



Charter School Review Committee

Re: Response to Larry Hoffman

March 22, 2016

This year has been one of consistent improvement in schools and practices for the Charter School Review Committee. Three schools have been awarded for their efforts and eight schools have met or exceeded the expectations of the Charter School Review Committee. The policies of the Charter School Review Committee have also changed.

The Charter School Review Committee executed its duties and contracts, including for Marquette University's Institute for the Transformation of Learning, according to Milwaukee ordinance 320-41. Now, the Charter School Review Committee procurement(s) must go through the Department of Administration (320-41-6-e). The 2016-2018 contract for Marquette University's Institute for the Transformation of Learning included in it a memo for services provided. These services were commensurate with the expectations and rules governing the Charter School Review Committee. A comparison of memos will show that the 2016-2018 contract fees were returned to their 2012 level in spite of increased services (memos attached).

My service to this committee began in 2015, and my attendance at meetings assumes full participation. The responsibilities and duties of the Charter School Review Committee and its members are detailed in Milwaukee ordinances 320-41 and 330. Records of past committee meetings can be found on the city website. Contracts executed with the Charter School Review Committee are completed with the City Attorney's office; copies can be requested there. Meetings to determine future contracts will be posted on the city's website.

Kevin Ingram

Glenn Steinbrecher

Kevin Ingram
Chair

Gayle Peay
Melinda Krei
Desiree Pointer-Mace
Glenn Steinbrecher
Joyce Mallory
Ruben Burgos
Committee Members

May 1, 2012

TO: Charter School Review Committee

FROM: Institute for the Transformation of Learning at Marquette University

RE: Contract with ITL for authorizing services

At the September 2, 2009 meeting of the Charter School Review Committee (CSRC), the committee voted to engage the Institute for the Transformation of Learning at Marquette University (ITL) to support the CSRC's efforts to authorize quality schools in Milwaukee. During the 2011-12 school year, ITL directed the city's charter school initiative governed by the Common Council's Charter School Review Committee.

This memo outlines work for the 2012-13 fiscal year.

1. ITL staff will direct the operations of the CSRC as implemented by CRC, M.L. Tharps, its own staff, and staff at city hall. This includes:
 - A. Contract management
 - B. Budget development for operations of CSRC
 - C. Monitoring revenue and expenses of the CSRC
 - D. Managing the application process and charter renewal/revocation processes
 - E. Developing and documenting CSRC policies and procedures and communicating them with the necessary stakeholders
 - F. Identifying and recommending changes to the strategy, policies, or operations of the CSRC.

2. ITL will serve a liaison role for the CSRC with:
 - A. the Wisconsin Department of Public Instruction
 - B. with elected officials at all levels

3. ITL staff will serve as clerk for the CSRC by
 - A. Managing the charter school application process
 - B. Preparing reports, in particular the annual report, and others as identified for the CSRC and Common Council
 - C. Preparing agendas and materials for meetings

4. ITL staff will represent the CSRC with various partner organizations, particularly in public policy discussions about improving student achievement in Milwaukee through charter schools.

EXHIBIT **A**

5. ITL staff will monitor compliance with No Child Left Behind and other federal regulations not monitored by CRC or WI DPI.
6. ITL staff will share information to scholars, researchers, university students and others in the interest of informing the debate about public policy.

Fee for 2012-13

\$211,649

Fee represents the full cost of providing services to the Charter School Review Committee . This represents a 3% increase over last year's fee. Any funds not spent in the year of the contract can be rolled over into the following year.



INSTITUTE FOR THE TRANSFORMATION OF LEARNING

1618 West Wells Street, Milwaukee, WI 53233 414/288-5775

August 17, 2015

TO: Charter School Review Committee

FROM: Institute for the Transformation of Learning at Marquette University

RE: Contract with ITL for authorizing services

At the August 13th 2015 meeting of the Charter School Review Committee (CSRC), the committee voted to engage the Institute for the Transformation of Learning at Marquette University (ITL) to support the CSRC's efforts to authorize quality schools in Milwaukee.

1. ITL staff will direct the operations of the CSRC as implemented by the CRC, M.L. Tharps, its own staff, and staff at city hall. This includes:
 - A. Contract management
 - B. Budget development for operations of the CSRC
 - C. Monitoring revenue and expenses of the CSRC
 - D. Managing the application process and charter renewal/revocation processes
 - E. Developing and documenting CSRC policies and procedures and communicating them with necessary stakeholders
 - F. Identifying and recommending changes to the strategy, policies, or operations of the CSRC.

2. ITL will serve a liaison role for the CSRC with:
 - A. The Wisconsin Department of Public Instruction
 - B. Elected officials at all levels
 - C. Schools authorized by the Common Council
 - D. The Commissioner or representative of the Opportunity Schools and Partnership Programs
 - E. Local and national authorizers
 - F. The National Association of Charter School Authorizers or its representatives

3. ITL staff will serve as administrator for the CSRC by:
 - A. Managing the charter school application process
 - B. Execute technical reviews of all charter applications
 - C. Preparing reports, in particular the annual report, and others as identified for the

- CSRC and Common Council
- D. Working with city of Milwaukee staff to prepare agendas and materials for meetings
 - E. Working with city of Milwaukee staff to integrate CSRC documents and files onto the city's legislative tracking system
 - F. Working with members of the press to answer questions about the city's authorizing and to educate them about authorizing generally
 - G. Working with city of Milwaukee staff to onboard new CSRC members
4. ITL staff will represent the CSRC with various partner organizations, particularly in public policy discussions about improving student achievement in Milwaukee through charter schools.
 5. ITL staff will monitor compliance with federal and state regulations not monitored by CRC or the Wisconsin Department of Public Instruction.
 6. ITL staff will share information with scholars, researchers, university students and others in the interest of informing the debate about public policy and through proper channels.
 7. ITL staff will identify opportunities for CSRC development through proper channels including local and national conferences.
 8. Ensure compliance with the National Association of Charter School Authorizers' guidelines and principles.

Budget Totals:

Two (FTE) Personnel	\$192,994
Office supplies	\$4,765
Travel	\$5,750
Marquette Indirect Fee 4%	\$8,140

Total: \$211,649

Fees for 2016 fiscal year	\$211,649
Fees for 2017 fiscal year	\$211,649
Fees for 2018 fiscal year	\$211,649

Fees represent the full cost of providing services to the Charter School Review Committee. Any funds not spent in the year of the contract can be rolled over into the following year.