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PUBLIC EDUCATION DEPARTMENT
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OPTIONS FOR PARENTS AND FAMILIES DIVISION
CHARTER SCHOOLS DIVISION

2018 NOTICE OF INTENT TO SUBMIT CHARTER APPLICATION

INSTRUCTIONS

According to NMSA § 22-8B-6(B) the Notice of Intent to Submit a Charter Application ("NOI") must be filed by the organizers of a proposed charter school to the Public Education Commission at the address below **AND** to the superintendent of the school district in which the charter school is proposed to be located. *Failure to notify may result in your application being rejected.*

The NOI must be submitted by 5:00 PM Mountain Time on January 9, 2018, **the second Tuesday of January**. Notices of Intent that are not received by the Public Education Commission and the superintendent of the local school district by the deadline may result in the application being rejected. When you send the NOI to the superintendent of the school district in which your charter is to be located, you are strongly encouraged to send it by certified mail return receipt requested, or request a signed receipt when you deliver the NOI. Contact the local district regarding electronic filing.

Notice to the Public Education Commission should be delivered by one of the following methods:

- Electronically to: **charter.schools@state.nm.us**

- By mail or personal delivery: PUBLIC EDUCATION COMMISSION
  c/o New Mexico Public Education Department
  Attn: Options for Parents and Families/Charter Schools Division
  300 Don Gaspar, Room 301
  Santa Fe, New Mexico 87501

The NOI is intended to provide the Public Education Commission with the primary point of contact among the charter developers, and preliminary information about the charter proposal, such as the school's mission statement, the school's focus, the representative student population in the intended location, enrollment projections, key innovations, etc. (not to exceed 5 pages).

1. General Information

   • Name of Proposed School

Window of Hope Elementary School K-5

   • Grade levels to be offered and enrollment projections

Grade Levels to be offered	Projected Total Enrollment
K-5 with the hope to add MS and HS grades at later dates	270 enrollment cap

   • Primary Point of Contact

Name	Rianne Herrera				
Mailing Address	26 Armin RD				
City	Tijeras	State	NM	Zip	87059
Phone	505.480.1860				
Email	awindowofhopeelementaryschool@gmail.com				

2. Names, roles, and current employment of all persons on the applicant team, and qualifications of the team members to establish a high-quality charter school

Names	Role on Team	Qualifications: Education, Employment, and Experience
Rianne Herrera MA, NBCT	Founder	MA. Special Education emphasis in Gifted Education; B.A. Duel Certification General Education K-8; B.A., Special Education K-12 emphasis Social Studies; National Board Certified Teacher 2007-Current- Mild to Moderate Disabilities Birth-21;Recertified National Boards November 2017; Highly Qualified in Math, English Language Arts, and Social Studies K-12, Apple Vanguard Foundation Coach 2015; Albuquerque Public Schools 2001- current
Sara Trujillo MA	Founder	MA. Special Education K-12 emphasis Math and Learning Disabilities; B.A. History and Religious Studies; Highly Qualified in Math, English Language Arts, and Social Studies; Apple Vanguard Foundation Coach 2015; Albuquerque Public Schools 2003-current
Felicia Mondragon MA	Founder	M.A Educational Administration; B.A. Duel Certification General Education K-8 Special Edcation K-12; Highly Qualified Language Arts; Public Education 2006-current

Jennifer Ventura-Trujillo MA	Founder	MA Degree, Security Management; BA Degree in Criminology / Minor in Business; over 15 years experience in Operations Management and Human Resources. Over 12 years experience in financial management/ budgeting and project management.

3. Model or focus of the proposed school (e.g., performing arts, dual language, college prep, STEM, Montessori, IB):

> The focus of Window of Hope Elementary School is to offer small-group, full-inclusion learning settings providing support for academics with a level of high expectation for all learners. Window of Hope will be built on the 4C framework (Creativity, Communication, Critical Thinking and Collaboration) and will utilize collaborative strategies to support that framework. Thus, by providing early intervention services through STEAM and utilizing research-based strategies, our school will focus on providing small group, fully inclusive settings. Curriculum will utilize the principles of Universal Design for Learning to meet the needs of students in all academic areas, including: Social-emotional development, limited English proficiency needs, and additional ancillary support as needed. With a partnership with the Coalition for Community Schools, we plan to provide family and community connections and resources.

4. Does the school expect to contract with another entity for either management, or substantial oversight or direction in the school's operation? ☐ Yes ✓ No

   If YES, describe the entity and the role it will have in the school's operational plan.

5. Does the applicant team or any members of the team currently operate any other schools? ☐Yes ✓ No

6. Vision/Mission statement (2-3 sentences)

> **Our Vision:** create lifelong learners, compassion for each other's differences, and have strong family involvement.
>
> **Our Mission:** create access to high-academic achievement and social-emotional development by providing unique learning environments within inclusive learning settings.
>
> **Our Values:** We are driven to academic excellence and devoted to a whole child philosophy in an

inclusion setting.

7. Student population and geographical setting of the school

- Define the targeted geographical area of the proposed school from which you expect to draw a significant number of your students.

Albuquerque Metropolitan area

- Describe the student population including key demographic data (academic performance, home languages, English Learners (ELs), and special education populations) in the location in which the school intends to locate.

Current demographics (APS, 2017):
70% students who qualify for free or reduced lunch
67% Hispanic
21% Caucasian
5% Native American
3% African American
2% Asian
15% English Language Learners
16% Students identified with disabilities

Our school will reflect the demographics of the Albuquerque Metropolitan area, but will emphasize a higher percentage of students identified with disabilities, ELL and low socio-economics status.

- Identify where these students are most likely being educated currently and why they are expected to choose the proposed charter school for their future educational needs.

Most students in the Albuquerque area attend the district's public schools or district- authorized charter schools, with a smaller, but increasing portion enrolled in state-authorized charter schools or local area private schools. Based on the school mission, our desire is to recruit a diverse population of learners

and employ faculty members who are Highly Qualified (i.e.- Nationally Board Certified, PhD, Master level teachers, etc.). Families will choose our school based on the educational opportunities being provided along with the ongoing commitment to provide high quality academics and social-emotional well being. By choosing our school, families will acknowledge the ongoing community building opportunities that will open a window for students becoming contributing members of society.

8. Provide evidence that the applicant team has assessed community need for a school of the nature that will be proposed in the application (e.g., objective surveys or other measures of local demand for the proposed educational program).

Founding members have assessed the need through conversations with community members, parents/families, teachers and ancillary support personnel, regarding opportunities and needs for this type of establishment. Currently there are 35 state charter schools and 19 Albuquerque Public School charter schools in the Albuquerque and surrounding area. 9% of those are K-5 schools in the immediate Albuquerque Metropolitan area thus limiting parents the choice of schools. Of these schools, the majorities reside in the farthest southwest or northwest parts of town, which limits families the means for opportunity and access to their child's education. The Founding members are community members within major school districts and understand this type of educational model is not currently available. Community feedback continues to be overwhelmingly in support of this endeavor. The founding members will continue to collect data to support the need for this educational opportunity.

9. Identify significant innovative features that the school will implement in order to help it realize its vision/mission (e.g., non-traditional school year, longer school day, partner organizations, etc.).
Our school culture will move beyond the typical boundaries of traditional education by practicing strategies, which will support a fully collaborative learning environment among faculty, students and family and community members. Through the implementation of the Universal Design for Learning Framework, we will better meet the needs of multiple intelligences as well as encourage expansion of community based learning. Students will demonstrate and develop a deeper level of understanding while maintaining academic rigor. These key features will be supported through a year-round school calendar, extended school day for enrichment or intervention purposes, before and afterschool therapies/programs, i.e. expand education to stakeholders and community for GED, ELL, technology classes, etc. Plans include serveral partnership with community stakeholders to provide family education and supports as described above.

10. Describe how the school will be more effective than the schools currently serving the targeted student population, and/or plans to improve student achievement and exceed the academic performance of existing public schools in the targeted service area and any data you have to support this assumption.

We will provide student centered learning through: collaborative strategies, multi-modal and

multisensory academic learning. The student to teacher ratio will be optimal for a successful inclusive learning environment. By implementing the Universal Design for Learning Framework that incorporates multiple intelligences, students will have equal access to high quality instruction with a rigorous academic curriculum. In addition, students will have access to educators who exceed the state standards for highly qualified educational professionals.

Please Note: Should your charter be awarded, the founding governing body could undergo a background check to determine if it qualifies to be a board of public finance in the state of New Mexico.

Signature of founder(s):

Rianne Herrera

Rianne Herrera

[PRINT NAME]

Date: _Jan. 2, 2018_

Sara E Trujillo

Sara E Trujillo

Jan 2, 2018

Felicia Mondragon

Jan 2, 2018

Jennifer Ventura-Trujillo

Jennifer Ventura-Trujillo

1.2.2018