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

MICHELLE LUJAN GRISHAM
GOVERNOR

2020-2021 Annual School Performance Report: 21st Century Public Academy

School Name: 21st Century Public Academy

School Address: 4300 Cutler Avenue, NE, Albuquerque, New Mexico 87110

Head Administrator: Bianca Belmonte-Sapien, Principal; Mary Tarango, CEO

Business Manager: Ms. Amber Peña

Authorized Grade Levels: 1-8

Authorized Enrollment Cap: 800 students

Current Enrollment: 353 students

Contract Term: July 1, 2020 – June 30, 2025

Mission: It is the mission of 21st Century Public Academy to continually search for positive learning experiences that enrich students and staff. These lessons will take place through Outside School Instruction (OSI) in the arena in which they are practiced to support the connections between community and stellar academics.

Enrollment by Race/Ethnicity
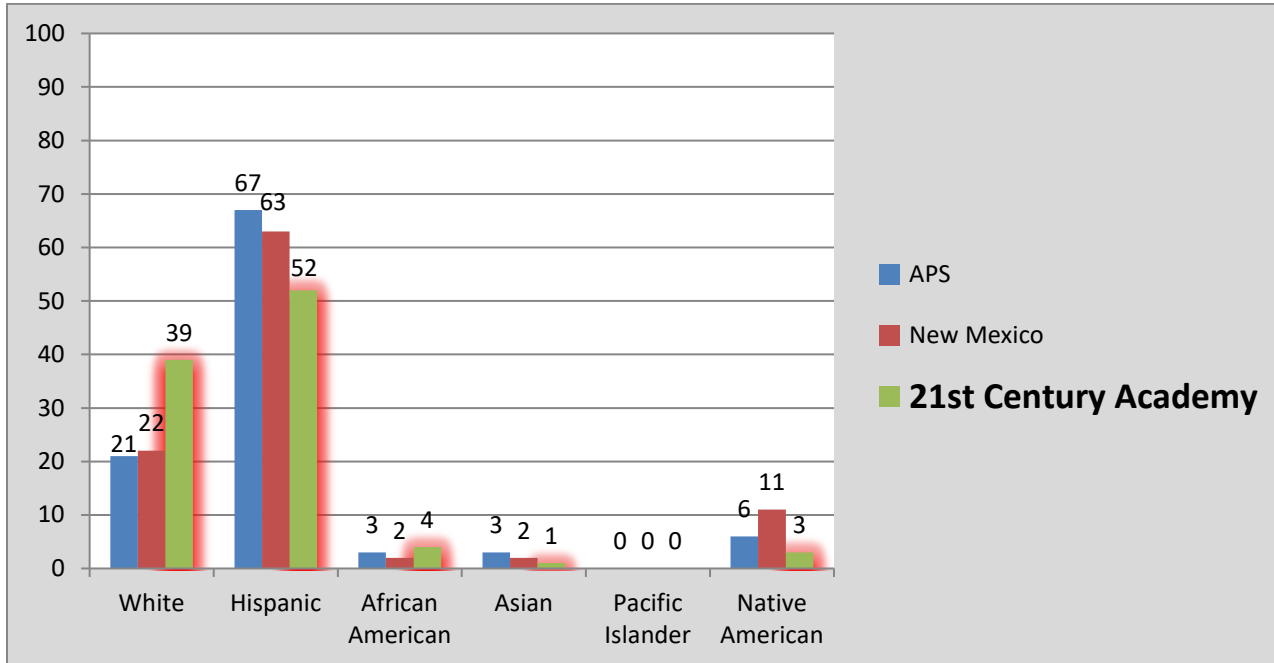
Source: STARS District and Location Reports General Reports Enrollment Subgroup Percentages with Averages

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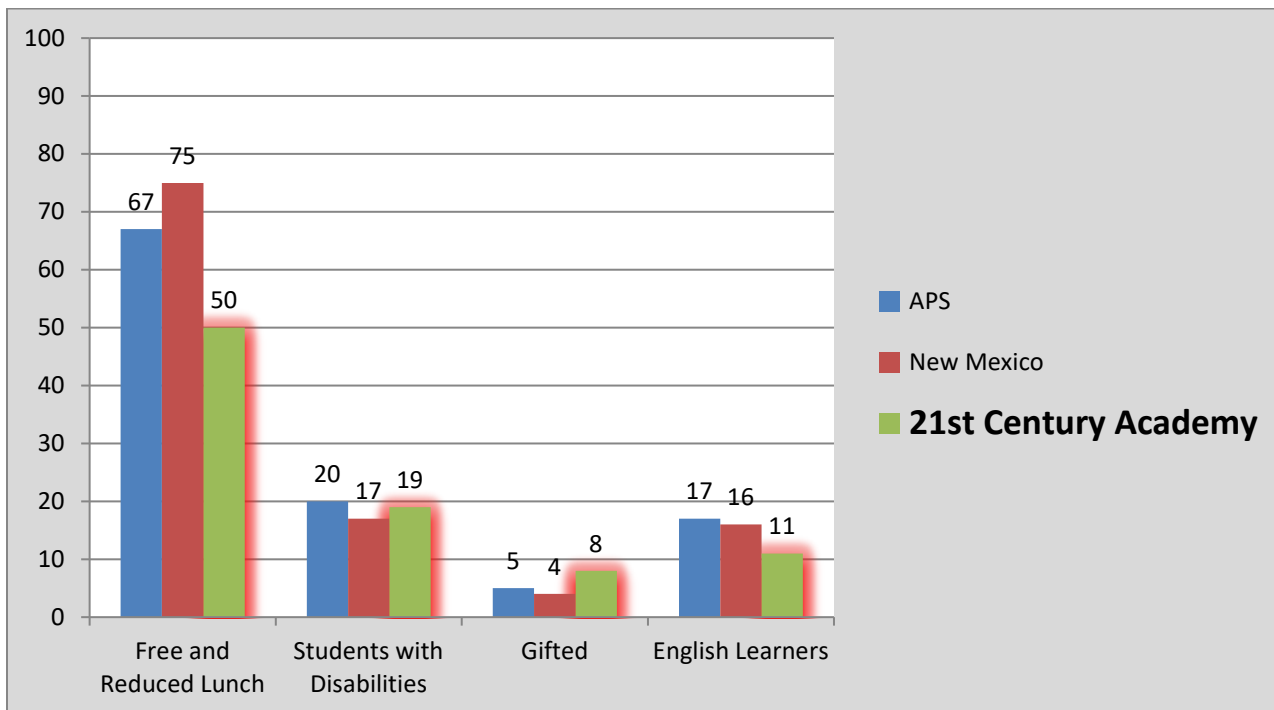
Source: STARS District and Location Reports General Reports Enrollment Subgroup Percentages with Averages

Site Visit Summary: May 3, 2021

Virtual Site Visit Participants

School: School: Site Visit was in person and CSD met with a variety of head administrators, support staff, and teachers

OPFD/CSD: Karen Woerner, Brigette Russell, Dolores Archuleta, Missy Wauneka

Response to COVID Pandemic:

21st century started virtual learning right away in March 2020, utilizing a model that was primarily asynchronous. Students took NWEA MAP in Spring 2020 and school staff planned over the summer for a successful start in the Fall. The school learned from its experience March - May about what staff development would need to look like for successful virtual learning. Used the summer to purchase tech and online curriculum.   Administrators felt ready for the Fall with curriculum, staff PD, and technology. In the Fall we worked remotely and met with staff weekly, so they felt supported. After re-entry, 60% of students attended in-person and 40% of students continued remotely. Parents could choose to switch from virtual to in-person and back. Some students switched between in-person and virtual seamlessly. When the school returned to in-person, 21st Century Public Academy hired 3 additional EAs to support students.

Ordering hotspots and keeping students' technology in working order was a challenge this year. For in-person learning, designing, and implementing safety protocols was a challenge, but the school was able to keep students and staff safe.

Teaching, Learning, and Assessment

21st Century Public Academy has tried to minimize non-essential meetings and tasks for teachers. The school makes sure to celebrate teachers by acknowledging personal events like birthdays, baby showers, teacher appreciation week, etc. The PTA also supports teachers and this year they gave holiday gift boxes.

21st Century Public Academy administered the NWEA MAP assessment virtually this year, to reach the largest group of students. The school also did ACCESS testing, so students could get support and/or test out.   The school also tested all in-person students with MSSR and ASR tests and 1 student with Dynamic learning maps.

21st Century Public Academy's mission goal is for all students to participate in Out of School Instruction (OSI). This year, the school changed the mission from OSIs in-person to Virtual Out of School Instruction (VOSI). This opened the world up to students through technology and the school intends to do both OSIs and VOSIs moving forward. Currently, most students are close to having 20 VOSIs, which include a measure of student writing. Analyzing VOSI writing tasks is a focus area this year. Staff analyzed mid-year data and focused on the rigor of questions and tasks. The school is getting coaching from TNTP to analyze and increase the amount of on-grade-level work students are experiencing. .

Student and Family Support and Engagement

21st Century Public Academy communicates with parents via email, grade level presentation, and open lines of communication. The school is actively involved with the neighborhood association. Parents can see students' work and grades via Google Classroom. The PTA asked for after school options for students, so 21st Century Public Academy offered a variety of virtual and outdoor after school programming including running club, student council, etc. The school also helped feed families in partnership with the National Guard.

This year's lottery had better attendance than ever over Zoom. PTA also had more participation than ever over Zoom. SAC and Equity Council Meetings have been good over Zoom. The school also had a virtual Spelling Bee, Science Bowl, and Curriculum Nights. All the school's normal events happened this year, even if the format had to

change. Homeroom teachers contacted their families and provided a re-engagement letter / syllabus, so families knew what to expect.

Performance Framework Indicators (school-specific questions)

1.a. Is the school implementing the mission and material terms of the approved charter application as defined in the Charter Contract?

I-a.00: 3 May 2021 Site Visit - 21st Century Public Academy's Educational Program includes the following:
i. School leaders explained that each grade level is to arrange for no less than 18 OSIs (Out of School Instruction) through parental and community involvement, to be supported with documentation that verifies instructional purpose. Evidence may include lesson plans, OSI schedule and documentation, assignments related to the OSI, and the outcomes measured by the content teachers.

ii. Through lesson plans, teachers will demonstrate the use of data generated by the short cycle assessment to set achievement goals for the school, grade level, class, and individual student. Testing data from each short cycle assessment will be provided and used as a guide for student improvement and to drive instruction.

iii. Teacher collaboration occurs daily through a one-hour team prep (with a second prep for classroom
needs). Collaboration also occurs monthly at staff professional development, and at department collaboration meetings.

At the time of the site visit, the school had been able to implement all these components in the virtual setting. OSIs were modified to become VOSIs (Virtual Out of School Instruction), the NWEA MAP was administered to all students, and teachers had opportunities for collaboration.

I-a.01: 3 May 2021 Site Visit – According to the school, they are meeting their mission-specific performance indicator that 75% of students enrolled on the 40th, 80th and 120th day will complete at least 18 OSIs. At the time of the visit, it was unclear whether 75% of students earned a minimum of 3 on the RACED writing OSI Assignment Rubric on the final assignment of the year.

1.b. Does the school comply with state and contractual assessment requirements?

3 May 2021 Site Visit: 21st Century Public Academy administered the NWEA MAP virtually to all students and administered ACCESS, MSSR, ASSR, and Dynamic Learning Maps to students attending school in-person.

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

3 May 2021 Site Visit: All SPED student folders indicated that IEPs were completed on time, with detailed modifications and accommodations for each student. CSD noted that service hours seemed high across the board, with significant amounts of service time occurring in the general education setting. CSD recommended working with the school's state SPED liaison to review best practices for counting students' service hours, given the supports provided by 21st Century Public Academy.

1.d. Is the school protecting the rights of English Learner students?

The school did have some missing information in EL students' cumulative folders; however, most of the folders contained all the necessary information. The CSD made the school aware of the few instances where information was missing, and the school leaders are working to remedy the situation.

2.a.-f: Financial Management and Oversight:
The CSD staff brought up the School Business Official (SBO) regarding the license expiration year of the SBO. The CSD asked if the SBO was contracted, independent or from an agency. The school was asked about other financial staff like the Chief Procurement Officer (CPO) and the date that they were registered with the SPD. The CSD reminded the school that the CPO must be a school employee or an employee of another state agency via an MOU and that the CPO could not be a contractor. The school was asked to describe Audit Committee membership and meetings and whether the audit committee is discussing necessary action steps if there were findings. The CSD also asked about the finance committee and when they meet and what those committee meetings entail.

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

3 May 2021 Site Visit: The school does have meeting agendas posted on its website and has an Open Meetings Act resolution dated April 20, 2020. The CSD reminded school leaders that the OMA must be updated annually. The posted bylaws were from 2015, and the CSD reminded the school that the bylaws should be updated to the 2021 version. The school does have meeting minutes posted. At the time of the site visit, only 1 governing board member had completed required training. The school was reminded that the board also needs to designate a third officer, so the board will have members in President, Vice President and Secretary Positions.

4.a. Is the school protecting the rights of all students?

All policies are up to date and complete.

***4.b.** Does the school meet attendance, retention, and recurrent enrollment goals for students?*

The school has met these goals

4.c. Is the school meeting teacher and other staff credentialing requirements?

3. May 2021 Site Visit: At the time of the site visit, the school had no teachers with credentialing issues, per the 120th day STARS report.

4.d. Is the school respecting employee rights?

3. May 2021 Site Visit: The school does have a salary schedule in place, a mentoring program, and a policy whereby department chairs are paid a stipend and provided with an addendum to their job description. All personnel files included up-to-date licenses, signed contracts with salaries, child abuse detection and prevention certification, transcripts, and verification of employment. Some files were missing prior NMTEACH summative reports and PDPs.

4.e. Is the school completing required background checks and reporting ethical violations?

3 May 2021 Site Visit: Audited personnel files included background checks; however, the school did indicate that it was having difficulty obtaining new background checks due to not having an ORI in place and not being able to get one this school year. The school has an MOU signed with another charter school to obtain background checks for new staff in the Fall and is working on obtaining an ORI number.

Mission-Specific Goals:

Goal: 75% of the students, enrolled on the 40th and 120th day, will complete at least 18 OSIs and earn a minimum of a 3 on the RACED writing OSI Assignment Rubric on the final assignment for the year.

School Response: We continued our school mission through virtual OSIs, using Chromebooks, the Internet and Community websites to take students to the desert in Africa, the zoo in Australia and even to the International Space Station! Each OSI was tied to Language Arts, Math, Social Studies and Science curriculum for each grade level and individualized for student success. Each assignment included a RACED writing response completed during or after the OSI. 100% of our OSI Documentation has been received from grade level teams. Through grade level team collaboration, all grade level students completed 18 or more OSIs and an average of 79.8% of students scored a 3 or better on their final OSI RACED Rubric, meeting our performance standard. Even through the Pandemic we strived to advance our vision and mission by focusing teachers on the RACED data during team and staff meetings to meet our OSI Mission Specific 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.

21st Century Public Academy	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	Meets (or Exceeds) 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	Meets (or Exceeds) Standard
Indicator 1d Educational Program: protecting the rights of English Language Learners	Working to Meet Standard
Indicator 1e Educational Program: meeting program requirements for all PED and federal grant programs	ASSURANCES
Indicator 1f Educational Program: NM DASH Plan	Unable to Review - COVID
Indicator 2a Financial Mgmt & Oversight: meeting financial reporting and compliance requirements	Not Applicable
Indicator 2b Financial Mgmt & Oversight: following generally accepted accounting principles	Not Applicable
Indicator 2c Financial Mgmt & Oversight: responsive to audit findings	Not Applicable
Indicator 2d Financial Mgmt & Oversight: managing grant funds responsibility	Not Applicable
Indicator 2e Financial Mgmt & Oversight: staffing to ensure proper fiscal management	Not Applicable
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	ASSURANCES
Indicator 5c School Environment: complying with health and safety requirements	ASSURANCES
Indicator 5d School Environment: handling information appropiately	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

21st Century (APS)	2016-2017	2017-2018	2018-2019
Category I. Academic Performance Framework			
Meet Mission Specific Indicators	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
Meet acceptable standards according to NM's A-F grading system	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
Category II. Financial Performance Framework			
Enrollment	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
Liquidity	Meets (or Exceeds) Standard	Working to Meet Standard	Fails Far Below (or Does Not Meet) Standa
Total Audit Findings	Working to Meet Standard	Meets (or Exceeds) Standard	Fails Far Below (or Does Not Meet) Standa
Repeat Audit Findings	Fails Far Below (or Does Not Meet) Standa	Working to Meet Standard	Working to Meet Standard
Classification of Audit Finding	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard	Fails Far Below (or Does Not Meet) Standa
Exceptions from Site Visit	Fails Far Below (or Does Not Meet) Standa	Fails Far Below (or Does Not Meet) Standa	Working to Meet Standard
Category III. Organizational Performance Framework			
Educational Plan			
Material Terms	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
Applicable educational requirements	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
Rights of all students	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
Students with special needs	Working to Meet Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
Overdue IEPs	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard	Working to Meet Standard
Overdue Evaluations	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
Caseload Waivers needed	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
Special Education data issues	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
English Language Learners	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
Attendance Laws	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
Business Management and Oversight			
Financial reporting and compliance requirements	Meets (or Exceeds) Standard	Working to Meet Standard	Fails Far Below (or Does Not Meet) Standa
GAAP	Meets (or Exceeds) Standard	Working to Meet Standard	Fails Far Below (or Does Not Meet) Standa
Governance and Reporting			
Governance Requirements	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
Holding management accountable	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
Employees			
Teacher and staff credentialing	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
Employee Rights	Working to Meet Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
Background checks	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard	Fails Far Below (or Does Not Meet) Standa
School Environment			
Facilities Requirements	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
Health and Safety Requirements	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard
Handling information appropriately	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard	Meets (or Exceeds) Standard

Appendix B: Assurances

NEW MEXICO
Public Education Department

Charter Schools Division
Performance Indicator Assurances
2020-21

Charter School Name: 21st Century Public Academy

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	Mary Tarango		
Signature	Mary Tarango	Date	7/26/21
Board Chair Printed Name	Virginia M. Trujillo		
Signature	Virginia M. Trujillo	Date	7/26/21