



**Department of Education
Charter School Accountability Meeting**

**July 3, 2013
Modification Application
Final Meeting**

Delaware Academy of Public Safety and Security

Ms. McLaughlin called the meeting to order. For the purpose of the record introductions were made:

Attending Committee Members

Mary Kate McLaughlin, Chairperson, Chief of Staff
Deb Hansen, Education Associate, Visual and Performing Arts, Charter Curriculum Review
April McCrae, Education Associate, Education Associate, Science Assessment and STEM
Paul Harrell, Director, Public & Private Partnerships
Karen Field Rogers, Associate Secretary, Financial Reform & Resource Management
Barbara Mazza, Education Associate, Exceptional Children Resources
Donna R. Johnson, Executive Director, State Board of Education (non-voting)

Support to the Committee

Catherine Hickey, Deputy Attorney General, Counsel to the Committee
Michelle Whalen, Education Associate, Exceptional Children Resources
Patricia Bigelow, Education Associate, Charter School Office
Brook Hughes, Education Associate, Finance/Charter School Office
Sheila Kay-Lawrence, Administrative Assistant, Charter School Office

Representatives of Charter School

Charles Hughes, Head of School
Charles Copeland, Board Chair
Brent Waninger, Board Teacher Representative
Sandra Wilson-Hypes, Public Safety Director
Herbert Sheldon, Business Manager

Ms. McLaughlin stated that the purpose of today's meeting is to make a final recommendation on Delaware Academy of Public Safety and Security's application for a charter modification to relocate the school to a different site. She said that the Committee's preliminary recommendation was that the modification application not be approved with clarification/follow-up from the Applicant Team and the Committee's report required a specific response.

Ms. McLaughlin stated that the Committee's discussion today will focus on the following criteria:

- *Criterion 8 – Economical Viability*
- *Criterion 9 – Administrative and Financial Operation*
- *Criterion 10 - Insurance*
- *Criterion 12 – Health and Safety*

Ms. McLaughlin stated that at the conclusion of the Committee's discussion, Patricia Bigelow will provide the next steps.

Criterion 8: Economical Viability. Ms. Hughes said the Preliminary Report noted that it was unclear how the federal funds allocation was calculated. She said the applicant's response included the detailed

information on the calculation of the estimated federal funds. The assumptions used in the calculation were also clearly explained. She said the information provided for this item is sufficient.

She said the Preliminary Report indicated that the applicant combined all funding sources on the budget worksheets. This practice is problematic since Federal funds are typically restricted for specific purposes and cannot be comingled with other funds.

She said the applicant's response included revised budget worksheets with state/local funds separated from Federal funds. The revenue and expenditure totals are in line with the previously submitted budgets and reflect year-end surpluses. The new budget worksheets sufficiently address the concerns noted in the Preliminary Report.

She said the Preliminary Report noted that the applicant's original submission only included a one-year contingency budget which does not provide enough information to review long-term viability if the school's enrollment does not meet the projected levels.

She said the applicant's response provides a three-year contingency budget, with state and local funds separated from federal funds. The contingency budgets reflect year-end surpluses that increase from year to year, and appear to capture all anticipated expenses. The new contingency budget worksheets sufficiently address the concerns noted in the Preliminary Report.

Ms. Hughes' recommendation is that this criterion is considered met.

Ms. McLaughlin asked if there were any more questions or discussions under this section.

Criterion 9: Administrative and Financial Operation. Dr. Bigelow said there were concerns around the recruitment, enrollment and financial viability of the school. She said the reviewer stated the school's response was satisfactory.

Dr. Bigelow's recommendation is that this criterion is considered met.

Ms. McLaughlin asked if there were any more questions or discussions under this section.

Criterion 10: Insurance. Dr. Bigelow said the reviewer noted that an insurance quote was submitted and the response was satisfactory.

Dr. Bigelow's recommendation is that this criterion is considered met.

Criterion 12: Health and Safety.

School Transportation. Dr. Bigelow said the reviewer noted that the school states that all enrolled cadets living in the Colonial School District will be provided transportation services equal to that provided by the Colonial School District.

Dr. Bigelow's recommendation is that this criterion is considered met.

Ms. McLaughlin asked if there were any more questions or discussions under this section.

Ms. McLaughlin said for purposes of the Preliminary Report, her recommendation to the Committee is that the charter modification application for the Delaware Academy for Public Safety and Security Charter School be Approved. A vote was taken. Six ayes, none opposed, and none abstentions.

Ms. McLaughlin asked Dr. Bigelow to share next steps. Dr. Bigelow stated the Committee will issue the Final Report. She said the Public Hearing is scheduled for Thursday, July 11, at 5:00 PM at the Department of Education in the Cabinet Room. She said the State Board meeting is scheduled for July 18, 2013 at 1:00 PM in the Department of Education Cabinet Room.

Meeting adjourned.