



TO: Business Operations Committee, Tennessee Public Charter School Commission

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

DATE: July 25, 2024

SUBJECT: Charter Commission Operational Updates

Staffing

- With the approval of the FY25 budget, the General Assembly approved the creation of one (1) new full-time equivalent (FTE) position for the Commission. The position will focus on oversight and monitoring of the district's English Learner student population.
- The Commission's special populations coordinator role will transition to focus exclusively on oversight and monitoring of students with disabilities.

2025 Meeting Dates

- In accordance with Commission Policy 1.200 Commission Meetings, regular meeting dates must be set by the Commission by October 15th of the preceding calendar year.
- Commission staff conducted a poll to provide the best possible dates for the 2025 Commission quarterly meetings. Below are the proposed dates where there is sufficient Commissioner attendance to exceed quorum.
 - Quarter 1: January 23-24, 2025 (Memphis)
 - Quarter 2: March 27-28, 2025 (Nashville)
 - Quarter 3: July 24-25, 2025 (Nashville)
 - Quarter 4: TBD (Nashville) – See note below
- In addition, staff has also proposed two virtual-special called meetings to address any business that requires a decision prior to the regularly scheduled quarterly meetings. Topics that may need to be handled at these meetings include issues that require Commission action within a certain timeline. Below are the proposed dates where there is sufficient Commissioner attendance to exceed quorum:
 - Special Called Meeting: May 27, 2025 (virtual via WebEx)
 - Special Called Meeting: December 1, 2025 (virtual via WebEx)
- NOTE = The original date offered for Quarter 4 2025 was October 16/17, 2025. However, we had one Commissioner who cannot attend. Given the importance of this meeting regarding new start appeals, we will poll a second time with alternative dates for October 2025 to see if we can find dates that all Commissioners can attend. If not, we will move forward with the October 16/17, 2025 dates.
- As a part of the scheduling process, the staff received feedback to consider when planning for 2026. This feedback includes looking at Monday/Tuesday meeting options, and we will consider these dates for options in 2026.