



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](http://www.ped.state.nm.us)

KURT STEINHAUS, ED.D.  
SECRETARY OF EDUCATION, DESIGNATE

MICHELLE LUJAN GRISHAM  
GOVERNOR

---

### 2020-2021 Annual School Performance Report: Walatowa High Charter School

---

**School Name:** Walatowa High Charter School

**School Address:** PO Box 669, Jemez Pueblo, NM 87024

**Head Administrator:** Arrow Wilkinson

**Business Manager:** Katherine Toya

**Authorized Grade Levels:** 9-12

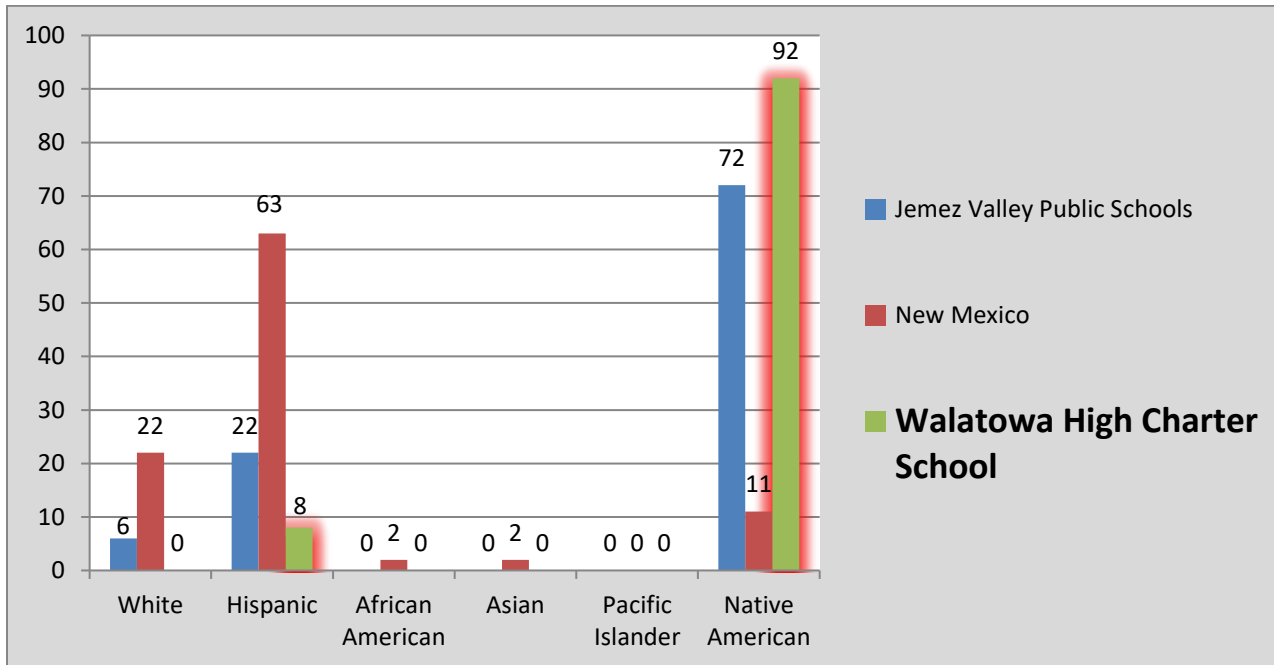
**Authorized Enrollment Cap:** 150

**Current Enrollment:** 52

**Contract Term:** July 1, 2017 – June 30, 2022

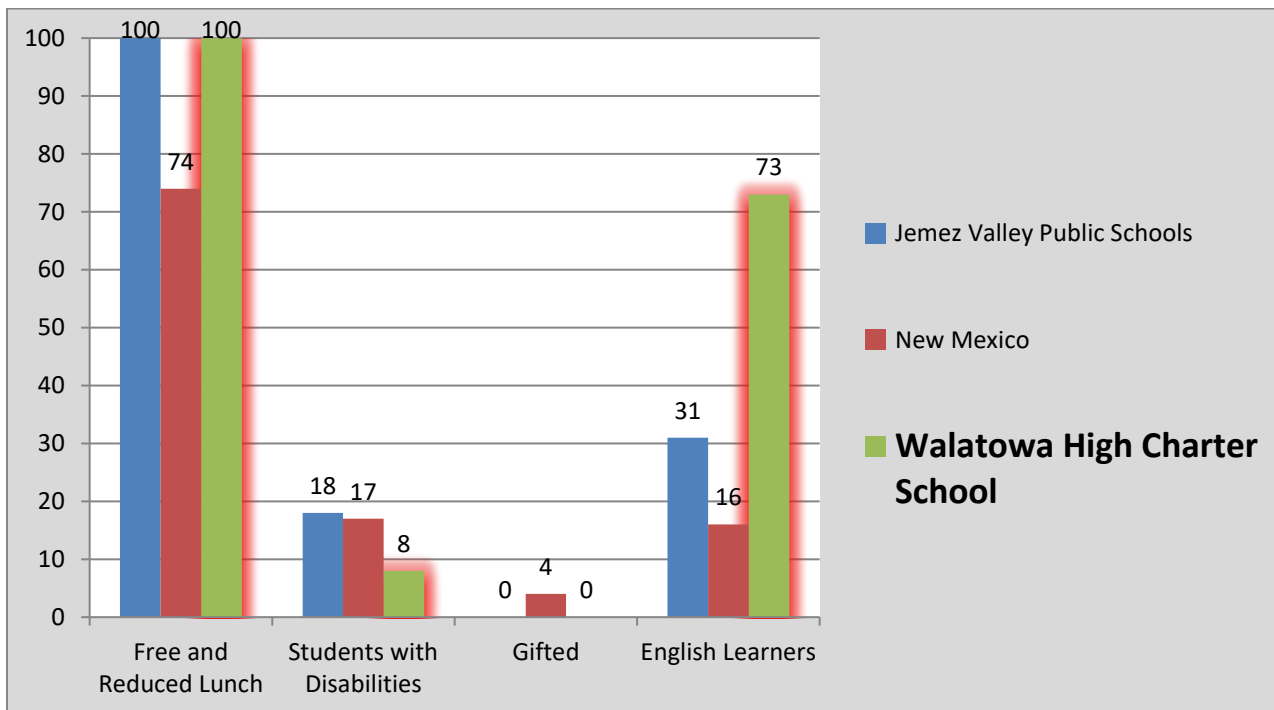
**Mission:** *Through a community-integrated experiential learning program, Walatowa High Charter School will prepare students to be academically successful while promoting leadership, language preservation, and community wellness.*

**Enrollment by Race/Ethnicity**



Source: STARS District and Location Reports General Reports Enrollment Subgroup Percentages with Averages

**Enrollment by Other Subgroups**



Source: STARS District and Location Reports General Reports Enrollment Subgroup Percentages with Averages

### Site Visit Summary: 5.25.2021

---

#### Virtual Site Visit Participants

**School:** Arrow Wilkinson: Executive Director; Dr. Kommander: Assistant Executive Director / Science Department Head

**CSD:** Corina Chavez; Missy Brown; Melissa Sanchez; Brigette Russell

#### Response to COVID Pandemic

[Walatowa High Charter School](#) serves 52 students in grades 9-12 in Jemez Pueblo. Walatowa provided virtual instruction all school year. Enrollment stayed at 52 throughout the year. Three years ago, the school began to digitize its instructional programming, in order to allow students greater flexibility to complete classwork after being absent for cultural activities, etc. Before the pandemic, the school had already been preparing to give all students laptops. However, at the beginning of the pandemic, most students did not have internet access. Walatowa tried virtual learning then went to packets, due to the lack of internet in students' homes. Recently, Jemez Pueblo was awarded a high connectivity broadband grant, which has allowed all students to have internet access.

#### Teaching, Learning, and Assessment

Walatowa has a STEM program, which they first implemented 3 years ago. Teachers have been trained in computer science via [Code.org](#) and the school teaches coding in all grade levels. Walatowa also has a partnership with [SIPi's](#) Robotics program and with [AISES](#). During virtual learning, Walatowa has utilized [Google Meet](#), the [Reading Plus program](#), and IXL Reading, Math and Science. Students did virtual labs and field trips, such as a virtual river trip with water quality monitoring. The school's tribal liaison delivered lab supplies. Students took teacher-designed assessments.

#### Student and Family Support and Engagement

Teachers let Mr. Wilkinson know if students weren't participating in virtual learning, and Mr. Wilkinson would call families. Walatowa staff also did food deliveries to families. The school also partnered with [UNM Hospital](#), [Jemez Pueblo](#) and [Sandoval County](#) to help address students' mental health needs.

## Performance Framework Indicators (school-specific questions)

---

### 1c. Is the school protecting the rights of students with special needs?

CSD: The school has 2 overdue evaluations for students receiving special education services.

*The school is waiting on permission from the governor to get these evaluations completed. Permission is needed because the Pueblo is still very closed down as a result of the pandemic.*

### 2a-2c Audit Findings FY20

2020-001 Internal Control over Bank Reconciliation (Previously 2018-001) (Other Matters)

2020-002 Budgetary Conditions (Other Noncompliance)

2020-003 Internal Control Over Financial Reporting (Previously 2018-002) (Material Weakness)

### 2e. Is the school adequately staffed to ensure proper fiscal management?

CSD: The school's CPO registration with the State Purchasing Department is out of date and should be updated by registering annually.

### 3a. Is the school complying with governance requirements?

CSD: Meeting agendas for February and March are not posted on the school's website and should be posted at least 72 hours prior to the meeting. CSD also recommends that the school list all governing board members on the website. Currently only Audit and Finance Committee members are listed.

*The school was able to update much of this information during the site visit but should ensure that the information is posted on the website prior to each meeting moving forward.*

### 3c. Is the school meeting reporting requirements?

CSD: The school did not respond to the Assessment survey, did not meet the 80D Data Validation deadline, and did not report related service staff serving SWDs.

*Mr. Wilkinson shared that he updated Web EPSS and was not aware that Web EPSS was not being used this year. He said that he will complete needed paperwork as soon as possible.*

**Mission-Specific Goals:**

Mission goals were optional on the 2018 version of the contract. The school elected not to include mission-specific goals. Upon renewal, the school will be required to add mission goals (one minimum; two maximum).

**Assurances:**

The school provided the signed assurances document (Appendix B).

**Overall Financial/Organizational Framework Rating: Meets Standard**

*If a school receives a "Does Not Meet Standard" rating for three or more indicators, the school will receive an overall organizational framework rating of "Does Not Meet Standard" for the year. In addition, if a school receives a "Does Not Meet Standard" rating, on any indicator, the CSD and PEC may conduct a closer review the following year on that indicator, and/or the PEC may require the school to submit a corrective action plan in order to specify actions and a timeline to correct the performance deficiency. See ratings for individual indicators in Appendix A.*

**Walatowa High Charter School is on track for renewal with conditions.** Please see the PEC Performance Review and Accountability System (Attachment A to the Charter Contract) for details on renewal profiles and renewal recommendations.

**PERFORMANCE FRAMEWORK AND PUBLIC EDUCATION COMMISSION (PEC) TIER LEVEL**

The 2020-21 Performance Monitoring Plan was modified in response to the COVID-19 Pandemic. Many of the indicators were unmeasurable and the Performance Framework ratings in Appendix A is reflective of this. Rather than identifying evidence of compliance, schools are required to sign an assurance of compliance.

PEC Tier Levels are based on three indicators: (1) NM School System of Support and Accountability, (2) Student Subgroup Performance, and (3) Mission Specific Goals. Again, due to the pandemic and the resulting flexible administration of state assessments, in 2020-21 there is limited academic data, that could be used as an accountability measure. **Therefore, PEC Tier Levels cannot be assigned for the 2020-2021 academic year.**

**Academic Performance:** The school may provide evidence of meeting mission-specific goals to receive a rating on indicator 3 of the Academic Performance, however, if the school was unable to implement the goals due to the pandemic, the school will not be rated in this section.

**Organizational Performance** The assurances document covers the majority of the indicators of organizational performance. Where possible, results of desktop monitoring and bureau/division reports will be considered.

**Financial Performance Framework:** For indicator 2.c, evidence of implementing an Action Plan to prevent further findings will not be collected this year, therefore the school’s rating is solely based on repeat findings.

<b>Walatowa High Charter</b>	<b>2020-2021</b>
<b>Category I. Academic Performance Framework</b>	
<b>Indicator 1</b> Components of School Accountability System	Unable to Review - COVID
<b>Indicator 2</b> Subgroup Performance	Unable to Review - COVID
<b>Indicator 3</b> Mission Specific Goals	Not Applicable
<b>Financial Performance Framework</b>	
Self-Assessment Survey completed and signed by Head Admin, SBO, and Finance Chair	Not Applicable
<b>Category II. Organizational Performance Framework</b>	
<b>Indicator 1a</b> Educational Program: mission and educational program of approved charter applicat	Meets (or Exceeds) Standard
<b>Indicator 1b</b> Educational Program: state assessment requirements	Unable to Review - COVID
<b>Indicator 4a</b> Students & Employees: protecting the rights of all students	ASSURANCES
<b>Indicator 1c</b> Educational Program: protecting the rights of students with disabilities	Working to Meet Standard
<b>Indicator 1d</b> Educational Program: protecting the rights of English Language Learners	Meets (or Exceeds) Standard
<b>Indicator 4b</b> Students & Employees: attendance, retention, and recurrent enrollment	Meets (or Exceeds) Standard
<i>Included in Indicator 4b</i>	
<b>Indicator 2a</b> Financial Mgmt & Oversight: meeting financial reporting and compliance requiremen	Working to Meet Standard
<b>Indicator 2b</b> Financial Mgmt & Oversight: following generally accepted accounting principles	Meets (or Exceeds) Standard
<b>Indicator 3a</b> Governance & Reporting: complying with governance requirements	Meets (or Exceeds) Standard
<i>Included in Indicator 3c</i>	
<b>Indicator 4c</b> Students & Employees: meeting teacher and other staff credentialing requirements	Working to Meet Standard
<b>Indicator 4d</b> Students & Employees: respecting employee rights	ASSURANCES
<b>Indicator 4e</b> Students & Employees: completing required background checks / reporting ethical vi	ASSURANCES
<b>Indicator 5a</b> School Environment: complying with facilities requirements	ASSURANCES
<b>Indicator 5c</b> School Environment: complying with health and safety requirements	ASSURANCES
<b>Indicator 5d</b> School Environment: handling information appropriately	ASSURANCES
<b>OTHER</b>	
School specific conditions in the Charter Contract, if any	
<b>Indicator 1e</b> Educational Program: meeting program requirements for all PED and federal grant pro	ASSURANCES
<b>Indicator 1f</b> Educational Program: NM DASH Plan	Unable to Review - COVID
<b>Indicator 2c</b> Financial Mgmt & Oversight: responsive to audit findings	Does Not Meet Standard
<b>Indicator 2d</b> Financial Mgmt & Oversight: managing grant funds responsibility	Meets (or Exceeds) Standard
<b>Indicator 2e</b> Financial Mgmt & Oversight: staffing to ensure proper fiscal management	Meets (or Exceeds) Standard
<b>Indicator 2f</b> Financial Mgmt & Oversight: meeting obligations timely / appropriate internal controls	
<b>Indicator 3b</b> Governance & Reporting: complying with nepotism and conflict of interest requireme	ASSURANCES
<b>Indicator 3c</b> Governance & Reporting: meeting obligations timely / appropriate internal controls	ASSURANCES
<b>Indicator 5b</b> School Environment: complying with transportation requirements	ASSURANCES

## Appendix A: Historical Performance Framework Ratings during Current Charter Contract Term

Walatowa High Charter	2017-2018	2018-2019	2019-2020
<b>Category I. Academic Performance Framework</b>			
<b>Indicator 1</b> Components of School Accountability System	Fails Far Below (or Does Not Meet) Standard	43.45 Points (Lower Middle)	
<b>Indicator 2</b> Subgroup Performance	Not Applicable	Pending	
<b>Indicator 3</b> Mission Specific Goals	Not Applicable	Not Applicable	
<b>Financial Performance Framework</b>			
Self-Assessment Survey completed and signed by Head Admin, SBO, and Finance Chair	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
<b>Category II. Organizational Performance Framework</b>			
<b>Indicator 1a</b> Educational Program: mission and educational program of approved charter application	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
<b>Indicator 1b</b> Educational Program: state assessment requirements	Working to Meet Standard	Working to Meet Standard	Meets (or Exceeds) Standard
<b>Indicator 4a</b> Students & Employees: protecting the rights of all students	Fails Far Below (or Does Not Meet) Standard	Meets (or Exceeds) Standard	Working to Meet Standard
<b>Indicator 1c</b> Educational Program: protecting the rights of students with disabilities	Meets (or Exceeds) Standard	Fails Far Below (or Does Not Meet) Standard	Working to Meet Standard
<b>Indicator 1d</b> Educational Program: protecting the rights of English Language Learners	Fails Far Below (or Does Not Meet) Standard	Fails Far Below (or Does Not Meet) Standard	Working to Meet Standard
<b>Indicator 4b</b> Students & Employees: attendance, retention, and recurrent enrollment	Working to Meet Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
<i>Included in Indicator 4b</i>	Meets (or Exceeds) Standard		
<b>Indicator 2a</b> Financial Mgmt & Oversight: meeting financial reporting and compliance requirements	Fails Far Below (or Does Not Meet) Standard	Working to Meet Standard	Working to Meet Standard
<b>Indicator 2b</b> Financial Mgmt & Oversight: following generally accepted accounting principles	Meets (or Exceeds) Standard	Fails Far Below (or Does Not Meet) Standard	Does Not Meet Standard
<b>Indicator 3a</b> Governance & Reporting: complying with governance requirements	Meets (or Exceeds) Standard	Fails Far Below (or Does Not Meet) Standard	Working to Meet Standard
<i>Included in Indicator 3c</i>	Meets (or Exceeds) Standard		
<b>Indicator 4c</b> Students & Employees: meeting teacher and other staff credentialing requirements	Fails Far Below (or Does Not Meet) Standard	Meets (or Exceeds) Standard	Does Not Meet Standard
<b>Indicator 4d</b> Students & Employees: respecting employee rights	Fails Far Below (or Does Not Meet) Standard	Meets (or Exceeds) Standard	Working to Meet Standard
<b>Indicator 4e</b> Students & Employees: completing required background checks / reporting ethical violations	Working to Meet Standard	Meets (or Exceeds) Standard	Working to Meet Standard
<b>Indicator 5a</b> School Environment: complying with facilities requirements	Working to Meet Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
<b>Indicator 5c</b> School Environment: complying with health and safety requirements	Fails Far Below (or Does Not Meet) Standard	Fails Far Below (or Does Not Meet) Standard	Working to Meet Standard
<b>Indicator 5d</b> School Environment: handling information appropriately	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
<b>OTHER</b>			
School specific conditions in the Charter Contract, if any	Not Applicable		
<b>Indicator 1e</b> Educational Program: meeting program requirements for all PED and federal grant programs		Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
<b>Indicator 1f</b> Educational Program: NM DASH Plan		Meets (or Exceeds) Standard	Not Applicable
<b>Indicator 2c</b> Financial Mgmt & Oversight: responsive to audit findings		Working to Meet Standard	Does Not Meet Standard
<b>Indicator 2d</b> Financial Mgmt & Oversight: managing grant funds responsibility		Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
<b>Indicator 2e</b> Financial Mgmt & Oversight: staffing to ensure proper fiscal management		Working to Meet Standard	Working to Meet Standard
<b>Indicator 2f</b> Financial Mgmt & Oversight: meeting obligations timely / appropriate internal controls			
<b>Indicator 3b</b> Governance & Reporting: complying with nepotism and conflict of interest requirements		Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
<b>Indicator 3c</b> Governance & Reporting: meeting obligations timely / appropriate internal controls		Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
<b>Indicator 5b</b> School Environment: complying with transportation requirements		Not Applicable	Not Applicable

Appendix B: Assurances



Charter Schools Division  
Performance Indicator Assurances  
2020-21

Charter School Name: Walatowa Charter School

In an effort to support the 2021 modified site visits and ensure compliance with contracts and applicable federal and state law, state-authorized charter schools shall provide assurances of compliance with the performance framework indicators listed below. Please check the box next to the indicator, then date and sign the form. Signatures of school leaders and governing board presidents are required.

- The school protects the rights of students with special needs, by:
  - ✓ Providing services per individual IEP,
  - ✓ Maintaining both direct service and ancillary support logs,
  - ✓ Including a Family Educational Rights and Privacy Act (FERPA) sheet documenting date, person, and purpose for reviewing student's IEP in all IEP folders.
  
- The school protects the rights of English Learner (EL) students:
  - ✓ School complies with requirements for English Learners in accordance with federal and state guidance, for identifying, screening, serving, assessing students and providing annual notification to parents.
  
- The school complies with federal and state grant program requirements.
  
- The school meets Governance and reporting requirements:
  - ✓ Governing Board completes and documents (with signatures) an annual evaluation of Head Administrator.
  - ✓ School has a governing board-approved Conflict of Interest Policy that complies with NMSA § 22-8B-5.2.
  - ✓ School has a governing board-approved Anti-Nepotism Policy that complies with NMSA § 22-8B-10(B).
  
- The school protects the rights of all students:
  - ✓ School meets all Culturally & Linguistically Responsive Framework requirements.
  - ✓ School maintains lottery and enrollment practices as described in NMSA § 22-8B-4.1.
  - ✓ School has a Discipline Policy to include the prevention of bullying and cyber-bullying per NMSA § 22-35-1.
  - ✓ School follows a board-approved student/parent grievance policy and dispute resolution process per NMSA § 22-8B-9(12)
  - ✓ School complies with the McKinney Vento Act, with a board-approved dispute resolution policy that meets ESSA guideline.
  - ✓ School is implementing the Multi-Level Systems of Support (MLSS) NMAC 6.30.17
  - ✓ School updates Next Step Plans annually for all high school students.
  
- The school's attendance policy aligns with the Attendance for Success Act NMSA § 22-12A-1.
  
- The school protects employee rights:
  - ✓ Staff files contain signed contracts, official transcripts, and verification of employment forms.
  - ✓ School has an employee handbook that includes discipline and grievance policies.
  - ✓ School has a salary schedule that complies with minimum teacher salaries.
  - ✓ School has a documented mentorship program for first year Level One teachers.
  - ✓ School obtains legally compliant background checks per NMSA § 22-10A-5.
  
- The school complies with facility requirements in NMSA § 22-8B-4.2.

- The school complies with health and safety requirements:
  - ✓ The school conducts all required emergency drills per PED memorandum of 3/25/21.
  - ✓ The school maintains immunization records, including a master immunization log.
  - ✓ All staff complete training on reporting child abuse and neglect.
  - ✓ The school has a Diabetes Management plan.
  
- The school handles information appropriately:
  - ✓ School completes all STARS reporting requirements on time.
  - ✓ School follows proper security procedures, including keeping student files locked.
  - ✓ School follows all FERPA and Health Insurance Portability and Accountability Act (HIPAA) guidelines.
  - ✓ School maintains a procedure for the transfer of cumulative files.

By checking the box for each indicator above (on both pages) and signing this document, I affirm that the school complies with the performance framework items listed.

School Leader Printed Name: Dr. Arrow Wilkinson  
 Signature: [Signature] Date: 7/20/2021

Board Chair Printed Name: Kenneth Sando  
 Signature: [Signature] Date: 7/20/2021