



**Department of Education  
Charter School Accountability Meeting**

**November 12, 2014  
Renewal Application Process  
Final Meeting - Minutes**

**Delaware Academy of Public Safety & Security**

Mr. Blowman called the meeting to order. For the purpose of the record, introductions were made:

**Voting Committee Members of the Charter School Accountability Committee**

- David Blowman, Chairperson of the Charter School Accountability Committee and Deputy Secretary, DDOE
- Karen Field Rogers, Associate Secretary, Financial Reform & Resource Management, DDOE
- April McCrae, Education Associate, Science Assessment and STEM, DDOE
- Barbara Mazza, Education Associate, Exceptional Children Resources, DDOE
- Tasha Cannon, Deputy Officer of Talent Recruitment, Selection and Strategy, Teacher and Leader Effectiveness Unit (TLEU), DDOE
- Chuck Taylor, Community Member, Retired Charter Head of School

**Staff to the Committee (Non-voting)**

- Catherine Hickey, Deputy Attorney General, Counsel to the Committee
- Jennifer Nagourney, Executive Director, Charter School Office, DDOE
- John Carwell, Education Associate, Charter School Office, DDOE
- Jennifer Carlson, Education Associate, Charter School Office, DDOE
- Michelle Whalen, Education Associate, Charter School Office, DDOE
- Brook Hughes, Education Associate, Financial Reform and Resource Management, DDOE

**Ex-Officio Members (Non-voting)**

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

**Representatives of Charter School**

- Charles Copeland, Board President
- Charles Hughes, Head of School
- Erica Holt, Assistant Head of School
- Sandy Hypes, Director of Public Safety Program
- Brent Waninger, Teacher, Board Member
- Herbert Sheldon, Business Manager

**Additional Attendees Noted**

- Elizabeth Lewis, Delaware Office of Management and Budget

**Meeting purpose:** To review the relevant statutory criteria for renewal and issue a final recommendation relative to the school's renewal application.

**Meeting between the CSAC and Delaware Academy of Public Safety & Security:**

Mr. Blowman noted for the record that, at the Initial CSAC Meeting on October 13, 2014, the CSAC indicated that the Organizational Framework section of the renewal application met standard, whereas the Academic Framework and Financial Framework sections did not meet standard.

Mr. Blowman noted that the CSAC had requested the following information in order to inform its decision-making:

- Revenue sheets;
- Revised budget sheets based on current actual enrollment with the preliminary budget added to the budget worksheet;
- Additional curriculum materials;
- Recruitment plan with timelines through September 2015;
- Plan to improve overall student achievement;
- Analysis of baseline academic data for incoming students; and
- Action plan for addressing minority student performance.

Mr. Blowman asked the CSAC members to indicate whether there were any questions, comments or feedback related to the supplemental information that the school had submitted. Ms. Field-Rogers stated that the school provided revenue and budget sheets. She indicated that she noted a discrepancy in the numbers, but stated that the school provided a satisfactory explanation. Ms. Field-Rogers also noted that the school provided information on the student recruitment plan. She noted that the school currently has 363 students enrolled (76% of its authorized enrollment) and the school's budget for next year is based on an enrollment of 420 students. Ms. Field-Rogers underscored that it is important for the school to implement its recruitment plan with fidelity and to track it very closely in order to ensure financial viability.

Mr. Blowman requested an update on the school's revised curriculum submission. Ms. Whalen reported that DDOE's Curriculum and Instruction Workgroup had reviewed the school's revised English Language Arts (ELA) submission and concluded that the submission meets approval. She noted that, at that time, a review of the school's math revision was still pending.

Mr. Blowman asked the CSAC for any comments relative to the school's plan to improve overall student achievement, its analysis of baseline academic data for incoming students, and its action plan for addressing minority student performance. Ms. McCrae commended the school for the quality of its submission, which she indicated that she found to be thoughtful and actionable. Ms. McCrae cautioned the school to focus less on preparing students for assessments and more on preparing students. Ms. McCrae explained that the goal is to ensure that students have a multitude of experiences. She noted that the Smarter Balanced assessment will change every time students take it, such that it will be important for the school not to focus on test preparation.

Ms. McCrae also commented on the school's action plan for addressing minority student performance. She stated that the plan was thoughtful and resembled an action research plan which begins with an

analysis of root causes. Ms. McCrae commended the school for having already begun implementing parts of the plan.

Mr. Blowman asked the CSAC whether there were any other comments regarding the school's supplemental information. Mr. Taylor stated that he wanted to see specific dates tied to deliverables. As an example, he noted that on page five of the Achievement Plan under "Focus Area #3," the action strategies only include the year of completion, rather than the specific dates of completion.

**Conclusion of the meeting:**

Mr. Blowman stated that the school's overall performance shows a school that initially struggled, but is trending in the right direction and has a plan moving forward. He noted that the Financial Framework section does not meet standard, but stated that it is not a concern. He added that the Organizational Framework does meet the standard. Mr. Blowman also acknowledged that the Academic Framework does not meet the standard, but noted that it is not far away from meeting the standard.

Mr. Blowman asked the CSAC for additional questions or comments regarding the school's renewal application and supplemental information. Ms. Johnson suggested that the school consider submitting a revised Performance Agreement that includes a mission-specific goal. However, Mr. Blowman stated that it is not appropriate for the authorizer to require a school to develop a mission-specific goal for its Performance Agreement. The CSAC had no further questions or comments.

Mr. Blowman then requested a motion to recommend renewal of the charter of the Delaware Academy of Public Safety and Security with the following specific conditions:

1. The school shall attain a rating of "Meets Standard" on the Academic Framework for the 2014-15 school year; and
2. The school shall attain a rating of "Meets Standard" on the Financial Framework for the 2014-15 school year.
3. Assuming that the DDOE's Curriculum and Instruction Workgroup provides timely feedback regarding the school's revised math submission, the school shall submit a response no later than December 10, 2014.

Mr. Blowman stated that if the above conditions are not met, then the school's charter will be placed on Formal Review.

The motion was made to approve the recommendation and the motion was carried by a majority vote, with Ms. Cannon abstaining.

Mr. Blowman reminded the applicant that the CSAC's recommendation was just that; a recommendation to the Secretary of Education on the renewal application.

**Renewal Application Process Timeline:**

- The CSAC will provide the school with a Final Report by November 20, 2014.

- A second public hearing will be held on December 9, 2014, in the 2nd floor Auditorium of the Carvel State Office Building, located at 820 North French Street, Wilmington DE.
- The public comment period ends on December 10, 2014.
- The State Board of Education will hold a meeting on December 18, 2014, at 1:00 p.m. in the 2nd floor Cabinet Room of the Townsend Building, located at 401 Federal Street, Dover DE, at which point the Secretary of Education will announce his decision on the renewal application and, if required, the State Board will act on that decision.

The meeting was adjourned.