



TO: Business Operations Committee, Tennessee Public Charter School Commission

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

DATE: July 12, 2021

SUBJECT: Charter Commission Operational Updates

Fiscal Year 2022 Budget

- In May 2021, the General Assembly passed the Fiscal Year 2022 budget. In the Committee's other agenda items, we will discuss the improvements the Charter Commission received in the FY22 budget.
- We are currently working with the Department of Finance and Administration to implement the FY22 budget in Edison, and after approval by the Commission, we will be able to finalize it for implementation.

Staffing

- With the passage of the ASD Exit legislation and the General Assembly's FY 2022 budget, the Charter Commission's available salary equity has increased, and the Charter Commission received five additional positions. Attached to this memo is a current organizational chart for the Charter Commission.
- Since the April 2021 meeting, we hired the following individuals:
 - Coordinator of Federal Programs and Special Populations: Kelly Kroneman
 - Special Assistant to the Executive Director: DreJean Cummings
 - Coordinator of Data and Operations: Lawrence Walker (starting 7/12)
- We currently have two open positions we are looking to fill:
 - Director of Authorizing
 - Federal Programs Administrator
- We will have five open positions remaining to fill once this hiring is complete. I plan to assess where the Commission is operationally at the end of 2021 to determine what workstreams need additional support and what positions we need to hire. Much of the staffing is dependent the development of the Charter Commission's strategic plan which is slated to be developed by the end of 2021.

MOU with the Tennessee Department of Education

- Staff has reached out to the Tennessee Department of Education to establish an MOU between the two agencies given the back-office administrative services currently provided by the TDOE for the Charter Commission.
- The Charter Commission's General Counsel and the TDOE's General Counsel are currently discussing the possible terms of the MOU.

Current Procurement Activities

- Since April 2021, the following purchases/contracts have been executed which serve to support the Commission's LEA functions.
 - PowerSchool (Student Information System)
 - Annual per student cost and training
 - EdPlan (System for 504 plans) and EasyIEP
 - Annual cost for systems plus translation module
 - Tennessee Language Center
 - Initial translation of policies and procedures to provide to schools for student handbooks.
 - Ellevation (System for Individualized Learning Plans for English Learner Students)
 - Annual cost for system

LEA Set-Up

- There has been significant progress in the setup of the LEA since the April 2021 meeting, and while we will go through the progress in depth with the School Performance and Accountability Committee, I want to highlight a few processes here:
 - LEA Plan was approved by the TN Department of Education.
 - Consolidating Funding Application was approved by the TN Department of Education. This is the application the district uses to distribute for federal grants (Title I, Title II, Title III, Title IV, and IDEA) to schools.
 - Ongoing pre-opening process with Nashville Collegiate Prep.
 - Published School Year 2021-2022 reporting calendar which is what the district will use to collect regular documentation from schools for monitoring.
 - Coordinated with the district technology team for the establishment and integration of the district into state reporting and data management systems.

Office Space Update

- As discussed in the April 2021 meeting, the Charter Commission, as a part of the Department of General Services' Project Tetris, will move to the 8th Floor of the Davy Crockett Building in summer of 2022. The space was approved by the Business Operations Committee in April.
- There is a conference room space on the 8th Floor that we are currently in discussions with the State Board of Education to "co-own" which will allow for it to be exclusively used by the Charter Commission and State Board of Education for meetings.
- Staff is currently working through the following discussion items related to the conference room, and we will report back to the Business Operations Committee before finalizing any details:
 - Additional rent expense for the Charter Commission and how this will need to be budgeted moving forward; and
 - Additional costs to the agency for the conference room equipment necessary to livestream the meetings.

- There is some infrastructure/equipment currently in the room, and there is some infrastructure/equipment that will be covered by the Department of General Services as a part of Project Tetris. There is some equipment that the agencies will have to pay for (microphones, cameras for livestreaming, etc).
- Staff is working with the State Board of Education and STS (IT for the State of Tennessee) to determine what these projected costs would be.

2022 Charter Commission Meetings

- Staff provided the following proposed quarterly meeting dates for 2022 to Commissioners for feedback or significant conflicts. There were no significant conflicts reported that would result in the Commission not having quorum at the meetings.
 - 1st Quarter Meeting (Nashville)
 - Committee Meeting Day: Thursday, January 27, 2022
 - Commission Business Meeting Day: Thursday, January 28, 2022
 - 2nd Quarter Meeting (Nashville)
 - Committee Meeting Day: Thursday, March 31, 2022
 - Commission Business Meeting Day: April 1, 2022
 - 3rd Quarter Meeting (Out of Nashville)
 - Committee Meeting Day: Thursday, July 28, 2022
 - Commission Business Meeting Day: Friday, July 29, 2022
 - 4th Quarter Meeting (Out of Nashville)
 - Committee Meeting Day: Monday, October 17, 2022
 - Commission Business Meeting Day: Tuesday, October 18, 2022



TENNESSEE

PUBLIC CHARTER SCHOOL COMMISSION

Charter Commission Staffing as of 7/1/21

