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**Charter Schools Division
Final Renewal Recommendation for
Cottonwood Classical Preparatory School
December 1, 2022**

The Charter Schools Division (CSD) of the New Mexico Public Education Department recommends to the Public Education Commission that Cottonwood Classical Preparatory School be **renewed for a term of five years with no conditions.**

CSD has found no evidence that school has violated any of the terms of New Mexico Statutes Annotated (NMSA) 1979, Section 22-8B-12 K., and as stated in the CSD's [Preliminary Renewal Analysis](#), the school has observable evidence to verify the educational program as delineated in the contract is being implemented with fidelity. The school has a demonstrated record of meeting the department's standards of excellence in terms of student proficiency and consistently outperforms both the state and district in graduation rates.

In the preliminary analysis, CSD reported that the school had not yet submitted its CLR Readiness Assessment, which affected their rating for 2.d. Equity and Identity. The school submitted proof of submission, and as a result, their rating was changed from **Demonstrates Substantial Progress** to **Meets the Standards**.

Final Renewal Ratings*	
Academic Performance	Rating
1.a. Student Outcomes	Meets the Standards
1.b. Mission-Specific Goals	N/A
Organizational Performance	Rating
2.a. Educational Program	Demonstrates Substantial Progress
2.b. Financial Compliance	Demonstrates Substantial Progress
2.c. Governance Responsibilities	Meets the Standards
2.d. Equity and Identity	Meets the Standards
2.e. Tribal Consultation	N/A
2.f. Other Performance Framework Indicators	N/A

*Based on the school's [renewal application](#), evidence gathered during the renewal site visit and in response to the preliminary renewal analysis, and charter record over the charter term. Ratings changed from the preliminary analysis are shown in red.

Albuquerque Public Schools Performance Framework Ratings

Ratings for 2018-19, 2019-20, and 2020-21 are shown below. The 2021-22 report is not yet available.



Cottonwood Classical Preparatory School
2018-19 Performance Framework

Academic Performance	
Meets	Did the school meet its mission-specific indicator(s)?
Meets	Is the school meeting acceptable standards according to New Mexico's A-F grading system?
Financial Performance	
Meets	Enrollment: Actual Enrollment (average of 2nd & 3rd STAR Reports) divided by Enrollment Projection in Charter School Board-Approved Budget
N/A	Liquidity: Measures a school's ability to pay debts as they come due. Calculation – General Fund Total Expenditures, divided by 12, divided by General Fund Assigned and Unassigned Fund Balance, to determine how many months the school's fund balance would be able to support monthly operating expenses per most recent year-end audited financial statements.
N/A	Total Audit Findings: Total number of audit findings from the most recent audited Financial Statements.
N/A	Repeat Audit Findings: Number of repeat audit findings from previous years from the audited Financial Statements.
N/A	Classification of Audit Finding: Auditors classify audit findings, by order of severity, as compliance, significant deficiency or material weakness.
Working to Meet	Exceptions from Site Visit: Cited exceptions for most recent annual site visit.
Organizational Performance	
Educational Plan	
Meets	Is the school implementing the material terms of the approved charter application as defined in the Charter Contract?
Meets	Is the school complying with applicable educational requirements?
Meets	Is the school protecting the rights of all students?
Working to Meet	Is the school protecting the rights of students with special needs
Does Not Meet	Total # of Overdue Individual Education Plans (IEP's) from 40th Day, 80th Day, 120th Day, and End of Year (EOY).
Meets	Total # of Overdue Evaluations from 40th Day, 80th Day, 120th Day, and End of Year (EOY).
Meets	Total # of Caseload Waivers Needed
Meets	Total # of Special Education Data issues from 40th Day, 80th Day, 120th Day, and End of Year (EOY).
Meets	Is the school protecting the rights of English Language Learner students?
Meets	Is the school complying with compulsory attendance laws?
Business Management and Oversight	
Working to Meet	Is the school meeting financial reporting and compliance requirements?
Meets	Is the school following Generally Accepted Accounting Principles?
Governance and Reporting	
Meets	Is the school complying with governance requirements?
Meets	Is the school holding management accountable?
Employees	
Meets	Is the school meeting teacher and other staff credentialing requirements?
Working to Meet	Is the school respecting employee rights?
Meets	Is the school completing required background checks?
School Environment	
Meets	Is the school complying with facilities requirements?
Meets	Is the school complying with health and safety requirements?
Meets	Is the school handling information appropriately?

*N/A – Not Applicable due to financial audit/financial statements from New Mexico Public Education Department



Cottonwood Classical Preparatory

2019-20 Performance Framework

Academic Performance	
<i>(Academic Performance Indicators are being improved – Pilot Year for 2019-20 with Baseline Year in 2020-21)</i>	
Waived for 2019-20 School Year	Mission Specific Goals - Did the school meet its mission-specific indicator(s)?
Waived for 2019-20 School Year	State Accountability System - Is the school meeting acceptable standards according to New Mexico's School Reporting system?
Financial Viability and Compliance	
Meets	Enrollment: Actual Enrollment (average of 2nd & 3rd STAR Reports) divided by Enrollment Projection in Charter School Board-Approved Budget
Working to Meet	Current Ratio (Liquidity): Measures a school's ability to pay debts as they come due. Calculation – General Fund Total Expenditures, divided by 12, divided by General Fund Assigned and Unassigned Fund Balance, to determine how many months the school's fund balance would be able to support monthly operating expenses per most recent year-end audited financial statements.
Meets	Audit Findings <ul style="list-style-type: none"> Total Audit Findings: Total number of audit findings from the most recent audited Financial Statements. Repeat Audit Findings: Number of repeat audit findings from previous years from the audited Financial Statements. Classification of Audit Finding: Auditors classify audit findings, by order of severity, as compliance, significant deficiency or material weakness.
Meets	Internal Controls – Review of internal controls including all relevant financial policies or procedures.
Meets	Compliance – Site Visit Compliance areas.
Organizational Performance	
Educational Plan	
Meets	Mission of the School - Is the school implementing the Mission of the approved charter application as defined in the Charter Contract?
Waived for 2019-20 School Year	Teaching Aligned to Mission – Is the schools instructional practices aligned to the mission of the school?
Meets	Education Law Compliance - Is the school complying with applicable educational requirements?
Meets	Admissions/Lottery/Wait Lists – Is the school complying with Office of Civil Rights guidance on ensuring all students have access to apply to schools?
Meets	Discipline Policies and Practices – Is the school complying with Office of Civil Rights guidance on discipline and looking at discipline data by subgroups?
Meets	Controversial Issues – Does the school have a policy on instruction of controversial issues?
Meets	English Learners - Is the school protecting the rights of English Language Learner students?
Meets	Strategic Planning (Continuous Learning Plans)
Special Education	
Meets	Processes and Accountability
Meets	Individualized Education Program (IEP) Compliance
Meets	Transition Compliance
Meets	Evaluation Compliance
Governing Council	
Meets	Bylaws/Policies
Meets	Membership/Regular Meetings
Meets	Training – Is the Governing Council meeting training compliance?
Meets	Oversight of School Management - Is the school holding management accountable?
Employees	
Meets	Licensure - Is the school meeting teacher and other staff credentialing requirements?
Meets	Employee Rights - Is the school respecting employee rights?
Meets	Background Checks - Is the school completing required background checks?
Operations	
Meets	Facilities - Is the school complying with facilities requirements?
Meets	Safe School Plan - Is the school complying with health and safety requirements?
Meets	Transparency (Sunshine Portal, SIS, Performance Framework)



Cottonwood Classical Preparatory School
2020-21 Performance Framework

Academic Performance	
	Mission Specific Goals - Did the school meet its mission-specific indicator(s)?
	State Testing or Accountability System - Is the school meeting acceptable standards according to New Mexico's School Reporting system?
	Continuous Learning Plan
	Re-Entry Plan
	Strategic Planning (90-Day Plan in New Mexico DASH)
Financial Viability and Compliance	
	Enrollment: Actual Enrollment (average of 2nd & 3rd STAR Reports) divided by Enrollment Projection in Charter School Board-Approved Budget
	Current Ratio (Liquidity): Measures a school's ability to pay debts as they come due. Calculation – General Fund Total Expenditures, divided by 12, divided by General Fund Assigned and Unassigned Fund Balance, to determine how many months the school's fund balance would be able to support monthly operating expenses per most recent year-end audited financial statements.
Audit Findings	
	Total Audit Findings: Total number of audit findings from the most recent audited Financial Statements.
	Repeat Audit Findings: Number of repeat audit findings from previous years from the audited Financial Statements.
	Classification of Audit Finding: Auditors classify audit findings, by order of severity, as compliance, significant deficiency or material weakness. Foundation finding.
	Internal Controls
	Compliance
Organizational Performance	
Educational Plan	
	Mission of the School - Is the school implementing the Mission of the approved charter application as defined in the Charter Contract?
	Teaching Aligned to Mission – Is the school's instructional practices aligned to the mission of the school?
	Education Law Compliance - Is the school complying with applicable educational requirements?
	Social/Emotional Support of Students
	Discipline Policies and Practices – Is the school complying with Office of Civil Rights guidance on discipline and looking at discipline data by subgroups?
	English Learners - Is the school protecting the rights of English Language Learner students?
Special Education	
	Processes and Accountability
	Individualized Education Program (IEP) Compliance
	Transition Compliance
	Evaluation Compliance
Governing Council	
	Bylaws/Policies
	Controversial Issues – Does the school have a policy on instruction of controversial issues?
	Membership/Regular Meetings
	Training – Is the school's governing council going through training required by state statute?
	Oversight of School Management - Is the school holding management accountable through a systemic evaluation process that includes strategic planning/goal setting?
Employees	
	Licensure - Is the school meeting teacher and other staff credentialing requirements?
	Employee Rights - Is the school respecting employee rights?
	Background Checks - Is the school completing required background checks?
	Professional Development Plan
Operations	
	Admissions/Lottery/Wait Lists – Is the school complying with Office of Civil Rights guidance on ensuring all students have access to apply to schools?
	Facilities - Is the school complying with facilities requirements?
	Safe School Plan - Is the school complying with health and safety requirements?
	Transparency (Sunshine Portal, SIS, Performance Framework)
	Education Technology Plan
Legend	
Meets	
Working to Meet	
Does Not Meet	