

<b>MEAC Board of Directors Meeting</b>	<b>Date:</b> December 7, 2015
	<b>Time (ET)</b> Convened: 2:00 pm Adjourned: 4:00 pm
	<b>Type of Meeting: Call</b>
	<b>Attendees:</b> Board members: Karen Ehrlich, Andrea Ferroni, Heidi Fillmore, Henci Goer, Cassandra Jah (joined late), Nichole Reding, Ana Vollmar, Kristi Ridd-Young Staff: Karin Borgerson, Tracy Vilella Gartenmann, Julia Reid <b>[Sandra Bitonti Stewart]</b>
<b>Absent:</b> Abigail Aiyepola, Sora Colvin, Cassandra Jah, Stephanie Mills	
<b>Notes taken by:</b> Julia Reid	

### *Minutes*

<b>Agenda Item:</b> Call to Order	<b>Presenter:</b> Nichole Reding	
<b>Documents:</b> None		
<b>Discussion:</b> Nichole opens meeting.		
<b>Conclusions:</b> None		
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
✓ None		
Change to P+P ?	Change to Handbook?	Notify public or schools?

<b>Agenda Item:</b> Compliance vs. Monitoring Clarification	<b>Presenter:</b> Karin Borgerson	
<b>Documents:</b> Compliance Monitoring Show Cause		
<b>Discussion:</b> Karin presents on USDE regulations regarding compliance enforcement and monitoring: <ul style="list-style-type: none"> <li>• All findings of non-compliance must include clear date by which compliance is required.</li> <li>• If still not compliant by that date, Board must initiate adverse action or extend for good cause.</li> <li>• Monitoring is not a finding of non-compliance.</li> </ul> <p>Henci asks for clarification about when it is appropriate for the Board to use probation or show cause. Karin clarifies appropriate use of <i>Show Cause</i>, based on guidance from attorney. No industry standard (used as fact-finding tool OR warning tool in instances of non-compliance). MEAC P&amp;P suggests <i>Show Cause</i> used in cases of non-compliance.</p>		
<b>Conclusions:</b> None		
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
✓		
Change to P+P ?	Change to Handbook?	Notify public or schools?

<b>Agenda Item:</b> SWTC Annual Report Decision: Confirm or Update	<b>Presenter:</b> Karin/Henci (IBR)	
<b>Documents:</b> SWTC_AnnualReport2014_Board Report_NOTES_12-07		

<b>Discussion:</b>	Karin introduces staff edits to Board reports. Henci requests staff include links to Benchmarks in future versions of reports.		
	Karin reviews updated report draft:		
	<ul style="list-style-type: none"> <li>• <i>Key Indicator (KI)-4:</i> Staff oversight with budget materials presented at October meeting. Board satisfied with newly available material. SWTC Budget 2013-14 to 2014-15 demonstrates continued institutional support. No objections by Board. Change of finding from Unsatisfactory to Satisfactory.</li> <li>• <i>KI-6:</i> Student Retention remains <i>Unsatisfactory</i>. Board affirms previous finding of Not Met I.C1.</li> <li>• <i>KI-8:</i> Staff recommends Certification Exam Pass Rate subject to further monitoring due to incomplete submission.</li> </ul>		
	All other KIs found <i>Satisfactory</i> .		
	Board discusses concerns with current Retention and Completion benchmarks. Will discuss further as part of Standards review.		
<b>Conclusions:</b>	Motion to accept amended SWTC Annual Report: Henci Goer. Second: Karen Ehrlich. Recusals: None. Abstain: None. Opposed: None. Absent: Abigail Aiyepola, Sora Colvin, Cassaundra Jah, Stephanie Mills. Motion passes.		
	<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
✓	Staff send final BOD Report to SWTC	Julia	TBD
Change to P+P ?	Change to Handbook?	Notify public or schools?	

<b>Agenda Item:</b>	BUDM Annual Report Decision: Confirm or Update	<b>Presenter:</b>	Karin/Kristi (IBR)
<b>Documents:</b>	BUDM_AnnualReport2014_Board Report_NOTES_12-07		
<b>Discussion:</b>	No KI issues identified 10/2015.		
<b>Conclusions:</b>	Motion to accept this report and recommendation for no follow up: Ana Vollmar. Second: Kristi Ridd-Young. Recusals: Abigail Aiyepola Abstain: None. Opposed: None. Absent: Sora Colvin, Cassaundra Jah, Stephanie Mills. Motion passes.		
	<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
✓	Staff send final BOD Report to BUDM	Karin	TBD
Change to P+P ?	Change to Handbook?	Notify public or schools?	

<b>Agenda Item:</b>	NIZ Annual Report Decision: Confirm or Update	<b>Presenter:</b>	Karin/ Nichole (IBR)
<b>Documents:</b>	NIZ_AnnualReport2014_Board Report_NOTES_12-07		
<b>Discussion:</b>	Karin reviews updated report draft:		
	<ul style="list-style-type: none"> <li>• <i>KI-7 Unsatisfactory</i> (Not Met I.C2). Henci requests clarification on comment.</li> </ul>		
	All other KIs found <i>Satisfactory</i> . Possible Substantive Change has been communicated to staff.		

<b>Conclusions:</b> Motion to accept report: Kristi Ridd-Young. Second: Heidi Fillmore. Recusals: Abigail Aiyepola. Abstain: None. Opposed: None. Absent:, Sora Colvin, Cassandra Jah, Stephanie Mills. Motion passes.			
<b>Action Items</b>		<b>Person Responsible</b>	<b>Deadline</b>
✓ Staff to send final report to NIZ	Karin		TBD
Change to P+P ?	Change to Handbook?	Notify public or schools?	

<b>Agenda Item:</b> MLL Annual Report Decision: Confirm or Update	<b>Presenter:</b> Karin/ Andrea (IBR)		
<b>Documents:</b> MLL_AnnualReport2014_Board Report_NOTES_12-07			
<b>Discussion:</b> Karin reviews updated report draft: <ul style="list-style-type: none"> <li>• <i>KI- 5 Unsatisfactory.</i> Possible non-compliance with Standard V.A2 and V.B1. Staff recommends monitoring report to be final ARC comprehensive review report. Board amends draft to include note that (as it will be reviewed in the first quarter of 2016).</li> </ul> <p>All other KIs found <i>Satisfactory</i>.</p>			
<b>Conclusions:</b> Motion to accept report as amended: Karen Ehrlich. Second: Henci Goer. Recusals: None. Abstain: None. Opposed: None. Absent: Abigail Aiyepola, Sora Colvin, Cassandra Jah, Stephanie Mills.			
<b>Action Items</b>		<b>Person Responsible</b>	<b>Deadline</b>
✓ Staff to send final report to MLL	Julia		TBD
Change to P+P ?	Change to Handbook?	Notify public or schools?	

<b>Agenda Item:</b> NMI Annual Report Decision: Confirm or Update	<b>Presenter:</b> Karin		
<b>Documents:</b> NMI_AnnualReport2014_Board Report_NOTES_12-07			
<b>Discussion:</b> Karin reviews updated report draft: <ul style="list-style-type: none"> <li>• <i>KI-1 Unsatisfactory.</i> Staff recommends finding Not Met V.B2, V.C2. Nichole recommends short tight frame to receive audit. Board discusses Probation and agrees not to apply that status in this case. Heidi suggests 60-day timeframe from notification for compliance.</li> <li>• <i>KI-2 Unsatisfactory.</i> Staff requests clarification on whether Board has sufficient data to determine V.B1 Met. Board recommends no benchmarks subject to monitoring pending receipt of audited financials.</li> <li>• <i>KI-3 Unsatisfactory.</i> Board recommends V.B4 subject to monitoring pending receipt of audited financials.</li> <li>• <i>KI-6:</i> Student Retention remains <i>Unsatisfactory</i>.</li> </ul> <p>All other KIs found <i>Satisfactory</i>.</p>			
<b>Conclusions:</b> Motion to accept report as amended: Heidi Fillmore. Second: Ana Vollmar... Abstain: None. Opposed: None. Recused: Cassandra Jah. Absent: Abigail Aiyepola, Sora Colvin, Stephanie Mills. Motion passes.			
<b>Action Items</b>		<b>Person Responsible</b>	<b>Deadline</b>

✓ Staff to send final report to NMI	Julia	TBD
Change to P+P ?	Change to Handbook?	Notify public or schools?

<b>Agenda Item:</b>	FSTM Annual Report Decision: Confirm or Update	<b>Presenter:</b>	Karin
<b>Documents:</b>	FSTM_AnnualReport2014_Board Report_NOTES_12-07		
<b>Discussion:</b>	Cassandra joins call.  Karin reviews updated report draft: <ul style="list-style-type: none"> <li>• <i>KI-1 Unsatisfactory.</i> Staff recommends this may be monitoring issue, and suggests potential follow-up. No findings of non-compliance at this point.</li> <li>• <i>KI-2 Unsatisfactory.</i> Staff recommends this may be monitoring issue, and suggests potential follow-up. No findings of non-compliance at this point.</li> <li>• <i>KI-3 Unsatisfactory.</i> Staff recommends continued finding of Not Met V.A2 and V.B4 (originally identified 12/08/2014), and final compliance reporting plus quarterly monitoring reports.</li> <li>• <i>KI-6 Student Retention Unsatisfactory.</i> Not Met I.C1.</li> <li>• <i>KI-7 Student Completion Unsatisfactory.</i> Not Met I.C2.</li> <li>• <i>KI-10 Overall headcount Unsatisfactory</i> on basis of Student Retention and Completion Report submission inadequate. Possible Not Met V.C2. Board discusses this finding, and whether this is appropriate place to address this issue.</li> </ul> <p>All other KIs found <i>Satisfactory</i>.</p> <p>Board discusses findings and makes adjustments.</p>		
<b>Conclusions:</b>	Motion to accept report as amended: Karen Ehrlich. Second: Heidi Fillmore. Recused: None. Abstain: None. Opposed: None. Absent: Abigail Aiyepola, Sora Colvin, Stephanie Mills.		
<b>Action Items</b>		<b>Person Responsible</b>	<b>Deadline</b>
✓ Staff to send final report to FSTM	Julia	TBD	
Change to P+P ?	Change to Handbook?	Notify public or schools?	

<b>Agenda Item:</b>	NCM Annual Report Decision: Confirm or Update	<b>Presenter:</b>	Kristi and Ana
<b>Documents:</b>			
<b>Discussion:</b>	Andrea leaves call.		
<b>Conclusions:</b>	Ana moves to accept report as amended. Henci seconds. Recusals: Andrea, Cassandra. Abstain: None. Opposed: None. Motion carries.		
<b>Action Items</b>		<b>Person Responsible</b>	<b>Deadline</b>
✓			
Change to P+P ?	Change to Handbook?	Notify public or schools?	

<b>Agenda Item:</b>	BCM Annual Report Decision: Confirm or Update	<b>Presenter:</b>	Ana
<b>Documents:</b>			
<b>Discussion:</b> Deferred to later meeting.			
<b>Conclusions:</b>			
<b>Action Items</b>		<b>Person Responsible</b>	<b>Deadline</b>
✓			
Change to P+P ?	Change to Handbook?	Notify public or schools?	

<b>Agenda Item:</b>	MCU Annual Report Decision: Confirm or Update	<b>Presenter:</b>	Heidi
<b>Documents:</b>			
<b>Discussion:</b> Kristi leaves call.			
<b>Conclusions:</b> Heidi moves to accept report as amended, Ana seconds. Kristi recused. Abstain: None. Opposed: None: Motion carries.			
<b>Action Items</b>		<b>Person Responsible</b>	<b>Deadline</b>
✓			
Change to P+P ?	Change to Handbook?	Notify public or schools?	

<b>Agenda Item:</b>	BMS Annual Report Decision: Confirm or Update	<b>Presenter:</b>	Nichole
<b>Documents:</b>			
<b>Discussion:</b> Deferred to future meeting.			
<b>Conclusions:</b>			
<b>Action Items</b>		<b>Person Responsible</b>	<b>Deadline</b>
✓			
Change to P+P ?	Change to Handbook?	Notify public or schools?	