in June.
- Mr. Whalen stated that the annual report will be presented to the board in June. He continued that for the current application timeline, we're requesting a one month delay for the approval of subgrantees. He stated typically we would bring recommendations to the CSAB in May, but because of the COVID 19 crisis and then additionally, we had two team members leave their positions earlier this spring, and I was also out on paternity leave for some time. He continued that we're requesting an additional month to review the thirty six applications and are really excited about the number of applications, but we want to make sure that we do a full comprehensive review of every application, and give you a thorough recommendation when the time comes. He stated the proposal will be to present recommendations to the CSAB at the June meeting and then your recommendations will be presented to the SBE in July for discussion and then in August for final action.

Motion: Approve the NC ACCESS Application Timeline Revisions.

Motion: Steven Walker

Second: Hilda Parlér

Vote: Unanimous

Passed

Failed

THREE RIVERS ACADEMY

- Ms. Baquero stated Three Rivers Academy is requesting a relocation. She stated the request went to the State Board last November and then was taken off the agenda prior to December's meeting and the relocation never took place.
- Mr. Don McQueen stated that the school has been making investments into the facility at the original location of the school in Windsor. He stated zoning as been completed and they are waiting for the educational certificate of occupancy as the building stands now with the number of students that are currently enrolled.
- He continued that there are some adjustments to the drawings from the architect and a final full station from the sprinkler system folks. He stated then new construction will begin and we expect to receive around 300 students and bringing the remaining 67-70 students from the current location. He said we are just a step away from getting the larger capacity certificate of occupancy.
- Ms. Reeves asked what data is supporting the belief that 300 students will enroll. Mr. McQueen replied that we're basing it on a percentage of the population that we've been able to attract prior and based on the demographics of the area. He stated we don't have the

enrollment numbers yet, because the facility was a bit in flux and that is always a major part of the decision for parents.

- Mr. Machado stated that the motion made last October stated that the move back to Windsor was based on getting an educational certificate of occupancy and they met growth. He continued that given the pandemic, there will be no data this year to make that determination. He stated it would be wise for you to make the board to make another motion to approve their relocation back to Windsor contingent on getting an education certificate of occupancy, but removing the growth stipulation as that will be impossible this year.
- Ms. Reeves suggested there be a stipulation regarding the enrollment numbers. Mr. Quigley asked for clarification. Ms. Reeves stated she thinks they are requesting an ADM of 300 so it would need to be at least 50 or 75% of that. She stated it definitely needs to be above 80. Mr. McQueen stated he has no issue with that. Mr. Quigley asked if Mr. McQueen really wants to have a go at this. Mr. McQueen stated absolutely.
- Mr. McQueen stated we were excited about the test scores this year and felt very strongly that they would go well.
- Mr. Walker stated he feels Mr. McQueen is a glutton for punishment. He stated this thing has been difficult, and if you could get a blood test for stress levels, I would imagine yours is very high, but I appreciate your desire to actually see this thing through. He stated it makes me willing to go ahead with this move and see how it works out.
- Mr. McQueen stated he is committed to this cause and to this community. He stated for our management company to be the team that takes on the first reassignment or assumption of the school is a great honor and we want to live up to that. He stated there is great community support including police and first responders. He stated we have set aside and pulled together over a hundred thousand dollars in funding to make this happen from our own resources and so, yes, we are a hundred percent committed to this.

Motion: Approve the request to relocate to Windsor and that there be no further stipulations.

Motion: Steven Walker

Second: Joel Ford

- Ms. Parlér asked about the certificate of occupancy and enrollment numbers. Mr. Walker stated we can look at enrollment once school starts and that the certificate of occupancy is required so it goes without saying.

Vote: Unanimous

Passed

Failed

CLOSING MATTERS

- Mr. Quigley stated we need to make a motion to preliminary approve the RTO schools in order to get it to State Board in June. Ms. Baquero explained the timeline and that at the June CSAB meeting, all RTO schools would get a final recommendation and any changes would be reflected in the July materials submitted to the State Board.

Motion: Recommend to the State Board that we preliminary approve all RTO schools pending further review by the CSAB in June 2020.

Motion: Steven Walker

Second: Sherry Reeves

Vote: Unanimous

Passed Failed

- Mr. Machado stated there would be a one day virtual meeting in June. He stated that this meeting is the last meeting for Dr. Kebbler Williams as a consultant for our office. He wanted to publicly thank her for the great job she has done for the past six years.
- Dr. Williams gave a closing statement to the board.

ADJOURNMENT

- **Mr. Walker made a motion to adjourn the meeting at 12:30 pm. The meeting adjourned via acclamation.**