

**Minutes of the Special Meeting of the
STATEWIDE VIRTUAL CHARTER SCHOOL BOARD
OLIVER HODGE EDUCATION BUILDING
2500 NORTH LINCOLN BOULEVARD, ROOM 1-20
OKLAHOMA CITY, OKLAHOMA**

April 9, 2013

The Statewide Virtual Charter School Board met in special session at 10:00 a.m. on Tuesday, April 9, 2013, in the Board Room of the Oliver Hodge Education Building at 2500 North Lincoln Boulevard, Oklahoma City, Oklahoma. The final agenda was posted at 9:30 a.m. on Monday, April 8, 2013.

The following were present:

Ms. Kalee Isenhour, Chief Executive Secretary, State Board of Education

Members of the Statewide Virtual Charter School Board present:

Mr. John Harrington, Edmond
Ms. Debbie Long, Claremore
Mr. Jaared Scott, Stillwater
Ms. Pamela Vreeland, Jenks

Members of the Statewide Virtual Charter School Board not present:

Dr. Janet Barresi, State Superintendent of Public Instruction, ex-officio nonvoting member
Dr. Phyllis Hudecki, Secretary of Education, ex-officio nonvoting member

Others in attendance are shown as an attachment.

**CALL TO ORDER
AND
ROLL CALL**

John Harrington called the Statewide Virtual Charter School Board special meeting to order at 10:00 a.m. and welcomed everyone to the meeting. Ms. Isenhour called the roll and ascertained there was a quorum.

ADMINISTRATION

**March 18, 2013 Statewide Virtual Charter
School Board Special Meeting Minutes Approved**

Jaared Scott made a motion to approve the minutes of the March 18, 2013 special Statewide Virtual Charter School Board meeting and Debbie Long seconded the motion. The motion carried with the following votes: John Harrington, yes; Debbie Long, yes; Jaared Scott, yes; and Pamela Vreeland, yes.

2013 Statewide Virtual Charter School Board Meeting Dates Approved

Derrel Fincher, Director of Learning Technologies, presented the recommended dates for the regular meetings of the Statewide Virtual Charter School Board. The dates are the second Tuesday of every month through the end of the calendar year.

Debbie Long asked if anyone opposed to meet at one.

John Harrington said he was open to it especially for those who are coming in from out of town.

Pamela Vreeland said we discussed at the last meeting possibly meeting in Tulsa since 2 board members are from that direction. She wanted to discuss alternating locations.

Stephanie Moser Goins, Assistant General Counsel, said she will have to check the statute, but she think it is appropriate to set your regular meeting dates for purpose of filing them with the Secretary of State.

Debbie Long made a motion to approve the 2013 Statewide Virtual Charter School Board meeting dates with time and location to be determined and Pamela Vreeland seconded the motion. The motion carried with the following votes: John Harrington, yes; Debbie Long, yes; Jaared Scott, yes; and Pamela Vreeland, yes

**Statewide Virtual Charter School Board Charter
Application for the State Board of Education**

John Harrington said the Board needed to get the application to the State Board of Education (SBE) to become accredited and allow students to come in virtually. We need to lay out what our application will look like. The sample application provides an outline of the matters that are significant and important to the SBE.

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Board members discussed their concerns with writing an application without the fifth board member.

Richard Caram, Director of C3 Schools, reviewed the Sequoyah Charter School Application pointing out key areas that should be included in the Statewide Virtual Charter School application. The applicant name, requested sponsor, and demonstrated need for the charter school must be on the application. A mission statement should be included and tied back to the demonstrated need. The organizational structure and governing body should be included and could come from legislation. He recommended not list any specific individuals in the application. A financial plan needs to be included even though currently there is no money.

Once you apply and receive a site code, the school can apply for the \$50,000 charter school start up grant. State Department of Education (SDE) would ask the number of students the school anticipates to be enrolled by the first day of school. That number would determine the amount the charter school would be funded on. On October 1, SDE will do the first child count and In January, the mid-term adjustment for growing school districts. This financial plan talks about the Oklahoma Cost Accounting System. This is how the SDE process warrants. Each expenditure has a ten digit set of numbers to be attached. Out of the \$50,000 grant, a system must be in place to process payments and a student accounting system.

Projected revenue and income and students served are part of your financial plan. He recommend not being specific on the number of students, but instead include the grade level. It is important to include the hiring policy, but the applicants and requested sponsor and description and location of facilities are not needed. Curriculum should be included, but not specific because you do not have providers. The areas that discussed high school graduation, students with individualized Education Program (IEP), and C3 standards should be included. He recommended avoiding specifics as long as it met state standards and making declarative statements that are strong.

Mike Wood, Superintendent of Drummond Public Schools, said instead of saying aligned, say aligned with a percentage of state standards. Providers will say they are aligned with standards, but they are aligned with some of them not all of them. Rarely will you get an off the shelf alignment. What you find is that providers are not tailoring themselves to Oklahoma; they are selling to a nationwide audience.

Two areas he suggested would be how providers address remediation requirements and how providers address students with an IEP and special education needs. These need to be address because you cannot screen a student on their status.

John Harrington said questions the ability to deliver the curriculum. Students have to be able to access the material. It has to be addressed that a student cannot be using a dial-up modem.

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Pamela Vreeland said for common core and the common core assessments, PARC has minimum standards that a brick and mortar schools have to have in place. The board could use their recommendations on technology.

Richard Caram said an accessibility piece needs to be included in the application. How are children going to access this if they do not have the ability at home? When you make it a charter school, you make it a public school. If that child transfers into your school, you are responsible for delivering the goods.

Mike Wood said two infrastructures in place help with this. The CareerTech system has a strong technology background. The others are state libraries because they are e-rate eligible. Those two entities are out there and available to the public. He suggested using language in that application that will develop partnerships with existing infrastructures to make accessibility available to students in remote areas.

Board members discussed the academic calendar because of specific reports and testing deadlines that need to be met and TLE requirements for the charter school.

Richard Caram said you do not need to use the normed testing, but you want to include the Oklahoma State Testing Program because you will be required to do it. This includes information on Achieving Classroom Excellence (ACE), Oklahoma Alternate Assessment Program (OAAP), and the PLAN program. He recommends using this language. The list of expected academic outcomes is good to include. The personal responsibility and institutional outcomes are not necessary, but they are good components for transparency when you are talking to children about virtual school. Staff evaluations should be done by the provider. Providers will evaluate their staff. You could use a TLE model to evaluate people employed by the virtual school.

Derrel Fincher, Richard Caram and Board Members discussed the next steps of the application including the startup grant, timeline, hiring staff members, and the State Department of Education's willingness to offer resources.

John Harrington asked about sharing the draft application.

Stephanie Moser Goins said as far as the Open Meeting Act requirements; sharing information is different from making decisions about the information. Keep in mind the distinction of when the Open Meeting Act applies.

She also updated the board on meeting filing requirements. The Secretary of State requires that you will notify them of time and place. Typically with regular meetings, the entire year schedule is filed by December 15 of the previous year. The statue does not tell us what happens when there is an entity constituted after December 15. She suggested deciding on the time and place of the next meeting and put on the agenda to consider planning out the rest of the schedule.

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One thing you may also want to consider with the application is that statutorily the State Board of Education will have 90 days from the date of received application to consider the application itself.

Debbie Long said we should pursue getting the application in digital format.

Pamela Vreeland said once that is done we should submit and say the areas we feel comfortable working on.

John Harrington said we need to get this application drafted in the next 10 days or so. We need to come up with a plan dividing it, drafting sections, and synthesizing it into one coherent document.

Stephanie Moser Goins said she recommends when you exchange information, make Derrel your point of contact. Derrel can disseminate information to the group as a whole. To avoid any concern, avoid communicating with each other to avoid that perception of any sort of communication, conferral, or conduct of business outside of a meeting.

John Harrington said he will look at the application and reach out to Board Member individually.

Richard Caram said he will send other charter school applications to Board Members for other verbal language to deal with and will look for information on accessibility.

ADJOURNMENT

There being no further business Debbie Long made a motion to adjourn the meeting at 12:02 p.m. Jaared Scott seconded the motion. The motion carried with the following votes: John Harrington, yes; Debbie Long, yes; Jaared Scott, yes; and Pamela Vreeland, yes.

The next meeting of the Statewide Virtual Charter School Board will be held on Tuesday, May 14, 2013 at 10 a.m. The meeting will convene at the State Department of Education, 2500 North Lincoln Blvd., Oklahoma City, Oklahoma.

John Harrington, Chairperson of the Board

Kalee Isenhour, Secretary to the State Board