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KURT STEINHAUS, ED.D.  
SECRETARY OF EDUCATION

MICHELLE LUJAN GRISHAM  
GOVERNOR

**Charter Schools Division  
Renewal Application Part A  
August 19, 2022**

**School Name:** Horizon Academy West

**School Address:** 3021 Todos Santos Rd. Albuquerque, NM 87120

**Head Administrator:** Carissa Cantrell

**Governing Board Chair:** Storm Gonzales

**Business Manager:** Diana Cordova

**Authorized Grade Levels:** Pre-K-6<sup>th</sup> grades

**Authorized Enrollment:** 500

**Current Enrollment:** 403

**Contract Term:** 2018-2023

**Mission:** Horizon Academy West has committed to educational excellence, and our staff is dedicated to providing a rigorous, creative, well-rounded education for all students. Our school is committed to helping each student master his or her subjects, and learn to think- critically and creatively.

**Educational Program of School as written in the contract:**

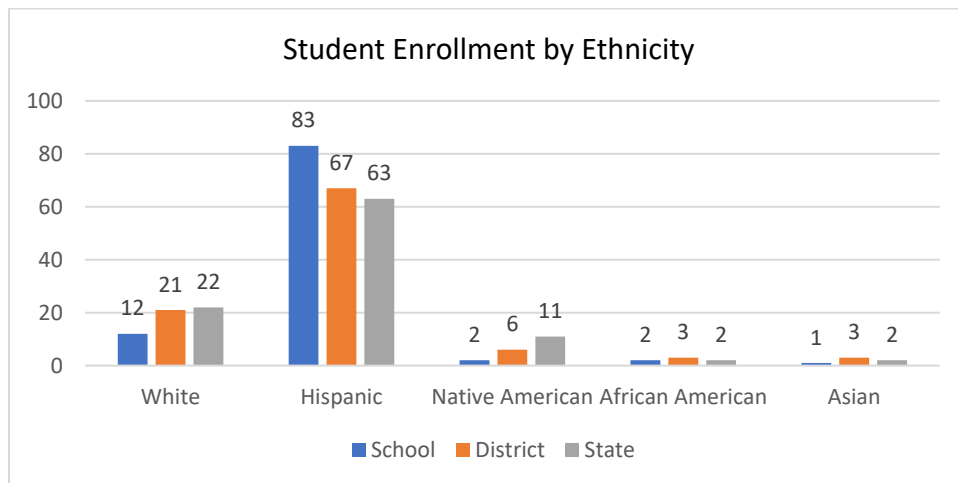
- Every student participates in daily 90-minute reading block at their reading level with both whole group and small group instruction. Students are evaluated several times a year for placement at their level using the schools short cycle assessment. Between evaluations, teachers identify students who are outpacing their group or struggling and have students moved at the teachers' discretion to a group with a commensurate skill set.
- In addition to whole group instruction, every student participates in small group instruction for math; students move to a higher level as they become proficient at their initial placement.

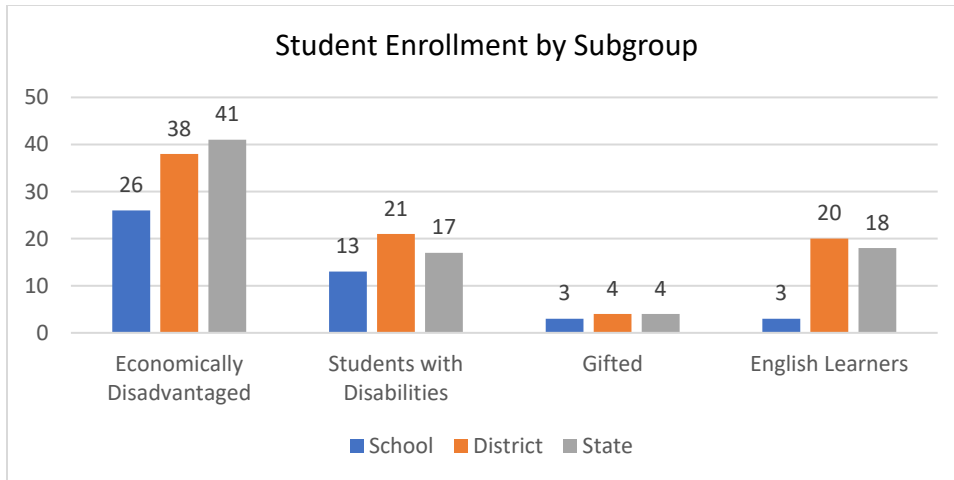
- The use of technology and equipment is integrated into classroom strategies to improve levels of achievement of the state standards and benchmarks, which includes technology and literacy.
- Students attend school four days a week.
- Every grade level participates in a Community Service Project each year.
- Horizon Academy West holds various family engagement events such as Art Expo, Math and Science nights, and Literacy nights.

**Amendments approved in last four years: 6**

PEC Meeting Date	Amendment Request	Approved
10/12/2018	Additional square footage	Yes
01/15/2021	Change in head administrator	Yes
07/23/2021	Change in head administrator	Yes
04/08/2022	Change in CPO	Yes
04/08/2022	Membership of foundation or component unit notification	Yes
08/19/2022	Change in business manager	Yes

**Demographics as reported in STARS 2021-22 EOY**





## Academic Performance

### State Accountability System:

State and federal statute mandates accountability for all public schools. This section provides a snapshot of the school’s academic performance according to data collected by the Public Education Department (PED) for the first four years of the charter’s contract.

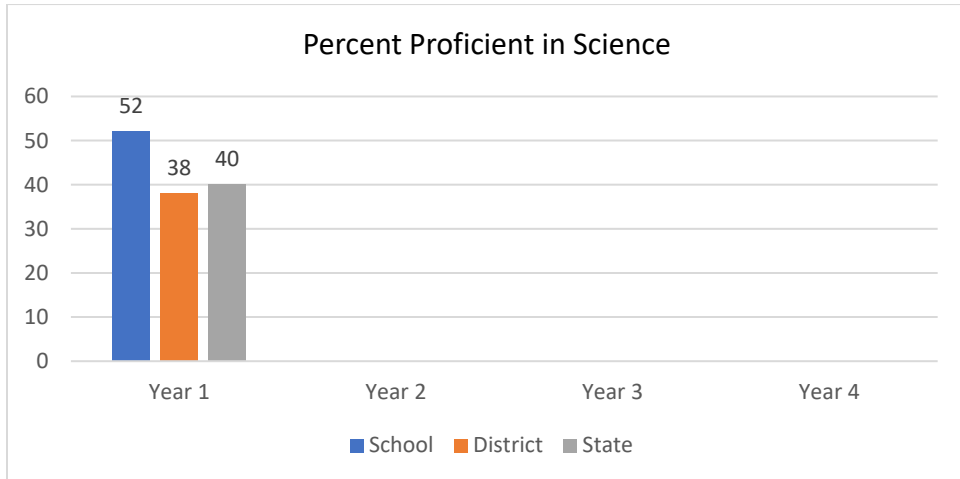
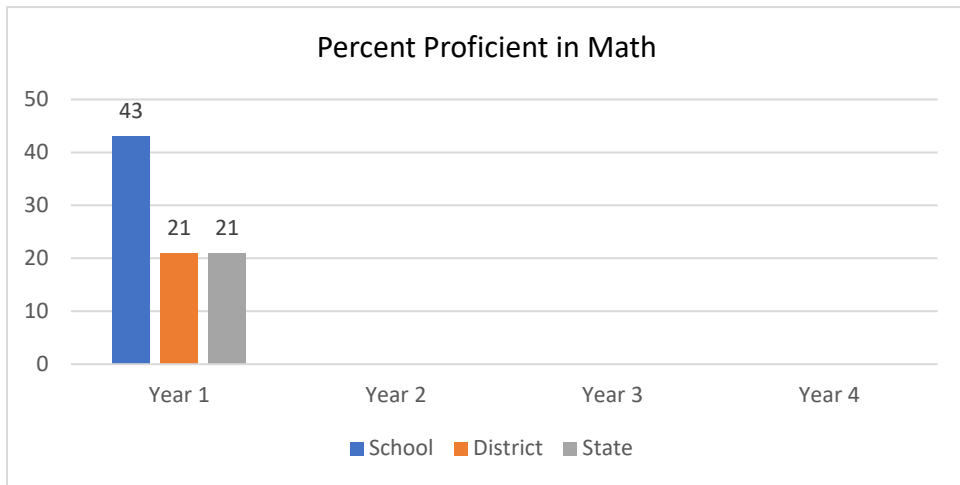
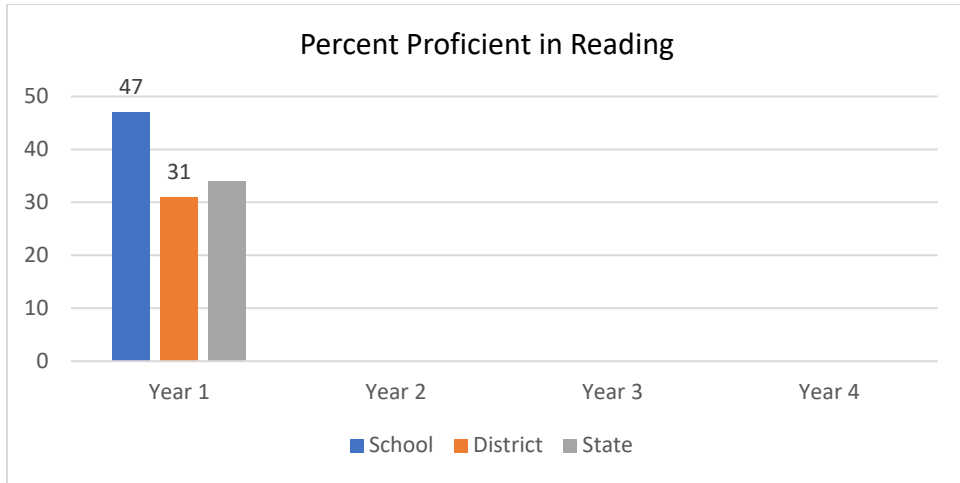
Schools with an overall score that places them in the top 25% of schools in the state are awarded the Spotlight designation. Schools that score in the top 10% for any individual measure in the accountability system are awarded a Designation of Excellence (DOE) for that measure.

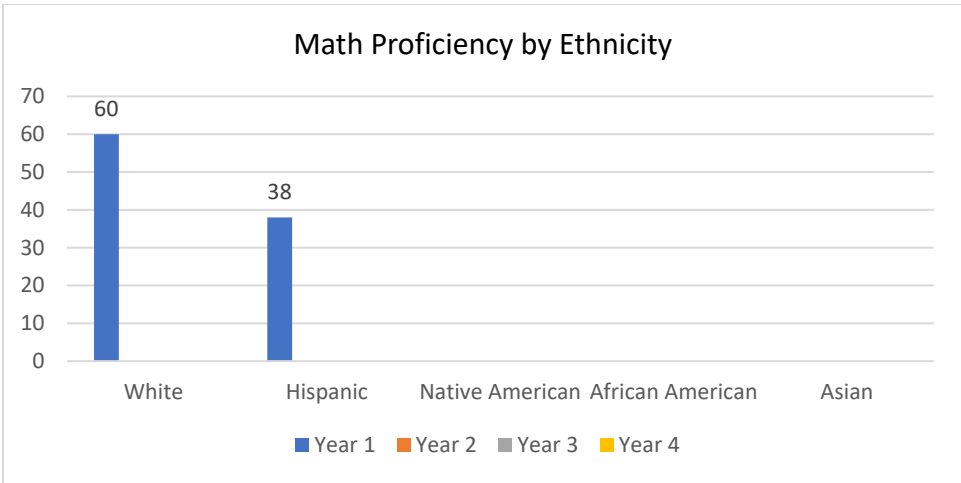
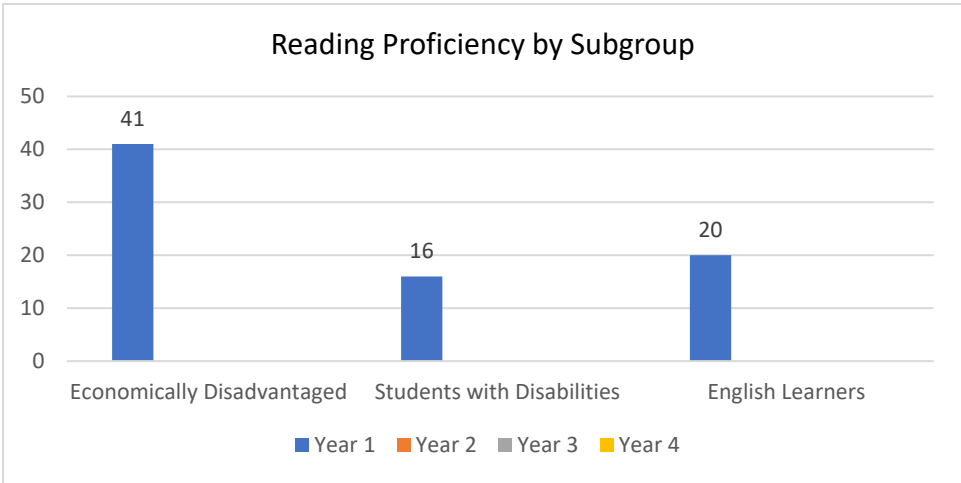
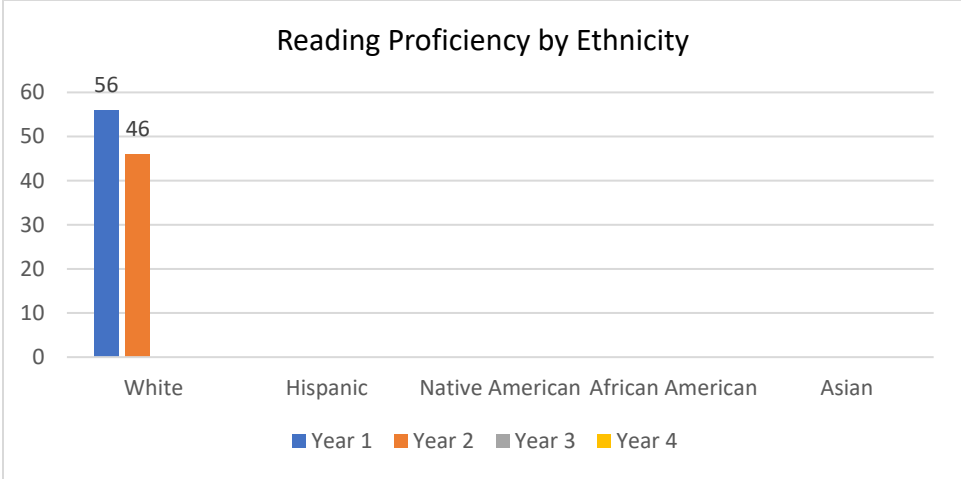
Accountability data are not available for Years 2-3 due to the COVID-19 pandemic. Data for Year 4 will be available August 31, 2022, and an updated revision of this document incorporating those data will be provided to schools on September 2, 2022.

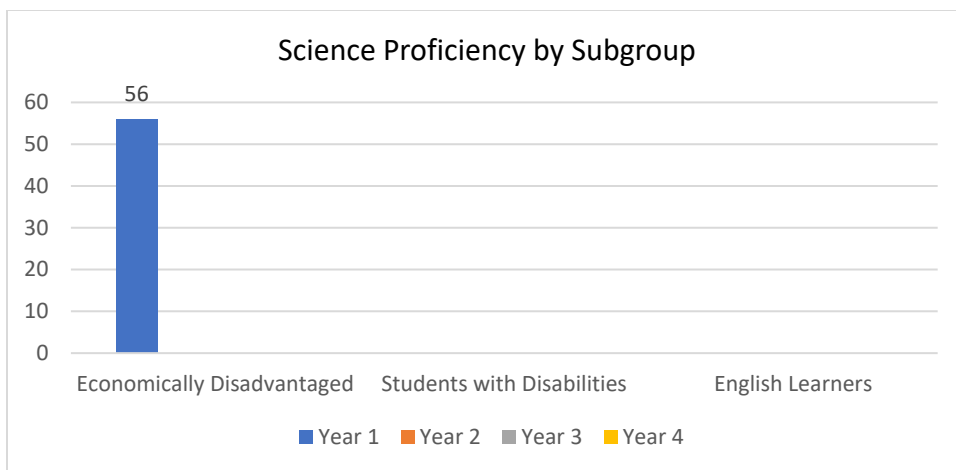
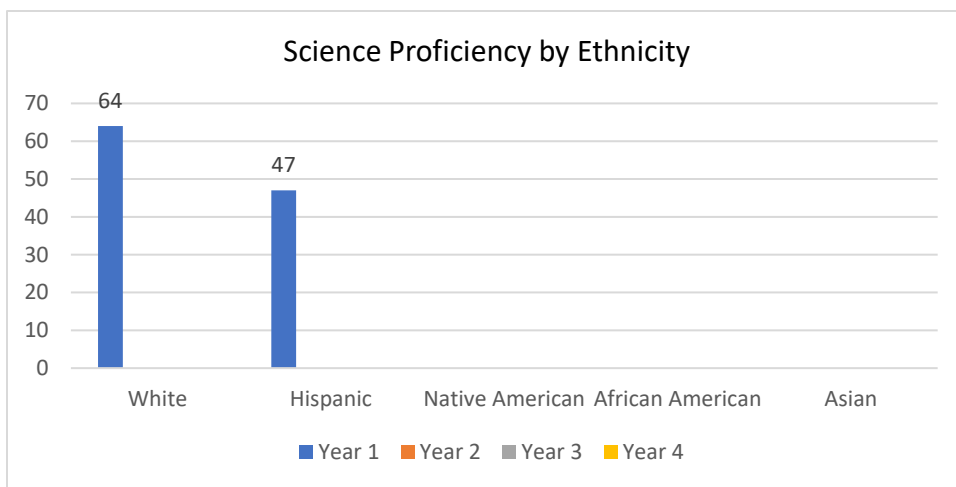
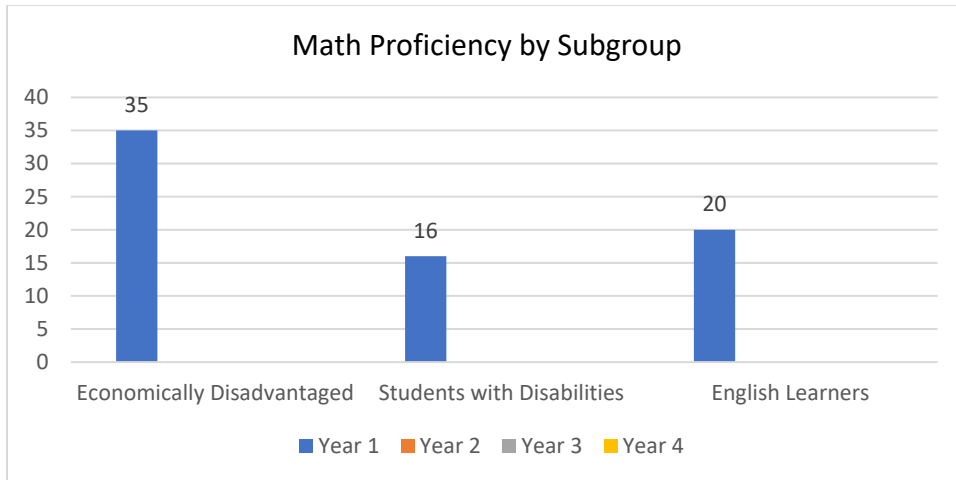
### Overall Standing:

Contract Year	School Year	Overall Standing	Designations	Academic Data Available
Year 1	2018-19	52	Traditional Support	Data provided
Year 2	2019-20			Data not available
Year 3	2020-21			Data not available
Year 4	2021-22			Data available 8/31/22

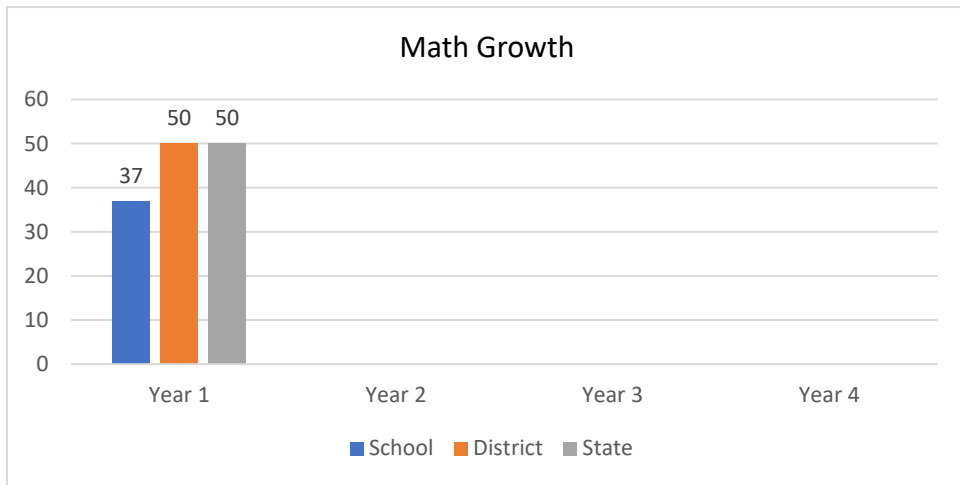
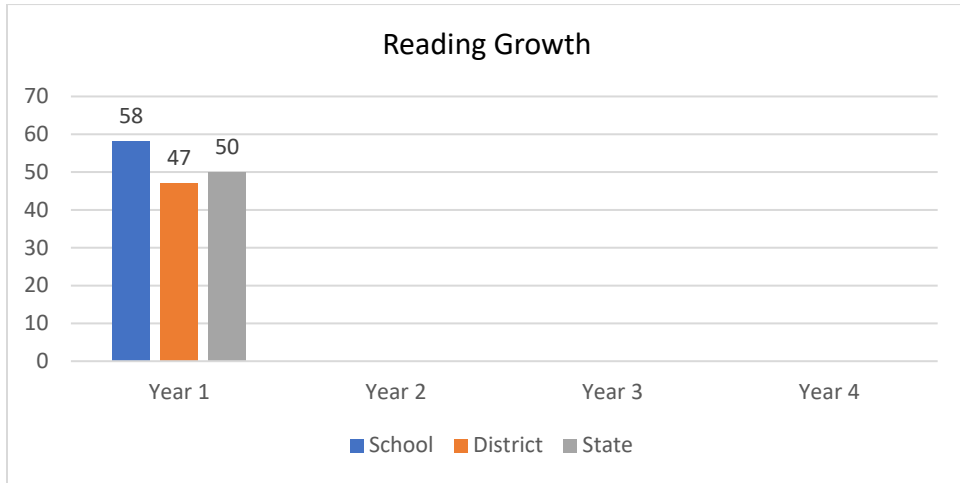
**Proficiency:**



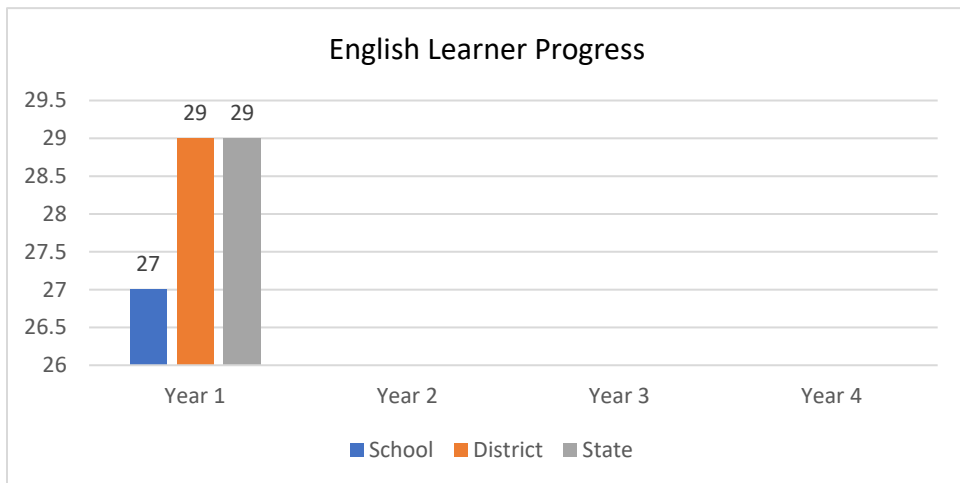




**Academic Growth:**



**English Learner Progress toward Proficiency:**



**School-Specific or Mission-Specific Goals:**

No data to report. Mission goals were optional on the 2018 version of the contract. The school elected not to include mission-specific goals.

**Student Attendance/Retention/Recurrent Enrollment**

Year	Student Attendance Target: 95%	Student Retention Target: 70%	Student Recurrent Enrollment Target: 80%
Year 1	95%	99%	91%
Year 2	100%	97%	92%
Year 3	97%	86%	98%
Year 4	94%	96%	82%

**Teacher Retention Rate:**

Year	Retention Rate
Year 1 to Year 2	82%
Year 2 to Year 3	97%
Year 3 to Year 4	71%

**Financial Compliance**

Contract Year	School Year	Fiscal Year (FY)
Year 1	2018-19	FY19
Year 2	2019-20	FY20
Year 3	2020-21	FY21
Year 4	2021-22	FY22

**Enrollment Trends as reported in STARS 120D**

Grades Served	FY19	FY20	FY21	FY22
K	77	73	58	67
1	77	76	60	54
2	83	75	70	54
3	81	85	65	66
4	69	87	75	60
5	66	54	69	68
<b>Total</b>	453	453	397	396



**Staffing as reported in OBMS, measured in Full-Time Equivalents (FTE)**

Year	Reg Ed Teacher	Reg Ed EA	SPED Teacher	SPED EA	Support Services	Admin/Support	Principal Head Admin	TOTAL All Funds
FY19	25.00	6.00	2.00	3.00	2.66	2.48	2.00	43.14
FY20	25.25	6.00	2.50	3.00	3.65	2.85	2.00	45.25
FY21	24.25	5.00	2.00	2.00	3.00	3.25	1.00	40.50
FY22	24.25	6.00	2.50	2.00	4.25	3.25	1.00	43.25

**FTE paid for with operational funds**

Year	Reg Ed Teacher	Reg Ed EA	SPED Teacher	SPED EA	Support Services	Admin/Support	Principal Head Admin	TOTAL Operational
FY19	24.00	4.00	1.00	1.00	.56	2.48	1.90	34.94
FY20	25.00	4.00	1.50	1.00	.55	2.85	1.95	36.85
FY21	23.00	3.00	1.00	2.00	.90	3.25	.95	34.10
FY22	21.00	4.00	1.50	1.33	1.15	3.07	.93	32.98

**Actual SEG Funding and Operational Expenses, in whole dollars, by Function Code**

Function	Function Name	FY19	%	FY20	%	FY21	%	FY22	%
1000	Direct Instruction	1,986,851	66%	2,339,474	66%	2,103,584	68%	2,198,862	67%
2100	Student Support	175,597	6%	238,228	7%	219,243	7%	238,824	7%
2200	Instructional Support	9,483	0%	12,773	0%	10,444	0%	11,822	0%
2300	Central Administration	136,201	5%	153,528	4%	170,998	6%	186,950	6%
2400	School Administration	126,738	4%	107,271	3%	78,728	3%	97,683	3%
2500	Central Services	250,050	8%	290,335	8%	246,758	8%	264,254	8%
2600	Maintenance and Operations	305,414	10%	334,112	9%	257,618	8%	262,238	8%
2700-5999	All Other Function Codes	4,173	0%	55,924	2%	1,801	0%	5	0%
Total Operational Expense Fund 11000		2,994,507		3,531,647		3,089,171		3,260,636	
Total Operational Revenue Fund 11000		3,045,121	98%	3,592,006	98%	3,541,584	87%	3,569,347	87%

**Operational Cash Balance from audited financial reports**

Year	Amount	% Increase (Decrease)
FY19 – 7/1 Beginning Balance	230,561	
FY19 – 6/30 Ending Balance	428,339	86%
FY20 – 6/30 Ending Balance	478,955	12%
FY21 – 6/30 Ending Balance	539,313	13%
FY22 – 6/30 Ending Balance - <i>Projected</i>	800,000	48%

## Audit Findings

Contract Year	Total Findings	Repeat Findings	Material Weakness	Significant Deficiency	Disclaimed Audit
FY19	0				No
FY20	0				No
FY21	0				No

## Governing Body Performance

**Board Membership and Officers:** Did the board have all required officers and all required members in place during each fiscal year of the contract term, and were notifications of changes in membership submitted timely?

Contract Year	Chair	Vice-Chair	Secretary	Full Membership	Timely Notification of Vacancies
FY19	CSD did not track			5	Yes
FY20	Yes	Yes	No	5	Yes
FY21	Yes	Yes	No	5	Yes
FY22	Yes	Yes	Yes	4	No

**Governing Board Training:** Did all members of the board complete the required training hours of 8 hours per year for continuing members and 10 hours for new members? **Note:** Black shading indicates that the member did not serve a full year; red indicates that the member did not complete all required training hours. An asterisk indicates the school has a 2-hour fiscal exemption.

Board Members	FY19*	FY20*	FY21*	FY22*
Storm Gonzales (Chair)	6	6	7	8
Christine Hagemann	6	7	3	8
Carrie Rodriguez	6	6	6	8
Cecilia Webb	6			
Alice Chavez	8			
Nathan Hardin			10	6
Karen Trujillo			10	6
Anthony Jaramillo				7

## Performance Framework Summary

Indicator ratings for contract years 1-3 are complete, though academic indicators 1 and 2 were not available for years 2 and 3 due to the lack of statewide assessment data. Some of the ratings for year 3 are Assurances or Not Applicable due to the COVID-19 pandemic. The ratings for Year 4 (school year 2021-22) are complete for the indicators rated Meets Standard, Working to Meet Standard, and Does Not Meet Standard. The remaining indicators will be complete in the final version of Part A, which will be sent to schools on September 2, 2022.

Performance Framework Indicators	2018-19	2019-20	2020-21	2021-22
<b>Academic Performance</b>				
1 State Accountability System	Meets Standard	Not Available	Not Available	Not Available
2 Subgroup Performance	Pending	Not Available	Not Available	Not Available
3 Mission-Specific Goals	N/A	N/A	N/A	N/A
<b>Organizational and Financial Performance</b>				
1a Mission and Educational Program	Meets Standard	Meets Standard	Meets Standard	Rated 9/2
1b State Assessment Requirements	Meets Standard	Not Reviewed	Not Reviewed	Rated 9/2
1c Rights of Students with Disabilities	Meets Standard	Working to Meet	Meets Standard	Rated 9/2
1d Rights of English Learners	Working to Meet	Not Reviewed	Meets Standard	Rated 9/2
1e Meeting Program Requirements	Meets Standard	Meets Standard	Assurances	Rated 9/2
1f NM DASH Plan	N/A	N/A	N/A	N/A
2a Financial Reporting and Compliance	Working to Meet	Meets Standard	Meets Standard	Meets Standard
2b Accounting Principles	Meets Standard	Meets Standard	Meets Standard	Meets Standard
2c Responsive to Audit Findings	Meets Standard	Meets Standard	Meets Standard	Meets Standard
2d Managing Grant Funds	Meets Standard	Meets Standard	Meets Standard	Rated 9/2
2e Staffing for Fiscal Management	Meets Standard	Working to Meet	Meets Standard	Meets Standard
2f Internal Controls			Meets Standard	Meets Standard
3a Governance Requirements	Meets Standard	Meets Standard	Meets Standard	Rated 9/2
3b Nepotism, Conflict of Interest	Meets Standard	Not Reviewed	Assurances	Rated 9/2
3c Reporting Requirements	Meets Standard	Meets Standard	Assurances	Rated 9/2
4a Rights of All Students	Meets Standard	Not Reviewed	Assurances	Rated 9/2
4b Attendance and Retention	Meets Standard	Meets Standard	Meets Standard	Meets Standard
4c Staff Credentialing	Meets Standard	Not Reviewed	Meets Standard	Rated 9/2
4d Employee Rights	Meets Standard	Not Reviewed	Assurances	Rated 9/2
4e Background Checks, Ethics	Meets Standard	Not Reviewed	Assurances	Rated 9/2
5a Facilities	Meets Standard	Not Reviewed	Assurances	Meets Standard
5b Transportation	N/A	Not Reviewed	Assurances	Meets Standard
5c Health and Safety	Meets Standard	Not Reviewed	Assurances	Working to Meet
5d Handling Information	Meets Standard	Meets Standard	Assurances	Meets Standard



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**Charter Schools Division  
Renewal Application Part A Supplement  
September 2, 2022**

**Horizon Academy West**

**2021-22 Statewide Summative Assessment Data**

On August 30, 2022, the Public Education Department (PED) released preliminary student proficiency data to districts and charter schools, which have until September to review these data and submit discrepancies or questions to PED. Until schools validate the data and PED issues, there are no substantive changes that the Charter Schools Division (CSD) can make to the data provided in the Preliminary Part A sent to schools on August 19, 2022. When the data have been validated and/or growth data provided, the CSD will update Part A.

**Contract Term Performance Framework Summary**

The CSD has completed the indicator ratings for 2021-22, with the exception of Indicator 1.b. State Assessment Requirements, which cannot be completed until the PED Research, Evaluation, and Accountability Bureau has confirmed the assessment participation rate for each school.

All other indicators have been rated, and the school's annual report will contain an explanation for individual 2021-22 indicators that have not been rated Meets Standard.

Performance Framework Indicators	2018-19	2019-20	2020-21	2021-22
<b>Academic Performance</b>				
1 State Accountability System	Meets Standard	Not Available	Not Available	Pending
2 Subgroup Performance	Pending	Not Available	Not Available	Pending
3 Mission-Specific Goals	N/A	N/A	N/A	N/A
<b>Organizational and Financial Performance</b>				
1a Mission and Educational Program	Meets Standard	Meets Standard	Meets Standard	Meets Standard
1b State Assessment Requirements	Meets Standard	Not Reviewed	Not Reviewed	Pending
1c Rights of Students with Disabilities	Meets Standard	Working to Meet	Meets Standard	Meets Standard
1d Rights of English Learners	Working to Meet	Not Reviewed	Meets Standard	Meets Standard
1e Meeting Program Requirements	Meets Standard	Meets Standard	Assurances	Meets Standard
1f NM DASH Plan	N/A	N/A	N/A	N/A
2a Financial Reporting and Compliance	Working to Meet	Meets Standard	Meets Standard	Meets Standard
2b Accounting Principles	Meets Standard	Meets Standard	Meets Standard	Meets Standard
2c Responsive to Audit Findings	Meets Standard	Meets Standard	Meets Standard	Meets Standard
2d Managing Grant Funds	Meets Standard	Meets Standard	Meets Standard	Meets Standard
2e Staffing for Fiscal Management	Meets Standard	Working to Meet	Meets Standard	Meets Standard
2f Internal Controls			Meets Standard	Meets Standard
3a Governance Requirements	Meets Standard	Meets Standard	Meets Standard	Meets Standard
3b Nepotism, Conflict of Interest	Meets Standard	Not Reviewed	Assurances	Meets Standard
3c Reporting Requirements	Meets Standard	Meets Standard	Assurances	Working to Meet
4a Rights of All Students	Meets Standard	Not Reviewed	Assurances	Meets Standard
4b Attendance and Retention	Meets Standard	Meets Standard	Meets Standard	Meets Standard
4c Staff Credentialing	Meets Standard	Not Reviewed	Meets Standard	Meets Standard
4d Employee Rights	Meets Standard	Not Reviewed	Assurances	Meets Standard
4e Background Checks, Ethics	Meets Standard	Not Reviewed	Assurances	Meets Standard
5a Facilities	Meets Standard	Not Reviewed	Assurances	Meets Standard
5b Transportation	N/A	Not Reviewed	Assurances	Meets Standard
5c Health and Safety	Meets Standard	Not Reviewed	Assurances	Working to Meet
5d Handling Information	Meets Standard	Meets Standard	Assurances	Meets Standard