

Enrollment Cap Amendment Request Form

The Charter Contract, was entered into by and between the New Mexico Public Education Commission, and [Albuquerque School of Excellence], effective [15 of [December], [2018]. [Albuquerque School of Excellence] was approved for a [2015-2020] Charter Contract.

[Albuquerque School of Excellence] Charter Contract currently states:

ENROLLMENT CAP: 917

AUTHORIZED GRADE LEVELS: K thru 12

[Albuquerque School of Excellence] requests consideration from the Public Education Commission (PEC) to change the terms of its Charter Contract, Section _____, as follows:

PROPOSED ENROLLMENT CAP: 1199

ENROLLMENT CHANGE: INCREASE DECREASE

[Albuquerque School of Excellence] Enrollment Cap amendment request is hereby submitted by, [Dr. Ebubekir ORSUN], on [1/25/2019], and affirms the school meets the following eligibility criteria:

- Received no lower than a "C" letter grade in any of the past three years, or in all of the past three years for which a Tier evaluation is available, have been identified as Tier 2 or better in the Academic Performance Framework; and
- Has not had its board of finance revoked within the last three years; and
- If the fiscal year has started or will start prior to the request being considered by the PEC, the amendment request will be effective only in the subsequent fiscal year; and
- The school's governing board is in compliance with all reporting requirements.

Charter School Representative Signature

Date

[SCHOOL NAME'S] Enrollment Cap amendment request was reviewed and voted upon by the Public Education Commission and is hereby:

APPROVED

DENIED

Chair, Public Education Commission

Date

Meeting Minutes
Albuquerque School of Excellence
Governing Council Meeting

Meeting Location: 13201 Lomas Blvd. NE Albuquerque, New Mexico 87112

Date: December 15, 2018

Time: 10:00-12:35

- I. **Attendance:** The meeting was called to attendance by Dr. Anderoglu. The following members of the Governing Council were present: Kristi Del Curto (Assistant Principal), Dr. Ouezduen, Mr. Tuncer and Kathy Garcia. Rebekah Mahape from the Vigil Group was in attendance as was Vickie Kwiecinski (Dean of Elementary 1-6)

II. **Call to order and establishment of quorum**

The people listed above are named the Governing Council of the Albuquerque School of Excellence in the Articles of Incorporation and their attendance constitutes a quorum.

III. **Public Comments**

The following people were in attendance for the public comment session of the meeting: Whitney Fien, Faith Sears, Christina Klos, Pamela Johnson, Gloria Zolman, Debra Jean Triebel, Jo Schmidt, Loraine Cohn, Karen Madison, Maria Ortiz, and Sophie Earp. Public comments made were in regards to books being read during the D.E.A.R. portion of the school day.

IV. **(Action) Approval of Current Agenda Items**

- a. Mr. Tuncer moved to approve the current agenda. Dr. Anderoglu seconded. A vote was taken and the current agenda was unanimously approved.

V. **(Action) Approval of previous GC meeting minutes**

The meeting minutes were reviewed by the Governing Council. Mr. Tuncer moved to approve the minutes. Dr. Anderoglu seconded. A vote was taken and the minutes were unanimously approved.

VI. **(Discussion) Business Manager's Report to GC**

- a. Rebekah Mahape presented the report and answered any questions the board had.

VII. (Action) November-December 2018 Financials and Bank Reconciliations

- a. Rebekah Mahape presented the financial report and the bank reconciliations. It was stated that ASE is in good financial standing.
- b. Dr. Tuncer moved to approve the November-December financials and bank reconciliations. Dr. Anderoglu seconded. A vote was taken and the financials and reconciliations were unanimously approved.

VIII. (Action) Approval of Budget Adjustment Requests

The following BARS were approved:

- | | |
|-------------------------|------------------------------|
| 1. Maintenance BAR 9 M | 8. Transfer BAR 16 T |
| 2. Transfer BAR 10 T | 9. Maintenance BAR 17 M |
| 3. Maintenance BAR 11 M | 10. Increase BAR 18 I |
| 4. Increase BAR 12 I | 11. Maintenance BAR 19 M |
| 5. Increase BAR 13 I | 12. Transfer BAR 20 (Voided) |
| 6. Increase BAR 14 I | 13. Maintenance BAR 21 M |
| 7. Maintenance BAR 15 M | 14. Transfer BAR 22 T |
| | 15. Maintenance 23 T |

Kathy Garcia moved to approve the BARS. Dr. Truncer seconded. A vote was taken and was unanimously approved

IX. (Discussion) Principal's Report to the GC

- a. Kristi Del Curto presented the report compiled by Dr. Orsun and discussion ensued.

X. (Action) Approval of Faculty Bonuses for "A" Rating for the 2017-2018 school year.

- a. The proposed plan includes:
 - i. 27 teachers/administrators will receive \$750. Bonus: \$20,250
 - ii. 5 Teacher Aides/Full time front office personnel will receive \$375. Bonus: 1,875.
 - iii. 3 part time front office personnel will receive \$175. Bonus: \$525.
- b. Dr. Anderoglu moved to approve the bonuses, Kathy Garcia seconded. A vote was taken and the bonuses were unanimously approved.

XI. (Action) Approval of Dedicated Employee Education Program (DEEP) – Effective January 2019 to align NMPED Teacher Cost Index for upcoming year.

- a. Dr. Anderoglu moved to table the approval until the January 2019 meeting, Mr. Tuncer seconded. A vote was taken to table the approval until January 2019 and was unanimously approved.

- XII. (Action) Amendment Request: Approval of increasing enrollment cap for 2019-2020 to apply for Expansion and Replication NM Charter School Program Sub grant**
- a. Dr. Anderoglu moved to increase the enrollment cap, Dr. Ouezduen seconded. A vote was taken and unanimously approved.
- XIII. (Action) Approval /Denial of GC member application(s)**
- a. Dr. Anderoglu moved to approve Ms. Jacinta as a board member for the 2019-2020 school year. Dr. Ouezduen seconded. A vote was taken and Ms. Jacinta was unanimously approved as a board member.
- XIV. Closing Remarks and Adjournment 12:35**

Kathy Bustos-Garcia, GC Secretary

Approved/Signed Date

- a. Discussion with no action. Tabled until the November meeting.
- b. Dr. Anderoglu moved to not make adjustments. Ms. Garcia seconded. A vote was taken and was unanimously rejected

Closing remarks and adjournment 11:20



ALBUQUERQUE SCHOOL OF EXCELLENCE

13201 Lomas Blvd. NE Albuquerque, NM 87112 ♦ Phone: 505. 312.7711 ♦ Fax: 505.312.7712



The data below shows the past/current/future of ASE enrollment considering the 40th day counts. Based on the growth in 3 years –doubling the school size and school success in NMPED ratings no less than B-, we plan to grow and serve more students towards to our mission/vision. The student to teacher ratio has been 1:15 or 1:16 (depending on the section sizes) while student to staff ration is always 1:12. **The supervision at all times and safety of students are our #1 priority.**

For instance, we plan to add 9 teachers when we open the new campus in 2020-2021. We will take the recruitment, hiring and training action items below:

- ASE will advertise vacancies and attend university job fairs to fill opening spots.
- **Within 5 miles of ASE, there is no “A” Rated Grade 1-12 school by NMPED: The rating/quality of instruction also attracts teachers/faculty for a better place to work.**
- ASE offers generous salary to its teachers who dedicate themselves to students/parents/community. With a better salary schedule, we will hire the best teachers who serve our unique mission in STEM.
- ASE has graduating students from Universities with STEM major and we plan to hire alumni students (our Class of 2015-2017) from universities.
- Novice teachers will be mentored by experienced teachers while experienced teachers are offered graduate school/Master’s Degree grant to increase instructional quality.
- Teacher recruitment and training will be offered through our district by experience administrators to serve increased population.
- ASE offers 10 extra contract days for in-service trainings and has Fridays as PLC meetings to share best practices with early dismissal at 1:30pm.
- ASE student population grew drastically in 3 years as the scores and teachers/staff retention has increased: the school success culture has been established.

ALBUQUERQUE SCHOOL OF EXCELLENCE - A TUITION-FREE COLLEGE PREPARATORY STATE CHARTER SCHOOL- GROWTH PLAN											Grade 5 thru 12	Grade 1 thru 4	Grade 5 thru 12	Grade 1 thru 4	Grade 5 thru 12	Grade 1 thru 4	Grade 5 thru 12	Grade 1 thru 4	Grade 5 thru 12	Grade 1 thru 4
Grade Levels	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22	2022-23	2022-23	2023-24	2023-24	2024-2025	2024-2025
Kindergarten											40	40	40	40	40	40	40	40	40	40
1st	23	21	19	18	18	18	33	38	57	57	57	57	76	76	76	76	76	76	76	76
2nd	21	21	25	24	25	22	34	45	55	54	72	75	75	75	75	75	75	75	75	75
3rd	23	24	23	21	26	25	25	52	50	52	72	75	75	75	75	75	75	75	75	75
4th	24	24	23	24	25	25	46	51	53	52	72	75	75	75	75	75	75	75	75	75
5th	41	47	41	24	26	24	51	54	58	54	72	96	96	96	96	96	96	96	96	96
6th	40	68	66	52	47	50	68	101	102	125	125	125	125	125	125	125	125	125	125	125
7th	20	49	56	55	52	50	43	75	95	96	120	120	120	120	120	120	120	120	120	120
8th	22	21	35	46	50	47	43	53	74	92	96	115	115	115	115	115	115	115	115	115
9th		17	17	17	13	28	37	33	43	50	72	75	75	75	75	75	75	75	75	75
10th			11	12	17	10	27	31	27	44	48	72	72	72	72	72	72	72	72	72
11th				7	3	11	9	19	28	24	42	46	70	70	70	70	70	70	70	70
12th					7	3	11	6	16	25	24	40	40	40	68	68	68	68	68	68
TOTAL	214	292	316	300	302	313	427	558	658	725	599	313	689	341	713	341	741	341	741	341
SCHOOL GRADING	NA	B	C	A	C*	A	B	A												
Principal	Dr. Cetinkaya	Dr. Cetinkaya	Dr. Cetinkaya	Dr. Aykac	Dr. Aykac	Dr. Aykac	Dr. Aykac	Dr. Orsun	Dr. Orsun		AAAA	XXXX	AAAA	XXXX	AAAA	XXXX	AAAA	XXXX	AAAA	XXXX
Ast. Principal				Dr. Orsun	Dr. Orsun	Dr. Orsun	Dr. Orsun	Mrs. Del Curto	Mrs. Del Curto		BBBBB	YYYYY	BBBBB	YYYYY	BBBBB	YYYYY	BBBBB	YYYYY	BBBBB	YYYYY
Dean of Students	Mr. Kazanci	Mr. Kazanci	Mr. Yetis	Mrs. Del Curto	Mrs. Del Curto	Mrs. Del Curto	Mrs. Del Curto	Mr. Norcross	Mr. Norcross	Mr. Norcross		ZZZZZ	ZZZZZ	ZZZZZ	ZZZZZ	ZZZZZ	ZZZZZ	ZZZZZ	ZZZZZ	ZZZZZ
Dean of Students	Mr. Yetis	Mr. Yetis	Mrs. Del Curto		Mr. Carr	Mr. Norcross	Mr. Norcross				CCCCC	ZZZZZ	CCCCC	ZZZZZ	CCCCC	ZZZZZ	CCCCC	ZZZZZ	CCCCC	ZZZZZ
Counselor								Mr. Yanar			DDDDDD	DDDDDD	DDDDDD	DDDDDD	DDDDDD	DDDDDD	DDDDDD	DDDDDD	DDDDDD	DDDDDD
# of teachers	14	18	20	20	20	21	28	35	40	43	34	18	40	19	41	19	42	19	42	19
# of teacher aides	0	0	0	0	0	1	2	4	8	9	5	6	5	6	5	6	5	6	5	6

*NMPED Changed the grading rubric from High School to Elementary and it impacted our grading from A to C.

Plan for meeting enrollment targets:

ASE received at least 400 applications every year by the lottery date in March and the number increases to 600 by August. Out of 600 applications, 120 may not be reached, may deny admission and roughly we added at least 210 new students in 2017, 230 new students in 2018. Moving forward, adding Kindergarten will increase our applications, yet we will enroll same number of students reaching our goal. Especially in 2022-2023 academic year, the enrolling students will only be from Kindergarten 40, First Grade 40 and 6th Grade 30 students; keeping the same students until they graduate from ASE.

Necessary advertising and/or promotion to meet the targets:

We advertise in local newspapers (ABQ Journal – Weekly Alibi), online and school website as well as sending postcard to APS students. We will continue utilizing advertising: however, majority of the applicants state that they hear ASE from parents/friends. Thus, we would like to keep our students and parents be satisfied and increase the word of mouth with yard sign, bumper stickers, student mugs, and school uniforms.

Number of returning students:

Around 95% students state that they will return ASE next year. However, by August the percentage becomes 80-85% (losing an additional 60 students). Since we know this data, we enroll an additional 10% students in each grade level and 20% in 6th grade where we plan to enroll 150 this year, opening our 5th section and keep our middle/high school strong for the following years. We used to lose students in 8th grade but according to the table/matrix, it is noticeable that 8th graders are more happier and returning to ASE with “College, Career, Life Ready” motto.

Anticipated new student enrollment:

As mentioned above, we plan to admit roughly 280 new students this year, enrolling 200 (548 returning from 602 Grade 1-11) and reaching our 725 goal for FY20. In 2020-2021, we will have a similar enrollment trend plus Kindergarten of 50 students (enrolling 40 students – 2 sections).

Concrete Resources

Albuquerque School of Excellence will not need concrete resources which we currently have. We are just expanding the building adding Kindergarten which we already have experience and charter for. However, since the school will pay additional rent for projected growth, an additional funding/grant will help us keep our budget fit.

Capacity Load

Attached is the capacity load through the city for pupils. Currently, we serve 658 students (40th day) and plan to enroll 725 students in 2019-2020. The maximum student load could be 800 based on my experience on this current building at 13201 Lomas Blvd NE.

Certificate of Occupancy

City of Albuquerque
Planning Department
Building Safety Division

This Certificate, issued pursuant to the requirements of Section 115.3 of the Albuquerque Uniform Administrative Code, certifies that at the time of issuance this structure was in compliance with the above code and other technical codes and city ordinances regulating building construction or use.

Building Address 13201 Lomas Blvd NE

Zip 87112

Portion of Building Alteration/Repair

Use Classification Commercial Project

Bldg. Permit No. 201691547

Occupancy Group E

Type of Construction II-B

Land Use Zone C-2

Owner of Building Charter School Solutions

Address: 9335 W Sam Houston Pkwy S #200 Houston, TX 77099



By: *Camille Cordova*

Date:

January 23, 2017

V Land Clark
Chief Building Official

IBC Code Year: 2009

POST IN A CONSPICUOUS PLACE

MAXIMUM OCCUPANT LOAD: 1882