



TO: Business Operations Committee, Tennessee Public Charter School Commission

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

DATE: July 27, 2023

SUBJECT: Charter Commission Operational Updates

Staffing

- The following are staff updates that have occurred since the March 2023 meeting.
 - Director of School Programs and Supports – As a part of the Commission’s growth and scaling, we created a school programs and supports team that will directly support schools in implementation of federal programs, services to special populations, summer programming, and school safety. The Commission hired N. Parker to serve in this director role and oversee this team. Nate started with the Commission in June 2023.
 - Special Populations Coordinator – After the sudden passing in May 2023 of our beloved staff member, R. Epps, the Commission hired K. Bridges into this role beginning in late Jun 2023.
 - Federal Programs Coordinator – The Commission current federal programs manager, K. Kroneman, is leaving her full time role at the end of July, and the Commission has hired C. Seguin into this role beginning in mid-July.
 - Data and Accountability Coordinator – As one of the three new positions approved by the General Assembly for FY24, the Commission hired R. Ledebuhr into the data and accountability role which will manage accountability data, the school performance framework, and annual reporting.
 - Student Data Analyst – As the second of the three new positions approved for FY24, the Commission has hired S. Binenfeld who will support in student data and managing the student information system. We hope to have her start in early August.
- There is one additional role that the Commission is hiring for, a grants coordinator, and this will round out the Commission staff for FY24.
- An updated staff organizational chart is posted on the [Commission’s website](#).

Current Procurement Activities

- Since March 2023, the staff conducted the following procurement activities:
 - Tennessee Language Center
 - The Commission had an Inter-Agency Agreement (IAA) with the Tennessee Language Center to support our translation and interpretation needs as an agency and a school district for FY23, and this agreement expired in June 2023.
 - The Commission staff has worked with the Tennessee Language Center to create a new agreement for FY24, and the agreement is for up to \$40,000.
 - The Commission staff recommends the Committee approve the agreement and recommend adoption by the full Commission.
 - Doane Consulting



- The Commission entered into a contract with Doane Consulting on May 1, 2023, which extends until November 1, 2023. The purpose of this contract is to provide support to the authorizing team during the renewal process. Doane Consulting's responsibilities under this contract include acting as an external reviewer, participating in renewal site visits, and preparing findings and reports.
- Curtis Coulter
 - The Commission entered into a contract with Curtis Coulter for support with troubleshooting PowerSchool/EIS syncing and load issues, particularly for ASD transitioning schools. This contract is for a maximum of \$7,500 for FY24.