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**Charter Schools Division**  
**Cottonwood Classical Preparatory School Enrollment Cap Increase**  
**Amendment Request Analysis**  
**November 15, 2024**

Cottonwood Classical Preparatory School (CCPS) requests an increase in its enrollment cap from 1,000 to 1,500, effective November 30, 2024. Due to the change in PEC policy regarding enrollment cap increases going into effect the subsequent school year if submitted by the March PEC meeting, the CSD recommends approval of the request **effective July 1, 2025**.

CCPS's enrollment has increased from 788 to 852 students in 2024-25 with another 500 students on the waitlist. The school has been in the top 25% of schools for the past three years, with proficiency rates that far exceed both district and state averages. The school has an overall Organizational Performance Framework rating of Meets Standard for 2023-24, the first year of its contract.

The school's current facility can accommodate only 1,140 students, but the school has received a \$250,000 grant to revise its facility master plan and commission architectural plans for the expansion. The school cannot access those already awarded funds without an approved enrollment cap increase, which is why the school is applying for the increase now even though it would not enroll the proposed number of students until August 2026, after the construction is complete.

The school has plans to expand the area within Albuquerque from which it draws students, with particular focus on areas south of Lomas. CCPS currently provides transportation and will budget for increase transportation services to accommodate additional students.

<b>Cottonwood Classical Preparatory School</b>	<b>2023-24</b>
<b>Organizational and Financial Performance Ratings</b>	
1a Mission and Educational Program	Meets Standard
1b State Assessment Requirements	Pending
1c Rights of Students with Disabilities	Meets Standard
1d Rights of English Learners	Meets Standard
1e Meeting Program Requirements	Meets Standard
1f NM DASH Plan	N/A
2a Governance Requirements	Working to Meet Standard
2b Nepotism, Conflict of Interest	Meets Standard
2c Reporting Requirements	Does Not Meet Standard
3a Rights of All Students	Meets Standard
3b Attendance and Retention	Pending
3c Staff Credentialing	Meets Standard
3d Employee Rights	Meets Standard
3e Background Checks, Ethics	Meets Standard
4a Facilities	Meets Standard
4b Transportation	Meets Standard
4c Health and Safety	Meets Standard
4d Handling Information	Meets Standard
4e Background Checks, Ethics	Meets Standard
5a Facilities	Meets Standard
5a Financial Reporting and Compliance	Meets Standard
5b Accounting Principles	Meets Standard
5c Responsive to Audit Findings	Meets Standard
5d Managing Grant Funds	Does Not Meet Standard
5e Staffing for Fiscal Management	Meets Standard
5f Internal Controls	Meets Standard