

**Minutes of the  
North Carolina Charter School Advisory Board  
State Board Rm. 755  
June 10, 2019  
9:00 am**

Attendance/NCCSAB	Joseph Maimone Phyllis Gibbs Sherry Reeves Cheryl Turner Lindalyn Kakadelis Lynn Kroeger – <i>Absent</i>	Alex Quigley – <i>Absent</i> Tammi Sutton – <i>Absent</i> Steven Walker Heather Vuncannon Bruce Friend
Attendance/SBE/DPI	<i>Office of Charter Schools</i>  Dave Machado, Director Ashley Baquero, Consultant Danielle Allen, Consultant Kebbler Williams, Consultant Jay Whalen, Consultant Barbara O’Neal, Consultant Jamelia Shahid-El, Consultant Mariama Janeeh, Consultant Claire Porter, Consultant Joseph Letterio, Consultant	<i>SBE</i>  <i>Attorney General</i> Tiffany Lucas Stephanie Lloyd  <i>SBE Attorney</i> Eric Snider

**CALL TO ORDER**

- The North Carolina Charter School Advisory Board (CSAB) meeting was called to order at 9:00 am by Vice Chair Steven Walker who read the Ethics Statement and CSAB Mission Statement. Mr. Walker led the Pledge of Allegiance.
- Ms. Turner recused herself from discussion and voting on B.L.U.E-G.R.E.E.N. Academy.
- Mr. Friend recused himself from discussion and voting on Carolina Charter Academy: A Challenge Foundation Academy.

**Motion: Approval of the May CSAB meeting minutes.**

**Motion: Sherry Reeves**

**Second: Heather Vuncannon**

**Vote: Unanimous**

Passed

Failed

**Motion: Approval of the June CSAB Agenda.**

**Motion: Lindalyn Kakadelis**

**Second: Phyllis Gibbs**

**Vote: Unanimous**

Passed

Failed

- The CSAB recognized the contributions and service of Alan Hawkes, a board member who passed away recently. Board members shared their favorite memories of Mr. Hawkes. The CSAB shared a moment of silence in his remembrance.
- The CSAB recognized the contributions and service of Tammi Sutton whose term expires with this meeting.

### **WAKE PREPARATORY ACADEMY AND NORTH RALEIGH CHARTER ACADEMY** **APPLICATION REVIEWS**

- Dr. Danielle Allen, Office of Charter Schools (OCS) Consultant, stated that Wake Preparatory Academy and North Raleigh Charter Academy previously appeared before the CSAB for clarification and full interviews. She stated both applicants received positive recommendations of approval. The State Board of Education (SBE) received those recommendations at its May meeting with the full slate of charter school application recommendations. The SBE requested supplemental information on location and capacity and that information was provided to the SBE by the Office of Charter Schools. She explained that the SBE discussed these schools at its June 2019 meeting and referenced SBE policy CHTR-012.
- Dr. Allen explained SBE policy CHTR-012 states prior to denying any charter school application that received a majority vote to approve by the CSAB, the SBE will return the application to the CSAB for further review before denial on second reading. She stated that per this policy, the SBE returned the applications of these two schools to the CSAB. She stated the CSAB is now asked to conduct an additional review of these two applications and send a recommendation to the SBE for consideration at its July meeting.
- Mr. Walker stated applications for new charters were due October 1, 2018. He stated OCS begins work immediately and knows where the proposed schools are going to be located. He stated on October 8, 2018 Dave Machado sent an email to Wake County Public Schools stating there are eight applications for charter schools proposed for Wake County. Wake County Public Schools were invited to submit an LEA Impact Statement. Mr. Walker stated the CSAB conducted a clarification interview and a full interview and received no comment

from Wake County Public Schools. Mr. Walker stated there was no word from Wake County Public Schools until the final recommendation discussion at the SBE. He stated Wake County Public Schools asked the SBE to reject all five Wake County charter school applications recommended by the CSAB.

- Mr. Walker stated Wake County Public Schools bases their opposition on a variety of things, but mainly saturation. Mr. Walker stated there are some issues with that including the substantial wait lists at area charter schools. Mr. Walker stated he believes this is more of a philosophical issue about parent choice. Mr. Walker stated Wake County just approved a five hundred plus million dollar bond for school capital and construction and a ten percent property tax increase although Wake County ADM went up 42 students last year. He stated there seems to be plenty of money available.
- Mr. Joseph Maimone stated that he gives a lot of credit to Amy White of the SBE who pointed out that Wake County had the opportunity to submit documentation at the appropriate time and Wake County did not follow that protocol. He stated a response was received too late in the process. Mr. Maimone stated, although he doesn't get to vote, he strongly believes these applications should get sent back to the SBE with approval. Mr. Maimone stated that only thirty percent of applicants since 2011 have been recommended. He stated that is tough scrutiny. He stated this board has done its due diligence and these schools deserve to move forward.
- Ms. Lindalyn Kakadelis stated that a comment was made at the previous SBE meeting that perhaps more weight is given to the votes of CSAB members that run schools. Ms. Kakadelis stated that she hopes her vote is weighted the same as any other CSAB member despite the fact she does not run a school. She explained that she has been involved in education for over forty years. She wants the SBE to know that although she is not running a charter school, she has been involved with charter schools since 1996.
- Ms. Sherry Reeves asked what the main reason for kicking the schools back to the CSAB. Mr. Walker stated he believes it was because information was submitted after we made our recommendation and so it was sent back. Ms. Reeves stated we don't look at anything after deadlines. She continued that our judgement as a board is made on the materials submitted on time based on the process. Ms. Cheryl Turner stated that Wake County knows the process, so allowing the County to skirt that process is bad precedent.
- Ms. Kakadelis stated this is a philosophical question – does the system exist for the children or do the children exist for the system? She stated some people believe the children exist for the system.

- Ms. Hilda Parlér of Wake Preparatory Academy spoke about SBE concerns. She stated that one concern was the enrollment numbers. She stated that the board considered what numbers they could enroll and still be financially viable and true to the mission and vision of the school. She presented possible enrollment amendments the school could make to lower enrollment to address the concerns of the State Board. She stated the first year would be 915 enrolled.
- Ms. Reeves asked if 1,620 is the maximum enrollment for years three, four, and five. Ms. Parlér stated yes.
- Mr. Walker confirmed that the school had buses and a free and reduced lunch program in the original application. Ms. Parlér stated yes, buses would be available to those who need them.
- Ms. Kakadelis confirmed enrollment would be spread out K-10 in year one. Ms. Parlér stated yes and the school looked at need to determine enrollment numbers.
- Mr. Maimone stated he feels uncomfortable recommending changing the enrollment numbers in the original application. He would feel more comfortable with a revised break-even budget, so the school knows that they could work with lower numbers if needed. Mr. Maimone stated substantially changing the original application would be a bad precedent to set. The CSAB voiced agreement and spoke about the fact that schools can revise enrollment as needed through the Ready to Open Process.
- Mr. Friend stated that lower enrollment can impact facility plans.
- Mr. Walker stated that the Wake County bond was sold to voters on the argument that the Wake County schools were at capacity or over-crowded and now suddenly they are at low capacity.
- Mr. Walker stated that if the SBE feels they need to have stipulations to feel comfortable moving forward, he is okay with that, but he thinks the school would work as proposed in the original application. He wondered if the habit of amending applications before approval and negotiating terms of the charter sets a bad precedent.
- Mr. Maimone stated that is not a good precedent.
- Ms. Turner wondered what the true issue is of the SBE. Ms. Turner wanted to know what the CSAB is being asked to consider. She asked if the issue is about items being submitted after the deadline or real concerns about the application itself. Mr. Walker stated he believes it is a combination. Ms. Reeves stated the capacity issue is another completely different issue. Ms.

Turner stated she had concerns about the numbers, but this is a majority vote board and she supports the board's decisions.

- Mr. Maimone stated the most positive message we can get out is that if you have concerns, you need to voice those concerns based on the process. He continued that if we send things back when materials are submitted late, we are rewarding people for not following guidelines. Ms. Kakadelis agreed and reminded the board that applications are often rejected completely for not following guidelines.
- Ms. Heather Vuncannon stated we need to be firm; the timeline is the timeline and it means something.
- Mr. Maimone stated the message needs to get out to the public that issues need to be presented to the CSAB at the appropriate time and the process and guidelines need to be followed.
- Mr. Machado stated he believes that Ms. White and EICS is concerned about the process and making sure we follow the correct process. He stated that our office has a concern about the CSAB voting on a different application than what was originally presented and approved. He reminded the board that schools can amend items in the application during the Ready to Open process. He stated he believes this is probably partially in reaction to the opposition the SBE received recently.
- Mr. Friend asked why the CSAB needs to revote on this application. The CSAB discussed what type of vote they should make at this point.
- A representative from North Raleigh Charter Academy spoke about facility utilization and the data the board received from the Wake County Public School website. He stated from Wake County's own data all but one of the schools is at 100% or above capacity. He stated the schools did their homework to find the adequate locations for the proposed schools.
- Ms. Turner wondered why the data seems to conflict.
- A representative from North Raleigh Charter Academy clarified that the data presented by both Wake County and the schools are accurate. He stated it depends on whether you account for trailer/mobile unit capacity. Another representative stated, that even with mobile unit capacity, many of these schools are at or over capacity.
- Mr. Machado reminded the board that the Office of Charter Schools provided data to SBE and the CSAB that shows capacity with and without mobile units.

- Ms. Turner stated this still comes back to process. This information was not presented when it should have been presented for consideration.

**Motion: The CSAB moves that the SBE accept the original recommendations proposed by the CSAB.**

**Motion: Lindalyn Kakadelis**

**Second: Sherry Reeves**

- Mr. Walker stated that if the SBE wants to put stipulations on the schools, the SBE will need to do that. The CSAB is comfortable in the process used to make charter school application recommendations.
- Ms. Kakadelis stated we respect the process and want the process upheld.

**Vote: Unanimous**

**Passed**

**Failed**

- Mr. Walker stated he would like the Policy Committee to determine how to address this sort of issue in the future.

### **NC CYBER ACADEMY AMENDMENT REQUEST AND MONTHLY UPDATE**

#### *NC Cyber Academy*

- Ms. Ashley Baquero, OCS Consultant, explained NC Cyber Academy's (formerly NC Connections Academy) amendment request to grow 20% annually as allowed for all charter schools currently identified as low-performing. She explained the language found in the pilot legislation provides a cap on enrollment but allows the State Board of Education (SBE) to waive that cap. She explained that NC Cyber Academy believes it is allowed to grow 20% annually as other low-performing charter schools.
- Ms. Baquero spoke about the school's current enrollment (2,512), enrollment for next school year (2,180) and waitlist (398). The CSAB spoke about the enrollment numbers for the next school year.
- Mr. Machado spoke about an Exceptional Children's compliance concern brought to the Office of Charter School's attention.
- Mr. Friend asked if the school knows how many eligible returning students enrolled for the next school year.
- Ms. Jill Hammergren introduced the school's monthly update. She stated there are 2,180 students enrolled with 157 families who have not yet returned their intent to enroll. She stated nearly 400 new families have applied. She stated that 391 submitted "no" on the intent

to return and 177 of those are graduates. She explained that the school has spent no money on marketing and the EMO has been telling families the school is closing, so the current enrollment is remarkable.

- Ms. Hammergren spoke about the graduating class of NC Cyber Academy. She shared a student spotlight from a graduating senior.
- Ms. Hammergren stated there is a 97% staff retention rate.
- Superintendent Nathan Currie spoke about the end of year testing procedures for a virtual school. He stated there are over 8000 test booklets used for end of year testing. He explained that for two weeks the staff lives in hotels around the state with secured test materials. He stated there has been no test material loss. He spoke about the challenges that families face during the testing season and the work the school does to assist families. He spoke about the impact testing has on the budget.
- Mr. Maimone confirmed there was a 97% staff retention rate. He stated that is pretty astounding given the issues the school has faced this year. Mr. Maimone asked what attracts staff to the school. Mr. Currie stated many teachers love the flexibility. Mr. Maimone asked about the enrollment numbers and why the school wants the 20% increase when they can enroll all the students on the waitlist and still be under the 2,592 cap.
- Mr. Currie stated he is hearing from families across the state that want the option.
- Mr. Walker asked if the board has contracts with the vendors.
- Ms. Hammergren gave a transition update and stated the school has contracts with all the vendors.
- Ms. Kakadelis asked if the Office of Charter Schools has the contracts. Mr. Machado stated no. The CSAB asked the board to send the contracts to the Office of Charter Schools.
- Ms. Donna Rascoe, NC Cyber Academy board counsel, stated contracts have been discussed and voted on at different points in time. She stated she can get those together and send to the Office of Charter Schools.
- Mr. Walker and Ms. Turner expressed concerns for expanding enrollment given all the other transition activities.

**Motion: The CSAB recommends denial of the amendment request.**

**Motion: Lindalyn Kakadelis**

**Second: Sherry Reeves**

**Vote: Lindalyn Kakadelis, Sherry Reeves, Phyllis Gibbs, Cheryl Turner, Steven Walker, Heather Vuncannon**

**Opposed: Bruce Friend**

**Passed**

**Failed**

### **RTO UPDATE AND FINAL RECOMMENDATIONS**

- Dr. Kebbler Williams, OCS Consultant, provided an update on the fourteen schools scheduled to open in the fall of 2019. She reviewed the Guidelines for CSAB RTO Decision-Making which include enrollment, facility, budget, and RTO Progress Report minimum standards. Dr. Williams stated the CSAB created these guidelines three years ago to help determine which schools needed to appear before the board prior to final recommendations. Dr. Williams stated the CSAB will make its recommendations today and then it will go to the State Board of Education for a vote at its July meeting.
- Dr. Williams spoke about the RTO Enrollment Summary and RTO Progress Report provided to the CSAB. She explained the Enrollment Summary does not include applications, but actual enrollment. She stated that nine schools are below the 75% enrollment expectation and four of those nine are currently serving a one-year delay. She stated that one of the three accelerated schools is below the 75% minimum enrollment. She stated the next enrollment report is due July 8, 2019 and will also include a facility update.
- Dr. Williams continued by explaining the RTO Progress Report summary provided to the CSAB. She stated that eleven of the fourteen schools had at least one issue that needed to be brought to the CSAB's attention today. Dr. Williams stated that Jacqueline McGowan is available to answer questions regarding school nutrition concerns.
- Dr. Williams stated that she will ask for a motion for each school to either continue its progress toward opening, continue its progress toward opening with stipulations, or delay its opening.

#### **Apprentice Academy High School of NC**

- Dr. Williams stated the first school is Apprentice Academy High School of NC. She stated the school is on the agenda for enrollment and school nutrition concerns. Dr. Williams stated they are not participating in the National School Lunch Program and do not have an alternative plan.
- Mr. James Warner, Board Chair for Apprentice, introduced himself via the phone conference line. Mr. Walker asked Mr. Warner about enrollment. Mr. Warner stated they are about 5-6 students to the 75% enrollment minimum. He spoke about the school's plans to market this summer.
- Mr. Walker asked about the lunch plan. Mr. Warner stated the school is planning to use a staff member with culinary training to prepare school bag lunches. Ms. Turner asked whether

the school bag lunch plans would be highly identifiable. She explained school lunch programs should not make students highly identifiable as low-income. Mr. Warner stated that is a very good question and he's not sure how to address that. Ms. Turner stated that if anyone can buy the lunches, it would be okay, but if only low-income students receive the lunches it poses a problem. Ms. Reeves stated concerns with having only one staff member, who is also an instructor, handling the lunch program. She stated the school needs to flush out this plan. She stated this is concerning since the school is in a one-year delay. Mr. Walker stated the enrollment is there and they just need to get the lunch plan figured out.

- Mr. Maimone asked what percentage of staff is hired. Mr. Warner stated the full staff is hired. Mr. Maimone asked how many staff members. Mr. Warner stated twelve.
- Mr. Machado asked if the school can submit the lunch plan to the Office of Charter Schools.

**Motion: The CSAB recommends that Apprentice Academy High School of NC continue the ready to open process with the requirement that the school submit an updated school lunch plan to the Office of Charter Schools prior to the July SBE meeting.**

**Motion: Steven Walker**

**Second: Cheryl Turner**

**Vote: Unanimous**

**Passed**

**Failed**

*B.L.U.E. – G.R.E.E.N. Academy*

- Ms. Cheryl Turner has recused herself from discussion and voting on this matter.
- Ms. Cheryl Ragland, Board Chair, introduced herself via the phone conference line.
- Dr. Williams stated the school is appearing before the CSAB for enrollment and school lunch program. She stated the school is planning on participating in the National School Lunch Program but has made insufficient progress in implementing that program.
- Mr. Walker asked if there is a pending amendment request to lower enrollment. Dr. Williams stated the school could speak to that.
- Ms. Daye Brake introduced herself and stated she will serve as the Principal of the school.
- Mr. Walker asked about enrollment. Ms. Brake stated they will not be submitting an amendment because they appeared on the local news and received 60 applications in just two days. She stated they currently have 102 enrolled and 173 applications. She stated they expect to have those applications enrolled by the end of June.
- Mr. Walker asked if the school has provided evidence of those applications to the Office of Charter Schools. Ms. Brake stated no, but they can provide that.

- Mr. Maimone asked about the marketing efforts of the school. A school representative spoke about the marketing efforts that have taken place.
- Mr. Maimone asked about the facility. A school representative stated the facility is over 7200 square feet and they are working with an architect to get the Certificate of Occupancy. She stated the building needs updated carbon monoxide detectors.
- Mr. Maimone asked about staff hiring. A school representative stated the final round of interviews is occurring this week. She stated there will be ten teachers if they get 200 enrolled.
- Mr. Walker asked about the lunch plan. Ms. Brake stated they were not aware of the timeline to submit the materials. She stated they have revised the budget to pay for the school lunches the first 75 days and then they should be eligible for funding through the National School Lunch Program. She stated this will apply to those families that are eligible for free and reduced lunch.

**Motion: The CSAB recommends B.L.U.E. – G.R.E.E.N. Academy continue the ready to open process with the requirement that the school submit an updated school lunch plan to the Office of Charter Schools prior to the July SBE meeting.**

**Motion: Steven Walker**

**Second: Sherry Reeves**

**Recused: Cheryl Turner**

**Vote: Unanimous**

**Passed**

**Failed**

*Bonnie Cone Classical Academy*

- Dr. Williams stated the school is appearing before the CSAB today to address enrollment, facility, and tax-exempt status concerns.
- Mr. Marty McCarthy, Board Chair, introduced himself. He stated that tax-exempt status has been submitted and they expect to get that soon.
- Mr. Walker asked about enrollment. Ms. Joan Roman stated enrollment is picking up. She stated the school is following up with applicants to get full enrollment packets.
- Ms. Reeves asked about the contingency plan for the facility. Mr. McCarthy stated they are working with a local church. Ms. Kakadelis stated the school will still need to go through the approvals with transportation. Ms. Reeves asked if the church is approved for educational occupancy. Ms. Roman stated no, but the town of Huntersville doesn't see any issues with converting that in a quick fashion.
- Ms. Vuncannon asked how closely the school is working with the Department of Transportation because that can really impact timelines.

- Mr. Gregg Sinderson, with the school's management company, spoke about the certificate of occupancy and transportation approvals. Mr. Sinderson stated they plan to have a certificate of occupancy by July 25, 2019.
- Mr. Walker asked about a contingency plan for enrollment. Mr. Sinderson stated the school submitted a break-even budget of 171 and the CMO fee is subordinate to everything else in the budget. He stated the school has approvals for over 600k in loans.
- Ms. Reeves asked about transportation differences between the temporary and permanent facility. Ms. Roman stated the school purchased two buses. She stated the cluster stops may change slightly but the transportation plan is laid out in that respect. Ms. Roman stated they have signed a contract with My Hot Lunch Box to deliver lunches to the facility, both the temporary and permanent facility. She stated the church facility has a kitchen and gym.
- Ms. Kakadelis asked how far the church is from the permanent facility. Ms. Roman stated 4.7 miles. She asked for the new break-even number. She stated 171. Mr. Walker stated they can break even with the enrollment it has now. Ms. Kakadelis asked if the school is still aiming for the 450 enrollment number. Ms. Roman stated yes, they are currently at 197. She stated school will open August 26<sup>th</sup>.
- Mr. Walker spoke about budgeting issues with low enrollment and receiving most of state funding in the first allotment.
- Ms. Turner stated she feels like this train is already out of the gate. She stated the school is in a one-year delay, the facility is being built, and we just have to see where this goes. CSAB members spoke about the benefit of having an experienced CMO partnering with the school.

**Motion: The CSAB recommends that Bonnie Cone Classical Academy continue the ready to open process.**

**Motion: Lindalyn Kakadelis**

**Second: Sherry Reeves**

**Vote: Unanimous**

**Passed**

**Failed**

*Carolina Charter Academy: A Challenge Foundation Academy*

- Mr. Friend recused himself from discussion and voting on this matter.
- Dr. Williams stated the school is appearing before the CSAB today to address liability insurance, facility, and tax-exempt status concerns.
- Dr. Williams explained the school provided evidence of tax-exempt status on Saturday so that has been resolved.
- A board representative stated the liability insurance has just been paid and will get that certificate to Dr. Williams.

- Mr. Walker asked about the facility. A board representative on the phone conference line stated that the facility is under construction and has faced some setbacks because of weather. She stated they are trying to make-up time as quickly as possible. She stated it should be complete in July.

**Motion: The CSAB recommends that Carolina Charter Academy: A Challenge Foundation Academy continue the ready to open process.**

**Motion: Steven Walker**

**Second: Lindalyn Kakadelis**

**Recused: Bruce Friend**

**Vote: Unanimous**

**Passed**                       **Failed**

*Monroe Charter Academy*

- Dr. Williams stated the school is on the agenda to address enrollment. Ms. Carmelina Brockman, Board Chair, introduced herself via the phone conference line.
- Mr. Walker asked about enrollment. Ms. Brockman explained the school is seeking an amendment request to lower enrollment to 144 students.
- Mr. Anthony Rodriquez spoke about the enrollment process.
- Mr. Eddie Goddall stated that the school had engaged with a local contractor to upfit the building and that everything looks really good for the school at this point.

**Motion: The CSAB recommends that Monroe Charter Academy continue the ready to open process with a stipulation that first year enrollment is decreased to 144.**

**Motion: Steven Walker**

**Second: Lindalyn Kakadelis**

**Vote: Unanimous**

**Passed**                       **Failed**

*Pocosin Innovative Charter*

- Dr. Williams stated the school is appearing via the phone conference line to address concerns of enrollment, liability insurance, personnel, transportation plan, and lunch program.
- Mr. Walker asked about the liability insurance. The board chair stated it will be effective July 1, 2019. She stated the invoice is due July 1, 2019.
- Mr. Walker asked about hiring. The board chair stated that at the end of the day they will have positions filled. She stated they need eight teachers total.
- Mr. Walker asked about the transportation plan. The board chair explained they are doing carpool and two bus depots. She stated the school is in negotiations with National Bus to

have two buses available. Ms. Reeves voiced concern about having the transportation plan set and ready to go. The board chair stated they are in partnership with Alliance Education Services for the transportation plan so the board is not worried. The CSAB asked if the board could provide a Memorandum of Understanding with Alliance. The board chair stated yes.

- The CSAB discussed concerns and the fact that this school is an accelerated applicant.
- Regarding the lunch plan, the board chair stated they have reached out the Washington County schools and they have not heard back from the County. They have reached out to a neighboring county and they have reached out to DPI for assistance.
- Mr. Walker asked about the facility. The board chair stated the facility is an old elementary school. Mr. Walker asked if the school has the certificate of occupancy. The board chair stated no, they need an upgrade to the fire system and then they will have a certificate of occupancy.
- Ms. Turner stated this school is not ready.
- Ms. Kakadelis asked about the first day of school. The board chair stated August 26, 2019.
- Mr. Walker suggested moving to the other schools and then returning to the Pocosin Innovative Charter discussion.

#### Ridgeview Charter School

- Dr. Williams stated the school is appearing before the CSAB via the phone conference line. She stated the school is appearing with concerns regarding enrollment, liability insurance, transportation plan, and lunch program.
- Mr. Walker stated the school is close to the 75% enrollment.
- A board representative stated the school will get workers compensation added to the insurance plan. Mr. Walker asked about transportation. A board representative stated they are working with a vendor to get two or three buses. Ms. Reeves asked if the bus funding is in the budget. The board representative stated they are working on amending the budget if they have lower enrollment to allow for two rather than three buses. She stated the company they partner with for the buses is full service.
- Mr. Walker asked about the lunch program. A board representative gave an update on the lunch program. Ms. Turner asked if they have sufficient funds to cover the lunch program until they get reimbursed in October. A board representative stated yes.

**Motion: The CSAB recommends that Ridgeview Charter School continue the ready to open process.**

**Motion: Steven Walker**

**Second: Lindalyn Kakadelis**





Pocosin Innovative Charter, Continued.

- The CSAB expressed concerns with this school being accelerated to open. A board representative stated that they are confident these issues will be resolved before the school opens. She stated many issues will be resolved within the next week. She stated the school leader will be on board for two months before students arrive. A representative stated that the school just got notice from Washington County for a meeting to discuss collaboration for a lunch program.
- Ms. Turner stated she has concerns about this school's readiness because everything other than facility is tentative and money is going out in three weeks.
- A board representative stated they have 80% of their enrollment.
- Mr. Walker asked who is handling finances for the school. A board representative stated Alliance Education Services.
- Mr. Walker proposed having a called-meeting on Monday, June 24, 2019, to consider the school's status. The CSAB agreed with this idea and stated they want to see documentation for everything submitted by June 20, 2019 to Dr. Williams.

**Motion: The CSAB moves that recommendation on Pocosin Innovative Charter's ready to open status be tabled until the CSAB special called meeting on June 24, 2019.**

**Motion: Steven Walker**

**Second: Sherry Reeves**

**Vote: Unanimous**

**Passed**

**Failed**

**AMENDMENTS**

MINA Charter of Lee County

- Ms. Ashley Baquero, OCS Consultant, introduced the school's request to implement a weighted lottery. She explained the school was recently awarded a NC ACCESS planning and implementation grant. She explained the school is proposing a 85% economically disadvantaged enrollment.

**Motion: The CSAB recommends approval of this amendment.**

**Motion: Steven Walker**

**Second: Lindalyn Kakadelis**

**Vote: Unanimous**

**Passed**

**Failed**

Evergreen Community Charter



## STATE BOARD OF EDUCATION UPDATES

- Mr. Dave Machado, OCS Director, reviewed State Board of Education (SBE) votes from the June 2019 meeting.
- Mr. Machado gave some OCS updates. Mr. Machado introduced the office's new consultant Claire Porter.
- Mr. Machado stated the July CSAB meeting will take place at the NC Association of Public Charter Schools Conference in Cherokee on July 22, 2019.
- Mr. Maimone gave an update on the Anonymous Tip Line that was rolled out last week at the Department of Public Instruction.
- Mr. Maimone stated that mClass will no longer be the reading diagnostic for Read to Achieve. He stated the new program will be iStation. Mr. Maimone stated charter schools will be able to opt-in to the new program.
- Mr. Machado stated the next meeting will be the called meeting on June 24, 2019, the July meeting in Cherokee, and no meeting in August.
- Mr. Machado introduced the OCS summer intern, Alicia Maupin. Ms. Maupin introduced herself to CSAB and spoke about her background.

## ADJOURN

**Motion: The CSAB moves to go into closed session to discuss attorney client privileged matters and when CSAB leaves closed session, the CSAB meeting will adjourn.**

**Motion: Steven Walker**

**Second: Lindalyn Kakadelis**

**Vote: Unanimous**

**Passed**

**Failed**

*The CSAB entered closed session at 12:25pm.*

**Motion: The CSAB moves to leave closed session and adjourn the CSAB meeting.**

**Motion: Steven Walker**

**Second: Sherry Reeves**

**Vote: Unanimous**

**Passed**

**Failed**

*The CSAB left closed session and adjourned at 12:45pm.*

**Minutes of the  
North Carolina Charter School Advisory Board  
Conference Call – State Board Lounge  
June 24, 2019  
9:00 am**

Attendance/NCCSAB	Joseph Maimone – <i>Absent</i> Phyllis Gibbs Sherry Reeves Cheryl Turner – <i>Absent</i> Lindalyn Kakadelis Lynn Kroeger – <i>Absent</i>	Alex Quigley Tammi Sutton - <i>Absent</i> Steven Walker Heather Vuncannon – <i>Absent</i> Bruce Friend
Attendance/SBE/DPI	<i>Office of Charter Schools</i>  Dave Machado, Director Ashley Baquero, Consultant Shaunda Cooper, Consultant Kebbler Williams, Consultant Danielle Allen, Consultant Alicia Maupin, Intern	<i>SBE</i>  <i>Attorney General</i> Tiffany Lucas Stephanie Lloyd  <i>SBE Attorney</i> Melissa Strong

**CALL TO ORDER**

- The North Carolina Charter Schools Advisory Board (CSAB) meeting was called to order at 9:05 am by Chairman Alex Quigley. Ms. Ashley Baquero, Office of Charter Schools (OCS) Consultant, read the Ethics Statement and CSAB Mission Statement.
- The following members of the Pocosin Innovative Charter School were in attendance on the conference line: Laura Biggs, Constance Davenport, Stephanie Phelps, and Lynn West.

**POCOSIN INNOVATIVE CHARTER READY TO OPEN STATUS**

- Dr. Kebbler Williams, OCS Consultant, stated the CSAB determined at its June 10, 2019 meeting that the CSAB would like to call a special meeting on this date to reconsider the Ready to Open (RTO) Status of Pocosin Innovative Charter (“Pocosin”).
- Dr. Williams stated that the Pocosin Board of Directors was asked to submit additional documentation on June 20, 2019 to OCS to address the five areas in which the school was rated “insufficient” on the June RTO Progress Report Rubric. She stated those five areas

were enrollment, required documentation, key staff, transportation plan, and lunch program. Dr. Williams reviewed the documentation and followed up as necessary for clarification. She stated following the review, she felt comfortable moving four categories from “insufficient” to “emerging,” but the lunch program remains “insufficient.”

- Dr. Williams gave an overview of the four categories that were moved from “insufficient” to “emerging” on the RTO rubric. She stated enrollment is at 70% of projected year one enrollment. She stated the principal has informed OCS that the actual capacity of the facility is only 196 students, so that while their projected maximum enrollment is 250, their actual maximum will only be 196 students because of the space constraints. Dr. Williams stated enrollment has been decreased in the CSADM system because the deadline for that was June 14, 2019.
- Dr. Williams stated the next category was required documentation. She stated they were insufficient because the certificate of liability insurance was missing required information. She stated they have since submitted an updated certificate and have a few areas that are still missing, but are in a similar position as most schools at this point.
- Dr. Williams stated that they were also rated “insufficient” in the category of key staff. She stated at the time of the June 10, 2019 CSAB meeting, the school had only hired one staff member, the principal. She stated since that time, the school has offered jobs to fill nine positions, 53% of total staff. She stated those are subject to background checks and the Pocosin board approval. She stated that interviews will be conducted for the remaining positions. She stated that if the board approves the hires, and the candidates accept and show up for the positions, the school will be on target for at least 50% licensed teaching staff.
- Mr. Quigley asked for the Pocosin representatives to update the CSAB on the staffing arrangement. Ms. Laura Biggs stated the background checks are being conducted and the board is meeting tomorrow to approve the contracts. She stated at that point the candidates will be handed their offers.
- Mr. Quigley asked how frequently the board is meeting. Ms. Biggs stated monthly. Mr. Quigley stated that at this point, they should be having weekly board meetings even if it is just a quick publicly noticed conference call so they can expedite these matters.
- Dr. Williams stated there is some discrepancy between the school’s application and the staffing plan recently submitted to OCS. She stated the application includes several positions that are not accounted for in the staffing plan provided to OCS on June 20, 2019. She stated the staffing plan only allows for one kindergarten teacher with an enrollment of 32 kindergarten students.

- A Pocosin representative stated that they have other kindergarten teachers available for the position. She stated positions have been created for P.E. and art and music. Mr. Quigley asked why the positions are just being posted now. A Pocosin representative stated that they just got access to the NC Teacher account until recently. Mr. Quigley stated he doesn't think that is a good excuse because there are other ways to post job offers.
- Mr. Quigley voiced concern about this school asking for acceleration and then not being prepared at this point.
- Mr. Walker asked Dr. Williams if she believes they can get on track if they continue at this pace. Dr. Williams stated it is possible and that resubmissions for RTO documentation is due July 19<sup>th</sup>. She stated that right now, the Pocosin board is about one month behind the other schools. Dr. Williams stated they have accomplished a lot in the last ten days. A Pocosin representative stated that they have also made progress on other items since submitting materials to Dr. Williams on June 20<sup>th</sup>.
- Mr. Quigley stated the board should be meeting frequently to address action items. He stated the board should publicly notice the meetings and meet frequently to move items ahead. He stated board members should be available for any meetings necessary to get the school on track to open.
- Ms. Sherry Reeves asked Dr. Williams if the revised budget accounts for the lowered enrollment. Dr. Williams stated the budget was not recently reviewed.
- Mr. Quigley asked the Pocosin board members if the budget takes this into account. A representative stated the budget should not be an issue.
- Dr. Williams stated the transportation plan is now rated "emerging." She stated the school bought two buses and has moved to hire drivers. She stated both of the buses will need to be inspected and evidence provided to OCS. She stated the buses have not yet been delivered to the school. She stated that she is interested to know why the Pocosin board changed from its original plan to lease buses from Washington County. A Pocosin representative stated they moved to their contingency plan to purchase buses because the discussions with the county didn't work out. Mr. Quigley asked if the school is working on routing. Ms. Stephanie Phelps stated yes and stated they are having a transportation event for parents in July. Mr. Quigley gave the school advice on effective transportation plans and considerations.
- Dr. Williams updated the CSAB on the school's lunch plan. She stated the school has not started the process for the National School Lunch Program. Dr. Williams stated she spoke to Washington County who was willing to partner with Pocosin for the lunch program, but the County found out the school has not completed the National School Lunch Program

enrollment process and therefore cannot partner with the school. Dr. Williams stated that Washington County is willing to partner with the school, but will need its board to approve the agreement and will need Pocosin to be properly enrolled in the National School Lunch Program.

- Ms. Biggs stated the school has a contingency plan to hire a local caterer, Trump Catering. She stated the caterer is planning to submit a contract to the Pocosin board at its meeting tomorrow. She also stated the facility has storage and a kitchen, so they are looking into possibilities to use that. Ms. Lynn West with Pocosin stated the caterer is ready to present a contract. Ms. Reeves asked what the contract would include. Ms. Biggs stated it would delivered daily hot lunches. Ms. Reeves asked the Pocosin board if they had an idea about price. Ms. Biggs stated the price would be the same as what Washington County was stating it would charge, \$4.50 per meal and the County does not include delivery or staffing.
- Ms. Reeves asked what the projected economically disadvantaged student population would be at Pocosin. The board members stated that almost all students in the area qualify for free and reduced lunch. Ms. Reeves expressed concern for being able to afford the meals with a high free and reduced lunch population. Ms. Biggs stated the community will come together to make sure kids are fed. Ms. West stated the people in Washington County are willing to do anything for this school. Mr. Quigley asked for a more specific estimate of free and reduced lunch needs. The Pocosin board stated they believe between thirty and forty percent. Mr. Quigley asked for the breakeven number. Ms. Biggs stated 150. Mr. Quigley and Ms. Reeves expressed concern about being able to afford the lunch program. Ms. Reeves spoke about concerns with the stated surplus and the staffing and lunch needs. The Pocosin board confirmed its confidence in its budget. Mr. Quigley asked based on what. The Pocosin board replied based on its work with its financial advisors and the work of board members with financial experience.
- Mr. Walker stated he shares a lot of the same concerns, but he doesn't feel like he is ready to pull the plug at this point. Mr. Walker wonders if they can accomplish what they need to do in the two months remaining. Mr. Quigley stated the Pocosin board will need to give regular weekly updates to OCS and provide an update to CSAB at its July meeting.
- Mr. Dave Machado, OCS Director, reminded the CSAB that the State Board of Education (SBE) is voting on final recommendations at its July 11<sup>th</sup> meeting.
- The CSAB discussed having a called meeting Monday, July 8<sup>th</sup> to make a final recommendation for SBE and agreed to revisit the recommendation at that meeting. Mr. Quigley stated the CSAB needs to look at the full package of RTO measures. The CSAB asked the Pocosin board to submit evidence of all outstanding items from the entire RTO rubric to OCS by noon on July 5<sup>th</sup>. CSAB members stated Dr. Williams does not have to

write an entire summary, but just forward the materials to CSAB. The CSAB specifically asked for revised budgets that show enrollment at 125 and enrollment at 150 students and a staffing plan showing teachers and student enrollment per grade level.

### **ADJOURNMENT**

- **The meeting adjourned via acclamation at 10:00am.**

**Minutes of the  
North Carolina Charter School Advisory Board  
Conference Call – State Board Room 755  
July 8, 2019  
9:00 am**

Attendance/NCCSAB	Joseph Maimone Phyllis Gibbs – <i>Absent</i> Sherry Reeves Cheryl Turner Lindalyn Kakadelis Lynn Kroeger	Alex Quigley Tammi Sutton - <i>Absent</i> Steven Walker Heather Vuncannon Bruce Friend
Attendance/SBE/DPI	<i>Office of Charter Schools</i>  Dave Machado, Director Ashley Baquero, Consultant Shaunda Cooper, Consultant Kebbler Williams, Consultant Danielle Allen, Consultant Joseph Letterio Maimone, Consultant Alicia Maupin, Intern	<i>SBE</i>  <i>Attorney General</i> Tiffany Lucas Stephanie Lloyd  <i>SBE Attorney</i> Eric Snider Zach Kaplan, Intern

**CALL TO ORDER**

- The North Carolina Charter Schools Advisory Board (CSAB) meeting was called to order at 9:05 am by Chairman Alex Quigley. Ms. Ashley Baquero, Office of Charter Schools (OCS) Consultant, read the CSAB Ethics Statement.
- The following members of the Pocosin Innovative Charter School were in attendance on the conference line: Victoria Harrison, Laura Biggs, Gabrielle Davenport, Stephanie Phelps, Jonathan Pullin and Lynn West.

**POCOSIN INNOVATIVE CHARTER READY TO OPEN STATUS**

- Dr. Kebbler Williams, OCS Consultant, stated the CSAB is convened today to reconsider the Ready to Open (RTO) Status of Pocosin Innovative Charter (“Pocosin”).
- Dr. Williams stated that the Pocosin Board of Directors was asked to submit additional documentation on July 5, 2019 to OCS related to the June RTO resubmissions. She stated

Pocosin submitted thirty-one documents in response and they have been forwarded to the CSAB. Dr. Williams stated she has not had a chance to review those documents so it will be important to ask as many questions as necessary to determine the progress of Pocosin's RTO status.

- Mr. Quigley asked the principal of Pocosin to introduce himself and for Pocosin to provide an update on resubmissions. Mr. Jonathan Pullin introduced himself as the new principal and spoke about his background. He stated he believes he has a good understanding of where they are at this point and feels good about the school's readiness to open.
- Mr. Quigley thanked the Pocosin board for the submitted updated budgets. He asked for an update on enrollment and staff hiring. Mr. Pullin stated the enrollment is currently 175. He stated all teachers are hired except for one, the P.E. teacher. He stated that the budgets change base on enrollment. Mr. Quigley asked what the school would cut if the enrollment drops. A Pocosin representative stated major cuts would be salaries and benefits. Ms. Cheryl Turner asked for clarification. The Pocosin representative stated they would hire fewer people. Mr. Quigley asked if they are fully staffed for 175 students. The Pocosin board stated yes. Ms. Reeves asked if the school has a certified Exceptional Children (EC) teacher. Mr. Pullin stated yes.
- Mr. Bruce Friend asked about the original enrollment projection. Dr. Williams stated 250 students. Mr. Quigley asked about the maximum enrollment in the CSADM system. Dr. Williams stated the maximum enrollment in the CSADM system is 196 due to facility capacity. Ms. Lindalyn Kakadelis asked if enrollment is continuing. Mr. Pullin stated yes and spoke about the school marketing. Ms. Cheryl Turner asked for the school's opening date. Mr. Pullin stated August 26<sup>th</sup>.
- Mr. Quigley asked if they have an approved certificate of occupancy. Dr. Kebbler stated yes.
- Mr. Quigley asked for a lunch program update and a transportation update. A Pocosin representative spoke about the buses the school purchased and stated the Trump catering contract has been signed. She continued that Trump catering is bringing extra meals and snacks each day for any students in need. She spoke about the food pantry donations. She stated the school is working on the National Lunch Program paperwork with the relevant Department of Public Instruction staff.
- Ms. Turner asked for clarification on the food pantry donations. The Pocosin representative stated local churches and organizations are giving donations for kids in need. Ms. Turner asked if the students would have something different than other students. The Pocosin representative stated possibly.

- Ms. Sherry Reeves asked about the food costs and a Pocosin representative confirmed the cost of \$2.90 for breakfast and \$3.20 for lunch. Ms. Reeves asked how many lunches the board expects to be delivered each day. Ms. Laura Biggs, Pocosin board member, stated they have called each family and discussed lunch and that only a handful needed free or reduced lunch. She stated that free and reduced lunch program should be in place by December with a collaboration with Washington County. She stated the catering contract is a temporary contract until the National School Lunch Program is underway. Mr. Friend asked for clarification. Ms. Biggs stated that donations are being used as a backup for any student meal or snack needs. She explained the additional catering meals will ensure all students are eating the same meal.
- Mr. Quigley asked about grade level enrollment. Ms. Biggs stated 28 in kindergarten with two teachers, 19 first graders, 16 second graders, 19 third graders, 19 fourth graders, 16 fifth graders, 22 sixth graders, 15 seventh graders, and 10 eighth graders.
- Ms. Biggs stated three enrolled during the weekend – a third, fifth, seventh grader. Ms. Turner asked about how classes will operate in middle school with such small student enrollment. Ms. Biggs stated one teacher will do math and science and one teacher will do social studies and language arts. She continued they are working on that schedule now.
- Ms. Heather Vuncannon asked about the EC program planning. She asked if the school has received IEPs yet. Ms. Biggs stated that is on the agenda today, to review IEPs received through enrollment packets. Ms. Vuncannon stated her concern is whether the budget will cover any particular needs of specific students. Ms. Biggs spoke about how a bus driver is also a teacher assistant that will be providing one on one services. She stated those costs are built into the budget already.
- Mr. Maimone asked for confirmation that the 175 number is enrolled students, not applicants. Ms. Biggs stated yes, they are enrolled. Mr. Maimone stated it is very important that the school reach out to each enrolled family to confirm commitments to the school. Mr. Pullin stated he plans to reach out to each family through home visits. Mr. Maimone stated postcards from teachers to each student helps with acclimation as well.
- Mr. Maimone asked what the school plans to do with the seven days of professional development on the calendar before school opens. Mr. Pullin spoke about the professional development plans including basic operations, technology, curriculum, schedule, and more. He also stated that the curriculum has a strong agricultural focus, so experts from the field will also come to work with the staff.
- Mr. Walker stated he feels like the school is close enough to move forward without a delay.

**Motion: The CSAB recommends that Pocosin Innovative Charter continue the ready to open process.**

**Motion: Steven Walker**

**Second: Lindalyn Kakadelis**

**Vote: Unanimous**

**Passed**

**Failed**

- Mr. Quigley gave the Pocosin board members and Mr. Pullin advice about moving forward. He commended the board and staff for the rapid work accomplished over the last few weeks. He advised the board and staff to continue forward with that type of intensity to ensure a successful opening.

### **ADJOURNMENT**

- **Mr. Walker moved to adjourn at 9:34am. The meeting adjourned via acclamation.**