

New Mexico Public Education Commission



2022 Charter School Renewal Application Part B: Progress Report

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Commented [1]: After PEC approves, update to "Approved" and date

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Instructions

Please read the entire Renewal Application before preparing documents. In an effort to help applicants understand the requirements of the Renewal Application, the CSD will hold a minimum of two technical assistance workshops. Applicants will be notified of the dates, times, and locations of the workshops.

Click to enter applicant responses in boxes below. Answer all questions unless the question indicates that applicants should answer only under certain conditions (e.g., rating on a Performance Framework indicator requires explanation, etc.). Narrative responses should be verifiable through documents submitted or observable evidence at the renewal site visit.

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Commented [2]: Instruction section added. First paragraph language taken from original 2021 application; second paragraph added. A

School Information

Name of School: [add click to respond after approval; functionality not available in Google Doc]

Current Authorizer:

Current Charter Term:

Academic Performance

Student Academic Outcomes

The Charter School Act provides ~~that as follows:~~

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A charter may be suspended, revoked, or not renewed by the chartering authority if the chartering authority determines that the charter school... failed to meet or make substantial progress toward achievement of student performance standards identified in the charter contract.

How, in the absence of state summative assessments in 2019-20 and 2020-21, has the school measured student proficiency and growth in the core academic content areas? Include a detailed narrative that addresses the Any school that has not maintained a "C" or better letter grade in SY2017 and SY2018 OR is not identified in the top 75% of all schools in SY2019 and SY2020 on the NM System of School Support and Accountability, must provide a narrative that describes the improvement actions ~~taken~~targeted to improve the student outcomes (school/adult/leader/teacher actions) and the success of those actions (student academic successes/improved outcomes).

Implementation of the described improvement actions should be verifiable through documented evidence at the site including renewal site visit. Please identify specific evidence of both the school/adult/leader/teacher actions and the student academic successes/improved outcomes in the narrative.

The narrative should reference performance data that can be reviewed and verified either during the renewal site visit or during the "desk audit" review of the application. If providing data, please attach in Appendix A1 and reference the appendix by name in this narrative. (Appendix A1 – Academic Data)
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Schools that have maintained a “C” or better letter grade in SY2017 and SY2018 and were identified in the top 75% of all schools in SY2019 and SY2020 in the NM System of School Support and Accountability AND have not received a “D” or “F” in any indicator of the state report card during SY2017 and SY2018 do NOT complete this Section.

School response: [add click to fill for all below]

Mission-specific or School-specific Goals

Pursuant to 1978 NMSA, §22-8B-9.1 each charter school authorizer must allow for the inclusion of additional rigorous, valid and reliable indicators proposed by a charter school in each school’s performance framework to augment external evaluations of its performance, provided that the chartering authority approves the quality and rigor of the indicators and the indicators are consistent with the purposes of the Charter Schools Act.

All applicants must report on each school- or mission-specific charter goal that is included in the school’s performance framework. Applicants must provide a summary analysis of their performance on each goal over the term of the contract. This analysis must state, for each year of the contract, whether the goal was met and must include longitudinal data that can show the progress of the school over the contract term. For each goal, the applicant should provide a visual representation of the longitudinal data.

For any applicant that did not meet all of their goals in each year of the contract term, provide a narrative that addresses the improvement actions (school/adult/leader/teacher actions) targeted to improve the school’s performance on that school or mission specific goal and the success of those actions (student academic successes/improved outcomes). The purpose of the narrative is to demonstrate substantial progress toward achieving and maintaining sufficient performance on the school or mission specific goal. The narrative should only address a goal that was not met in each year of the contract term.

Implementation of the described improvement actions should be verifiable through documented evidence at the renewal site visit. Please identify specific evidence of both the school/adult/leader/teacher actions and the student academic successes/improved outcomes in the narrative.

The narrative should reference performance data that can be reviewed and verified either during the renewal site visit or during the “desk audit” review of the application. If providing data, please attach in Appendix A2 and reference the appendix by name in the narrative. (Appendix A2 – Mission Goal Data)

Schools that have met all of their school or mission specific goals in each year of the contract term do NOT provide a narrative.

School response:

Organizational Performance

Educational Program

The Charter School Act provides that as follows:

Commented [4]: We need a sentence that acknowledges that some schools may have been unable to measure their mission-specific goals in 2020-21 (as reported in the modified visit reports), however, they should have results for the 2021-22 school year.

Commented [5]: It says above that all schools report on outcomes, and those that did not meet goals provide narrative of improvement actions.

Commented [6R5]: exactly, they need to report on outcomes or state they could not measure them because of COVID, and if they did not meet target, describe improvement actions.

Commented [7]: Language below from 1.a. and 4.a. in 2021 application

Commented [8]: the word "A" since that is a direct quote from statute.

A charter may be suspended, revoked, or not renewed by the chartering authority if the chartering authority determines that the charter school...committed a material violation of any of the conditions, standards, or procedures set forth in the charter... or...violated any provision of law from which the charter school was not specifically exempted.

Pursuant to 1978 NMSA §22-8B-9, each charter contract must contain material terms of the charter application as determined by the parties to the contract. The PEC's contract identifies all material terms, or in some contract versions, the components of the comprehensive educational program.

Commented [9]: Check contracts

~~Describe if a school received a rating of "working to meet standard" or "falls far below standard" for Indicator 1.a in its Web-EPSS annual report for any year within the contract term, the school must describe the improvement actions the school made to address the deficiencies. The school shall provide a narrative on how the school has fulfilled its mission and implemented the educational program described in its contract. Discuss the impact that the school's equity council has had on the educational program, and the ways in which it is distinctive and innovative, in alignment with the original purpose of the Charter Schools Act (1978 NMSA §22-8B-3). How the equity council has influenced any decisions for the 2020-2021 SY. These areas of innovation contributions may include:~~

1. Teaching methods
2. Measures of student achievement
3. Professional development for teachers
4. Learning programs
5. Encouraging parental or community involvement
6. School's Equity Plan
7. Monitoring students' social emotional and behavioral development

School response:

Financial Compliance

The Charter School Act provides ~~that as follows:~~

A charter may be suspended, revoked, or not renewed by the chartering authority if the chartering authority determines that the charter school...failed to meet generally accepted standards of fiscal management.

Every charter school is subject to the Audit Act. (1978 NMSA §22-8B-4; 1978 NMSA 22-8-1 et. seq.) The Public School Finance Act requires the audit committee of each charter school governing body to track and report progress on the status of the most recent audit findings and advise the local school board on policy changes needed to address audit findings.

~~In the table below, provide the number of audit findings for each fiscal year of the school's contract and Please edit the actual year you are referring to in the table. For example, Year 1 should be changed to the audited year (such as FY16) within the current contract. Also, provide a summary of the nature of findings including category levels. Include and indicate any repeat audit findings involving a material weakness or significant deficiency. If the school's contract is less than five years, include only those fiscal years for which the school received audit findings during the contract term. FY18 is included because schools received the audit findings for FY18 (the year prior to the current contract term) and created corrective action plans for them during FY19, which does fall within the five-year contract term.~~

Fiscal Year	Total # of Findings	Nature of Findings including Rating (Compliance, Significant Deficiency, Material Weakness)	School's Corrective Action Plan
FY18			
FY19			
FY20			
FY21			

Pursuant to 1978 NMSA §22-8-38, failure of the governing body of a state-chartered charter school to qualify for designation as a board of finance constitutes good and just grounds for nonrenewal or revocation of its charter.

Further, pursuant to 1978 NMSA §22-8-39, the department may at any time suspend a local school board or governing body of a state-chartered charter school from acting as a board of finance if the department reasonably believes there is mismanagement, improper recording or improper reporting of public school funds under the local school board's or governing body of a state-chartered charter school's control.

When the governing body of a state-chartered charter school is suspended from acting as a board of finance, the department is required to consider commencing proceedings before the Commission to revoke or refuse to renew the charter of the state-chartered charter school.

If the school's Board of Finance was suspended at any time during the term of the contract, the school must provide a narrative explaining the actions taken (school/adult/leader/board actions) on the school's own initiative to correct financial compliance and regain the Board of Finance Authority and the success of those actions (improved practices and outcomes).

The school must also describe the current status of the Board of Finance and continuing actions to ensure the same financial challenges do not reoccur. Success should be identified by specific changes in practice.

The narrative must be supported by evidence to be reviewed and verified at the renewal site visit. Please identify specific evidence of both the school/adult/leader/board actions and the improved practices and outcomes in the narrative.

Schools that have maintained all Board of Finance authority during the entire term of the contract do NOT complete this Section.

School response:

Governance Responsibilities

Pursuant to 1978 NMSA §22-8B-4, each charter school must, at all times, have at least five members and no members may serve on any other charter school governing body. Further, the governing bodies must operate in accordance with their charter contract and bylaws. The PEC's performance contract requires

that the PEC is notified of board vacancies within 30 days, and that vacancies are filled within 45 days. Additionally, pursuant to NMSA §22-8-12.3, Boards must maintain audit and finance committees that meet statutory requirements. Further, pursuant to NMAC 6.80.5.8, and 6.80.5.9, each charter school governing body member must annually complete certain hours of approved training. Finally, governing body members are held to the conflict of interest requirements laid out in NMSA §22-8B-5.2.

Each school must identify how they have met governance responsibilities during the term of the contract. Specifically, the school must identify:

- the membership of their boards, at all times, during the term of the contract (with roles and service terms for all members), this should also include membership of the required committees;
- any time when membership on the governing body fell below the requirements in their by-laws or the statutory minimum of 5 members;
- any time when the governing body did not maintain the required committee membership;
- the amount of time any vacancies were open;
- any board members that did not complete required training hours in any of the years of the contract term.

If the school identified any governance requirements they were unable to meet, the school must provide a narrative describing the improvement actions the school implemented to move toward full compliance with governance responsibilities. The purpose of the narrative is to demonstrate substantial progress toward meeting all governance requirements. The implementation of such actions must be verifiable through evidence during the renewal site visit.

School response:

Equity and Identity

This item of the renewal application allows schools the opportunity to include additional information that is not already collected, but that should be considered when making a determination about the renewal of its charter. The school will create a representation that highlights how their school environment is inclusive, reflective of the community, validates students' cultures and identities, and supports all students' sense of belonging.

Note: If your school wishes to display visual art or performance art (such as sculpture, painting, recorded performance or live performance by students), your school will be given no more than 15 minutes at its renewal hearing to present the representation. If a school wishes to submit a narrative, it shall be submitted along with the renewal application.

Commented [10]: Last year there was confusion over whether they could submit a narrative AND a display, or only one or the other; clarify.

School response:

Tribal Consultation

Pursuant to 1978 NMSA §22-8B-4, a charter school may be non-renewed if it failed to comply with ongoing consultations pursuant to the Indian Education Act (NMSA 22-23A). If the school is located on tribal land or serves a high percentage of Native American students, describe how the school complied with the requirements of ongoing consultations with tribal authorities.

School response:

Commented [11]: Define "high percentage"

Facilities

Commented [12]: This narrative was required as a separate Part E in 2021 application. Recommend including it here instead.

The school should provide a description of the charter school facilities and assurances that the facilities are in compliance with the requirements of Section 22-8B-4.2 § NMSA 1978.

The school must attach a copy of the building E Occupancy certificate and a letter from the PSFA with the facility NMCI Score as Appendix E1 – E-Occupancy certificate and Appendix E2 – New Mexico Condition Index letter from PSFA, indicating that the school facility meets the requirements of 1978 NMSA §22-8B-4.2(C)

The school must provide a copy of the facility lease agreement in Appendix ~~PPENDIX~~ E3 – Lease Agreement.

The school must provide a narrative description of its facilities. The school should attach any facility plans or the school's Facility Master Plan in Appendix E4 – Facility Master Plan.

In addition, the school must also provide assurances that the facilities are in compliance with the requirements of 1978 NMSA §22-8B-4.2, using Certificate A, B, or C, and attached as Appendix E5 – Facility Assurances.

School response:

Other Performance Framework Indicators

Pursuant to NMSA §22-8B-9.1, the performance framework for each charter school must include performance indicators and performance targets for governing body performance, including compliance with all applicable laws, rules and terms of the charter contract.

For any school that has received a repeated "~~Working to Meet Standard~~ working to meet standard" rating or any "~~Does Not Meet Standard~~ falls far below standard" rating for one or more of the ~~organizational~~ performance framework indicators ~~in 2020-21 or 2021-22~~ on the most recently completed organizational performance framework evaluation, provide a narrative explaining the improvement actions made (school/adult/leader/board actions) to meet all legal compliance requirements and the effectiveness of those actions (improved practices and outcomes) in improving organizational performance and compliance.

Commented [13]: Because so many indicators were "could not rate because of Covid" or "Assurances" in 2021-22, recommend requiring this for the two most recently completed evaluations (so a school with a Does Not Meet in 2020-21 and an "Assurances" in 2021-22 would still have to answer).

Commented [14]: improve performance on those indicators

The purpose of the narrative is to demonstrate substantial progress toward achieving and maintaining organizational performance and compliance.

Implementation of the described improvement actions should be verifiable through evidence at the site visit. Please identify specific evidence of both the school/adult/leader/board actions and the improved practices and outcomes in the narrative.

Note: Any indicators addressed in questions above (e.g., 2.a. and 2.b. regarding audit findings and 3.a. regarding governance responsibilities) do not need to be addressed again in this section.

Commented [15]: This note is fine, however, I don't see those questions numbered.

If the school has received any Office of Civil Rights complaints, formal special education complaints or NM Attorney General complaints or enforcement action, or, the school must identify those, provide all communications (redacted to protect PII) related to those complaints in an appendix (Appendix B – 2022 Charter Renewal Application Part B

Complaint Communications), and describe the current status of the complaint. If any of those complaints have been resolved and resulted in a finding that the school violated any law, the school must provide a narrative describing the required compensatory and corrective actions required and their status in implementing those actions. The implementation of such actions must be verifiable through evidence during the renewal site visit.

Schools that do not have any repeated “working to meet standard” ratings or any “falls far below standard” ratings on the most recent organizational performance framework evaluation do NOT complete this Section.

School response: