



BOARD MEETING MINUTES

Friday, September 11, 2020 | 9am-10:30am, 10:30 AM

MDE Guest

Welcome & Introductions	Erin Anderson opened the meeting at 9:08am. Introductions were made.
Reading of the Mission Statement	Erin Anderson read the mission statement: To increase the quality of charter school authorizing in the state of Minnesota by developing and identifying practices and policies that ensure effective oversight and evaluation of Minnesota charter schools.
Establish Quorum	Heather Ross noted the presence of a quorum.
Consent Agenda	<i>Beth Topoluk motioned to approve the consent agenda and Laurie Schroeder seconded. Motion passed. None opposed or abstentions.</i>
Norms	<i>Erin Anderson reviewed the meeting norms.</i>
Anti-Racist Training	Breakout Room sharing Racial Autobiography training.
Guests	<p>MDE - Mike Shultz and Karen Calcaterra</p> <p>1. Charter Schools Program (CSP) Grant Update:</p> <ul style="list-style-type: none">• The FY21 CSP Start-Up Grant round is open.• There is a new section to the grant application: Need and Demand.• We are looking for peer reviewers for the current grant round. If you are interested please reach out to Rhianon at Rhianon.Sargent@state.mn.us. <p>2. MDE is currently working on updating the High-Quality Charter School CSP Grant eligibility methodology. In the coming months, MDE will be reaching out to external stakeholders, including authorizers, for feedback and additional ideas.</p> <p>3. Authorizer Training Funds are available. Unspent grant funds can roll over into the next year, but all training funds should be expended by September 30, 2022.</p> <p>4. Boot Camp Update:</p> <ul style="list-style-type: none">• The Charter School Boot Camp dates for the 2021-2022 school year have been selected. Presentations are currently being scheduled. The times will be updated on the website once session schedules are finalized. We will determine whether sessions will be held in-person, virtually, or in a hybrid model on a session-by-session basis, dictated

by the COVID-19 situation. At this time, all sessions will be held virtually through the end of March 2021. The Charter School Boot Camp webpage includes upcoming training dates, times, locations, topics and registration links.

5. Charter Center Updates are not being sent out at this time per MDE guidance to reduce the amount of communications from MDE; however, MDE is disseminating Reminders and Updates for Superintendents and Charter Leaders.

- Those interested in receiving this publication should email mde.communications@state.mn.us.

6. MAPES Updates:

- Questions and Answers generated in the review process are emailed to Cohort Two authorizers on Fridays and are posted online to the MDE website on the Authorizer Performance page.
- Welcome Meetings for MAPES Round Two, Cohort Three are scheduled for January 6, 2021.
- Welcome Meetings for MAPES Round Two, Cohort Four are scheduled for July 1, 2021.

7. Recent Submissions:

- New School Affidavits: Ten new school affidavits were received. One affidavit was withdrawn by the authorizer. Seven new school affidavits were approved by the commissioner:
 - Cross River Charter School (IQS), Gentry Academy (IQS), Link Public Schools (NEO), Aim Academy for Science and Technology (IQS), Kandiyohi Academy (IQS), Kalonn Academy (IQS), Oak Hill Montessori Community School (MOChA)
- Charter Renewal Contracts:
 - 38 contracts renewing July 1, 2020 have been received.
 - Charter amendments and revisions based on prior renewal reviews are also under review.
 - MAPES Round Two, Cohort One AAP Revisions Review

8. Updated MDE Documents:

- Recently posted to the MDE website:
 - Reporting Calendar for Charter Schools.
 - Updated and in the queue to be posted: Guidance on Forming a Charter School in Minnesota (formerly How to Start a Charter School in Minnesota)
 - Supplemental Affidavit Instructions
 - Authorizer Annual Report Template and Instructions
 - Guide to Opening a New Charter School
 - Application to Authorize Charter Schools in Minnesota
 - Charter School Assurances
 - Charter School Admissions and Enrollment Guidance

	<ul style="list-style-type: none"> ○ Merger Guidance for Charter Schools and Authorizers ○ Early Childhood Health and Developmental Screening Program Request Instructions. ○ Guidance on Conflicts of Interest for Charter Schools and Authorizers.Documents under review to be updated:i.Guidance for Contracts with Management Organizations. ○ Frequently Used Acronyms and Terms Glossary for Charter Schoolsd.New guidance under development:Guidance for Finding Student Records from Closed Charter Schools <p>9.Other Updates:</p> <ul style="list-style-type: none"> ● MDE Presentations to MACSA: Karen will be meeting with Alul on September 21 to discuss needs and plans –please give your ideas to Alul regarding desired topics for presenters. ● Minnesota Common Course Catalog(MCCC)reporting:The reporting deadline for charter schools to enter course information for the 2019-2020 school year is December 11, 2020. MCCC reporting is mandatory. Many charter schools did not report MCCC for the 2018-19 school year (and that data can no longer be loaded into the system) and there are more charter schools that have not yet reported for the 2019-20 school year. Please encourage your authorized schools to complete their reporting for 2019-2020. A spreadsheet included with this update indicates the schools that still need to complete their reporting. Authorizers and schools with questions can connect with Karen Millette of MDE(651-582-8632 or karen.millette@state.mn.us),or check the information on the MCCC webpage. ● MDE Redeployment: Camryn Krause Ferris is on redeployment helping MDE and the Minnesota Department of Health with school testing site information for nonpublic schools. The hours vary, and she will still be performing Charter Center Coordinator functions when scheduling permits. <p>10.Upcoming Deadlines:</p> <ul style="list-style-type: none"> ● FY20 Authorizer Income and Expenditure Reports: by 11:59 p.m. on September 30, 2020 ● Supplemental Affidavits (to add primary enrollment sites or grades, including instructional pre kindergarten or preschool programs): by 11:59 p.m. on October 1, 2020 ● Charter School Assurances:due to authorizers, with copies to MDE by October 30, 2020.
<p>Committee Updates</p> <ul style="list-style-type: none"> ● Executive Committee 	<p>Directors Update:</p> <ul style="list-style-type: none"> ● Commissioner Meeting <ul style="list-style-type: none"> ○ Alul Yesak presented the draft letter for review. ○ The next meeting will be on September 17

<ul style="list-style-type: none"> ● Standards and Principles ● Effective Practices Committee ● Legislative and Policy Committee ● Finance Committee 	<ul style="list-style-type: none"> ○ Alul asked the board about meeting frequency, and board decided that once a month will be adequate moving forward. ● Cancelling Wednesday Meetings ? <ul style="list-style-type: none"> ○ Board requested to hold Wednesday meetings twice a month instead of every wednesday. ● Alul Yesak presented on board training proposal <ul style="list-style-type: none"> ○ Fall 2020 Simulation Part 1: Trust Building: Climbing Mount Everest (2 hours) ○ Part 2: Group Communication and Decision-Making Simulation: Wildfire Mitigation (4 hours) ● Board chose Simulation 1 for the December meeting. ● The next Anti-Racist training will be on September 18, 2020 meeting. ● Grants <ul style="list-style-type: none"> ○ September 16, 2020 meeting with GMS ○ September 21, 2020 with Bush Foundation grant <p>Legislative and Policy</p> <ul style="list-style-type: none"> ● The policy team has proposed a new policy focus for the new year. ● The policy proposal from the previous year including multi-site fee factor has been tabled. ● The Policy Committee will be focusing on increasing teachers of color. ● Erin Anderson asked board members to look for invoices within the next two weeks. <p>Effective practices</p> <ul style="list-style-type: none"> ● The effective practices team shared updates. ● The team is working in aligning the goals with MACSA's Principle and Standard. ● Wendy Swanson noted using data from MDE's data analytics team. ● James Ewer reminded the team that equity needs to be part of the goals. ● Alul shared a possible idea with creating a fellowship during summer time to increase diversity in Authorizing. ● Aaliyah added that MACSA policy platform should also advance anti-racist policies.
Closing Items	Aaliyah Hodge asked for closing items. No closing Items.
Adjourn	<i>Sarah Schmidt motioned to adjourn, Heather Ross seconded. Motion passed. None opposed or abstentions.</i>

	Meeting adjourned at 11:15 am.
--	--------------------------------