



CHARTER SCHOOL COMMISSION SPECIAL MEETING MINUTES

Tuesday, August 27, 2019 | 3:00 p.m. to 3:52 p.m.

This was a Special Meeting that was accessible by Zoom

Attendance:

Commissioners: Heather Lechner, Dr. Kristina Mayer, and Cindi Williams.

Leadership Team: Joshua Halsey, Executive Director; Paula Kitzke, Director of School Quality and Accountability; Krystal Starwich, Director of New School Applications; Daniel Nyachuba; School Evaluation Analyst; Aileen Miller, Assistant Attorney General; and Amanda Martinez, Executive Assistant.

Call To Order

Roll Call

Chair Williams called the meeting to order at 3:00 p.m. The following Commissioners were present: Heather Lechner, Kristina Mayer and Cindi Williams. It was determined that a quorum was present to proceed with the meeting.

Executive Session

An Executive Session was begun at 3:02 p.m. pursuant to the Open Public Meetings Act, RCW 42.30.110(1) to discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

Open Session

At 3:27 p.m., Chair Williams resumed open session stating that no final action had been taken during the Executive Session.

Consideration of Stay of Revocation Stipulation Agreement for Willow Public School

Executive Director Halsey provided an overview of his recommendation for Willow Public School's fulfillment of the Stay of Revocation Stipulation Agreement entered into on June 22, 2019. Executive Director Halsey stated that Willow staff have provided evidence of compliance with many of the Agreement conditions. A site visit was conducted by Commission staff and an external contractor to

verify Willow's compliance with each of the Agreement conditions. Willow's Superintendent, Brenda McDonald, has been in constant contact with Commission staff, providing additional information when requested and problem-solving challenges as they arise.

Executive Director Halsey recommended that the Commission find that Willow has satisfied most of the Agreement conditions and require Willow's Board of Directors to develop and submit to the Commission a complete rubric for tracking contractual and legal compliance at the school and provide draft board agendas that link to the items in the rubric to be allowed to operate Willow for the 2019-20 school-year.

Commissioners engaged in dialogue regarding Willow Public School and the Stipulation Agreement.

Chair Williams inquired about the enrollment numbers Willow needs to hit to be financially sustainable.

Executive Director Halsey answered that based on the information provided to Commission staff, Willow has funding to allow them to continue operations through next school year with a minimum of 70 students.

Commissioner Lechner asked about the ability of the board to actualize the agreement within the next three days, when they have not been able to do so in the last 30 days.

Executive Director Halsey answered that he is hopeful the board is able to do so, and based upon the work to date done by Dr. McDonald she could get them there.

Commissioner Lechner voiced concern over the student enrollment. Though there are 85 students enrolled based on supporting documents, this number is well below the 100 students as outlined in the Stipulation Agreement.

Executive Director Halsey responded that the major concern was the financial viability regarding enrollment and Willow has provided documentation that they will be able to sustain with 70 students enrolled through next school year.

Commissioner Mayer recognized there was a fourth board member added and expressed concern around the board capacity at large along with their ability to fulfil duties that belong to them and not to Dr. McDonald.

Commissioner Lechner commented that areas with direct oversight by Dr. McDonald are moving along quickly and in a positive way while the components don't have direct oversight by Dr. McDonald, including board deliverables, do not appear to be moving forward as expeditiously.

Chair Williams stated that Dr. McDonald has been working hard this summer to meet the requirements and is confident that the board will honor the work done to date. Chair Williams expressed confidence

in Willow's new board member, Kevin Jacka, due to the role he has played at the Commission and in the transition of the charter schools. She recognized that four board members is not enough and that there is an enormous amount of work that needs to be done to support the school.

Chair Williams moved to find that Willow Public Schools has satisfied the majority of the Stipulation Agreement conditions to the Commission's satisfaction. However, because the conditions have not been satisfied in their entirety, Willow's Board of Directors must develop a complete rubric for tracking contractual and legal compliance at the school and provide draft board agendas that link to the items in the rubric to be allowed to operate Willow for the 2019-20 school-year. This must include review of the charter contract, Commission Performance Framework, and the Accounting Manual for School Districts. Failure to satisfy this condition by this deadline shall be grounds for automatic lifting of the stay of revocation by August 30th. Commissioner Mayer seconded.

Commissioners voted as follows: Heather Lecher, aye; Kristina Mayer, nay; and Cindi Williams, aye. The vote was 2-1. The motion passed.

Commissioners will retain authority to assess Willow's fulfillment of the new condition passed in a Special Meeting.

Meeting Adjournment

Chair Williams adjourned the meeting at 3:52 p.m.