

Name of Charter School	La Promesa Early Learning Center			School State ID Number	528
Head Administrator	Chris Jones			School Years	2016-2017, 2017-2018
Governing Board Approval Date				Submission Date	
<b>GENERAL AGREEMENT</b>					
Monitoring tool reports to PEC/CSD	The school will report on the progress of the CAP at the October, 2017 meeting of the PEC and at the April, 2018 meeting.				
<b>CAP Requirement</b>	<b>CAP Requirement description</b>	<b>Notes on CAP requirement</b>	<b>Date of Completion</b>	<b>Evidence required to support the requirement</b>	<b>Monitoring report update</b>
<b>ACADEMIC GOALS</b>					
	In June, 2018 if the school shows that it has met the school grade of C or a 3 year C average (a below) or met all other academic indicators (b, c and d), the CAP for academics will have been met. If the school does not meet the CAP for academics, then the PEC will hold a revocation hearing in June, 2018 to decide on revocation or other alternatives requested by the school.	School received a "school grade of C" for the 2017-2018 school year.	Aug-18	A-F School Grade Report <a href="http://">http://</a>	Met
Academic Performance Framework	The school will obtain a C or a 3-year C average on the scorecard published in summer 2017 after being allowed to appeal any grade to PED through their appeal process.	School received a "school grade of C" for the 2017-2018 school year.	Aug-18	A-F School Grade Report <a href="http://aae.ped.state.nm.us/">http://aae.ped.state.nm.us/</a>	Met
Academic Performance Framework	The Academic Framework will be modified to redefine the student cohort as those students without an IEP. The definition of growth will be defined as 1.5 year growth. The school will meet or exceed its reading targets with these changes. A new Performance Indicator is being drafted. (As per Transcript the 'CSD must provide data interpretation no later than 15 to 20	The "CAP for academics" has been met after the school received a grade of C for the 2017-2018 school year.	Aug-18	Data was provided. However, see comment above.	Met

GENERAL AGREEMENT					
Academic Performance Framework	The Academic Framework will be modified to redefine the student cohort as those students without an IEP. The definition of growth will be defined as 1.5 year growth. The school will meet or exceed its math targets with these changes. A new Performance Indicator is being drafted.	The "CAP for academics" has been met after the school received a grade of C for the 2017-2018 school year.	18-Aug	Data was provided. However, see comment above.	Met
Academic Performance Framework	The school will meet or exceed its WIDA goal	The "CAP for academics" has been met after the school received a grade of C for the 2017-2018 school year.	18-Aug	Data was provided. However, see comment above.	Met
	The school will provide the raw data to CSD within three days of the close of the window for the last testing period. The CSD must provide the data interpretation by no later 10 working days from the date the School provides the data. If not analyzed and reported to the School by the deadline, then the School's assessment will be binding on the CSD. If there is a disparity between the results from CSD and the results identified by the school, then a third party will be hired to review the results, at the school's cost, and jointly selected by the parties.	The "CAP for academics" has been met after the school received a grade of C for the 2017-2018 school year.	Aug-18	Data was provided. However, see comment above.	Met
	a. Raw, student level short cycle assessment data for the current year and 2015-2016, the first year the school was under contract.	The "CAP for academics" has been met after the school received a grade of C for the 2017-2018 school year.	Aug-18	Data was provided. However, see comment above.	Met
	b. Raw, student level WIDA data for the current year and 2015-2016, the first year the school was under contract.	The "CAP for academics" has been met after the school received a grade of C for the 2017-2018 school year.	Aug-18	Data was provided. However, see comment above.	Met

GENERAL AGREEMENT					
	ORGANIZATION GOALS				
	1. The principal must seek out leadership development opportunities and, on a quarterly basis, report on his attempts to find and participate in such programs to the PEC. In addition, we strongly recommend the principal apply for Principals Pursuing Excellence at the next available opportunity.	The principal will present proposed training to PEC by the date required to submit documents to the PEC for its October meeting. PEC will approve/modify the plan for the year at October meeting. The principal may provide proof of trainings taken from the date of the CAP up to the date of approval of the list and ask that these training count towards the plan. The proof of trainings completed will be provided to the PEC in April, 2018.	Oct-17	Title II application, MCREL Certificate, packet, and agenda	Met
	2. <i>"Beginning fiscal year" (FY) 18 (as per Trascript, p. 208, line 23)</i> The school must work with the Student Achievement and School Turnaround Division to implement the NMDASH improvement planning process and after completing the planning must continue to implement the 90-day planning, implementation and monitoring process for the term of the contract or an alternative continuous improvement program if the school is not accepted into NMDASH. If an alternative program is used, the school will provide a plan to the PEC regarding how the alternative program will be rolled out and the details of such a plan.	It is the parties' intention that NMDASH, and its resources, will be used as the primary tool for the turnaround of the school. If additional needs are identified during the process, then the school will look first to the Student Achievement and School Turnaround Division to support or identify how the issue of concern will be addressed. Any plan developed through this process will be presented to the PEC for approval. To the greatest extent allowable, the NMDASH will replace the school's EPSS and any additional school improvement plan.	October 2017 and January 2018	Sign-in sheet for trainings and NM Dash portal	Met
	a. Attend all available training from Student Achievement and School Turnaround Division on implementing NMDASH.		October 2017 and January 2018	Sign-in sheets	Met

GENERAL AGREEMENT					
	b. Within this process identify specific adult action steps to support the academic improvement for all students.		October 2017 and January 2018	90-Day Plan	Met
	c. Utilize the NMDASH Online system to report improvement planning and implementation after completing the offline planning process.		Ongoing	NM DASH tool and agenda/notes from team meetings	Met
	d. Seek input and feedback from the Student Achievement and School Turnaround Division, as available.		dates: 8/14/17-8/18/17 1/26/2018	Monitoring tool feedback from Priority Schools Bureau	Met
	e. Demonstrate, during two annual site visits, which will be conducted in October and January annually for the term of the contract, the implementation of the improvement plan through appropriate artifacts. Annual site visits from the Turnaround Bureau and CSD will be coordinated to take place at the same time CSD will attempt to coordinate the site visits to take place 7 at the same time(as per transcript p. 209, lines 5-7).		Jan-18	Annual Report and 90-Day Plan	Met

**GENERAL AGREEMENT**

	<p>3. The school must provide clear evidence that its has not hired relatives of Analee Maestas or any of her family within the required level of consanguinity defined by statute as employees or as contractors, other than Raylyn Martinez. The governing body of the school must make annual assurances of the same.</p>	<p>The School has disclosed that Raylyn Martinez works at the school; is not involved in finances, has tenure and cannot be fired except for cause. Ms. Martinez holds the position of teacher at the school earning a salary set by the teacher's set pay scale at the school.</p>	<p>Mar-18</p>	<p>Assurance letter</p>	<p>The school affirmatively states that Analee Maestas is not currently involved in the school, that no other family members other than Raylyn Martinez work at the school and that Raylyn Martinez will not be moved into an administrative capacity for the term of this CAP. It will affirmatively disclose if Analee Maestas or any other person related to her is a member of any external foundation affiated with the school. To the knowledge of the leadership of the school, Ms. Maestas has offered to tender her resignation on the external foundation, which will be accepted by the foundation when it next meets and there is no member of Ms. Maestas' family on any external foundation affilated with the school.</p>
	<p>4. The school must annually provide disclosures on the membership of any external foundation affiliated with the school, and will meet this requirement through an audit disclosure.</p>				
	<p>5. Develop a rigorous governance recruitment and selection plan, which must be submitted to the PEC in time for document submittal for the October PEC meeting, in order to ensure future board members are independent from the school leader and all school staff, are properly vetted for previous professional or ethical misconduct, and the possess the following professional experience and skill sets:</p>		<p>Sep-17</p>	<p>LPELC GC Plan</p>	<p>Met (5.a - 5.e)</p>

GENERAL AGREEMENT					
	a. Legal		See Above	See Above	Met
	b. Academic leadership		See Above	See Above	Met
	c. Government finances and accounting		See Above	See Above	Met
	d. Human Resources		See Above	See Above	Met
	e. Non-profit management		See Above	See Above	Met
	6. Revise school bylaws to establish appropriate board membership terms and to reflect the new recruitment and selection process. These revisions must be approved by the governing counsel and must be submitted to the PEC in time for document submittal for the October PEC meeting.		Oct-17	PEC minutes	Met
	7. All of the school's governing body members must complete a 2 day training (16 hours) provided by PED on or before August 30.	Training conducted by Charter Schools Division leadership	Aug-17	Observed	Met
	8. For at least the next two years, the school must contract to have a third party work with the board to develop an evaluation tool and train the governing board on how to appropriately evaluate the principal and how to evaluate their own performance. The evaluation must address academic and financial performance, governance, and leadership of both the principal and the board. The external contractor must be approved by the PEC. The contractor must be approved by the governing counsel and that person's credentials must be submitted to the PEC in time for document submittal for the October PEC meeting.		Oct-17	PEC and LPELC council minutes. Also observed (process during GC meeting spring 2018)	Met
	<b>FINANCIAL GOALS</b>				

**GENERAL AGREEMENT**

	<p>1. The school will demonstrate compliance with the FY 2016 financial audit plan and financial improvement plan.</p>	<p>The school will demonstrate compliance by requesting a report from the audit bureau and school budget bureau to be presented at the October meeting of PEC or, if no one is available from PED to present this report, the business manager of the school will present information to the PEC.</p>	<p>Pending</p>	<p>Pending</p>	<p>Informal conversation revealed the potential of the school regaining its Board of Finance but not by "July 2018" (clearly).</p>
	<p>2. For the FY2017-2018 audit, the school must receive an audit that has no <del>identical</del> repeat (as per Transcript p. 209, line 16) finding three years in row.</p>	<p>Repeat findings (N = 3) "three years in a row" have occurred if looking back (see attached).</p>	<p>Apr-18</p>	<p>Pending</p>	<p>Pending</p>
	<p>3. For the audit completed for the year immediately following the date on which the school regains Board of Finance authority, the school must receive an audit that 1) is unmodified, 2) not disclaimed, and 3) has no material weaknesses.</p>	<p>The school's Board of Finance as many -- as I believe I've testified 14 previously, one of the conditions for getting your 15 Board of Finance back is having a clean audit with 16 previous audit findings. It's looking like</p>	<p>N/A</p>	<p>N/A</p>	<p>N/A</p>