



**Department of Education
Charter School Accountability Committee Meeting**

**May 27, 2014
Modification Application Process
Final Meeting - Minutes**

Gateway Lab School

The meeting was called to order at 1:00 p.m. For the purpose of the record, introductions were made:

Voting Committee Members of the Charter School Accountability Committee

- David Blowman, Deputy Secretary, DDOE (Chair to the Committee)
- Karen Field Rogers, Associate Secretary, Financial Reform Resources, DDOE
- Tasha Cannon, Deputy Officer Talent Recruitment, Selection and Strategy, Teacher & Leader Effectiveness Unit (TLEU), DDOE
- Rich Heffron, Senior Vice President of Government Affairs, Delaware State Chamber of Commerce
- April McCrae, Education Associate, Science Assessment and STEM, DDOE
- Michelle Whalen, Education Associate, Exceptional Children Resources Workgroup, DDOE

Ex-officio Members (Non-voting)

- Donna Johnson, Executive Director, Delaware State Board of Education
- Kendall Massett, Executive Director, Delaware Charter Schools Network

Staff to the Committee (Non-voting)

- Catherine Hickey, Deputy Attorney General, Counsel to the Committee
- Jennifer Carlson, Education Associate, Charter School Office, DDOE
- Brook Hughes, Education Associate, Financial Reform Resources, DDOE
- Chantel Janiszewski, Education Associate, Charter School Office, DDOE
- Jennifer Nagourney, Executive Director, Charter School Office, DDOE
- John Carwell, Education Associate, Charter School Office, DDOE

Representatives of the Charter School

- Catherine Dolan, Head of School

Meeting purpose: To review and discuss the Gateway Lab School application for a major charter modification.

Meeting between the CSAC and Gateway Lab School: Mr. Blowman reviewed each major section of the application, identified below, and invited CSAC members to raise any concerns

that remained. CSAC members also had the opportunity ask clarifying questions directly of the applicant for each of those sections.

Conclusion of the meeting: Mr. Blowman reviewed each section of the application for a second time, and gave CSAC members the opportunity to raise any concerns regarding the approval standards outlined in 14 Del. C. §512. The results are summarized below.

Section A: Core Questions

At the Initial Meeting, CSAC determined that there were no questions or concerns about Section A of the application that would prevent the school from meeting the approval criteria.

At the Final Meeting, the chair asked the CSAC members if they had any additional concerns or questions that would prevent the school from meeting the approval criteria. No CSAC member spoke to offer one.

Section D: Mission (At-Risk Designation) Questions

At the Initial Meeting, the following concerns were noted:

- The applicant is requested to provide a copy of the Board-approved proposed Performance Agreement reflecting all of the proposed modifications. The date the Agreement is entered into should be changed from October 14, 2013, as it was written on the version that was originally submitted, to the May date of the Board of Directors meeting when the Performance Agreement is approved.
- The applicant is requested to provide either: an assurance that the Performance Agreement was presented and voted upon at a public board meeting with the date of that meeting, or a copy of the minutes from the board meeting where the Performance Agreement was voted upon.

The applicant's response to the Initial Report adequately addressed the concerns noted at the Initial Meeting. Ms. Blowman then asked CSAC members if they had any additional concerns and/or questions that would prevent the school from meeting the approval criteria. The CSAC determined that there were no questions or concerns about Section D of the application that would prevent the school from meeting the approval criteria.

Conclusion:

Mr. Blowman gave the reviewers the opportunity to state any concerns or questions about the application. Ms. Johnson requested that the school's Alternative Performance Framework be included as part of the record. A motion was made and seconded that the application be recommended for approval. The motion was unanimously carried.

Mr. Blowman articulated the next steps in the modification application process as follows:

- The CSAC Final Report will be issued to the applicants no later than June 4, 2014.
- The applicant's final public hearing will be held on June 10, 2014, at 5:00 p.m. in the 2nd Floor Cabinet Room in the Townsend Building in Dover
- The process will conclude with the State Board of Education meeting on Thursday, June 19, 2014, when the Secretary of Education will present his decision.

The meeting concluded at 1:30 p.m.