



STATE OF NEW MEXICO
PUBLIC EDUCATION DEPARTMENT
300 DON GASPAR
SANTA FE, NEW MEXICO 87501-2786
Telephone (505) 827-5800
www.ped.state.nm.us

CHRISTOPHER N. RUSZKOWSKI
SECRETARY OF EDUCATION

SUSANA MARTINEZ
GOVERNOR

2018 Charter School Renewal – Southwest Secondary Learning Center

PED RECOMMENDATION

The PED recommends a **renewal term of five (5) years with the following conditions:**

- Implement a continuous improvement plan such as NM DASH to improve *graduation points* resulting in a letter grade of at least a “C” in the category on the A-F School Grading Report during each year of its contract (2019-2020 through 2023-2024).
- Receive an unmodified audit devoid of: (a) material weakness and significant deficiency findings and (b) repeat findings at any classification level one year prior to and during the term of its contract (Audit reports FY19, FY20, FY21, FY22, and FY23 released during 2019-2020 through 2023-2024).

Summary of Performance

Academic. The school performed well in the majority of categories of the A-F School Grading Report in 2018. However, low graduation growth was observed. Note that the growth index, which takes into account three (3) years of graduation rates, was negative, while the current cohort of 2017’s 4-year rate exceeded the local district and state. The school did not have school-specific goals. The school’s Overall School Grade was a C during its current contract year, 2017-2018.

Financial. See conditions section below.

Organizational. During the 2017-2018 school year, the school received two (2) “Falls Far Below Standard” ratings in the area of business management and oversight.

Conditions. The school met all conditions placed upon it by its authorizer which states that including receiving “an unmodified audit opinion and demonstrate continued decrease in the number and severity of audit findings.”

Renewal Application - Southwest Secondary Learning Center

PART A: Data analysis provided by CSD

Please see Part A - Summary Data Report based on data from Current Charter Contract term.

PART B: Progress Report provided by the School

Please see Part B for the school’s self-report on the progress of meeting the academic performance, financial compliance and governance responsibilities of the charter school, including achieving the goals, objectives, student performance outcomes, state standards of excellence and other terms of the charter contract, including the accountability requirements set forth in the Assessment and Accountability Act during the Current Charter Term.

Chart 1. Renewal Application Ratings by Indicator		
Section	Indicator	Final Rating
ACADEMIC PERFORMANCE		
1.a	Department’s Standards of Excellence— A-F School Letter Grades	<i>Demonstrates Substantial Progress</i>
1.b	Specific Charter Goals	<i>Not applicable</i>
FINANCIAL COMPLIANCE		
2.a	Audit	<i>Demonstrates Substantial Progress</i>
2.b	Board of Finance	<i>Demonstrates Substantial Progress</i>
CONTRACTUAL, ORGANIZATIONAL, AND GOVERNANCE		
3.a	Material Terms	<i>Meets the Standard</i>
3.b	Organizational Performance Framework	<i>Demonstrates Substantial Progress</i>
3.c	Governance Responsibilities	<i>Meets the Standard</i>

The ratings above, based on the rubric in the renewal kit, are also listed in the margin below. In addition, the Performance Framework results for the last year (2017-2018) are provided in Appendix A.

1) Academic Performance

*Demonstrates
Substantial
Progress*

a) Department’s Standards of Excellence - A-F Letter Grades

Schools that have maintained a C or better letter grade over the term of the contract AND have not earned a D or F in any indicator of the letter grade in the past two years do NOT complete this Section.

Academic Performance Framework 1a: Overall NM School Grades: C

*Not
Applicable*

b) School Specific Charter Goals

Schools that have met all of their school specific goals in each year of the contract term do NOT provide a narrative.

2) Financial Compliance

*Demonstrates
Substantial
Progress*

a) Audit

Schools that have received no material weakness, significant deficiency, or repeat audit findings in each of the annual audits during the term of the contract do NOT complete this Section.

Organizational Performance Framework 2a and 2b

Demonstrates
Substantial
Progress

b) **Board of Finance**

Schools that have maintained all Board of Finance authority during the entire term of the contract do NOT complete this Section. If required to complete this section, provide a narrative explaining the actions taken (improved practices and outcomes).

c) **Additional Financial Information**

Financial Performance Framework #1-8: Self-Assessment Survey

3) **Contractual, Organizational, and Governance Responsibilities**

Meets the
Standard

a) **Charter Material Terms**

All schools must provide a response for this section of the application.

Organizational Performance Framework 1a: Material Terms

- **Integration of technology, personal responsibility and access to dual-credit college coursework**
- **Individual growth plans enable an individualized curriculum to be tailored for each student**
- **Online courses can be accessed 24 hours a day/ 7 day a week from anywhere with access to the internet**
- **Flexible scheduling where students can choose from daily sessions, Monday through Thursday that begin at 8:00 a.m. and end at 7:30 p.m.**
- **Core classes are taught through online programs purchased by the school (presently Edgenuity). The classrooms/main lab are staffed by content area teachers during each session who assist the students with questions that they have with the content being presented online.**
- **Sponsor teachers for all students**
- **High tech elective, Smart Lab, offered in grades 9 through 12**

b) **Organizational Performance Framework**

Schools that do not have any repeated "working to meet" ratings or any "falls far below" ratings on the most recent organizational performance framework evaluation do NOT complete this Section.

Organizational Performance Framework 1b-1g, 4a-4c, and 5a-5c

Any OCR complaints or formal special education complaints, identify those, provide all communication related to those, and describe the current status in Appendix, referenced in narrative by name. List complaints: None known

Demonstrates
Substantial
Progress

c) **Governance Responsibilities**

All schools must provide a response for this section of the application.

Organizational Performance Framework 3a and 3b

Meets the
Standard

X

PART C: Financial Statement

A financial statement that discloses the costs of administration, instruction and other spending categories for the charter school that is understandable to the general public that allows comparison of costs to other schools or comparable organizations and that is in a format required by the department.

PART D: Petitions of Support

X

- 1) A petition in support of the charter school renewing its charter status signed by not less than sixty-five percent of the **employees** in the charter school, with certified affidavit as Appendix B.
Number: 22 out of 23 Percentage: 96 %

- X 2) A petition in support of the charter school renewing its charter status signed by at least seventy-five percent of the **households** whose children are enrolled in the charter school, with certified affidavit as Appendix C.
Number: 171 Percentage: 75 %

PART E: Description of the Charter School Facilities and Assurances

A description of the charter school facilities and assurances that the facilities are in compliance with the requirements of Section 22-8B-4.2 NMSA 1978.

- X 1) A narrative description of its facilities
- X 2) Attach facility plans or X the school's Facility Master Plan
- 3) Attach a copy of the following
- X a) Copy of the building E Occupancy certificate(s)
from City of Albuquerque number 0410324
(same as Southwest Preparatory Learning Center)
- X b) Letter from PSFA (dated 2018) with the facility NMCI Score 12.48% indicating that the school meets the requirements of Subsection C of 22-8B-4.2 NMSA 1978 (if the charter school is relocating or expanding to accommodate more students).
(same as Southwest Preparatory Learning Center)
- X 3) Provide assurances that the facilities are in compliance with the requirements of Section 22-8B-4.2 NMSA 1978, including subsections A, C, and D. A template is available from the PEC's website. This should also be included in Appendix D.
 Public (Cert A) X Private (Cert B) Foundation (Cert C)
School provided a copy of the lease agreement.

 X **PART F: Amendment Requests**

OPTIONAL: Identify any amendments the school would like to have considered as part of the renewal process to be considered by the PEC as changes to the material terms that would become effective as part of the new contract.

Number of proposed amendments submitted by school for new contract: 0

Number of prior Amendment Requests on file with CSD: 2

- Amendment request to serve grades 9 through 12 (serving 8th grade only for SY18) APPROVED 12/09/17.
- Amendment request to change the school's original mission APPROVED 06/13/14.

<input checked="" type="checkbox"/>	Southwest Secondary Learning Center (SSLC)	2017-2018
	Category I. Academic Performance Framework	
<input type="checkbox"/>	I-A.00 (1a) NM A-F School Grading System	Meets (or Exceeds) Standard
<input type="checkbox"/>	I-A.01 (1b) Mission Specific Indicators	Not Applicable
<input type="checkbox"/>	I-A.02 Optional Supplemental Indicators (school specific items in charter)	Not Applicable
	Category II. Financial Performance Framework	
<input type="checkbox"/>	II-A.00-06 (#1-8) Operating Budget/Audits/Periodic Reports/Expenditures/Reimbursements/Audit Reviews/Meals	Meets (or Exceeds) Standard
	Category III. Organizational Performance Framework	
<input type="checkbox"/>	III-A.00 (1a) Educational Plan: material terms of the approved charter application	Meets (or Exceeds) Standard
<input type="checkbox"/>	III-A.01 (1b) Education Plan: applicable education requirements	Meets (or Exceeds) Standard
<input type="checkbox"/>	III-A.02 (1c) Education Plan: protecting the rights of all students	Meets (or Exceeds) Standard
<input type="checkbox"/>	III-A.03 (1d) Educational Plan: protecting the rights of students with special needs (IDEA, 504, gifted)	Working to Meet Standard
<input type="checkbox"/>	III-A.04 (1e) Educational Plan: protecting the rights of English Language Learners (Title III)	Working to Meet Standard
<input type="checkbox"/>	III-A.05 (1f) Educational Plan: complying with the compulsory attendance laws	Meets (or Exceeds) Standard
<input type="checkbox"/>	III-A.06 (1g) Educational Plan: meet their recurrent enrollment goals	Working to Meet Standard
<input type="checkbox"/>	IV-A.00 (2a) Business Management & Oversight: meeting financial reporting & compliance requirements	Falls Far Below (or Does Not Meet) Standard
<input type="checkbox"/>	IV-A.01 (2b) Business Management & Oversight: following generally accepted accounting principles	Falls Far Below (or Does Not Meet) Standard
<input type="checkbox"/>	V-A.00 (3a) Governance and Reporting: complying with governance requirements	Meets (or Exceeds) Standard
<input type="checkbox"/>	V-A.01 (3b) Governance and Reporting: holding management accountable	Meets (or Exceeds) Standard
<input type="checkbox"/>	VI-A.00 (4a) Employees: meeting teacher and other staff credentialing requirements	Meets (or Exceeds) Standard
<input type="checkbox"/>	VI-A.01 (4b) Employees: respecting employee rights	Working to Meet Standard
<input type="checkbox"/>	VI-A.02 (4c) Employees: completing required background checks	Working to Meet Standard
<input type="checkbox"/>	VII-A.00 (5a) School Environment: complying with facilities requirements	Working to Meet Standard
<input type="checkbox"/>	VII-A.01 (5b) School Environment: complying with health and safety requirements	Working to Meet Standard
<input type="checkbox"/>	VII-A.02 (5c) School Environment: handling information appropriately	Meets (or Exceeds) Standard
	Category: Organizational Performance Framework	
<input type="checkbox"/>	School Specific Terms: data on any terms specified in the school's Performance Framework	Meets (or Exceeds) Standard



10301 Candelaria Road, NE
 Albuquerque, NM 87112-1504
 505-296-7677 FAX 505-296-0510
www.sslc-nm.com

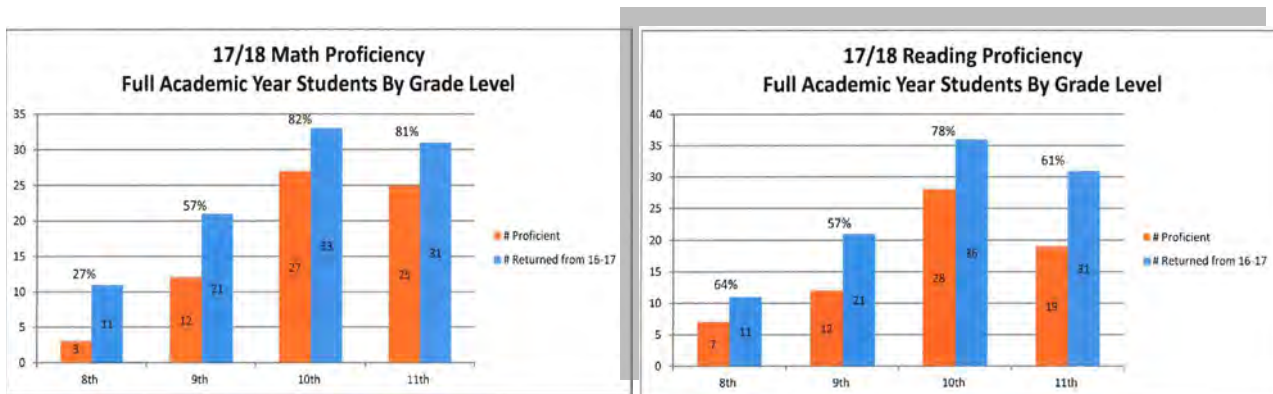
SOUTHWEST SECONDARY LEARNING CENTER REPSONSE TO PRELIMINARY ANALYSIS

Dear Public Education Commission, Charter School Division and Site Visit Team,

Thank you for the opportunity to respond to Southwest Secondary Learning Center’s Preliminary Analysis of our Renewal Application and Site Visit. The information found in SSLC’s preliminary analysis was clear and accurate. However, in a couple of subcategories there are thoughts I would like to leave you with as you review the report. I will list them in the order they appear in the report and will try to be brief.

1b. **“The CSD Team has rated this indicator as “not applicable” because the school did not have any mission-specific goals for this renewal period.”**

SCHOOL RESPONSE: This is an accurate statement as the school met with PEC on June 1, 2018 to update our contractual agreement. The agreement was signed June 6, 2018 without charter specific goals. However, as charter specific goals were part of our previous contract, the school compiled data on our mission specific goals and uploaded that information to WebEPSS. That data, has some significant findings about the performance of our students. Although we missed our threshold for math (70-79% = meets standard) and reading (75- 84% = meets standard) proficiencies, the trend in our data shows that full academic year students performed significantly better the longer they were in our program. Although not required by our new contract, the data is significant. Please see the two graphs below:



2a. **Schools that have received no material weakness, significant deficiency, or repeat audit findings in each of the annual audits are rated as “meets standard”. Since SSLC received two repeated significant deficiencies (cash disbursements and payroll) in 2017 and the school has implemented new policies to address the issues, the CSD team has rated this indicator as “demonstrates substantial progress”.**

SCHOOL RESPONSE: Because the contract term for SSLC was two years, results from only *one* audit are included in the preliminary report. In reviewing the minutes of the PEC Renewal hearing in December 2016, it was stated by one commissioner and our business manager at the time that this would be the case. A single audit does not provide a clear, comprehensive view of fiscal management. CliftonLarsonAllen LLP conducted the FY19 annual audit on August 27 and 28, 2018. The preliminary audit is complete and an exit conference was held on November 14, 2018. The school is eagerly awaiting the official release of the audit in late January/February 2019.

3b) The CSD team has rated this indicator as “demonstrates substantial progress” because the school received seven (7) “working to meet” and two (2) “falls far below” ratings in 2018. The areas of concern are: 1) Special Education IEPs; 2) identifying and servicing English Language Learners; 3) recurrent enrollment (81.82%); 4) repeat audit findings; 5) significant deficiency audit findings; 6) licensed instructor for evening classes; 7) missing background checks for two staff; 8) missing certificates for four staff members regarding training on reporting child abuse/neglect; and 9) emergency drills. The school has addressed all of the concerns as evidenced by the documentation provided via Web-EPSS and confirmed at the site visit.

SCHOOL RESPONSE: These statements are accurate as of our September 27, 2017. SSLC had another site visit on April 25, 2018 in which all these concerns had been addressed. It is important to note that the school had a change in leadership on October 30, 2018 and all items listed above were corrected during the months following the September site visit. Below are listed the items needing additional clarification:

1)

Special Education IEPs: Service hours were corrected to mirror the time actually spent in the building in class and to include academic hours required outside the building ($17.5 + 10.5 = 28$).

2)

Identifying and Servicing English Language Learners: In the spring of 2018 the school advertised for a TESOL certified instructor. In June of 2018, the school hired an additional instructor dually certified in TESOL and Special Education. This addition has been a tremendous asset to the community. As of the 40 day report in the fall of 2018 we are servicing four ELL students.

6)

Licensed instructor for evening classes: Previous head administrator put in place a licensed instructor in the evening classes within a week of the September 27, 2018 site visit.

7,8)

Missing Background Checks: All personnel files were corrected either immediately or by the April 2018 site visit and evidenced in WebEPSS.

9)

Emergency Drills: All emergency drills were completed on a monthly basis for the remainder of the school year to include the required lock-down trainings and shelter-in-place drills once the new administration was on board.

Again, thank you for the opportunity to respond to our Preliminary Analysis of Renewal Application and Site Visit. As I was hired to continue making improvements and to put the school’s best foot forward, it was important that I refresh the data where relevant. Southwest Secondary Learning Center has been working diligently on continuous improvement and supporting our theme of the year, “moving forward.”

With kind regards and much respect,

Christine

Christine Lutz, Head Administrator
Southwest Secondary Learning Center
10301 Candelaria Road NE
Albuquerque, New Mexico 87112
(505) 296-7677 Office
(505) 296-0510 Fax