

1. Agenda Approval

Does the Public Charter School Commission (PCSC) have any changes or additions to the agenda?

2. Minutes Approval

COMMISSION ACTION

**To approve the meeting minutes from January 15, 2013; February 14, 2013; and February 22, 2013, as submitted.**

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**DRAFT MEETING MINUTES  
PUBLIC CHARTER SCHOOL COMMISSION WORKSHOP  
TUESDAY, JANUARY 15, 2013  
650 W. STATE STREET, BOISE, IDAHO  
BOARD ROOM**

A special meeting of the Idaho Public Charter School Commission (PCSC) was held Tuesday, January 15, 2013, at 650 W. State Street, Boise, ID, Board Room. Chairman Alan Reed presided.

The following members were in attendance:

Brad Corkill	Nick Hallett	Gayle O'Donahue
Wanda Quinn	Brian Scigliano	Esther Van Wart

Chairman Reed called the meeting to order at 8:01 a.m.

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

**1. PCSC Workshop: Policy Development and Performance Standards**

Tamara Baysinger, PCSC Director, introduced the workshop goals and noted that there is a large percentage 1 and 2 star schools among Idaho's public charter schools. She observed that, when charter legislation was initially being drafted, the importance of the role of authorizer was not fully recognized.

The PCSC discussed whether charter school petitioners should be subject to credit or background checks, and decided not to proceed toward such requirements at this time. The PCSC discussed draft policies included in the meeting materials.

**M/S (Quinn/O'Donahue): To approve the PCSC policy Section II.B "New Charter Petitions" as amended:**

**2. Standards for Petition Approval**

- Correct lettering sequence

**3. Petition Evaluation Process**

- g.i. Change "shall" to "may"

**4. PCSC Decision at Initial Hearing**

- a.i. Delete paragraph
- d.i. Move paragraph as inclusion to paragraph above
- d.ii. Delete paragraph

*The motion passed unanimously.*

**M/S (Quinn/Corkill): To approve PCSC Policy Section II.C "Proposed Charter**

**Amendments” as amended:**

- **C.1.b. Strike last sentence**
- **C.1.c. Strike last sentence**

The Commission agreed to add consent agenda items for PCSC staff recommended approvals of proposed charter amendments.

*The motion passed unanimously.*

**M/S (Quinn/Hallett): To approve the petition evaluation rubric as amended:**

- **Page 89, Professionalism, under organization, will include the addition of bookmarks**
- **Page 54, Compliance, a comment will be added to address cases of charter school replication**
- **Page 30, Edit last phrase of page to “Petition addresses whether or not non-charter students...”**

*The motion passed unanimously.*

The PCSC discussed the draft performance framework contained in the meeting materials. Ms. Baysinger explained how the framework will be used depends on whether language amending charter school statute passes in 2013.

Chairman Reed asked whether it is a burden for schools to give annual reports.

Ms. Baysinger said it is burdensome for out-of-area schools. Video technology is available at state offices, but many schools lack similar access. She suggested PCSC staff prepare a brief summary and/or presentation for Tier 1 schools and make their attendance to annual reviews voluntary.

The PCSC expressed support for implementation of voluntary reporting by for Tier 1 schools for all site visits and annual reviews.

The PCSC and staff discussed how the Star Rating system can be used to understand growth at both alternative and high-performing schools. The PCSC expressed interest in learning more about the legislature’s understanding regarding the role of charter school authorizers, including the amount of emphasis that should be placed on academics and innovation versus operational matters and fiscal stability. The PCSC agreed that improved student learning is a critical indicator of school success.

Ms. Baysinger explained the renewal process and noted that, if a renewal requirement is not added to Idaho statute, the PCSC will still need to find a means by which to enforce high academic standards for the schools it authorizes. Part of this process will be developing a clear definition of what constitutes a quality school.

**2. PCSC Discussion: Draft Charter School Legislation**

Ms. Baysinger described the process that representatives from the Idaho Charter School Network, Coalition of Charter School Families, Idaho Association of School Administrators, Idaho School Boards Association, State Department of Education, and PCSC have implemented throughout the year to develop draft legislation based on the National Alliance for Public Charter Schools' model law. Topics included charter school facility funding, authorizer fees, additional authorizers, school replication, authorizer oversight, renewals and contracts, and other matters.

The PCSC and staff discussed the proposed legislation. Michelle Clement Taylor, State Department of Education School Choice Coordinator, provided additional detail regarding the facilities funding proposal. The PCSC indicated support for the concepts contained in the draft legislation, indicating that it should help increase both autonomy and accountability for public charter schools.

**Happy Committee Update**

Ms. Baysinger said this committee was formed by the PCSC in the interest of providing meaningful recognition to high performing schools. The committee has proposed issuing formal letters of commendation to schools on an annual basis.

The PCSC expressed interest in holding annual workshops.

**M/S (Corkill/Hallett): To adjourn the meeting.** *The motion passed unanimously.*  
The meeting was adjourned at 12:45 p.m.

**DRAFT MEETING MINUTES  
PUBLIC CHARTER SCHOOL COMMISSION MEETING  
THURSDAY, FEBRUARY 14, 2013  
700 W. STATE STREET, BOISE, IDAHO  
JRW WEST CONFERENCE ROOM**

A regular meeting of the Idaho Public Charter School Commission (PCSC) was held Thursday, February 14, 2013, at 700 W. State Street, Boise, ID, JRW West Conference Room. Chairman Alan Reed presided.

The following members were in attendance:

Brad Corkill	Nick Hallett	Gayle O'Donahue
Wanda Quinn	Brian Scigliano	Esther Van Wart

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

**1. Commission Work**

**M/S (Van Wart/Corkill):** To revise the agenda delaying **Compass Public Charter School's Annual Update** until later in the meeting. *The motion passed unanimously.*

**M/S: (Van Wart/Hallett):** To approve the meeting minutes from **December 4, 2012; December 18, 2012; December 31, 2012; and January 3, 2013, as submitted.** *The motion passed unanimously.*

**2. Sage International School of Boise Annual Update**

Don Keller, Executive Director; Keith Donahue, former Board Chairman; Suzanne Metzgar, new Board Chairman; and Lisa Lechner, Business Manager, represented Sage.

Commissioners Van Wart, O'Donahue, and Quinn commended Sage on their school's quality, responsiveness, and innovation.

Mr. Keller said Sage focuses on teacher effectiveness and pedagogy.

Commissioner Quinn expressed her opinion that Sage's failure to meet MSES 1 does not constitute a substantial failure meriting the issuance of a notice of defect. Sage's second grade scores are right where they should be and do show continuous improvement.

Mr. Keller described the targeted intervention Sage has already implemented to improve results.

**3. Compass Public Charter School Annual Update**

Cindy Stover, Board Clerk; Kelly Trudeau, Administrator; Mike Adolf, Board Chairman; and Jason Hessing, Board Treasurer, represented Compass.

Ms. Trudeau provided a presentation addressing Compass' mission, culture, achievement, community, leadership, student video, and philosophy.

Commissioner Corkill commended the school as a model for the charter school movement.

Commissioner Hallett asked how the school has maintained its strong fiscal status.

Ms. Trudeau said the school cut budgets before actual shortfalls forced them to. Compass is using its limited facility space carefully, staggering classes in all rooms for maximum benefit.

Mr. Adolf said the teaching staff agreed to take salary cuts rather than face staff reductions.

Commissioner Quinn asked if Compass is collaborating with other schools.

Ms. Trudeau said Compass is looking at how Compass might share its successes with other schools that are interested.

Chairman Reed relayed a suggestion from Senator Mortimer regarding the possibility of charter schools offering three semesters in order to increase enrollment and lower waiting lists. He asked if Compass sees this as a potential option.

Ms. Trudeau said she is open to the idea, which would have to be approved by the board. Compass has talked about adding more sites, under the same charter, in the elementary grades. The school does have an extensive waiting list.

**4. Xavier Charter School (XCS) Fiscal State Update and Corrective Action Plan**

Debbie Burr, Board Chairman; James Wallace, Board Treasurer; Joan Hurlock, Board Vice Chairman; Mark Lambert, Board Member; Melissa Crane, Board Secretary; and Thad Biggers, Administrator, represented XCS.

Ms. Burr said the XCS has confirmed that the school does not owe any payroll taxes, penalties, or interest. The school should be able end the year \$30,000 in the black; however, the lease remains a concern. XCS has not been successful in renegotiating the lease agreement with the landlord. Without XCS having a definitive lease agreement, XCS feels upcoming enrollment, teacher retention and recruitment will be significantly impacted. XCS has made an offer to the landlord for

a five year fixed rate, but the landlord did not agree to the terms. Ms. Burr and other XCS representatives requested a special meeting at which XCS would come to the PCSC with either a modified lease agreement or to relinquish their charter.

Chairman Reed and Commissioner O'Donahue commended the school for their continued effort to regain fiscal stability, as well as their high academic achievement.

**M/S (O'Donahue/Corkill): To lift the notice of defect issued to Xavier Charter School on the grounds of failure to demonstrate fiscal stability.** *The motion passed unanimously.*

Jed Stevenson was present to represent the landlord and said he was available for comment if the Commission desired.

The PCSC agreed to hold a special meeting via telephone on February 22, 2013, at 9:00 a.m. Mountain Time.

## **5. DaVinci Charter School Annual Update**

Cindy Hoovel, Administrator; Darin Vickery, Board President; and Michelle Roth, Business Manager, represented DaVinci.

Mr. Vickery said the school is facing extreme financial difficulty resulting largely from complications related the school's recent change of facility. The board will meet within the next couple of days to determine whether the school can continue operating through the end of the year.

Commissioner Hallett asked what will happen to students if DaVinci closes at the end of February.

Ms. Hoovel said stakeholders have been notified of this possibility and the school is assisting families with preparations to move to other educational options. Students will not need to lose any attendance days as part of the process.

Commissioner Hallett asked if creditors have been notified of possible closure.

Ms. Hoovel said DaVinci has communicated with all affected individuals.

Chairman Reed offered DaVinci the opportunity to update the PCSC at the special meeting on February 22.

Ms. Hoovel said DaVinci's academics are improving, but finances have forced this unfortunate situation.

**6. Rolling Hills Public Charter School (RHPCS) Annual Update**

Kim Davis-Anderson, Business Manager; Monique Hale, Board Chairman; and Uschi DeRose, Board Member, represented RHPCS.

Ms. Hale provided an update regarding the status of the school. She noted that enrollment is up, though the school is currently undergoing a transition in administration.

Commissioner Scigliano inquired about the apparent low morale at the school.

Ms. Hale said the school's fiscal status could be a factor, but cited communication breakdowns and a need for new administrative direction as more important.

Ms. Anderson said the school is working on fundraising, a possible loan refinance, and spending cutbacks in order to accommodate the upcoming \$72,000 repayment of delayed mortgage payments.

**M/S (Hallett/O'Donahue): To lift the notice of defect issued in January 2011 to Rolling Hills Charter School on the grounds that the PCSC has reason to believe that the school has failed to demonstrate fiscal soundness as defined by I.C. 33-5209(2)(d). *The motion passed unanimously.***

**7. Falcon Ridge Public Charter School (FRPCS) Annual Update**

Vaughn Goodman, Board Chairman; and Alice Heida, Board Clerk, represented FRPCS.

Mr. Goodman provided an update regarding the status of the school, noting that the board is stable and has a good relationship with the board. He presented a PowerPoint including academics, parent survey, and a conceptual floor plan for a permanent facility.

Commissioner O'Donahue commended the school for implementing surveys and retaining students despite the continued use of portable classrooms.

Chairman Reed commended the school for their 4 Star Rating.

Ms. Heida said the school has achieved stability and now feels that FRPCS can focus on moving forward academically.

**8. The Village Charter School (TVCS) Annual Update**

Lee Miller, Board Chairman; Jani Knox, Board Vice Chairman; Teresa England, Administrator/Principal; Susan Hansen, Board Member; and Lisa McIntosh,

Business Manager, represented TVCS.

TVCS's representatives provided an update regarding the school's governance, finances, and academics. Enrollment is 292, and the school has a 2 Star Rating.

Ms. England described TVCS's efforts to become a lighthouse school whose teachers will train others.

The PCSC agreed to delay consideration of a possible notice of defect regarding the school's MSES until a future meeting.

Chairman Reed emphasized that the PCSC will need to see updated test results as soon as possible.

### **9. Commission Education: Charter Closure Process**

Ms. Alison Henken, Public Charter Schools Manager, provided a presentation reviewing best practices for charter school closures. She cited the framework used in Colorado and recommended that the PCSC consider adopting a similar process, and summarized additional recommendations from the National Association of Charter School Authorizers.

The PCSC discussed authorizer liability, which is precluded by statute, and how best to maintain student records when a school closes.

Ms. Henken said that, in Idaho, the school is responsible for the transfer and maintenance of records even though the non-profit is dissolved at the end of the closure process. This represents a practice that is probably inadequate to ensure safe preservation of the documents.

Commissioner Quinn asked PCSC counsel to investigate what the requirements are for student records. She noted that, once the school is dissolved, the board is no longer an entity to be held to FERPA guidelines and yet are responsible for records.

Ms. Baysinger said the draft legislation does include a closure process and does specify that authorizers must develop a closure protocol. She recommended that the PCSC develop such a protocol regardless of the outcome of the legislation.

### **10. Legislative Update**

Ms. Baysinger described the draft legislation crafted by representatives of Idaho's charter school stakeholder groups.

The PCSC discussed the draft legislation, focusing particularly on the issues surrounding facility funding, alternative authorizers, renewals, and performance

contracts. The PCSC continued to express general support for the concepts in the draft legislation.

**M/S (Hallett/Van Wart): To adjourn the meeting.** *The motion passed unanimously.*

The meeting was adjourned at 1:30 p.m.

**DRAFT MEETING MINUTES  
PUBLIC CHARTER SCHOOL COMMISSION MEETING  
FRIDAY, FEBRUARY 22, 2013  
650 W. STATE STREET, BOISE, IDAHO  
ASSAY CONFERENCE ROOM**

A special meeting of the Idaho Public Charter School Commission (PCSC) was held Friday, February 22, 2013, at 650 W. State Street, Boise, ID, Assay Conference Room. Chairman Alan Reed presided via teleconference.

The following members were in attendance via teleconference:

Brad Corkill	Gayle O'Donahue	Wanda Quinn
Brian Scigliano	Esther Van Wart	

Absent: Nick Hallett

Chairman Reed called the meeting to order at 9:01 a.m.

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

**1. Xavier Charter School (XCS) Fiscal and Facility Status Update**

Melissa Crane, Board Secretary; Thad Biggers, Administrator; Debbie Burr, Board Chairman; Mark Lambert, Board Member; James Wallace, Board Treasurer; Becky Baird; and Joan Hurlock, Board Vice Chairman; attended via telephone representing XCS. Jed Stevenson, the landlord's representative, was also in attendance via telephone.

Ms. Burr reported that XCS and the landlord have successfully negotiated a lease amendment that will allow the school to continue operations. The three-year, fixed lease amount is \$480,000 per year. In addition, XCS's bond application was approved and the school intends to continue efforts to purchase the facility.

The PCSC commended XCS and the landlord for their efforts to continue delivering a quality educational choice to Idaho's children.

Ms. Burr said XCS will now be able to expend more energy towards academics.

XCS thanked the PCSC and staff for their support, as well as their landlord for working with the school.

**2. Legislative Update**

Tamara Baysinger, PCSC Director, updated the PCSC regarding the status of the draft charter legislation.

The PCSC discussed the provision changing the manner in which commissioners would be appointed. They agreed that continuity and institutional knowledge are critical, and turnover should take place as existing commissioners' terms end. The PCSC agreed that they could not support the legislation as drafted.

Chairman Reed excused himself from the meeting.

Vice Chairman Corkill took the floor as chairman. He and the PCSC directed Ms. Baysinger to express the PCSC's opinion regarding the legislation as discussed during this meeting, including relaying support for the legislation if the PCSC transition language was changed.

**M/S (Quinn/O'Donahue): To adjourn the meeting.** *The motion passed unanimously.*

The meeting was adjourned at 9:50 a.m.

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