

**Arizona State Board for Charter Schools
Policy, Rule & Contract Subcommittee
May 29, 2009
Executive Tower
1700 West Washington Street, Room B56
Phoenix, Arizona 85007**

MINUTES

Members Present -

Norm Butler - Committee Chair
Lynne Adams, Public Member (telephonically)
Dana Krals - Public Member
Magdalena Verdugo - Charter School Operator
(telephonically)

Members Absent-

Meeting began at 2:05 PM

Agenda Item A: Roll Call: DeAnna Rowe confirmed a quorum.

Agenda Item B: Call to the Public: Ms. Rowe stated that Jan Krieger with The Charter Monthly was present and recording the meeting. Subcommittee chair Norm Butler opened the meeting welcoming Subcommittee members, as well as NGA In-State Team member Dr. Karen Butterfield, Associate Superintendent for Academic Achievement, Arizona Department of Education. Mr. Butler stated that subcommittee meetings have been an open forum and more interactive than regular board meetings and encouraged participation by public members.

Agenda Item C: Discussion, review and possible consideration of a renewal process, renewal application requirements, and contract: Martha Morgan, Deputy Director, showed several screen shots that demonstrated how renewal applicants will submit applications online. She then reviewed several documents that provided information on the renewal process, including a chart which identified steps in the process, action that would occur during that step and when, according to statute, those actions needed to occur.

Next, the committee discussed the detailed business plan requirements and scoring the plan. Mr. Butler stated that it is unusual to require a business plan from a business that has operated for fifteen years. Mr. Butler said they know their operations and data. The plan requirements are straightforward. Given their understanding of the business, they should have the information. Ms. Morgan stated that renewal decisions are based upon past performance but some parts of the business plan are about future plans. If a performance management plan is required, the proposed budget should reflect implementation of the plan.

Part of the detailed business plan requires submitting a succession plan. Dr. Amy Schlessman from the Rose Management Group gave a brief informational session on how the ROSE Academies have used succession planning for planning and policy, coordination and development, and supervision and implementation.

Ms. Morgan reviewed the scatterplot that reflects schools' performance with status and growth measures and the subcommittee's proposed determinations for adequate level of academic performance. These lines were set at the October 31, 2008 meeting. Lynne Adams stated that the subcommittee and in-state team might want to revisit these determinations to be sure they are comfortable with them before forwarding to the full Board for consideration. The committee and team members agreed to discuss at the next subcommittee meeting. The Board may hold a study session for discussion for renewal.

Ms. Morgan presented performance management plan guidelines and a template for charter holders to use when submitting the plan. Ms. Morgan pointed out that the plan requires identifying numeric targets for improved performance as well as strategies and action steps for meeting the targets. The format of the plan works well with the current requirements for the Arizona School Improvement Plan. Ms. Morgan said the Arizona Charter Schools Association has reviewed the plan and intends to provide technical assistance for those that request it.

Members reviewed a sample summary report of possible information contained in a renewal executive summary. The information to be reported in the summary report will not include value statements but will be a reporting of facts. Staff will create a checklist of information that will be constant and consistent for review with all charters during the renewal process. The list of information to be reviewed will help to ensure that every charter applying for renewal receives the same level of scrutiny and consideration. Dr. Butterfield said that there was overlap of reporting in the academic portion versus the organizational section and that ADE had an interest in reviewing the components on the list.

The next steps for the subcommittee will be to approve the level of adequate academic performance for both status and growth measures to be applied when reviewing a school's academic performance for the purpose of renewal decisionmaking. Ms. Adams expressed appreciation for staff's work on renewal for making the process clear, transparent, and keeping the momentum going.

Agenda Item D: Presentation, Discussion and Possible Action on the Policy on the Eligibility of Charter Schools for State Equalization Payments and the Policy on Conducting Compliance Checks on Charter Holders: Ms. Rowe provided the subcommittee with an overview of the Board's current policy on the Eligibility of Charter Schools for State Equalization Payments and highlighted the requested changes to the policy. The policy states that a charter school may not receive funding for an original or additional site until a current certificate of occupancy and fire inspection report for educational use are provided.

MOTION

Lynne Adams made a motion to adopt and move forward to the full Board the revised policy on the Eligibility of Charter Schools for State Equalization Payments to take effect 90 days after approval. Dana Krals seconded the motion.

Motion passed unanimously

Ms. Rowe provided the subcommittee with the details of the staff's current procedures related to compliance checks of charter holders and requested that the subcommittee adopt and move forward to the full Board the procedure as new policy which is intended to make public the scope of compliance checks.

MOTION

Lynne Adams made a motion to adopt the Compliance Check Policy and move forward to the full Board for consideration. Dana Krals seconded the motion.

Motion passed unanimously

Agenda Item E: Approval of Minutes

MOTION

Lynne Adams made a motion to approve the minutes of October 31, 2008, and February 25, 2009, meetings as amended. Dana Krals seconded the motion.

Motion passed unanimously

Agenda Item F: Adjournment

The discussion ended at approximately 3:15 PM

Signature

Date