



SPECIAL MEETING MINUTES

Monday, November 9, 2015 | 10:00 a.m. - 5:00 p.m.

STAR Center

Discover Space

3873 S 66th Street

Tacoma, WA 98409

Attendance:

Dr. Stacy Hill, Kevin Jacka, Margit McGuire, Raymond Navarro, Jr., Steve Sundquist, and Larry Wright

Absent: Trish Millines Dziko, Dave Quall, and Cindi Williams

Leadership Team: Joshua Halsey, Executive Director; Cathy Fromme, Deputy Director; Aileen Miller, Assistant Attorney General; Colin Pippin-Timco, Executive Assistant; Sandy Green, Executive Assistant

Call To Order

Roll Call

Chair Sundquist called the meeting to order at 10:08 a.m. Attendance was taken. The following Commissioners were present: Dr. Stacy Hill, Kevin Jacka, Margit McGuire, Raymond Navarro, Jr., Steve Sundquist, and Larry Wright. It was determined a quorum was present to proceed with the meeting.

Approval of the October 15 Special Commission Meeting Minutes

Meeting minutes for the October Commission meeting were reviewed and approved – Commissioner McGuire moved, and Commissioner Jacka seconded. The motion passed with one abstention: Commissioner Wright.

Public Comment

Seeing no public comment, the Commission moved forward in the agenda.

Chair Report – Steve Sundquist

Chair Sundquist noted that he had attended one day of the National Association of Charter School Authorizers (NACSA) Leadership Conference during the week of October 19. Chair Sundquist participated on a panel titled “Washington State: What Now? What Next?”

Chair Sundquist reported that the Commission had completed Mr. Halsey’s yearly evaluation at the October 15 Commission meeting. Mr. Halsey had subsequently been provided with a document

detailing his performance, and all documents supporting his recommended salary increase had been submitted.

Executive Director Report – Joshua Halsey

Mr. Halsey's full report may be viewed [here](#).

Mr. Halsey announced that Mr. Pippin-Timco had accepted a new position outside of the Commission and would be stepping down from his role as Executive Assistant on November 20th. Mr. Pippin-Timco was in the process of handing-off his responsibilities to Ms. Green. Mr. Halsey expressed confidence that Ms. Green would fulfill the requirements of the position.

Commission Calendar & Policy Updates

The Commission was presented with a draft 2016 public meeting schedule, available [here](#).

Commissioner Wright moved to strike the July 14 meeting, move the May 19 meeting from Seattle to Pasco, and adopt the meeting schedule with changes. Commissioner McGuire seconded. The motion passed unanimously.

Executive Session

Chair Sundquist adjourned open session at 11:11 a.m. An executive session was held pursuant to RCW 42.30.110(1)(i).

Chair Sundquist reconvened the Commission from executive session at 12:39 p.m.

Action from Executive Session

There was no action taken in the executive session.

Standing Committee Updates

Finance Committee

The Finance Committee's update is available [here](#).

Performance Committee

The Performance Committee's update is available [here](#).

First Place Presentation/Update

Education Program Updates

Dr. Linda Whitehead, First Place Scholars (FPS) school leader, and Dr. Tricia Zurybida reported on student progress at FPS relative to reading and math.

Dr. Zurybida reported that the school had moved to direct instruction for reading and was utilizing oral reading rate as its measure for student proficiency.

Dr. Zurybida reported that the school was considering moving to direct instruction for math in late-Winter/early-Spring 2016.

School Financial Viability

Gary Norman reported on FPS' financial viability. The school had secured a \$1M loan on the school building. The school was current with its 2015-16 school year accounts payable, and was making incremental payments towards its remaining 2014-15 school year accounts payable. The school had executed a contract with Altruist Partners to conduct \$20K of fundraising per month.

School Status and Sanctions

When asked about recent board turnover, Dawn Mason, FPS board president, reported that too many of the board members that left were from the same organization and that the board was moving from a compliance board to a stewardship board.

When asked about missed deadlines for [sanctions submissions](#), Ms. Mason noted that she was unaware of the deadline, and FPS was doing an analysis of how to improve systems so that deadlines were not missed in the future.

When asked for clarity regarding the school's fundraising efforts, and why the level of fundraising promised by the school in June 2015 didn't occur, Ms. Mason noted that the school had raised \$176K in 2015 and was building fundraising capacity with new board members.

The Commission discussed FPS' Update/Presentation and noted that it would like to see a third party affirmation of FPS' fundraising abilities, as well as an update on its board development.

Next Steps

The following next steps were identified:

1. Update from FPS fundraisers and board
2. Approve updated charter contract with FPS
3. Evaluate agency financials
4. Act on Commissioners with expiring terms
5. Set yearly performance goals for Executive Director
6. Begin planning for 2016 legislative session

Commissioner Wright moved to cancel the afternoon session of the Commission's December 10th meeting and conduct the remainder of the meeting telephonically. Commissioner Hill seconded. The motion passed unanimously.

The Commission adjourned at 3:47 p.m.

