Review Email

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Subject

First Year Site Visit Results

Email Body

See Email HTML

Arizona State Board for Charter Schools

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December 1, 2014

BASIS Schools, Inc.

Kristen Jordison, Anastasia Hawkins, and Craig Barrett, Charter Representatives

7975 N. Hayden Road, Suite B121

Scottsdale, AZ 85258

Dear Ms. Jordison, Ms. Hawkins, and Dr. Barrett,

On October 22, 2014, staff of the Arizona State Board for Charter Schools conducted the first year site visit of BASIS Oro Valley Primary. I appreciated the opportunity to meet with Michelle Mason, tour the facility, and observe the school in action. Below is a summary of items reviewed, corresponding observations and findings. All areas were found to be in compliance, and no follow-up is required at this time.

1. Tour of Facility: A tour of the facility was conducted.

2. Student Count: On the day of the site visit, a total of 638 students were counted**.** Attendance records provided for that date report 638 students. In addition, the attendance policy and procedures were reviewed. Students were organized into the following grades:

Grade	Observed	Reported Enrolled	Reported Absent	Reported Present
K	99	101	2	99
1	107	108	2	106
2	103	105	3	102
3	105	114	7	107
4	101	110	7	103
5	123	124	3	121
Total	**638**	**662**	**24**	**638**

The discrepancy between the students counted and students reported is less than 5%, threshold used to determine whether additional information is required.

3. Fingerprint Clearance Cards and Background Checks: Fingerprint clearance cards (FCCs) were reviewed pursuant to A.R.S. §15-183.C.5. Background checks, if applicable, were reviewed according to A.R.S. §15-512.

4. Resume File: A resume file of all current and former instructional employees was available on the school's website pursuant to A.R.S. §15-183.F. Evidence was provided that parents had been notified of the availability of the teacher resumes through the student handbook and notice on the website.

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5. Governing Body Meeting Notices, Agendas, and Minutes: The governing body meeting notices, agendas, and minutes were reviewed and are compliant with Open Meeting Law A.R.S. §38-431.01-09. Public notices have complied with A.R.S. §38-431.02 (A) (1). Corporate Board membership is consistent between ASBCS Online and the Arizona Corporation Commission. The school also has a separate School Governing Body.

6. Enrollment Policies: The enrollment policies were reviewed and found to be in compliance with A.R.S. §15-184.

7. Daily Instructional Schedule: The school calendar and class schedules were reviewed. The school meets the requirements for hours of instruction in each grade level per A.R.S. §15-901.

8. Program of Instruction: Students were observed engaged in a traditional, liberal arts education. Classroom observations are described below:

Byrne (grade K ELA): Students were seated in groups of 4-6 at tables. Students were working independently on a writing and drawing assignment answering the following prompt: "There was a Whatzit in the basement. It was scary." The teacher circulated around the classroom ensuring students were working on the assignment.

Holder (grade K Reading): Students were seated on the rug, listening to the teacher read a book about caterpillars. Four students sat at their tables writing in their journals from a prompt on the screen.

Gallo (grade 1 Connections): Students were seated in groups of 4 at tables, and were working on making balances with cups, yarn, and hangars based on a diagram on the board. The teacher circulated and provided materials.

Huang (grade 2 Mandarin): Students were seated in rows of desks facing the board. The teacher led the students in reciting the umbers to ten in Mandarin.

Mattes (grade 2 Math): Students were seated at tables in groups of 3-4, measuring polygons in centimeters using rulers. Four students were in the hall with the Learning Specialist working on a lesson about money.

Hammond (grade 3 Math/Science): Students were at desks taking a math test on subtraction. When finished, they read a lesson from their Science book regarding plant classification.

Mallie (grade 4 Math/Science): A substitute teacher led the group in reading from their Science book about plant reproduction. After introducing the topic, the teacher called on students to read aloud while the others followed along.

Westbury (grade 5 Classics): Students wrote vocabulary words about Egypt from the screen in their journals. The teacher discussed the meaning of each word.

9. Academic Framework Discussion: The Academic Framework was reviewed with Ms. Mason. Board staff reviewed Appendix C of the *Academic Performance Framework and Guidance* document and walked them through the first 5 years of the Board's Intervention Policy. In addition, should the charter holder be assigned a Performance Management Plan (PMP) or Demonstration of Sufficient Progress (DSP) in the future, staff provided them with guiding questions utilized by staff to evaluate a PMP or DSP.

In accordance with the adopted Board's academic performance interventions, if BASIS Oro Valley Primary receives an overall rating of meets standard based on FY 2015 data, the charter holder will be waived from submitting additional information. If the school receives an overall rating of does not meet or falls far below standard based on FY 2015 data (including an NR), the charter holder may need to submit required documentation as described in Appendix C of the *Academic Performance Framework and Guidance* and/or may be brought before the Board for consideration of non-compliance.

The Board encourages the charter holder to use the "Guiding Questions for Performance Management Plan and Demonstration of Sufficient Progress" provided to you at the site visit by Board staff to assess the processes in the areas of curriculum, monitoring instruction, assessment, professional development, data, graduation rate (if applicable), and academic persistence (if applicable). As the Board implements the academic performance intervention schedule, a charter holder will be monitored in the subsequent year when FY2015 data is available.

If you have any questions concerning the information above, please contact me at 602-364-3087 or hugh.thompson@asbcs.az.gov. The Board appreciates your cooperation during this first year site visit.

Sincerely,

Hugh Thompson

Hugh Thompson, M. Ed.

Education Program Specialist

Date Sent

12/01/14