

**MINUTES OF THE  
UTAH STATE CHARTER SCHOOL BOARD MEETING**

Thursday, December 8, 2016

USBE – Basement West

**DRAFT**

**Members Present:**

Chair Kristin Elinkowski  
Vice Chair DeLaina Tonks  
Member Bruce Davis  
Member Dean Brockbank  
Member Robert Enger  
Member Greg Haws

**Members Excused**

Member Michelle Smith \*attending via phone conference

**Staff Present:**

Jennifer Lambert  
Blanca Estrada  
Rebecca Cisneros  
David Thomas  
Jo Schmitt

**Others present:**

Scott Jones, Carmen Helsing, Srethana Mortensen, Tamara Cloward, Karla Mora, Erica Fernandez, Araceli Negrete, Margarita Arelcana, Craig Frank, Scott Jones, Susan Argle, Meghan Merideth, Fernando Seminario, Tonya Passey, Katrina Walker, Rich West, Ryan Marchant, Skip Francom, Susan Soleil, Katrina Santamaria, Sandy Shepard, Elsa Borell, Paul Mulder, Jeremy Brown, Tina Smith, Carolyn Sharette, Brad Findley, David Sharette, Sydney Young, Stephanie Schmidt, Cathy Hunter, Shelly Taylor, Rosalyn Wynn, Susie Scherer, Eulogio Alejandro, Richard Eccles, Tana Archer, Trudy Sorensen, Jan Searle, Rich Morley, Jennifer Fulton, Frank Staheli, Brenda Peterson

**Call to Order**

Chair Kristin Elinkowski called the meeting to order at 9:07 a.m.

**Board Chair Report**

Chair Kristin Elinkowski informed the SCSB that she, Member and Dean Brockbank, Executive Director Jennifer Lambert and staff members Rebecca Cisneros Blanca Estrada visited several charter schools and feels the visits have gone very well and a really good use of time. Chair Elinkowski reminded the SCSB that staff has an ambitious goal to visit every charter school in the state, this next year. She invited any board member that could avail themselves for visits to contact Jennifer Lambert or herself and they would coordinate to have a board member part of the visits. Member Greg Haws stated that he had visited four schools and inquired about a process of reporting those that had been visited. Mr. Haws stated that schools are grateful for those visits by the board and staff.

Chair Elinkowski reminded the SCSB that new charter school applications will be presented in the January 12, 2017 meeting. Originally two days had been set aside for those presentations, however the SCSB has decided

to consolidate the presentations to one day. Staff member Rabecca Cisneros has sent the applications for review before the January meeting.

Discussion regarding changing the day of the SCSB meetings for the next year, to help avoid holding the SCSB monthly meetings the same day as the USBE meet. Chair Elinkowski asked for input and to contact her your preference. Member Dean Brockbank recommended keeping the day of the meeting close to the USBE so any actions that are approved by the SCSB, they would go to the USBE for final action in a timely manner.

Chair Elinkowski stated there had been an article in the news regarding procurement laws; she suggested in their next meeting, David Thomas, legal counsel to the SCSB, could explain procurement laws and answer any questions the SCSB may have.

### **Consent Calendar-Approval of Minutes**

**MOTION:** Member Bruce Davis moved and Vice Chair DeLaina Tonks seconded to approve the consent calendar as presented (containing the minutes from the November 10, 2016 SCSB meeting and Soldier Hollow grade range changes). The motion carried unanimously by those present. Member Michelle Smith was not available for the vote.

### **Charter School Task Force Report**

Member Bruce Davis informed the SCSB that the Charter School Task Force, composed of members of the USBE, the SCSB and the Utah School Boards Association met five times between May and November 2016. The taskforce discussed charter school governance, the charter application and approval process, charter agreement fidelity, recommendations for rule and statutory changes, and the relationship between the USBE and the SCSB. Based on its discussions, the charter school taskforce unanimously recommended the following: Changes to Board Rule, Legislative changes, and other recommended actions.

**MOTION:** Member Bruce Davis moved and Member Dean Brockbank seconded to endorse and support the Charter School Task Force Report as presented. The motion carried unanimously by those present. Member Michelle Smith voted in favor of the motion, via phone conference.

### **School Spotlight – North Star Academy**

Chair Kristin Elinkowski introduced North Star Academy as this month’s school spotlight. North Star Academy was recognized for strong enrollment retention and transfer rates consistent with high achievement on charter school performance standards and has one of the overall strongest student engagement data. Tana Archer, Director and Trudy Sorenson, Board Chair of North Star Academy presented a slide show presentation with students participating with answers and questions regarding their experience at the school.

### **Proposed Procedures of the SCSB**

David Thomas presented a “DRAFT” document stating the intent of the SCSB is to establish flexible processes to meet the duties and obligations that have been placed on it as an authorizer and to address matters that are necessary to promote the purpose of the charter schools that it has authorized.

**MOTION:** Member Dean Brockbank moved and Member Bruce Davis seconded that in consistent with the SCSB counsel’s description of posting new policies, to direct staff to post the “DRAFT” proposed polices in the timeframe described, to give the public an opportunity to comment prior to the SCSB taking action. The motion carried unanimously by those present. Member Michelle Smith was not available for the vote.

### **Charter Schools Identified for School Turnaround for SY2016**

Executive Director Jennifer Lambert informed the SCSB last year there were six schools that were identified as turnaround schools and were placed on “warning” status: Pioneer High School for the Performing Arts, CS Lewis Academy, Mana Academy, Utah Connections Academy, Dual Immersion Academy and Entheos Academy-Magna. This year, four schools were identified as turnaround schools in the program: East Hollywood High, Guadalupe School, Paradigm High and Utah Virtual Academy. Ms. Lambert informed the SCSB schools are placed in the Turnaround program when they are in the bottom 3% on school grading. Sheryl Ellsworth works at USBE in the Student Advocacy Section and oversees SB 191. Ms. Ellsworth updated the SCSB on the schools that were identified last year and informed them of the schools that have been identified this year. In addition, representatives of the four new turnaround schools were present to answer questions and discuss their status in turnaround.

**MOTION:** Member Bruce Davis moved and Member Greg Haws seconded to place East Hollywood High, Guadalupe School, Paradigm High and Utah Virtual Academy on “Warning” status as a result of being designated as a low performing school by the USBE. The motion carried unanimously by those present. Member Michelle Smith was not available for the vote.

### **Enrollment, Retention, and Transfer Rates**

Executive Director Jennifer Lambert informed the SCSB that staff has reviewed the most recent enrollment, retention and transfer data reports that were submitted to the SCSB last month. On that report they have identified schools that are doing really, really well, and others that are a little be struggling. There are 11 schools that have the lowest overall enrollment, retention and transfer performance. Ms. Lambert stated the schools that seem to be struggling have not been invited to a SCSB meeting, but staff chose to contact those schools and address what they are facing and their situation. Depending on the outcome of those conversations, the schools may be invited to a future SCSB meeting. Staff has also identified high performing schools and has invited some to attend the SCSB to share strengths, strong student engagement. Representatives from American Preparatory Academy schools, Early Light Academy, Scholar Academy, Salt Lake Arts Academy and Ranches Academy shared procedures and practices they use to attract and retain students.

### **Schools Enrolling Over Caps**

Executive Director Jennifer Lambert informed the SCSB that this year, as a whole, charter schools the SCSB has authorized have over enrolled more than they have in the past. Eighteen schools enrolled over their caps set in their charter agreement and five schools enrolled more than 5% over their caps. Representatives from those five schools: APA-Accelerated School, Spectrum Academy-NSL, Excelsior Academy, Esperanza Elementary, and DaVinci Academy presented their reason and justification for overenrolling.

**MOTION:** Member Dean Brockbank moved and Member Greg Haws seconded to direct staff to send a letter to communicate to all charter schools, reminding them the enrollment caps that are stated in their charter and charter agreement needs to be adhered to.

**AMENDMENT TO MOTION:** Vice Chair DeLaina Tonks moved to amend the motion to include additional information to those schools that are presently overenrolled, informing them of the school’s cap and their present enrollment numbers. Members Dean Brockbank and Greg Haws accepted the amended motion.

The amended motion carried unanimously by those present. Members Michelle Smith and Robb Enger were not available for the vote.

### **Amendment Request – American Leadership Academy**

Representatives of American Leadership Academy informed the SCSB the school's governing board seeks a waiver from R277-419-4, Pupil Accounting-Minimum School Days in order to accommodate a four-day school week.

**MOTION:** Vice Chair DeLaina Tonks moved and Member Bruce Davis seconded to recommend to the USBE approval of the amendment request from American Leadership Academy. The motion carried unanimously by those present. Members Michelle Smith and Robb Enger were not available for the vote.

**Adjourn**

**Motion:** Member Dean Brockbank moved to adjourn at 2:34 p.m. The motion carried unanimously, by those present.