

# Online Task Force Meeting #1 Thursday, August 28, 2014

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Link to the meeting recording:

<http://connect.enetcolorado.org/p8wfvvg0bs2/>

## Meeting Notes:

The meeting of the Online Task Force (OTF) was called to order by Ethan Hemming, Task Force chair. Task force members introduced themselves.

OTF members in attendance:

Amy E Valentine  
Brian Bissell  
Chaille Hymes  
Dale McCall  
Dan Morris  
Ethan Hemming  
Gretchen Morgan  
Joe Dinnetz  
Judy Bauernschmidt  
Leanne Emm  
Linda Van Matre  
Renee Martinez  
Scott Campbell

Diana Gamboa participated through the K12 Online Task Force Broadcast Link.

## Duties of the OTF

Gretchen Morgan, CDE, summarized the tasks of the OTF, as set forth in HB-14-1382:

- 1) Section 2(4)a(II): TO REVIEW THE EXISTING STATE BOARD RULES AND STATUTES CONCERNING ON-LINE EDUCATION AND TO RECOMMEND CHANGES TO RULES AND STATUTES TO IMPLEMENT A SYSTEM FOR CERTIFYING AUTHORIZERS OF MULTI-DISTRICT ON-LINE SCHOOLS AND DISCONTINUING CERTIFICATION OF MULTI-DISTRICT ON-LINE SCHOOLS
  - a. Statutes have been changed, based on the prior commission's recommendations; emergency rules have been created to give guidance for an interim period
    - i. These emergency rules will expire at the end of October

- b. To align rules with statutes, CDE receives input from the public and shares this with the state Board of Education, which then uses this input for rules adoption
        - i. The OTF is a good mechanism for providing this input to CDE; but it needs to be done quickly (due to the emergency rule expiration)
          1. This should take only a portion of meeting #2 and #3
2. Section 2(4)a(III): TO MAKE RECOMMENDATIONS CONCERNING THE SYSTEM AND PROCESS FOR CERTIFYING AUTHORIZERS, INCLUDING BUT NOT LIMITED TO THE FREQUENCY AND TIMING OF CERTIFICATION AND RECERTIFICATION AND THE EFFECT ON A MULTI-DISTRICT ON-LINE SCHOOL IF THE SCHOOL'S AUTHORIZER LOSES CERTIFICATION
  - a. To this end, the OTF is to gather information and make recommendations to for authorizer standards.
3. 22-30.7-113. On-line pilot programs - interim reports -legislative declaration
  - a. The OTF is asked to identify projects and/or practices to be piloted so that better ways to operate online schools, interact with other schools, etc. can be learned

Gretchen noted the significant amount of work necessary to complete the tasks charged to the OTF in the limited time assigned.

## Sunshine Laws

Gretchen reviewed the Sunshine Laws as applicable to the work of the OTF:

- These meetings are public meetings, as required by statute. Therefore, they are open to the public by making seats available; and by making meetings available online, and virtually so people can listen synchronously
- This is not a public process, and so it may not have public comment
  - Since recommendations will be made by the OTF, the chair and facilitator will discuss if there is a need for public comment
- Sunshine Laws for state-wide policy are different than what apply to charter schools
  - This means that two or more OTF members may NOT communicate with one another, including via email, about the group, its work, or anything that requires a decision to be made
    - Discussion on logistics, such as meeting location, ability to attend, etc. is allowed
  - The CDE is trying to find a Sunshine Law acceptable online platform to serve as a repository of data and source of pre-meeting information sharing
    - Gretchen will share more information about this at future meetings

## Ground Rules

Ground rules help ensure the outcomes of the meetings are determined and met.

The group discussed and identified ground rules to govern their meetings:

- OTF members are committed to completing a final, high-quality report
- OTF members are always courteous to one another
- OTF meetings will try to let every OTF member's voice be heard

- Materials for which decisions will be made will be brought to the OTF early: there will be no surprises
- Room will be made for dissenting voices, in both meetings and the final report
- OTF members will be honest about their own perspective and values
- OTF members are responsible to represent the community which they are from but are also encouraged to bring their broader knowledge and experience
- OTF members commit to attending all meetings that they are able
- OT members commit to listening to the audio recording and reviewing material from any missed
- An OTF member participating in person at a meeting will take on the responsibility of representing OTF members participating through the K12 Online Task Force Broadcast Link so that comments and questions of OTF members participating virtually are included in discussion and decision making

## Decision Making

It is unlikely that all recommendations to come from the OTF will receive unanimous support of its members. For a strong final report, a simple majority approval will not be good enough.

Given the Ground Rule that room will be made for dissenting voices and the need to make clear what the OTF's recommendations are to policy makers, decision making must be agreed upon.

Facilitator John Myers recommended using a modified consensus: an overwhelming majority agrees to a full, final report, with some recognizing that they can live with a piece that they don't fully agree with.

## Scheduling

A spreadsheet with potential bi-weekly meeting dates and times was circulated to OTF members in the room and shared electronically to the OTF member participating virtually.

The second OTF meeting was scheduled based on the date and time that most OTF members were able to attend.

OTF meeting #2 is scheduled for **Friday, September 12th, from 10:30am - 1:30pm.**

Due to the limited size of the room used for today's meeting, the next meeting will be held in a location that is To Be Determined. This location will be shared with the OTF members as soon as possible.

The remaining OTF meetings will be determined using the same methodology as was used for the second meeting. The selected dates will be shared with OTF members as soon as possible so that calendars can be marked.

## Material and Data Requests

### Rules Recommendations

Because the first charge of the OTF is to make recommendations for rule changes so that they align with completed statute changes, information on background and statute parameters was determined to be helpful. This way, OTF members can be informed on their charge and will be prepared to gather input

for the recommendations. Additionally, knowing the parameters of existing Colorado statutes allows OTF members to suggest rules that don't cause conflicts.

Leann will present for approximately 30 minutes at meeting #2 on these two topics.

A request for a policy scan of Colorado, other states, national, and international student count policy and practice was requested.

### **Authorizer Standards**

Information on existing quality practices of charter authorizers was requested: understood to not be an exact parallel, these were believed to provide helpful and potentially applicable learning. The National Association of Charter School Authorizers (NACSA) has produced charter authorizer standards, as well as case studies for Michigan and Minnesota.

Requests for these three documents were made.

A request for information on what other states have done was also placed, though it was generally thought that few examples exist.

Evergreen Education Group's *Keeping Pace* guide was requested.

Information on practices and standards of third party online school accreditors, such as Advance Ed, was requested.

Information on Canadian online school authorizer standards was also requested.

### **Additional Conversation**

#### **Agendas**

Agendas were requested to be sent to OTF members with greater lead time than was provided for this meeting.

John Myers recognized the short notice provided for this meeting and promised that agendas for subsequent meetings would be provided at least one week in advance of their meeting date.

#### **Timeline**

HB 14-1382 provides language allowing for additional recommendations beyond those charged to the OTF (rules regarding online student counts, recommendations for standards for certifying authorizers of multi-district online schools, and pilot program recommendations) to be made. Several OTF members wanted to take advantage of this opportunity to make recommendations for statute changes.

These members requested a timeline of tasks and benchmarks be created for the project and shared with OTF by meeting #2 so that this opportunity could also be scheduled into the work plan.