



# Charter School Renewal Condition Compliance

The Public Education Commission (PEC) has voted to renew San Diego Riverside Charter School for a three-year term from July 1, 2024 to June 30, 2027 with the following Conditions:

- 1) That data from the 2023-2024 school year will be considered as a baseline to show improvement during the 2024-2027 contract term;
- 2) That the school will complete a Transition Year Checklist that is approved by the PEC and which shall include any unaddressed items identified from the Jemez Valley Public School Corrective Action Plan;
- 3) That the school will hire mentor(s) for the administration and governing board to assist in the creation of a strategic vision and plan for the school to achieve the growth goals for the students and ensure that the governing board is providing effective, adequate oversight;
- 4) That the school's record of performance for the charter school term demonstrates:
  - a. Student academic growth beginning with specific immediate action to correct student academic growth that is presently below state standards including identification of a robust strategic educational plan and a comprehensive teacher training program;
  - b. Sufficient tribal consultation to ensure that the Jemez Pueblo leadership and Jemez Pueblo Education Department are consulted on key Pueblo issues including consultation on the Towa language curriculum, and the outcomes of tribal consultation reflect that the Jemez Pueblo and Jemez Public Education Department concerns are addressed;
  - c. Satisfactory oversight is provided by a trained, legally compliant governing board that operates as required by the Open Meetings Act including providing an adequate head administrator evaluation process and evaluation tool that conforms to national best practices; and
  - d. Conformance with generally accepted standards of fiscal management beginning with specific immediate action to correct the unsatisfactory performance related to fiscal management, which must include oversight by a trained legally compliant finance and audit committee, adequate internal control policies and procedures and improved audits.

School Contact Information		
<b>Name:</b> Joe Dan M. Lovato	<b>Address:</b> 504 Mission Road Jemez Pueblo, NM 87024	<b>Date of Submission:</b> July 1 of each year
<b>School Head Administrator Name, email and electronic signature:</b> Joe Dan M. Lovato <a href="mailto:joedan.lovato@sdracs.k12.nm.us">joedan.lovato@sdracs.k12.nm.us</a> 		
<b>Governing Board Chair, email and electronic signature:</b>  <b>Governing Board Chair &amp; email:</b> Margie Creel <a href="mailto:mcreel01@yahoo.com">mcreel01@yahoo.com</a> <small>DocuSigned by:</small>  <small>D0F3E21FD32548E...</small>		

Condition 1
<p>2023-2024 End-of-Year student proficiency and growth results on internal school assessments to be used as baseline:</p> <p><u>  14  </u> % students proficient in ELA  <u>    0  </u> % of students proficient in math  <u>    0  </u> % students meeting individual growth targets for ELA  <u>    0  </u> % of students meeting individual growth targets for math</p> <p>2024-2025 End-of-Year student proficiency results on state assessment:</p> <p><u>    </u> % students proficient in ELA  <u>    </u> % of students proficient in math  <u>    </u> % students meeting individual growth targets for ELA  <u>    </u> % of students meeting individual growth targets for math</p> <p>2025-2026 End-of-Year student proficiency results on state assessment:</p> <p><u>    </u> % students proficient in ELA  <u>    </u> % of students proficient in math  <u>    </u> % students meeting individual growth targets for ELA  <u>    </u> % of students meeting individual growth targets for math</p> <p>2026-2027 End-of-Year student proficiency results on state assessment:</p> <p><u>    </u> % students proficient in ELA  <u>    </u> % of students proficient in math  <u>    </u> % students meeting individual growth targets for ELA  <u>    </u> % of students meeting individual growth targets for math</p>

Condition 2
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✓ Completion of Transition Year Checklist (*anticipated by May 15, 2024*)

Completion of unaddressed items in Jemez Valley Public School Corrective Action Plan

Notes/Reasons for incompleteness:

The following items were in need of completion for the Jemez Valley Public Schools Corrective Action Plan:

1. Math DASH improvement plan
2. Student Needs Assessment (per Indian Ed Act)
3. Revise internal control policies and procedures
4. Establish Governing Board Finance & Audit Committees

The following items have been completed for the Jemez Valley Public Schools Corrective Action Plan:

1. Student Needs Assessment (per Indian Ed Act): Assessment has been developed and administered at school level; five responses have been collected so far, and 14 reminders have been sent to non-respondents. Next steps include compilation, analysis, and sharing of data among staff; administration of a parent- and community-friendly Indigenous Student Needs Assessment among parents and community; compilation and analysis of all data; and consultation with tribal entities to share the results and collaborate for adaptation of curriculum to address revealed student needs.

2. Internal Controls Policy and Procedures: Policy has been revised and is scheduled to be approved by San Diego Riverside Charter School Governing Council at its April board meeting.

3. Governing Board Finance and Audit Committees established; names and titles are posted at school website. [https://sdrjvps.sharpschool.com/governing\\_council](https://sdrjvps.sharpschool.com/governing_council)

The following items are in need of completion for the Jemez Valley Public Schools Corrective Action Plan:

1. Math DASH Improvement Plan:

This plan is under construction. Valerie Shaw has been working with Sandy Gladden of the NMPED Priority Schools Bureau to gain access to the original unfinished plan, recreate and/or edit original plan, and develop the spring plan. Next steps include consultation with SDRCS staff to review data, conduct root cause analysis, and create the spring plan with staff input. In May, SDRCS Core Team will be assembled and will attend DASH professional development before drafting components 1 - 4 of the 2024 - 2025 90-Day Plan.

**Condition 3:**

**PENDING** Completion of hiring a mentor(s) for the administration and Governing Board:

See details below:

**Narrative of Action Plan for Condition 3**

**Identify and describe the hired mentor(s) and his/her/their credentials for working with the administration and governing board in creating a strategic vision/Action Plan for the school to improve academic growth goals and to ensure that the governing board is providing effective, adequate oversight:**

**Administrative Mentor:** Dr. Kristina Kommander, 3B administrative licensure. PhD - Biomedical Sciences, MS and BA - Biology, adjunct professor UNM (University of New Mexico), Carrington College and IAIA (Institute of American Indian Arts). Fifteen years experience as a research scientist/lab director (project management and strategic planning, Presidential Achievement Award in 2000- Los Alamos National Laboratory), 20 yrs federal and state grant writing and coordination experience, WHCS Charter School reauthorization application (SY 2022-2027), development, integration and oversight of WHCS’s educational plan (NMDASH), New Mexico’s Multi-Layered System of Supports framework (MLSS) and equity plan framework.

**Governing Board Mentor:** PCSNM consultants. (Teresa Archuleta and Diego Gallegos (additional consultants as needed).)

Educational Consultant; Director of School Quality and Support for Public Charter School of NM; Director of NM Coalition for Charter Schools; Director/General Manager at PED Charter Schools Division; Head Administrator at School for Integrated Academics and Technologies

Strategic Goals	Actions/Activities	Person(s) Responsible	Timelines	Actions Completed
				<i>Identify actions taken in the last school year</i>
Instructional Transformation	Diagnostics, Data Driven Instruction, MOU with Walatowa	Tony Archuleta Kristina Kommander	Transition period SY 2023-24, Start Date August 2024 - ongoing	MOU drafted, contracts proposed by WHCS staff members for contractual work
Talent Development	Sharing staff with WHCS, hiring new staff	Tony Archuleta	Immediately, continued until capacity is filled	Contracts proposed by WHCS staff members for shared staff working contractually
Indigenous Culture Development	Identify ways to integrate culture into the school	Native American Bilingual team	Based on tribal calendar	
Update Governing Board policies & procedures	Work with mentor, PCSNM	Margie Creel Teresa Archuleta Diego Gallegos	Beginning June 2024 (training) - ongoing	

**Condition 4a:**

- Completion of an Action Plan for addressing student growth.
  - Completion of an Action Plan for comprehensive teacher training program
- See details below:

**Narrative of Action Plan for Condition 4a**

**Describe the specific immediate action plan to correct student academic growth that is presently below state standards including identification of a robust strategic educational plan and a comprehensive teacher training program.**

Our intent to implement a robust strategic educational plan and comprehensive teacher training program will include three core components to correct academic growth: school leaders' readiness to act, teachers' readiness to teach, and improving students' readiness to learn. These components are based on the Four Domains for Rapid School Improvement: [Domain 1: Leadership for Rapid Improvement](#); [Domain 2: Talent Management](#); [Domain 3: Instructional Transformation](#); and [Domain 4: Culture and Climate Shift](#). Within this framework, we will work to correct student academic growth by diagnosing student needs, implementing data-driven instruction, and hiring and retaining qualified staff to meet instructional needs of students. Our teacher training program will be based upon an initial school-wide needs assessment followed by building the capacity of all staff to deliver effective instruction; setting clear standards for instructional quality and student achievement; and providing targeted PD to support SDRS/WHCS turnaround priorities for teachers and leaders.

Action for Student Growth/Teacher Training	Name and Title of Person Responsible for Activity Implementation Oversight	Timelines for Activity & Completion	Students Affected (grades)	Actions Completed
<b>Teacher Training:</b>				<i>Identify trainings/meeting provided in last year</i>
Agile Mind Math PD	Math Instructor/Agile Mind Rep	Beginning July 2024, ongoing	6-8	No math instructor hired; contracts proposed by WHCS; Agile Mind representative has been contacted by Valerie Shaw in anticipation of approval of contract with SDRCS.
K-8 Amplify/Core Knowledge Language Arts Program (CKLA)	ELA Instructor/Core Knowledge Rep	Beginning July 2024, ongoing	K-8	Amplify/CKLA representative was contacted twice in April, 2024 to arrange a meeting for coordination of professional development, but meetings had to be rescheduled.

				Representative has been contacted within the past two weeks by Valerie Shaw in anticipation of contract approval.
Workplace Culture Shift	Educational Consultant	Beginning July 2024, ongoing	K-8	Contract has been proposed by admin mentor and ed consultant
Staff capacity assessment PD/PLC	School Leadership Team	Beginning July 2024, ongoing	K-8	Contract has been proposed by admin mentor and ed consultant
PLC Walatowa High School/SDRS	Leadership/ Instructional Leader	Bi-weekly	K-8	WHCS has met with SDRCS for the first of anticipated staff PLC and professional development meetings; calendar of meetings is in development.
NMElevate (Teacher Evaluations)	Administrator	Ongoing	K-8	
SEL PD	Counselor	Ongoing	K-8	Contract has been proposed by counselor
Planbook Software/Lesson Plan PD	Administrator Instructional Leader	Beginning July 2024, ongoing	K-8	Kristina Kommander and Valerie Shaw have proposed contracts for this work.
Instructional Transformation	Leadership/ Leadership Team	Beginning July 2024, ongoing	K-8	Kristina Kommander and Valerie Shaw have proposed contracts for this work.
Vector Training Staff PD	Administrator, Instructional Staff	Beginning July 2024, ongoing	K-8	Kristina Kommander and Valerie Shaw have proposed contracts for this work.
<b>Student Growth:</b>				<b>Actions Completed</b>
				<i>Identifying testing dates and calendar activities in past year</i>
IXL Diagnostics	Administrator	Quarterly	Middle School	4/17/2024, 4/18/2024

	Instructional Leader			waiting contract approval
I-Ready Assessments	Administrator Instructional Leader Testing Coordinator	Three times a year	Elementary and Middle School	3/26/2024, 3/27/2024 (middle school) awaiting contract approval
SEL Activities	Counselor	Beginning July 2024, ongoing	Elementary and Middle School	awaiting contract approval
Reading Plus	Administrator Testing Coordinator	Transition Period, ongoing	Middle School	4/11/2024 awaiting contract approval
Reading Intervention	Reading Instructor Testing Coordinator	Continuous	Elementary and Middle School	WHCS - awaiting contract approval
Math Intervention	Math Instructor	Continuous	Elementary and Middle School	WHCS - awaiting contract approval
Cultural Activities	Native American Bilingual team	Based on tribal calendar	Elementary and Middle School	WHCS - awaiting contract approval
Community Involvement	Community Outreach Coordinator Administrative Assistant	At least Quarterly	Elementary and Middle School	WHCS staff participated in SDRCS annual family picnic event WHCS community outreach coordinator has connected with Kellie Reynosa, activities coordinator at SDRCS, to plan participation by SDRCS families in WHCS family night August 28, 2024

<b>Condition 4b:</b>
<input type="checkbox"/> Completion of sufficient tribal consultation.

<b>Narrative of Action Plan for Condition 4b</b>
Describe how you ensure “sufficient tribal consultation” with the: <ul style="list-style-type: none"> <li>● Jemez Pueblo Leadership</li> <li>● Jemez Pueblo Education Department</li> </ul>

**Describe how you will ensure that the Jemez Pueblo Education Department is consulted on key Pueblo issues like the Towa language curriculum.**

The principal and the school's bilingual coordinator will attend monthly and quarterly meetings with the Pueblo of Jemez Education Department to consult on the implementation of the Towa Language Curriculum and other issues germane to language, culture, and tradition.

<b>Jemez Leadership/Jemez Department of Education</b>	<b>Name and Title of Person contacted</b>	<b>Actions Completed</b> <i>Meeting or correspondence dates</i>
Tribal Education Status Report information sent	PED Assistant Director of Indian Education	

**Condition 4c:**

- Completion of/evidence for compliance with Open Meetings Act for all GB meetings  
*As shown by posting board agendas online*
- Completion of mandatory training for all GB members  
*as shown by training hours reported*
- Completion of Head Administrator Evaluation Process  
*by identifying the date of the evaluation*
- Completion of Head Administrator Evaluation Tool that conforms to national best practices.  
*by providing a copy of the tool*

**Narrative of Action Plan for Condition 4c**

**Describe what the Action Plan and person consulted/hired to ensure that the GB is operating according to the law and complying with the OMA?**

Kelly Callahan will provide an all-day integrated governing board training focused on specific challenges facing SDRCS's Governing Council. The School attorney, Patricia Matthews, will be available to help focus attention on past issues with Governing Council procedures and to describe the board's responsibilities and expectations as a PEC-authorized charter school. This Training will occur after PEC contract negotiations are completed so that the GB can focus on the contract, performance framework and conditions.

The Governing Council voted to enter into a Memorandum of Understanding - Governing Board Coaching/Mentoring with Public Charter Schools of New Mexico. The scope of the MOU can be provided upon request. The GC also approved hiring a coach via PCSNM. The Project Overview in the MOU describes the services contracted for as:

An experienced, knowledgeable Public Charter Schools of New Mexico (PCSNM) Governing Board (GB) Coach will facilitate **customized**, year-long training that will meet XS's GB development needs. This program will include effective governing systems, board self-assessment/strategic planning, Performance Contract/Framework oversight, Head Administrator evaluation, *SCHOOL* policy review and assessment



and GB practices that **meet all the required PED governing training elements** utilizing the instructional strategy, “learning while doing.”

The PCSNM customized GB coaching services will include attendance by the GB Coach at **six meetings** to provide training, support, and coaching. In addition, the GB Coach will be available for telephone/video conferencing consultation scheduled by the Board President/Head Administrator. A final GB assessment, review and planning at the end of the school year will consolidate the year’s work into a firm direction for future governing board development.

**Describe the Head Administrator Evaluation process and Evaluation tool to be adopted and used by the GB to evaluate the San Diego Riverside Head Administrator (upload HA Evaluation Tool to Shared Drive).**

The Governing Board will use NMPED principal evaluation forms or forms and procedures as recommended by PCSNM coach/mentor as part of the service provided in the above-described MOU. PCSNM has developed a robust evaluation tool and can assist the Governing Council on best practices for evaluating its head administrator.

Action	Name and Title of Person Responsible for Activity Implementation Oversight	Timelines for Activity & Completion	Outcomes
Kelly Callahan or designee Hired as Mentor	Margie Creel	March 5, 2024	The contract with PCSNM is pending. We have reached out but have not yet received the MOU for the work.
Established Audit and Finance committees	Audit: Finance:	February 2024	The SDRCS Governing Council’s agendas will have a standing item for each committee to report at every regular meeting.

**Condition 4d:**

- Completion of Action Plan to correct unsatisfactory fiscal management
  - Completion of instituting a trained legally compliant finance and audit committee
- See details below:

**Narrative of Action Plan for Condition 4d**

**Describe the Action Plan to ensure conformance with generally accepted standards of fiscal management? (Include your finance and audit committee information and descriptions to ensure your adequate internal control policies and procedures and improved audits.)**

Audit and Finance Committees will convene an hour prior to every board meeting to view all expenditures and ensure that all procurement transactions are in accordance with the NM Procurement Code. Documentation will be maintained and filed for review as needed.

Audit Committee members:

Margaret Creel, Chair, Audit Committee

Susan Bacca, Vice Chair, Audit Committee

Kiyanie Upshaw, Member, Audit Committee

Finance Committee members:

David Toledo, Secretary, Finance Committee

La Donna Yepa, Member, Finance Committee

Angela Lerner, Business Manager, K12 Accounting; Member, Finance Committee

Action	Name and Title of Person Responsible for Activity Implementation Oversight	Timelines for Activity & Completion	Actions Completed
Revised Internal Controls Policy	Valerie Shaw/Margie Creel	March 14, 2024	<i>(Provide copy of policy) Policy has been uploaded to San Diego Riverside shared folder</i>
Meeting of both audit and finance committees	Chair of subcommittee	Prior to each meeting	<i>(Provide names of members and agendas)</i>
Report to Governing Board	Chair of subcommittee	Each governing board meetings	<i>(Provide agendas)</i>