



TO: Tennessee Public Charter School Commission

FROM: Tess Stovall, Executive Director, Tennessee Public Charter School Commission

DATE: July 29, 2022

SUBJECT: Executive Director Updates

### Staffing

- Since the March 2022 meeting, we have recruited, interviewed, and hired two additional staff members to provide critical supports to our authorizing functions and our district oversight functions. The two roles that we filled are the authorizing coordinator and the reporting and compliance specialist.
- The Commission has one vacant position (of the total 15 allocated by the General Assembly).
- We continue to work with the TN Department of Education regarding the possibility of a position in their new ASD central office who can support the processing of federal fund reimbursements for the Commission.

### Upcoming 2022 Meetings

- The Commission has one quarterly meeting left for 2022, and we also have a special-called meeting scheduled to handle new start appeals that need action before our quarterly meeting.
  - October 5, 2022 at 1pm CT (via Webex)
  - October 17 and 18, 2022 (Quarterly Meeting in Person in Nashville)

### Annual Evaluation

- In accordance with the state's timeline for employee performance reviews, my review must be completed by September 30, 2022.
- The following process will be used for my review, which mirrors the process from last year:
  - Annual Review Self-Assessment due to Chairman Griscom by 9/15
  - Survey sent to all Commission members from 9/1-9/15 to collect feedback on work outcomes
  - Chairman Griscom synthesizes feedback and conducts annual review by 9/23
  - Chairman Griscom provides written comments and ratings to Department of Human Resources by 9/30
  - Written comments shared with full Commission