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2020-2021 Annual School Performance Report: Southwest Preparatory Learning Center Charter School

School Name: Southwest Preparatory Learning Center Charter School

School Address: 10301 Candelaria Rd NE, Albuquerque, NM 87112

Head Administrator: Jonas Cossey

Business Manager: Justine Vigil

Authorized Grade Levels: 4-8

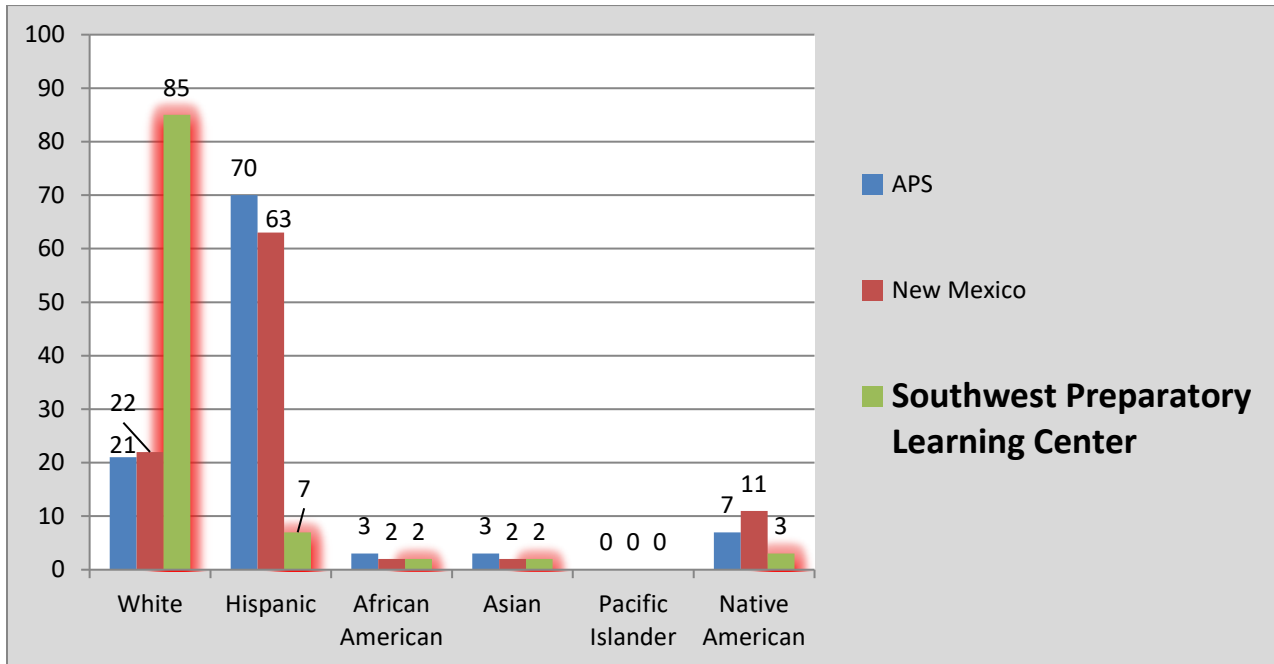
Authorized Enrollment Cap: 500

Current Enrollment: 176

Contract Term: 2019 – 2024

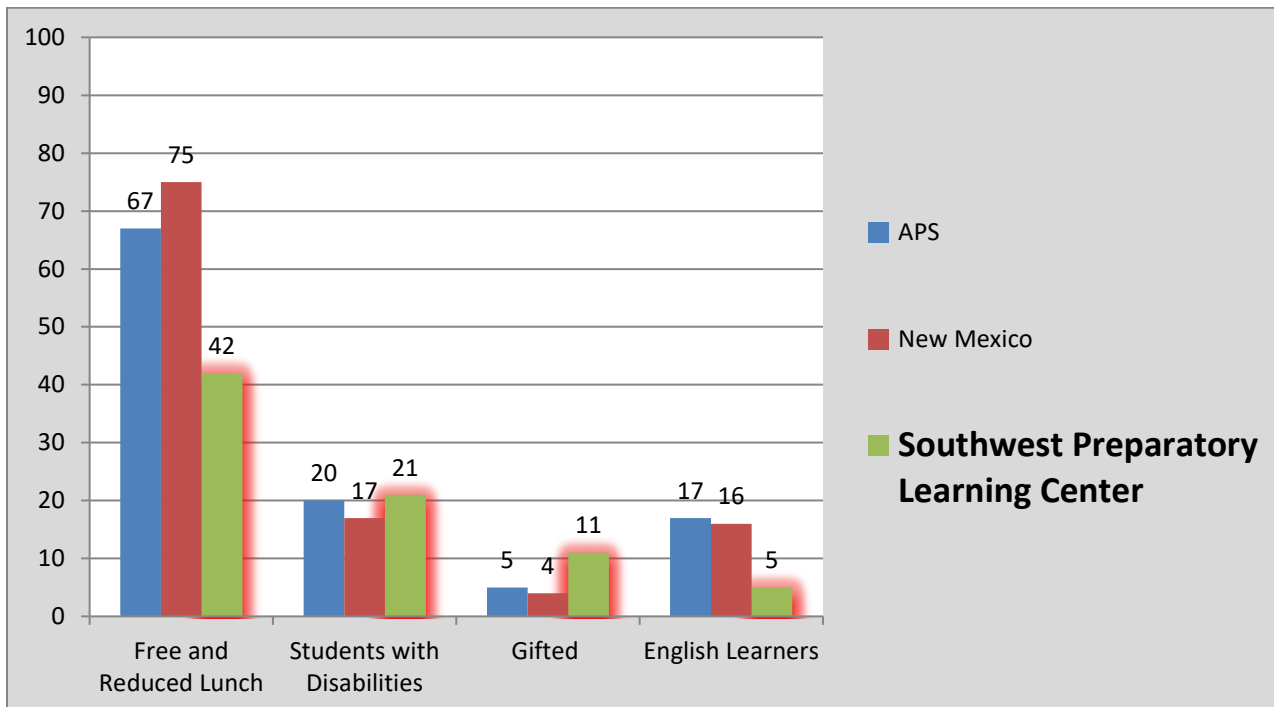
Mission: The mission of the Southwest Primary Learning Center is to sustain a high-performing learning community.

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: 5.11.2021

Virtual Site Visit Participants

School: Jonas Cossey: principal; Lisa Mora: AP

PED: Dylan Wilson; Missy Brown; Missy Wauneka

Response to COVID Pandemic

[Southwest Preparatory Learning Center \(SPLC\)](#) serves grades 4-8 in Albuquerque. SPLC engaged in fully virtual learning from March 2020 to April 2021. On April 6, 2021, Southwest Preparatory allowed students to come back for in-person learning. The school's enrollment has ranged from 173 to 176 throughout the school year, which is approximately 20 students lower than last school year. Currently 55% of students continue to attend school remotely.

Teaching, Learning, and Assessment

Southwest Preparatory utilizes a STEAM model and an exploratory New Mexico History curriculum with hybrid [Edgenuity](#)/synchronous learning for 7th (1 Edgenuity course) and 8th (2 Edgenuity courses) grade students. All students in grades 4-8 receive Spanish language instruction.

During the pandemic, SPLC utilized a structured, synchronous learning schedule 8-3pm. The school received positive feedback from families about teachers' availability and responsiveness compared to other schools that have utilized more asynchronous learning models. The school used [Google Classroom](#), and teachers did a variety of engaging virtual field trips, such as the BioPark, art galleries, etc. SMART LAB utilized grab and go STEAM kits to allow for hands-on STEAM learning from home, including 50% of projects being collaborative.

Southwest Preparatory asks students to keep data folders, where they track their learning. The school also utilized the IMMSA short cycle assessment but was disappointed that the data was not specific enough to drive instructional changes. SPLC also did ACCESS testing, [SuccessMaker](#) Reading and Mathematics Assessments, DRA for intervention placement, and [Edgenuity](#) assessments for grades 7 and 8.

The school supported teachers by providing technology tools to successfully teach in the virtual environment and by reducing non-essential meetings and tasks to provide more time for planning and collaboration. The school also purchased subscriptions of Scholastic News and Reading A to Z.

Student and Family Support and Engagement

SPLC tried to meet students' academic and social emotional needs in a variety of ways. The school doubled its social work staff and provided a balance of compassion and accountability to students and families about deadlines and having cameras on during virtual classes. Southwest Preparatory also expanded its after school offerings Monday through Friday, until 5:30pm, to help meet students' academic and non-academic needs. The school did Zoom recess and Zoom lunches to help meet students' social needs during the school day.

The school does registration conferences with students and families as well as twice yearly academic conferences. Virtual conferences had higher than average attendance because parents did not have to miss work or travel to the school to attend.

Other methods to engage families included regular communication and surveys from head administrators, regular newsletters and email/phone communication from teachers, Attendance for Success Act tiered interventions and meetings, Referrals to [Graduation Alliance](#), SAT meetings, and Parent Portals through PowerSchool and Edgenuity.

Performance Framework Indicators (school-specific questions)

2a-2c Audit Findings FY20

2020-001 Purchasing (Other Noncompliance)

A purchase order was created after the purchase was made.

This was a small charge of less than \$50, but the school is aware of the issue and has taken steps to correct this issue for the future.

Mission-Specific Goals:

Goal 1: 80% of 7th graders, enrolled at 120-day of both the prior and current school year, will complete one online course each semester and 80% of 8th graders, enrolled at 120-day of both the prior and current school year, will complete two online courses each semester, with a B or better.

Goal 2: 80% of 4th, 5th and 6th graders enrolled on the 40th and 120th days will complete the Smart Lab technology course, each semester, with a B or better.

School Response: Southwest Preparatory was unable to meet either of the school's Mission Specific Goals for the school year 2020-2021 due to issues arising from the need for students to attend classes in a remote setting. Academic engagement was the most significant obstacle to meeting Goal 1. While students did complete their courses, 80% of students did not receive a grade of B or higher. The most significant obstacle to meeting Goal 2 relates to the nature of the course in addition to difficulties with maintaining academic engagement. Smart Lab is a hands-on STEAM course which engages students in project-based learning. Kits were developed and delivered to students to replicate the access to high end equipment and technology that exists in the physical classroom. Unfortunately, students did not complete enough of the projects to meet the 80% threshold set forth in the goal.

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.

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.

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

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

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

Appendix B: Assurances



Charter Schools Division
 Performance Indicator Assurances
 2020-21

Charter School Name Southwest Preparatory Learning Center (SPLC)

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 transportation requirements, including all inspections and insurance, if applicable.

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	Jonas Cossey	
Signature		Date 8/4/21

Board Chair Printed Name	ALISSA MAVRIDIS	
Signature		Date 8/4/21