

**In The Matter Of:**  
*BEFORE THE ARKANSAS DEPARTMENT OF EDUCATION  
CHARTER AUTHORIZING PANEL*

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*January 18, 2017*

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*Linda Parker Court Reporting  
501-847-9448*

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BEFORE THE ARKANSAS DEPARTMENT OF EDUCATION  
CHARTER AUTHORIZING PANEL

#4 Capitol Mall  
Little Rock, AR 72201

JANUARY 18, 2017  
8:30 A.M.

A P P E A R A N C E S

PANEL MEMBERS:

MS. DEBORAH COFFMAN	Chairman/Chief of Staff
DR. MARK GOTCHER	Vice Chairman/Deputy Commissioner
MS. IVY PFEFFER	Asst. Commissioner - HR/Educator Effectiveness & Licensure
DR. ERIC SAUNDERS	Asst. Commissioner - Fiscal & Administrative Services
MS. ANNETTE BARNES	Asst. Commissioner - Public School Accountability
MR. GREG ROGERS	Asst. Commissioner - Fiscal & Admin. Services
MS. STACY SMITH	Asst. Commissioner - Learning Services
MR. BOBBY LESTER	Director of Federal Programs
MS. LISA HALEY	Special Education Division Manager

ALSO APPEARING:

MS. ALEXANDRA BOYD	Public School Program Coordinator
MR. FREDDIE SCOTT	Learning Services Operations Mgr.

ADE LEGAL COUNSEL:

MS. JENNIFER DAVIS	ADE Staff Attorney
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P R O C E E D I N G S

CHAIRPERSON COFFMAN: Good morning. Welcome to the Wednesday, January 18, 2017 meeting of the Charter Authorizing Panel.

First on our agenda is a Chair's Report; I have no items, other than to welcome Ms. Lisa Haley to the Charter Authorizing Panel.

MS. HALEY: Thank you.

CHAIRPERSON COFFMAN: Any additional notes from any of our panel members?

All right.

CONSENT AGENDA

CHAIRPERSON COFFMAN: Then we'll move on to item number two, the Consent Agenda, approval of the minutes.

DR. GOTCHER: May I ask a question before we --

CHAIRPERSON COFFMAN: Absolutely.

DR. GOTCHER: In looking at the minutes I noticed that in some of the minutes the renewal time period in the closing -- let me find an example. If we go to the December 13th -- I'm looking at a consistency that may be of benefit to us looking back in time. If you look at -- let me take us back to December 14th; I wrote the notes down but didn't write the agenda piece down. On the December 14th --

1 CHAIRPERSON COFFMAN: A-2?

2 DR. GOTCHER: A-2.

3 CHAIRPERSON COFFMAN: Osceola STEM?

4 DR. GOTCHER: Voted unanimously to approve the  
5 application for a three-year renewal term. In other  
6 examples it just said "unaminous" [ps] -- easy for  
7 you to say -- unanimously to approve the renewal. So  
8 I'm wondering if we could have a change in the  
9 minutes to actually put the term of renewal placed in  
10 there. Is there a question about that or problem  
11 with that?

12 CHAIRPERSON COFFMAN: Mr. Scott, do you want to  
13 address that?

14 MR. SCOTT: Absolutely. It would be no problem  
15 whatsoever to be consistent in recognizing the term.  
16 And so we can go back and make those appropriate  
17 changes so that each contract will reflect the term  
18 and the phrase "unanimous approval."

19 DR. GOTCHER: And I believe looking back if we  
20 ever need to pull our minutes we could look at that.  
21 Instead of looking at the full transcript we could  
22 actually see the length of the term, of the renewal  
23 term. So that was just a suggestion on my part, sir.

24 MR. SCOTT: No problem whatsoever.

25 DR. GOTCHER: Okay. Other than that, I saw

1 nothing that I felt needed to be corrected.

2 CHAIRPERSON COFFMAN: Any other comments?

3 Ms. Barnes.

4 MS. BARNES: I don't really have a comment. I  
5 was trying to determine if the reason that was was  
6 because the term -- wasn't that the different term,  
7 less than what they were asking, or was that exactly  
8 what they were asking? I've forgotten. I remember  
9 reading through it but I was wondering if that was  
10 why it was --

11 DR. GOTCHER: And I thought of that because what  
12 caught my eye --

13 MS. BARNES: I don't know if it makes a  
14 difference.

15 DR. GOTCHER: I was looking for the 13 number  
16 with -- you know -- and that wasn't there; then I  
17 noticed it was in previous.

18 MS. BARNES: Okay.

19 DR. GOTCHER: So --

20 MS. BARNES: I don't think it -- I mean, I don't  
21 have a concern with it. I was just -- I think I  
22 accepted it like it was --

23 DR. GOTCHER: Sure.

24 MS. BARNES: -- and the difference as well.

25 MR. SCOTT: For consistency, if you'd like we

1 can indicate the number of terms. And we also have a  
2 background sheet as well that spells out and captures  
3 everything so that we're seeing the same things in  
4 regards to the term. The request is one thing, but  
5 actually getting approval --

6 DR. GOTCHER: True.

7 MR. SCOTT: -- to set the stage for indicating  
8 that in the minutes --

9 DR. GOTCHER: Okay.

10 CHAIRPERSON COFFMAN: Dr. Gotcher, are you  
11 requesting that they correct these minutes to reflect  
12 that or going forward?

13 DR. GOTCHER: Well, since we discovered it with  
14 these maybe is it possible to correct these minutes?

15 CHAIRPERSON COFFMAN: Sure.

16 DR. GOTCHER: Or does that require another  
17 action at the next meeting?

18 CHAIRPERSON COFFMAN: It will require --

19 DR. GOTCHER: It would?

20 CHAIRPERSON COFFMAN: -- another action at the  
21 next meeting.

22 DR. GOTCHER: Unless that's a problem with my  
23 colleagues here, I would recommend we start the  
24 consistency of demonstrating that now.

25 CHAIRPERSON COFFMAN: Everyone okay with that?

1 MS. BARNES: I'm fine.

2 DR. GOTCHER: Good.

3 CHAIRPERSON COFFMAN: Okay. So we'll defer the  
4 minutes to the next meeting for final approval.  
5 Okay. Great.

6 DR. GOTCHER: Thank you, folks.

7 A-1: 2017 OPEN-ENROLLMENT CHARTER SCHOOL APPLICATION

8 CHAIRPERSON COFFMAN: All right. Action Item 1,  
9 2017 Open-Enrollment Charter School Application. Ms.  
10 Boyd is not here, so Mr. Scott.

11 MR. SCOTT: Yes. Before you is a draft of the  
12 2017 Open-Enrollment Public Charter School  
13 Application. There were revisions made as a result  
14 of gaining input from various stakeholders. And  
15 we're requesting that you review and allow us to make  
16 the appropriate changes. We'd like to have your  
17 approval to move forward on it so we can make it  
18 public. We are here also to answer any questions you  
19 may have in regards to this application.

20 CHAIRPERSON COFFMAN: Thank you.

21 Panel Members, any questions, any comments?

22 I was pleased to see the redundancies taken out  
23 of things that we can provide. So kudos to Dr.  
24 Saunders and his team for the My School info; that  
25 makes it easily accessible to pull up the school



1 data.

2 DR. SAUNDERS: I had a question on this  
3 application. I think one thing that's very  
4 beneficial to me -- and I don't know if it would  
5 really be contained within the application, but some  
6 form of summary sheet of existing -- well, I guess if  
7 it's a renewal or an amendment of existing waivers in  
8 the one-page just with the title, with that section  
9 of code, and then the additional section of new  
10 waivers or with this being a new application it would  
11 all be new. So if there was just some way that we  
12 could just get that summarized into the section of  
13 code and what it's addressing.

14 DR. GOTCHER: What summary sheet do we already  
15 receive on an applicant? Do we already receive some  
16 sort of a summary?

17 MS. BOYD: For new applications the summary  
18 sheet usually just tells where the school is going to  
19 be located, how many students, what grades they're  
20 going to serve, and if we have any remaining  
21 concerns. With renewal applications it also includes  
22 if there are any like citations with standards and  
23 things of that nature. We have one-page waiver  
24 sheets for all schools, so it won't be a problem to  
25 add those to the packet.

1 DR. GOTCHER: To add that too. Yeah.

2 CHAIRPERSON COFFMAN: Any other questions or  
3 comments? Ms. Haley.

4 MS. HALEY: Yes. Thank you. I just had a  
5 couple of questions on some of the items, if that's  
6 okay; like I made some notes. On page 15, there's a  
7 section on special education.

8 CHAIRPERSON COFFMAN: And can you direct us to  
9 which document?

10 MS. HALEY: Yeah. It is on the charter  
11 application directions.

12 CHAIRPERSON COFFMAN: The Open-Enrollment  
13 Application Instructions?

14 MS. HALEY: Uh-huh.

15 MS. BOYD: Are you speaking in reference to  
16 prompt -- we have it --

17 MS. HALEY: I'm sorry. It's on the open-  
18 enrollment application.

19 MS. BOYD: Uh-huh. 8D? It used to be 9D and  
20 now it's 8D?

21 MS. HALEY: Let me see. I made these notes on  
22 another sheet of paper.

23 DR. SAUNDERS: 8D?

24 MS. BOYD: Uh-huh.

25 MS. HALEY: Yes. And my question was about

1 including appropriate assessments because that would  
2 be required for anyone. So, I was wondering why that  
3 was in the language?

4 MS. BOYD: Right. The directive is there  
5 because a lot of -- before we started including that  
6 statement or that clause we were getting a lot of  
7 responses that didn't include appropriate  
8 assessments. So it was really part of that statement  
9 as a directive to make sure that the applicant knows  
10 they need to include that for special education  
11 students.

12 MS. HALEY: So do they mean like state  
13 assessments? Is that what it's referring to or --

14 MS. BOYD: Uh-huh.

15 MS. HALEY: Okay.

16 MS. BOYD: Yes, ma'am.

17 CHAIRPERSON COFFMAN: Ms. Haley, do you have any  
18 others?

19 MS. HALEY: I have one more question on the  
20 recruitment section of the application; I think it's  
21 number 10. And it talks about efforts to recruit  
22 students. And I'm wondering about -- you know,  
23 there's an issue with charter schools in terms of the  
24 number of kids with disabilities that are served.  
25 And I'm just wondering if it's possible to include

1           some language here or someplace else that talks about  
2           their efforts to highlight their special education  
3           services, not necessarily recruiting kids but so that  
4           parents know that they do offer special education. I  
5           know a lot of the charter school publications I read  
6           for special education talk about that and that's one  
7           of the ways to increase the numbers of kids with  
8           disabilities who are accessing the charter schools.  
9           So I don't know if it's here in the directions, just  
10          in our PD, or if we could even require it. But I  
11          think that that's something that we need to look at.

12                   CHAIRPERSON COFFMAN: Ms. Boyd.

13                   MS. BOYD: I definitely think that's something  
14                   we can do in our mandatory workshop. And I'll talk  
15                   to Ms. Davis about the implications of making it  
16                   compulsory in the application.

17                   DR. GOTCHER: One question. I noticed on both  
18                   sets of applications -- and it may be the My School  
19                   info, Dr. Saunders -- the removal of the charts.

20                   MS. BOYD: Uh-huh.

21                   DR. GOTCHER: It was removed because of the  
22                   services we have with My School info. Was that the  
23                   reason for the removal of the charts and graphs?

24                   MS. BOYD: Yeah. One of the things we discussed  
25                   is that -- so my team has expanded and it includes

1 people who have completed applications before on  
2 behalf of school applicants. So it's really helpful  
3 in going through this application process, revising  
4 this application with them. And we want them to  
5 provide the information; however, we don't want it in  
6 a plug-and-shug kind of way. So that was the main  
7 reason that we thought about -- we're still providing  
8 them with the data and where to find the data, but we  
9 want to really leave it up to the applicant to show  
10 us that they're able to really analyze the data and  
11 say what it means to them and why they want to put a  
12 school in that area. Does that make sense?

13 DR. GOTCHER: It does. I think we've discussed  
14 about streamlining the application to make it less of  
15 a compliance piece --

16 MS. BOYD: Right.

17 DR. GOTCHER: -- and more of really to  
18 demonstrate their ability, their capacity, their  
19 fulfillment of a goal of meeting the needs of kids,  
20 so --

21 MS. BOYD: Yes, sir.

22 DR. GOTCHER: Yeah, I was just curious. I  
23 couldn't remember back if that was something we  
24 discussed at one of our last meetings, but thank you.

25 MS. BOYD: Uh-huh. Thank you.

1 CHAIRPERSON COFFMAN: Any other -- Dr. Saunders.

2 DR. SAUNDERS: Yeah. Regarding that data, I  
3 think your question to the Panel, is that data that  
4 you all feel is necessary and important in the  
5 application process for us to provide to the Panel?

6 MS. BOYD: You will get -- in your packet we  
7 provide you with the ESEA data for the school -- for  
8 the district in which the school will be located.

9 DR. GOTCHER: That's -- yeah.

10 MS. BOYD: So you'll get that data. But we  
11 agree; we think that information is important.  
12 However, we didn't think that it was important for us  
13 to prescribe that it come in chart form.

14 CHAIRPERSON COFFMAN: It's already in report  
15 form.

16 MS. SMITH: Right. And just with the work that  
17 the Charter Office themselves are doing by organizing  
18 the information in the same format from our own  
19 databases and being able to submit that to us gives  
20 us some consistency instead of each charter trying to  
21 grab that information and us digging in trying to  
22 find it. So that's I think a help for us from the  
23 Charter Office organizing some of that information  
24 for us from our own data systems so it looks the same  
25 each time.

1 DR. GOTCHER: Right.

2 CHAIRPERSON COFFMAN: Any other questions or  
3 concerns?

4 MR. ROGERS: I want to go back to the waivers  
5 when -- because what Saunders was -- Dr. Saunders was  
6 talking about where they're -- how they're presented  
7 to us and how we look at them on renewals and just  
8 wanted to get a little more clarification on how  
9 we're going to see them. Because I know on the legal  
10 review there's a list of them but it doesn't say --  
11 and it says when they're new or something, but I'd  
12 just like to know actually what the charter is going  
13 to -- the waiver is, in law what it is. I'd just  
14 like a little more description on it and so I was --

15 MS. DAVIS: As you saw on the -- oh, I'm sorry;  
16 it's early in the morning. Jennifer Davis, Staff  
17 Attorney for the Department. As you saw in the last  
18 set of applications or renewals that we just saw, the  
19 amendments, I tried to kind of put together a chart  
20 that just kind of streamlined what your waivers are  
21 and if there were any issues. But I do go and ask  
22 the applicant, you know, and analyze why they say  
23 they need it and, you know, most of them have to  
24 provide additional rationale or if there's any  
25 additional waivers that they need. So I will still

1 include that but I'm trying to kind of fine-tune a  
2 one-page cheatsheet so-to-speak or one-page summary  
3 that makes it easier for you to identify what it is  
4 that they've asked for, whether there's any issues,  
5 and then if there are any issues or you want to see  
6 why they've asked for it or what their reasoning is  
7 then you can go into the further documentation that's  
8 provided. So if you have any specific suggestions on  
9 how you would like to see that, like I say, we tried  
10 it last time. It's a little bit better but we'll try  
11 to make it even better until it meets your specific  
12 needs in the future.

13 CHAIRPERSON COFFMAN: Ms. Davis, I think one  
14 thing that might be helpful as we're looking at those  
15 waivers, just to denote if it's a waiver that's not  
16 been asked for previously, if it's standard practice  
17 for open-enrollment or for district conversion. We  
18 have a great tool that we used with the State Board  
19 last week --

20 MS. DAVIS: Right.

21 CHAIRPERSON COFFMAN: -- I think kind of helps  
22 us. But if they're asking for one that we're not  
23 used to that maybe it's highlighted or denoted so  
24 that we know to go in and dig deeper into that one.

25 MS. DAVIS: Right. And that was included last



1 time because there was a few people that did ask for  
2 something that had not been asked for in the past or  
3 had not been granted in the past, not necessarily  
4 asked for. But it was included more in the rationale  
5 and the review and it was not included in the summary  
6 page. So unless you were reading all the way through  
7 it or digging in you didn't see it. So I'll try to  
8 get that included on the summary so that way it'll  
9 make it just easier for you guys.

10 CHAIRPERSON COFFMAN: Ms. Haley.

11 MS. HALEY: I have just one more thing and it  
12 was on the open-enrollment application instructions  
13 on page 21, evaluation criteria. One of the bullets  
14 talks about students with disabilities and it says  
15 "sound plans for educating special education  
16 students." And I'm wondering if we could just change  
17 it to "students with disabilities" or "students with  
18 disabilities eligible under IDEA" or something like  
19 that. Because I noticed it had been changed to that  
20 language in some of the other sections and I think we  
21 just need to look for that.

22 MS. BOYD: Thank you. I know we were talking  
23 about waivers just a second ago, and I asked Mr. Reed  
24 to pull up the waiver document or the amendment  
25 request document that's been updated recently. I

1 don't know if you've seen this. But if you could  
2 scroll to the bottom, this is what our new waiver  
3 request document looks like. It has a little bit  
4 more information on it. I think it will be helpful.  
5 So we've separated from code, standards, and rules  
6 and then under each we asked for the number and the  
7 title. And then we also asked for the rationale  
8 right there. So that could be helpful to you all as  
9 well.

10 MS. HALEY: That's great. I think that's very  
11 good. Thank you.

12 MS. BOYD: Thank you. I'll give Alise your  
13 regards.

14 DR. SAUNDERS: I do too. And I want to make one  
15 comment. Can we bring that back up? Is it possible  
16 -- I notice on the yellow box it says "Please note  
17 every waiver," the one on the bottom right, "every  
18 waiver request must be accompanied by rationale," and  
19 it says "a desire for flexibility alone is not a  
20 sufficient rationale" -- possibly to include another  
21 line. I think the rationale should include how it  
22 benefits students.

23 MS. BOYD: Uh-huh.

24 DR. SAUNDERS: To me, it's a driving force. I  
25 think, to me --

1 MS. BOYD: Yeah. No, you're right.

2 DR. SAUNDERS: -- it's the reason for any  
3 waiver.

4 MS. BOYD: We have that somewhere, but I'll put  
5 it on this page as well.

6 DR. GOTCHER: You can add it to just the first  
7 sentence.

8 MS. BOYD: Okay. Thank you.

9 CHAIRPERSON COFFMAN: By rationale, that it's  
10 ways to benefit students.

11 Ms. Davis, at this time do we need to table this  
12 item until those revisions can be made that were  
13 requested or can we approve it with the revisions  
14 that we've discussed today?

15 MS. DAVIS: You can approve -- you can do  
16 either. But, I mean, if you -- if those are the only  
17 changes that you have and most of them are just small  
18 -- you know -- some commentary, my suggestion would  
19 be -- so that way the Charter Office can go ahead and  
20 get the applications out, that you approve it on the  
21 condition that these changes are made.

22 CHAIRPERSON COFFMAN: Okay. Thank you.

23 Ms. Smith.

24 MS. SMITH: Go ahead.

25 (COURT REPORTER'S NOTE: Ms. Smith nods at Ms.

1 Barnes.)

2 MS. BARNES: I move that we approve the  
3 application with the revisions as requested today in  
4 this session.

5 MS. SMITH: I second.

6 CHAIRPERSON COFFMAN: Motion has been made by  
7 Ms. Barnes, seconded by Ms. Smith to approve the  
8 application with revisions. Any discussion?

9 All those in favor?

10 (UNANIMOUS CHORUS OF AYES)

11 CHAIRPERSON COFFMAN: Any opposed? Motion  
12 carried unanimously.

13 A-2: 2017 DISTRICT CONVERSION CHARTER SCHOOL APPLICATION

14 CHAIRPERSON COFFMAN: Action Item 2, District  
15 Conversion Charter School Application. Ms. Boyd.

16 MS. BOYD: Yes. The changes to the District  
17 Conversion application were not as lengthy; we didn't  
18 have as many comments from stakeholders about that.  
19 And we're open to any questions you have about those  
20 documents.

21 CHAIRPERSON COFFMAN: Panel Members?

22 DR. GOTCHER: Ms. Boyd, just a comment on both.  
23 I love the timeline piece. It's just a one-page --  
24 anyway, that was one piece just that I want to  
25 compliment on both applications. I'm sure you've

1 done that before but it caught my eye this time.  
2 Maybe it's a new border that you put on it; I'm not  
3 sure. But it caught my eye and I appreciate that.

4 MS. BOYD: Thank you.

5 CHAIRPERSON COFFMAN: Ms. Smith.

6 MS. SMITH: They will fill out the same waiver  
7 request sheet that you had on there, so --

8 MS. BOYD: Yes, ma'am.

9 MS. SMITH: -- that's just for consistency  
10 between the two?

11 MS. BOYD: Yes, ma'am.

12 DR. SAUNDERS: So I also think that any of the  
13 suggestions we made on the previous application that  
14 apply to this one would carry over as well.

15 DR. GOTCHER: Agree.

16 MS. BOYD: Uh-huh.

17 CHAIRPERSON COFFMAN: Ms. Haley.

18 MS. HALEY: I just have a question on the markup  
19 for the application for the district conversion  
20 public charter just because I'm not familiar. So it  
21 says on page -- the pages are covered up -- 5 that  
22 the notice was published in a newspaper having  
23 general circulation in which it will be three weeks  
24 prior to the meeting, and I thought on the other one  
25 it said it had to be posted weekly for three weeks.

1 So is that different for this one?

2 MS. BOYD: Yes.

3 MS. HALEY: Okay.

4 MS. BOYD: That's according to -- I'm not  
5 completely sure if it's statute or rule, but that's  
6 the way --

7 MS. HALEY: Okay. I figured, but I just noticed  
8 that.

9 CHAIRPERSON COFFMAN: Any other questions or  
10 comments?

11 Then I'll accept a motion.

12 DR. SAUNDERS: I make a motion to approve this  
13 application with the suggested changes.

14 DR. GOTCHER: Second.

15 CHAIRPERSON COFFMAN: Motion has been made by  
16 Dr. Saunders, seconded by Dr. Gotcher to approve the  
17 district conversion charter school application with  
18 revisions. Any discussion?

19 All those in favor?

20 (UNANIMOUS CHORUS OF AYES)

21 CHAIRPERSON COFFMAN: Any opposed? Motion has  
22 carried unanimously.

23 ADJOURNMENT

24 CHAIRPERSON COFFMAN: Ms. Boyd, are there any  
25 additional items to be considered before the Panel

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today?

MS. BOYD: No, ma'am.

CHAIRPERSON COFFMAN: Then I'll accept a motion  
to adjourn.

MS. PFEFFER: So moved.

DR. SAUNDERS: Second.

CHAIRPERSON COFFMAN: All those in favor?

(UNANIMOUS CHORUS OF AYES)

CHAIRPERSON COFFMAN: Meeting is adjourned.  
Thank you.

MS. BOYD: Thank you.

(The meeting was adjourned at 8:55 a.m.)

## C E R T I F I C A T E

I, LINDA S. PARKER, CCR, a Certified Stenomask Reporter before whom the foregoing proceedings was taken, do hereby certify that the same is a true and correct transcription before the Arkansas State Department of Education, Charter Authorizing Panel, in Little Rock, Arkansas, on January 18, 2017, that the said proceedings was reduced to typewritten form by me or under my direction and supervision; and that the foregoing pages constitute a true and correct transcription of all proceedings had in said matter.

I FURTHER CERTIFY that I am neither counsel for, related to, nor employed by any of the parties to this action.

I FURTHER CERTIFY that I have no contract with any parties within this action that affects or has a substantial tendency to affect impartiality, that requires me to relinquish control of an original transcript or copies of the transcript before it is certified and delivered to the custodial agency, or that requires me to provide any service not made available to all parties to the action.

WITNESS, MY HAND AND SEAL, THIS DATE: January 23, 2017.

---

LINDA S. PARKER, CCR  
Certified Court Reporter  
Certificate No. 198



	<b>amendment (2)</b> 8:7;16:24	<b>better (2)</b> 15:10;11	<b>chart (2)</b> 13:13;14:19	<b>21:25</b>
[	<b>amendments (1)</b> 14:19	<b>bit (2)</b> 15:10;17:3	<b>Charter (18)</b> 3:4,7;7:7,9,12; 9:10;10:23;11:5,8; 13:17,20,23;14:12;	<b>consistency (5)</b> 3:22;5:25;6:24; 13:20;20:9
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