

**APPROVED MEETING MINUTES
PUBLIC CHARTER SCHOOL COMMISSION MEETING
TUESDAY, JUNE 28, 2011
700 W. STATE STREET, BOISE, IDAHO
JRW WEST CONFERENCE ROOM**

A regular meeting of the Idaho Public Charter School Commission was held Tuesday, June 28, 2011, at 700 W. State Street, Boise, ID, JRW West Conference Room. Chairman Alan Reed presided.

The following members were in attendance:

Brad Corkill	Gayann DeMordaunt	Nick Hallett
Gayle O'Donahue	Esther Van Wart	

One Commission seat was vacant.

Chairman Reed called the meeting to order at 9:00 a.m.

1. Commission Work

Agenda Approval

M/S (Hallett/Corkill): To approve the agenda as published. *The motion passed unanimously.*

Rolling Calendar

M/S (Corkill/DeMordaunt): To approve December 15, 2011, as the date and Boise, Idaho as the location for the regularly scheduled PCSC meeting to follow the October 20, 2011, meeting. *The motion passed unanimously.*

Minutes Approval

M/S (Van Wart/O'Donahue): To approve the meeting minutes from May 4-5, 2011; July 8, 2010; February 5, 2009; December 20, 2007; November 13, 2007; and September 27, 2007, as submitted. *The motion passed unanimously.*

2. Commission Education: School Improvement

Steve Underwood, Director of Statewide Support for the State Department of Education (SDE), gave a presentation regarding school improvement requirements under state and federal law including AYP, LEA Status, the Ways to Improve School Effectiveness (WISE) Tool, Restructuring, and Accountability.

Commissioner DeMordaunt asked whether Blackfoot Community Charter Learning Center (BCCLC) is out of school improvement.

Mr. Underwood said BCCLC made AYP in spring 2010 through Safe Harbor, and will need to make AYP in spring 2011 to be removed from school improvement.

Commissioner DeMordaunt noted a need for the PCSC and the SDE to communicate further

regarding restructuring action required of PCSC-authorized schools.

Mr. Underwood said that with regard to PCSC-authorized charter schools requiring restructuring, the PCSC should parallel the role usually taken by a traditional district.

3. Rolling Hills Public Charter School (RHPCS) Fiscal Status Update

Cyndee Larson, Board Chair; John Montgomery, Administrator; and Niki Crow, Clerk, represented RHPCS.

The RHPCS representatives answered questions of the PCSC regarding details of the budgets provided.

Ms. Crow noted that following an SDE audit, the overpayment amount for Title I and Title II has been reduced by approximately \$20,000. The remaining reimbursement payment was included in the budget.

Mr. Montgomery said the budget was prepared based on enrollment 270 in fall 2011, but the school is hoping to enroll at least 300 students.

Commissioner Hallett asked about the school's plan for handling deferred payments.

Mr. Montgomery said the board has not addressed the deferred payments due to focus on increasing the reserve.

Commissioner Hallett noted that the FY11 reserve is based on deferred payments and therefore, it is misleading.

The PCSC required that RHPCS continue monthly fiscal reporting and provide a detailed five year financial plan, including all deferred payments, interest, and how payments will be brought current. Additionally, the PCSC required monthly submission of enrollment updates.

4. Wings Charter Middle School Corrective Action Plan and Status Update

Claire Major, Board Chair; Lorri Prescott, Business Manager; and Letha Blick, Administrator, represented Wings.

Ms. Prescott said the May budget did not include monies that were undetermined at the time. Once these funds are added, Wings will show a reserve for FY11. Enrollment for fall 2011 has risen to 177.

Commissioner DeMordaunt indicated there needs to be improvement in Wings' academic results, though the PCSC is sensitive to the school's student demographic.

Commissioner Hallett confirmed with Ms. Blick that students are showing academic growth, though they are not attaining proficiency according to State of Idaho standards.

Commissioner O'Donahue urged the school to consult with other charter schools regarding how to address these concerns.

Commissioner Hallett recommended the use of a growth model for revised MSES.

Chairman Reed noted that more than 20% of Wings' students showed no growth or negative growth from last year, which is troubling. He also observed that Wings' measurable student educational standards (MSES) were lowered about a year ago, and Wings still did not meet them.

Commissioner Van Wart emphasized the importance of timely submission of reports to PCSC staff.

Chairman Reed expressed concern regarding the school's lease payments and low enrollment numbers which will not be where expected.

Ms. Major said the lessor has refused to consider a reduction in facility lease payments.

M/S (DeMordaunt/O'Donahue): To direct staff to issue to Wings Charter Middle School a notice of defect on the grounds of failure to substantially meet any of the student educational standards in the approved charter, specifically, MSES 1 and 3.

The motion passed unanimously.

The PCSC required that Wings provide monthly enrollment updates in addition to ongoing fiscal reports.

5. Monticello Montessori School Annual Update and Proposed Charter Amendment

Dr. Andrew Meyer, Board Chair/Treasurer; David Meyer, Administrator; and Chris Jensen, Business Manager/Secretary, represented Monticello.

Ms. Jensen reviewed finances as of June 21, 2011. Monticello shares food serves with Taylor's Crossing Public Charter School (TCPCS).

Mr. David Meyer reviewed facilities, which is a project partnering with Dome Technology. A funding application is being submitted with the USDA and should be finalized in September. The contingency plan is to extend the lease for an additional year. Enrollment needs to be increased by 32 students. The school's plan, pending PCSC approval, is to change Kindergarten to half days and expand enrollment in grades four through six. Mr. Meyer also reviewed governance, student outcomes, and parent survey results.

Commissioner DeMordaunt noted that the high number of students per classroom affects student outcomes and observed that state standards are not being met at Monticello. She noted high attrition and asked whether exit surveys were completed.

Mr. Meyer said a formal exit survey is not in place, but he did meet with the parents. Many parents did not research the Montessori model and, after enrolling, decided it was not their preference.

Commissioner DeMordaunt urged the school to implement a formal exit survey.

Mr. Meyer said that Monticello is requesting an increase to the enrollment cap of 32 students, all added to grades four through six.

Commissioner DeMordaunt asked what the current waiting list is in grades four through six.

Mr. Meyer said it is approximately 10 students per grade.

Commissioner O'Donahue asked on what enrollment the FY12 budget is based.

Mr. Meyer said budgets submitted to SDE are based on 175. An enrollment of 288 is the goal, assuming approval of the increased cap.

Commissioner Corkill asked if the waiting list is such that Monticello can make an enrollment of 288.

Mr. Meyer said he has sufficient applications and commitments from parents to reach the goal of 288.

M/S (Hallett/Van Wart): To approve the proposed charter amendments as submitted by Monticello Montessori School. *The motion passed unanimously.*

6. Compass Public Charter School Proposed Charter Amendment

Kelly Trudeau, Administrator; Mike Adolph, Vice Chair; Rich Jacob, Assistant Administrator, represented Compass.

Ms. Trudeau presented proposed charter amendments to Compass' MSES, including a minor correction; the school's enrollment cap; and class sizes. The correction restored a sentence accidentally struck from the materials provided to the PCSC.

Commissioner DeMordaunt asked how Compass will accommodate the additional students.

Ms. Trudeau said Compass utilizes facility space very efficiently by rotating classes within rooms, through unique scheduling, and by efficient use of space.

M/S (DeMordaunt/Hallett): To approve the proposed charter amendments as verbally corrected during the meeting and submitted by Compass Public Charter School. *The motion passed unanimously.*

7. The Village Charter School Pre-Opening Update and Proposed Charter Amendment

Lee Miller, Board Chair; Mike Garrett, Treasurer; Rachael Smith and Jani Knox, Start up Coordinators; Lisa MacIntosh, Business Manager, represented the Village.

Ms. Smith and Ms. Knox provided an update on the school's preparations for opening in fall 2011.

The PCSC expressed appreciation for the apparent high caliber of the staff hired by The Village.

Mr. Miller presented proposed charter amendments clarifying the primary attendance boundary, increasing the enrollment cap, and permitting expansion to two classes per grade.

Ms. Smith said 85 students are currently on the Kindergarten waiting list. Historically, waiting lists decline at around 30%. Even with this rate, there would be a significant waiting list in both Kindergarten and first grade.

M/S (O'Donahue/Hallett): To approve the proposed charter amendment to change the primary attendance boundary as submitted by The Village Charter School. *The motion passed unanimously.*

M/S (DeMordaunt/Van Wart): To approve the proposed charter amendment to increase classrooms as submitted.

Commissioner Corkill expressed concern that the school may not be able to increase as planned and as amended in the charter.

Commissioner O'Donahue expressed concern with this plan due to issues filling upper grade levels.

Commissioner DeMordaunt said grade six would not be increased until 2016, giving the school adequate time to predict trends in enrollment increases.

The motion passed unanimously.

8. Heritage Community Charter School (HCCS) Pre-Opening Update

Commissioner O'Donahue stated for the record that she has worked with Christine Ivie but not in any capacity related to HCCS.

Emmanuel Navarro, Treasurer; Christine Ivie, Administrator; Nicole Andrews, Secretary; Bridger Fly, Technology and Transportation; and Holly McCrae and Crystal Davison, Founders, represented Heritage Community.

The HCCS representatives provided an update on the school's preparations to open in fall 2011. Facility construction is on schedule, with a closing date of August 2. Highly qualified staff has been hired, including bilingual teachers for all grades, and core knowledge professional development is underway. Enrollment is full at 520, and there are waiting lists in every grade except sixth, which is at capacity.

The PCSC commended the school for its accomplishments.

9. Legacy Charter School Pre-Opening Update

Commissioner O'Donahue, a Legacy founder, recused herself from this discussion.

Bart McKnight, Chair; Christine Ivie, Administrator and Vice Chair; Seth Stallcop and Moni Gangwer, Co-Administrators; Niki Crow, Clerk; Mrs. Gray; and Mrs. Coberth, represented Legacy.

The Legacy representatives provided an update regarding preparations to open in fall 2011. The budget is sound, staff is hired and trained, supplies are shipped, facilities are ahead of schedule, enrollment is full, and waiting lists are at 222 and rising.

The PCSC expressed appreciation for the school's preparedness to open.

10. Heritage Academy Pre-Opening Update

Kelly Bangerter, Board Chair/Founder; Anneli Crouch, Secretary; Blair Crouch, Board Member; and Randy Reddington, Administrator, represented Heritage.

The Heritage representatives provided an update regarding the school's preparations to open in fall 2011. Board training is ongoing. Final bids on transportation are complete and contracted. K-6 and administrative staff have been hired. A facility lease will be signed later this day, with the intent to purchase after one or two years.

Commissioner Hallett asked if the current budget is based on current enrollment.

Mr. Crouch said the budget is based on 150 students.

Mr. Bangerter conceded that the budget should have been based on 130 students.

Chairman Reed said that, based on the ending fund balance of \$35,787 on a budget assuming

enrollment of 150, it appears Heritage will end FY12 in deficit.

Mr. Bangerter said Heritage hopes that enrollment will increase as the community sees the school building opened.

The PCSC required submission of a worst-case scenario budget showing enrollment of 130 in Year One, 150 in Year Two, and 170 in Year Three. Additionally, the PCSC required monthly enrollment updates and fiscal updates based on actual enrollment.

11. Another Choice Virtual School (ACVS) Annual Update

Kelsey Williams, Administrator; Donna Meyer, Business Manager; Kim Hunter, Community Liaison; and Laura Sandidge, Co-Administrator and Special Education Director, represented ACVS.

The ACVS representatives provided an update regarding the status of the school and responded to PCSC questions regarding the online program and learning lab.

Commissioner DeMordaunt commended the school for reaching a struggling student population.

12. Taylor's Crossing Public Charter School (TCPCS) Annual Update

Dr. Andrew Meyer, current Administrator; Angie Lords, Board Clerk; and Gerard Enfield, Future Administrator, represented TCPCS.

The TCPCS representatives provided an update regarding the status of the school, noting that fiscal and board concerns raised last year have been resolved. The board has increased to seven members, board training has been obtained, and the budget has been revised. The school is currently working with the SDE to resolve a difference of opinion regarding revenues to which the school is entitled. Next year's budget anticipates a \$290,000 ending balance due to a reorganization of the school's staffing structure.

Commissioner Hallett urged the school to clarify with an attorney regarding allowable fees to students, particularly with regard to after-school field trips.

Commissioner DeMordaunt noted that first grade IRI scores show decreasing proficiency consistently for three years in row.

The PCSC required continued, monthly fiscal updates, but commended TCPCS for turning the school around.

13. Commission Discussion: PCSC Policies

Ms. Baysinger introduced a draft of PCSC policies related to the submission of meeting materials. She requested the PCSC's opinion regarding consequences to schools for failure to comply with policies.

The PCSC agreed that consequences should be firm and consistent, and may include the issuance of notices of defect on the grounds of failure to submit required reports. Documents submitted out of compliance with the policies should not be included in the meeting materials.

Ms. Baysinger proposed that certain reporting forms be made available online, with submission made possible only when the forms are complete. The PCSC expressed favor for this structure.

M/S (Corkill/Hallett): To approve the "Submission of Meeting Materials" policies as submitted.
The motion passed unanimously.

M/S (Van Wart/O'Donahue): To adjourn the meeting at 3:07 p.m. *The motion passed unanimously.*