

June 6, 2019

## **Implementation Review Report to PEC**

**Peer Reviewers Names:** Elizabeth LeBlanc and Matthew Pahl

**Purpose of Report:** To inform the PEC of our analysis of the implementation year checklist such that they can make informed and timely decisions on the commencement of operations for Raices del Saber de Xinatchli Community School in Las Cruces, New Mexico.

**Implementation Process Overview:** In mid-May 2019, the Charter School Division (CSD) issued a call for independent peer reviewers to examine and verify the readiness of two new state-chartered schools to commence operations in August of this year, one of these being for Raices del Saber de Xinatchli Community School. We were selected and served in this capacity. Our work included a review of implementation documentation submitted to the CSD by both schools at the November, March and May submission windows, verification of said documents, examination of CSD feedback and guidance for these schools, response from the schools and determination if the schools had met the set conditions of their implementation checklist at each step. A consultation call was held after the May submission window to update the peer reviewers and to provide information on questions they had indicated in the course of their review. Our findings are summarized below for the PEC's further consideration and convenience in their decision-making process.

**Peer Review Findings for Raices del Saber Xinatchli Community School:** Raices del Saber de Xinatchli completed the majority of their items on time, showed good quality initial work and worked to improve their submissions through coordination with the CSD. This was best seen in the school's development of their policies and bylaws. Each represented high-quality work on the front end, and an openness to work with the CSD on making improvements where appropriate. The school also showed strength in developing processes for recruiting teachers and providing an associated professional development plan for their employees and developing mandatory operational policies. There were a few items that were not present for review of the implementation year checklist: revised immunization policies and procedures, procedures and any necessary forms for tracking special education and direct services.

**Overall Summary:** In terms of readiness, Raices del Saber de Xinatchli has 59 students currently enrolled and has met the vast majority of the conditions set out to date for their implementation year checklist. The CSD is working to obtain the missing items from our review. If those are submitted and of adequate quality, the school will have met all conditions set out to date for their Implementation Year checklist.