
Final Read Five & Ten Year Reviews

Framework:

1. The Board, when making decisions on whether to revoke or restore a “failing” charter school contract (A.R.S. 15-241.T) or when developing and implementing a charter school review or renewal process (A.R.S. 15-183.I) shall consider the following criteria when measuring a school academically:
 1. Transparent & Consistent
 2. Consistent thread from application through reviews and renewal
 3. Non-staff intensive for both charter school staff and ASBCS staff
 4. Utilize existing measures
 5. Measure growth/value added
2. The Review, Renewal, & Contracts Sub-committee voted to ask the full Board to direct this Sub-committee to consider performance contracting in the future.
3. The framework for reviews and renewal should include the following three areas:
 1. Academic Achievement
 2. Fiscal Management & Compliance
 3. Contract & Legal Compliance

5 YEAR REVIEW

The Board shall review a charter school at five year intervals and will publish a Review Report indicating the Charter School’s performance on each of the defined Accountability Components. The Review Report will contain three Accountability Components: Academic Performance, Fiscal Management and Compliance, and Charter and Legal Compliance.

The Board shall utilize the Review Report, annual data that contributes to the report, information obtained from local, state or federal agencies, and information collected through site visits, or other means for the purpose of the Board’s on-going oversight of each charter school.

Each category will have multiple indicators and the charter school’s performance on each indicator will inform the appropriate action and/or response required by the school. A basic overview of this concept is listed in the Five Year Review Follow-up Matrix below.

FIVE YEAR REVIEW FOLLOW-UP MATRIX

Performance Level	Criteria	Recommended Action
Exceeds	Performance is clearly satisfied.	No further action required of school. School will be eligible for early contract renewal. Board recognizes the school at a public meeting and the Board President sends a letter of recognition to the charter school representative.
Meets/Approaches	Performance may be satisfactory or unsatisfactory or inconclusive, depending on additional factors which may require further evaluation.	Staff may work with school through corrective action plans and site visits, when appropriate. Issue letter indicating school should continue to work towards correcting areas noted in the report. Monitor for repeat findings in the future.
Fall Far Below	Performance is clearly not satisfied.	Bring to board for possible action that is not limited to but may include the issuance of a letter of non-compliance, withholding of funds, or issuance of notice of intent revoke.

A site visit may be conducted to corroborate information submitted by the Charter School to the Board and to gather information, documentation, and/or testimony that permits the Board to fulfill its oversight function under the law and ensure the School is in compliance with all applicable laws and regulations and the terms and conditions of its Charter. Based upon a preliminary review of the historical data all schools falling into the Low Performance Category will be scheduled for a comprehensive site visit. A sampling of schools shall be selected from the Medium and High categories for a site visit as well.

In addition to the information presented in the table, the Board and staff will consider the following factors when determining the appropriate course of action to take:

- Repeat breaches of the charter contract or the law
- Multiple instances of non-compliance
- School's ability and willingness to operate in compliance with the law
- School's historical compliance record

Academic Performance

Program of Instruction Aligned to Standards

The Charter School shall provide a comprehensive program of instruction that aligns with the State Academic Standards prescribed by the Arizona State Board of Education for a least a Kindergarten program or any grade between grades one and twelve.

Indicators: 1st, 2nd & 3rd Year Site Visits
Site Visits

Testing Requirement

The Charter School shall participate fully in the Arizona Instrument to Measure Standards (AIMS) test and the nationally standardized norm-reference achievement test as designated by the State Board of Education pursuant to A.R.S. §15-183.D.4. Data from these assessments will be compiled and used to evaluate the Charter School's academic performance.

The Charter School shall submit to the Arizona Department of Education any data that is required and requested that is necessary to compile the achievement profile (A.R.S. § 15-241.B)

Indicators: Did the school send a representative to Test Administration workshops?
Did the school properly administer the state mandated tests?
Did the school submit the data necessary to compile the School Report Card?

Academic Performance

Charter Schools are held academically accountable as public schools through the federal accountability system and the state's AZ LEARNS accountability system (A.R.S. § 15-241).

Indicators: Did the school make Adequate Yearly Progress?
Was the school identified for School Improvement?
Did the school comply with the requirements of School Improvement?

What was the school's AZ LEARNS designation?
If the school was designated as an underperforming school, did the school:

- within 30 days, notify the parents of the students attending the school?
- within 90 days of receiving the classification, present a copy of the School Improvement plan to the Board at a public meeting and provide a copy of the SIP to the Department of Education?
- Implement and update the plan as necessary/appropriate.

If the school was designated as failing did the Board revoke or restore the school's charter (A.R.S. § 15-241.T)?

Is there evidence of additional academic performance measures aligned to the State Standards?

Fiscal Management & Compliance

Financial Data Submission

The charter school shall comply with the same financial and electronic data submission requirements as a school district, including the Uniform System of Financial Records (USFRCS) as prescribed in A.R.S. Title 15, chapter 2, article 4, procurement rules as prescribed in A.R.S. § 15-213 and audit requirements unless specifically excepted by the Arizona State Board for Charter Schools (A.R.S. §15-183(E) (6)).

Indicators: Did the charter school submit the Annual Financial Report timely?
 Did the charter school submit the annual Budget timely?

Audit

A.R.S. § 15-914 requires all charter schools to have an annual audit.

Indicators: Did the charter school submit the annual audit timely?
 If the charter school received a CAP, did it respond timely, sufficiently?
 Did the school rectify issues identified in the audit (as demonstrated by repeat findings)?

Contract and Legal Compliance

Special Education

A.R.S. § 15-183.E.7 requires all charter schools to comply with federal and state laws relating to the education of children with disabilities in the same manner as a school district.

Indicators: Annual Audit
 ADE Monitoring

Federal Program Areas

Get citation for federal program areas.

Indicators: ADE Monitoring
 ADE Grants Management

Fingerprint Clearance Cards/Background Checks

A.R.S. § 15-183.E.4 requires all persons engaged in instructional work directly as a classroom, laboratory or other teacher or indirectly as a supervisory teacher, speech therapist or principal shall have a valid fingerprint clearance card.

Indicators: Audit
 Site Visit

Open Meeting Law

A.R.S. 15-431.01 and 38-431.02 requires a charter school to comply with open meeting law.

Indicators: Audit
 Attorney General's Open Meeting Law Enforcement Team
 Site Visit

Student Attendance Reporting

ARS 15-183.E.2 and A.R.S. § 15-901 requires all schools to properly account for student attendance. ARS 15-902 requires all charter schools to be in session for at least 180 days.

Indicators: Annual Audit
 ADE Audits
 ADE/School Finance
 Site Visit

Classroom Site Fund

A.R.S. § 15-977 requires all charter schools to properly allocate Classroom Site Fund receipts.

Indicators: Annual Audit

Local, County, or State Facility Requirements

A.R.S. § 15-183.E.1 requires all charter schools to comply with federal, state, and local rules, regulations and statutes relating to health, safety, civil rights, and insurance.

Indicators: Certificate of Occupancy

Arizona Corporation Commission

Pursuant to the charter contract.

Indicators: Notice on Arizona Corporation Commission website.
Audit

Arizona State Retirement System

Indicators: ASRS

TEN YEAR REVIEW

Each charter school shall be provided with a complete copy of their contract and amendments for review. The charter school shall review the contract to ensure that it accurately describes the school's mission statement, program of instruction, business plan and governance structure. Any revisions to the contract shall be submitted with appropriate documentation through the amendment process.

This will begin to prepare the school for the upcoming renewal process. The renewal process will focus on: clear and compelling mission, quality educational program, solid business plan, and effective governance & management structure.

RENEWAL
A.R.S. § 15-183.I

An approved plan to establish a charter school is effective for fifteen years. At the conclusion of the first fourteen years of operation, the charter school may apply for renewal.

Renewal – “Grants renewal only to a school with a quality educational program that has achieved the goals and standards identified in its contract, is organizationally and financially viable, and has been faithful to the terms of its contract and applicable law.”
NASCA Principles & Standards for Quality Charter School Authorizing

Application for Renewal:

A.R.S. 15-183.I requires:

1. Detailed business plan
2. Obligations of the contract
3. Failed to comply with this article

The Board may deny the request for renewal if, in its judgment, the charter school has failed to complete the obligations of the contract or failed to comply with the law.

The Board shall give written notice of its intent not to renew the contract twelve months prior to the expiration.

Non-Renewal or Revocation:

The Board may revoke and/or not renew the Charter Contract, for the Charter Operator’s failure to begin providing educational instruction within the timeframe outlined in paragraph 3(G); or for any violation of the Charter Contract, state, federal or local laws, ordinances or rules or regulations; or for conditions which threaten the health, safety, or welfare of the students or staff of the School or of the general public. (Contract)

If the Charter is not renewed, is revoked, or expires:

- a. The Charter Operator shall be responsible for winding down the operations of the Charter School, including ...
- b. The Charter Representative shall cooperate with the Board to effect the orderly closing of the charter school