



**MINUTES**

**Tennessee Public Charter School Commission Meeting**

Friday, February 5, 2021 | 9:00 a.m. CT

Electronic Meeting

Video Recording: <https://www.youtube.com/watch?v=RDWhwYjc4bg>

**Note:** These minutes correspond to the video recording. Each item has a minute counter assigned to the subject location in the audio file.

**Welcome and Call-to-Order**

**00:00:00-00:10:45**

Tom Griscom, Commission Chairman, called the meeting to order.

**Roll Call:**

Action of the Commission

<b>Roll Call/Quorum</b>	
Dave Hanson	Not Present at Roll Call
Alan Levine	Present
Terence Patterson	Present
Chris Richards	Present
Derwin Sisnett	Present
Eddie Smith	Not Present at Roll Call
Wendy Tucker	Present
Tom Griscom	Present
<b>Outcome:</b> 6 of 8 present; quorum established.	

**Approval of Agenda**

Action of the Commission

<b>Approval of Meeting Agenda</b>	
<b>Motion made by: Chris Richards   Seconded by: Derwin Sisnett</b>	
Dave Hanson	Yes
Alan Levine	Yes
Terence Patterson	Yes
Chris Richards	Yes
Derwin Sisnett	Yes
Eddie Smith	Not Present for Vote
Wendy Tucker	Yes
Tom Griscom	Yes
<b>Outcome:</b> 7 of 8 voting; agenda approved	

**Approval of Prior Minutes**

Action of the Commission

<b>Approval of Prior Minutes for December 16, 2020</b>	
<b>Motion made by: Wendy Tucker   Seconded by: Derwin Sisnett</b>	
Dave Hanson	Yes
Alan Levine	Yes
Terence Patterson	Yes
Chris Richards	Yes
Derwin Sisnett	Yes
Eddie Smith	Not Present for Vote
Wendy Tucker	Yes
Tom Griscom	Yes
<b>Outcome:</b> 7 of 8 voting; minutes approved	

**Approval of Committee Procedures and Responsibilities**

Tom Griscom presented new committee structures and responsibilities to the Commission which includes the establishment of a new committee, School Performance and Accountability Committee, and the consolidation of the Rules and Policy Committee and the Governance Committee into one committee.

Action of the Commission

<b>Approval of Committee Procedures and Responsibilities</b>	
<b>Motion made by: Alan Levine   Seconded by: Chris Richards</b>	
Dave Hanson	Yes
Alan Levine	Yes
Terence Patterson	Yes
Chris Richards	Yes
Derwin Sisnett	Yes
Eddie Smith	Not Present for Vote
Wendy Tucker	Yes
Tom Griscom	Yes
<b>Outcome:</b> 7 of 8 voting; motion approved	

**Rules, Policy and Governance Committee**

**00:10:45-00:30:46**

Terence Patterson, Chairman of the Rules, Policy and Governance Committee, recognized Tess Stovall for a brief presentation on the Annual Review Process for the Executive Director.



Commissioner Alan Levine was identified as the representative from the committee to work with Tess on the development of the review process, and a report will be provided to the full Commission at the April 2021 meeting.

Terence Patterson recognized Ashley Thomas for presentation of changes to Policy 1.100 concerning Commission members for final reading.

Action of the Commission

<b>Approval of Changes to Policy 1.100 on Final Reading</b>	
<b>Motion made by: Derwin Sisnett   Seconded by: Wendy Tucker</b>	
Dave Hanson	Yes
Alan Levine	Yes
Terence Patterson	Yes
Chris Richards	Yes
Derwin Sisnett	Yes
Eddie Smith	Not Present for Vote
Wendy Tucker	Yes
Tom Griscom	Yes
<b>Outcome:</b> 7 of 8 voting; motion approved	

Terence Patterson recognized Ashley Thomas for a presentation of the LEA Policies in 1000 Board Operations, 4000 Instructional Support and 5000 Personnel on final reading.

- 1000 - Board Operations
  - 1100 Adoption of Policies
  - 1106 Code of Ethics and Conflict of Interest
  - 1200 Grievances and Complaints
  - 1407 Public Records
  - 1408 Records Retention
  - 1800 School Calendar
  - 1801 Special Education
  - 1802 ADA and Section 504
  - 1803 Smoke Free Environment
  - 1808 Registered Sex Offenders
  - 1900 Accountability of TPCSC and Charter Schools
  
- 4000 - Instructional Support
  - 4206 Homebound Instruction
  - 4207 English Learners
  - 4209 Alternative Credit Options
  - 4210 Credit Recovery
  
- 5000 Personnel
  - 5104 Employee Rights

- 5106 Application and Employment
- 5114 Personnel Records
- 5118 Background Investigations
- 5400 Employee Health
- 5610 Staff Student Relations
- 5701 Substitute Teachers
- 5911 Differentiated Pay

Action of the Commission

<b>Approval of LEA Policies under 1000 Board Operations, 4000 Instructional Support and 5000 Personnel on Final Reading</b>	
<b>Motion made by: Wendy Tucker   Seconded by: Derwin Sisnett</b>	
Dave Hanson	Yes
Alan Levine	Yes
Terence Patterson	Yes
Chris Richards	Yes
Derwin Sisnett	Yes
Eddie Smith	Yes
Wendy Tucker	Yes
Tom Griscom	Yes
<b>Outcome:</b> 8 of 8 voting; motion approved	

Terence Patterson recognized Ashley Thomas for a presentation of the LEA Policies in 2000 Fiscal Management, 3000 Support Services, 4000 Instructional Support, 5000 Personnel and 6000 Students on first reading.

- 2000 Fiscal Management – Fiscal Management
  - 2100 Fiscal Management Objectives
  - 2200 School Operating Budget
  - 2201 Line Item Transfer Authority
  - 2400 Revenue and School Fees
  - 2401 Gifts and Bequests
  - 2402 Investment of Funds
  - 2403 Property Sales
  - 2404 School Support Organizations
  - 2500 Deposit of Funds
  - 2600 Bonded Employees
  - 2700 Accounting System
  - 2701 Financial Records
  - 2702 Inventory and Equipment
  - 2703 Audits



- 2800 Expenditure of Funds
- 2801 Petty Cash Accounts
- 2802 Payroll Procedures
- 2804 Expenses and Reimbursements
- 2805 Purchasing and Contracts
- 2900 Student Activity Funds Management
  
- 3000 - Support Services
  - 3201 School Safety
  - 3202 Emergency Preparedness
  - 3208 Asbestos Management
  - 3212 School Water Testing
  - 3218 Service Animals in District Facilities
  - 3400 Transportation
  - 3600 Insurance
  
- 4000 - Instructional Support
  - 4211 Work Based Learning Program
  - 4300 Interscholastic Athletics
  - 4400 Instructional Materials
  - 4406 Internet Safety
  - 4502 Parent Involvement
  - 4603 Promotion and Retention
  - 4605 Course Credits and Graduation
  - 4701 Test Security
  - 4802 Student Equal Access
  - 4804 Religion in the Curriculum
  
- 5000 - Personnel
  - 5107 Employee Separation
  
- 6000 - Students
  - 6200 Attendance
  - 6203 Physical Examinations and Immunizations
  - 6206 School Admissions
  - 6209 Child Custody and Parental Access
  - 6300 Security
  - 6303 Reporting of Crimes
  - 6304 Bullying Harassment Hazing
    - 6304.01 Title IX and Sexual Harassment
  - 6307 Student Alcohol Drug Use and Testing
  - 6309 Zero Tolerance
  - 6313 Student Discipline Policy



- o 6316 Suspension Expulsion Remand
- o 6317 Remands and Student Disciplinary Hearing Authority
- o 6400 Student Wellness and Health Services
- o 6403 Communicable Diseases
- o 6404 Students Living with HIV or AIDS
- o 6409 Child Abuse
- o 6413 Concussion
- o 6500 Restraint and Isolation
- o 6503 Homeless Students
- o 6504 Migrant Students
- o 6505 Students in Foster Care
- o 6600 Student Records and Confidentiality
- o 6910 News and Media Relations
- o 6920 Reporting Criminal Offenses
- o 6921 Incarcerated Students

Action of the Commission

<b>Approval of LEA Policies under 2000 Fiscal Management, 3000 Support Services, 4000 Instructional Support, 5000 Personnel and 6000 Students on First Reading</b>	
<b>Motion made by: Wendy Tucker   Seconded by: Alan Levine</b>	
Dave Hanson	Yes
Alan Levine	Yes
Terence Patterson	Yes
Chris Richards	Yes
Derwin Sisnett	Yes
Eddie Smith	Yes
Wendy Tucker	Yes
Tom Griscom	Yes
<b>Outcome:</b> 8 of 8 voting; motion approved	

**Business Operations Committee Report**

**00:30:46-00:36:55**

Dave Hanson, Chairman of the Business Operations Committee, recognized Melanie Harrell, Director of Finance and Operations, for a presentation of the fiscal year 2021 budget to actuals

**School Performance and Accountability Committee**

**00:36:55-00:47:44**

Chris Richards, Chairman of the School Performance and Accountability Committee, recognized Tess Stovall for a presentation of the State Board of Education's 2019-2020 authorized charter school Annual Report.

Chris Richards recognized Melanie Harrell for a presentation of the Commission's 2021-2022 LEA plans.



**Special Legislative Session**

**00:47:44-00:59:05**

Chase Ingle, Director of External Affairs, presented an update on the Tennessee General Assembly's Special Session on Education.

**Achievement School District Exit Plan**

**00:59:05-01:15:55**

Eve Carney, Chief of Districts and Schools for the Tennessee Department of Education, presented an update on the Achievement School District Exit Plan.

**Open Meetings, Open Records and Conflicts of Interest**

**01:15:55-1:29:03**

Ashley Thomas, General Counsel, reviewed the Commission's open meetings, open records and conflicts of interest policies.

**Executive Director Updates**

**01:29:03-01:40:03**

Tess Stovall provided the Executive Director's update.

**Public Comment**

**01:40:03-01:42:05**

There were no requests for Public Comment.

**Closing Discussion and Adjournment**

**01:42:05-01:45:14**

Action of the Commission

<b>Motion to adjourn meeting</b>	
<b>Motion made by: Eddie Smith   Seconded by: Derwin Sisnett</b>	
Dave Hanson	Yes
Alan Levine	Yes
Terence Patterson	Yes
Chris Richards	Yes
Derwin Sisnett	Yes
Eddie Smith	Yes
Wendy Tucker	Yes
Tom Griscom	Yes
<b>Outcome:</b> 8 of 8 voting; motion approved	

Chairman Griscom adjourned the meeting.

