



A LETTER FROM ASBCS

"To improve public education in Arizona by sponsoring charter schools that provide quality educational choices"

July Newsletter

Update on the Compliance Statement of Assurances Document!

Hello,

As an update on the release of the Compliance Statement of Assurances (CSA) Form, the Form will be released once this current legislative session has concluded to ensure all newly approved statutory changes are included. The Arizona State Legislature is currently adjourned and will resume business on July 31, 2023, meaning there is a possibility that additional legislative changes may still occur this session.

The CSA Form for this upcoming school year will be updated to reflect new legislation passed this legislative session. Board staff will notify charters once the CSA is completed and is released.

Thank you for your patience.

Regards,

ASBCS Staff

FY2023 Audit Documents Released

The recently revised audit documents for the fiscal year (FY) 2023 audit cycle have been posted on the [Board's website](#). They include the following:

- Revised audit guidelines dated July 7, 2023
- Revised Legal Compliance Questionnaire
- Revised USFRCS Compliance Questionnaire
- Revised Procurement Compliance Questionnaire

In addition to technical changes, the FY2023 audit guidelines include updates to reflect the Board's new online system. Unlike the prior platform, the new online system includes an auditor user. Beginning with the FY2023 audit cycle, the Board will no longer accept emailed engagement letter and audit reporting package submissions from auditors or charter schools;

auditors must upload these documents directly to the new online system.

Revisions to the compliance questionnaires include the following:

- At its August 8, 2022 meeting, the Board approved changes to the questions found in the Legal and USFRCS compliance questionnaires' fingerprinting, Open Meeting Law and records management section. In addition, the Board approved adding a new financial chart of accounts question to the Legal Compliance Questionnaire.

In accordance with the Board's August 2022 motion, these changes have been incorporated into the FY2023 compliance questionnaires, except for the question considering whether all charter representatives, charter school governing body members and officers, directors, members and partners of the charter holder had valid fingerprint clearance cards (FCC). The inclusion of this question for the FY2023 audits was contingent upon the Department of Public Safety's FCC processes and applications being updated accordingly. As of April 2023, the Department of Public Safety was still waiting to hear back from the Federal Bureau of Investigation and, therefore, has been unable to move forward with updating its processes and applications. Therefore, at its May 8, 2023 meeting, the Board eliminated this question for the FY2023 audit cycle, but will reconsider it for the FY2024 audits.

- The "Student Attendance Reporting" portion of the Legal and USFRCS compliance questionnaires has been updated to reflect the current attendance reporting guidelines issued by the Arizona Department of Education and Arizona Auditor General (AAG).
- The Procurement Compliance Questionnaire has been updated to reflect the current purchasing guidelines issued by the AAG.

For questions, contact Andrea Leder at Andrea.Leder@asbcs.az.gov or (602) 621-6696.



ARIZONA DEPARTMENT OF EDUCATION

A Message from the Arizona Department of Education's Accountability & Research Team

Hello,

We are pleased to inform you that the A-F Static File is now available for download in ADEConnect, along with an updated copy of the Static File Codebook.

To access the Static File and Code Book,

1. log into ADEConnect,

2. click on the 'View Applications' button,
3. click on the 'Accountability' link,
4. click on the 'Accountability: State & Federal Profile' link
5. select 2023 from the 'Fiscal Year' dropdown box,
6. click on the Icons to download the file or access the Code Book.

Important accountability tasks. Deadlines for each task can be found in the [Important Timelines section of the current A-F Business Rules here](#)

- Static File V1 Validation: Please verify data in the Static File and reach out to achieve@azed.gov with any questions or concerns. All data corrections must be completed by July 15, 2023
 - Please remember to verify the new 'FederalModel' and 'StateModel' columns in the Static File. These columns indicate the model that will be used for Accountability.
 - Please notify achieve@azed.gov by July 15th if a model change is necessary.
 - Please see the [document here](#) for some helpful data validation recommendations.
- CorrectTest Records in ADE Connect: Please finalize any assessment corrections in the portal. Records corrected by June 30, 2023 will be included in A-F calculations.
- Submit Self-Reported Data: Please submit data for CCRI, Credits Earned, and On-Track to Graduate by July 31, 2023.

Additional information:

- The Code Book contains a helpful new column that details how each column of the static file is used in Accountability calculations. We hope this will be useful as you work through the validation process.
- Very soon we will send out a notification when the preliminary summary data is populated in the ADEConnect tables. The preliminary data will change in the coming months as corrections are made, but will give initial insight into the points earned for each indicator of the A-F Letter Grades. EL data and points will be available at a later date.
- This version of the static file will not include AZELLA or MSAA data from Spring 2023. AZELLA and MSAA data will be available with the Version 2 release of the static file.

Best Regards,

Accountaility & Research
Office: 602.542.5151
www.azed.gov/accountability-research



EL Coordinator Boot Camp

July 27, 2023
8:00 a.m. to 4:30 p.m.

EVENT DESCRIPTION:

The **EL Coordinator Boot Camp** is a full-day training designed to be a series of entry-level sessions for district and site-level EL Program Administrators/Directors and EL Coordinators involved in the implementation and oversight of programs for Arizona's English learners (ELs). If you are new to the role of EL Coordinator or are looking for a refresher regarding foundational understandings, are unsure of to where to begin, or have questions about what an effective EL program looks like, then this is the training for you!

Throughout the training, there will be opportunities for participants to take part in whole-group learning from OELAS staff, as well as opportunities to engage in small-group breakouts that provide the space to have conversations as you intentionally reflect on content presented.

Topics to be addressed at the EL Coordinator Boot Camp will include but are not limited to:

Arizona's Language Development Approach (LDA); SEI Models; EL Program Compliance; a primer to the 2019 English Language Proficiency Standards (ELPS); EL Forms and Documentation; and an introduction to Integrated & Targeted English Language Development (LDA Principles 2 & 3).

[To register: log in to your ADE Professional Learning and Development \(APLD\) in ADEConnect.](#)

Location: Desert Willow Conference Center | Phoenix Arizona

Due to the planned participant interaction and engagement as it relates to session content, the sessions will not be recorded. Any tangible resources that are developed as a result of the sessions will be made available on our OELAS EL Coordinator Boot Camp webpage: www.azed.gov/oelas/boot-camp

Information: For additional information about the EL Coordinator Boot Camp, please contact:

EL Coordinator Boot Camp Questions Contact: oelas@azed.gov

Registration Questions Contact: Vince Alvarez Email: vince.alvarez@azed.gov

For assistance with your ADE Connect account, please contact: questions@azed.gov



Fraud Prevention Alert Forgery Frauds

[Full Alert](#)

From 2013 through 2022, we issued 15 reports identifying forgery frauds associated with almost \$3.4 million of Arizona public money losses. As shown in these reports, forgery is often used to facilitate or conceal broader schemes such as theft, misuse of public monies, or conflict of interest. This alert outlines how certain forgery frauds occurred and what actions management can take to deter and detect them.

If you have any questions regarding the content of this alert, please contact Melanie Chesney, Deputy Auditor General, at contact@azauditor.gov or (602) 474-7916.

Use links below to read our latest fraud prevention alerts:

A message from the Office of the State Forester

Time-Out Recovery Rooms

As the school year has come to a close for most Arizona Schools the Office of State Fire Marshal-OSFM is requesting assistance with what is considered an "imminent hazard" per the International Fire Code (IFC 2018 Edition), being recently discovered during Fire and Life Safety Inspection at some school campuses throughout the state. Time-Out Recovery Rooms are routinely being utilized for short term situations involving a student experiencing an emotional, psychological or behavioral type incident. The type of locking devices being discovered for example: hold down buttons or a switch on the exterior/outside of the room not allowing the student to egress/leave the room until they calmed down and the device is then released by the school staff member. This situation is considered "**Controlled Egress**" from a room which is not allowed for an Education 'E' Type occupancy/school per the International Fire Code (IFC 2018 Edition). Furthermore, the student inside the room must be able to exit the room without any special knowledge or assistance, in one motion, not dependent upon any electronic or pneumatic devices.

In past years under an older Edition of the International Fire Code "*Controlled type Egress*" was not clearly defined for Time-Out recovery Room situations and may have been approved by a fire code official. However, Controlled Egress situations are now addressed in the current International Fire Code (IFC 2018 Edition) and are only allowed in an Institution "I" Occupancy; some examples: Jails, Prisons, Juvenile Corrections Facilities, and perhaps in a special area of Hospital type Care Facility.

The Office of State Fire Marshal is fully aware of the gravity and sensitivity surrounding this issue, thus, the primary reason to address and encourage corrective measures be implemented and *removal of the controlled egress device*

- [Fraud Prevention Alert—Cash Receipt Frauds](#)
- [Fraud Prevention Alert—Payroll Disbursement Frauds](#)

from the doors at schools with "Time Out Rooms" While out on summer break. The attempt is to lessen disruption and allow time for facilities maintenance and staff members to seek other alternative intervention strategies.

Requesting your assistance and support in order to provide and maintain a safer environment at Arizona Schools for our students, teachers, staff members, and visitors. If you have any questions or need further clarification please feel free to contact me,

Respectfully,

Cassie Peters

Asst. Director - State Fire Marshal

AZSBE's Board Meeting Information and Details



Below are highlights from the State Board of Education's June 26th [meeting](#). Recordings of prior meetings are on [YouTube](#).

Superintendent Horne recognized Highly Effective Principals who shared some of the actions their schools engaged in to improve their academic outcomes. Executive Director Ross recognized Arizona's 2023 Presidential Scholars and Distinguished Teachers. The Board received presentations on Auditor General responsibilities, educator retention and recruitment data, and My Future AZ and college matriculation.

Board staff presented on a new State Board of Education Student of the Month program, which will have a nomination window opening in mid-July to recognize K-12 students across Arizona for any of the following categories.

- Personal Qualities/Character
- Achievements (Academics, STEM, STEAM, Arts, Sports, Extracurriculars)
- Community/School Impact
- Civic Engagement
- Commerce/Business

Consent Agenda Items

The Board took action to approve items on the consent agenda.

Over-expenditures of Antelope Union High School District

The Board took action to appoint a receiver who, subject to the discretion of the Board, may take actions prescribed in A.R.S. § 15-103(F).

Certification Actions

The Board took action to approve the voluntary surrender of educator certificates, approve the permanent revocation of relevant educator certificates pursuant to A.R.S. § 15-550, approve the revocation of relevant educator certificates pursuant to A.R.S. § 15-534.04(C), and approve the summary suspension of relevant educator certificates pursuant to A.A.C. R7-2-1309(A). The Board approved the negotiated settlement agreements of relevant educators. Additionally, the Board adopted the findings of fact, conclusions of law, and recommendations of the Professional Practices Advisory Committee (PPAC) to revoke the certificate of relevant educators, and adopted the findings of fact, conclusions of law, and recommendations of the PPAC to suspend the certificates and approve the application to remove deficiencies of an educator.

Educator Discipline Lookup

Prior to hiring both certified and non-certified educators, schools are required to check the Arizona Department of Education's (ADE) public-facing and internal systems for possible discipline or open investigations for immoral or unprofessional conduct.

To assist schools, the Board is providing a list of many of the educators who were disciplined at the most recent meeting. Please note that this information is only a snapshot of most educators who were disciplined at the most recent Board meeting and does not, in and of itself, satisfy the requirement for schools to check ADE's systems described above prior to hiring. Because educators have the right to appeal their disciplinary action, there may be an approximately 30-day lag in reporting some disciplinary action. To view the list please use this

link: <https://c0abe837.caspio.com/dp/5a506000251753529c6846539a08>.

AZSBE Meeting Schedule

The next regular Board Meeting and Board Retreat are scheduled for August 28th and 29th at 9 am at Arizona Western College in Yuma, AZ.



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[Full Alert](#)

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- [Fraud Prevention Alert—Cash Receipt Frauds](#)
- [Fraud Prevention Alert—Payroll Disbursement Frauds](#)

Quick tip for Charter Reps!



Charter representatives, Board staff has compiled videos to help you navigate the new ASBCS Online System. Please feel free to access these [videos](#) that will help provide some additional comfortability using the new system and to answer questions you may have. If you have any further questions, please feel free to reach out to your [EPM](#)!

Training and Information on the New ASBCS Online System

The next Board meeting is scheduled for Monday, August 14, 2023 at 9:00 am.



Arizona State Board for Charter Schools | PO BOX 18328, Phoenix, AZ 85005

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