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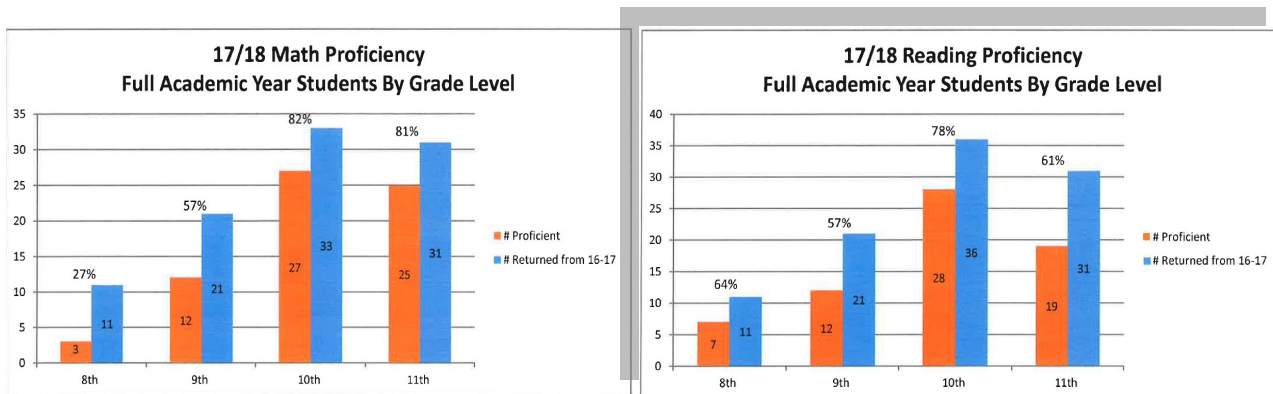
## SOUTHWEST SECONDARY LEARNING CENTER REPSONSE TO PRELIMINARY ANALYSIS

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*

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