

Instructional Days Amendment Request

Charterholder Info

Charter Holder

Name:
Candeo Schools, Inc.

CTDS:
07-85-34-000

Mailing Address:
9965 W. Calle Lejos
Peoria, AZ 85383
> [View detailed info](#)

Representative

Name:
Stephanie Musser

Phone Number:
623-332-7833

Fax Number:
623-979-6510

Downloads

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Contractual Days

180

To
176


Fiscal Year Effective Date
2017

Type of Change
Permanent Change

Attachment

Board Minutes –  [Download File](#)

School Calendar –  [Download File](#)

Daily Instructional Schedule –  [Download File](#)

Narrative –  [Download File](#)

Additional Information
No documents were uploaded.

Signature

Charter Representative Signature
Stephanie Musser 02/17/2017

**Candeo Peoria
Governing Board Meeting
9965 W. Calle Lejos, Peoria, AZ 85383 – Mrs. Pennelle’s Room
Tuesday, January 12, 2016 – 5:30pm**

Draft Minutes

1) Call to Order	Mark Milne called the meeting to order at 5:55pm
2) Roll Call	<u>Board Members present:</u> Jim Updike, Mark Milne, and Jaci Brown. Board Members Absent: None <u>Staff Members present:</u> Doug Alf, and Stephanie Musser
3) Call to the Public	A call to the public was made. The following public was present: Heidi Stanger and Heather Grayson.
4) Old Business	<ul style="list-style-type: none"> • The minutes of board meetings 11/10/2015, 12/4/2015 and 12/18/2015 were unanimously approved (Updike made the motion and Milne seconded the motion).
5) Executive Director Report	<ul style="list-style-type: none"> • Musser gave the head of school report – a copy of the report is on file. The board requested that Dr. Musser report in March any new positions created for the 2016/2017 school year as well as what specific teachers are staying and leaving.
6) Academic Report	<ul style="list-style-type: none"> • Musser gave the academic report – a copy of the report is on file.
7) Financial	<p>The board reviewed the financial report, which included the following:</p> <ul style="list-style-type: none"> • Alf presented the financial statements and independent auditor’s reports. There were no concerns from the board. • Alf presented the agreed-upon procedures report on the Arizona State board for charter schools legal compliance questionnaire. The board wanted to understand why the firm did not test the internal audit controls. • Alf presented on the board with Budget to Actual Comparisons and Balance Sheets for October 2015 and November 2015. Alf reported that he is working with the city about the Property Taxes because of the combination of the two parcels. The board noted that we reduced our cash in the bank by 5.5% over this period – therefore, we encouraged being in a better cash position than what the state mandates. The board asked Alf to follow-up on the state for the grant draw. • The board unanimously approved the October 2015 and November 2015 disbursements (Updike made the motion and Brown seconded the motion). • Alf presented the bond and capital finance construction review and Updike gave a gym construction update. There is \$65,000 in the fund.
8) New Business	<ul style="list-style-type: none"> • The board reviewed the 2016-2017 academic calendar. There was an active discussion about hours required and comparisons to other neighboring school district calendars. The board voted and approved the following motions with Milne, Brown and Updike (Updike moved the following motions below and Brown seconded the same). <ul style="list-style-type: none"> ○ Amend the school year to be 176 days permanent school days and exceed the state required hours (Kindergarten required in session 356 hours/Candeo is at 616 hours for half day and 951 hours for full day; Grades 1-3 required in session 712 hours/Candeo 1-3 is at 951hours; Grades 4-6 required in session 890 hours/Candeo 4-5 are at 951 hours and Candeo 6 is at 1085: Grades 7-8 required in session for 1000 hours/Candeo is at 1085 hours).

	<ul style="list-style-type: none"> ○ Change Wednesday's dismissal from 1:15pm and 1:30pm to 11:45am and 12:00pm. ○ The board unanimously approved the 2016-2017 academic calendar with the following changes and requests (move April 21 and 24 "no school/holiday" to April 14 and 17 if there are not academic conflicts. ○ Add spring conferences for K-5 if applicable. ● Moved open seats of Governing board to the March meeting. ● Moved exit interviews and board involvement to the March meeting. ● The board unanimously approved the use of a neighboring public school district's hearing officer if needed (Updike moved the motion and Brown seconded the motion). ● Handbook – Milne gave an update on the logistics of distribution of the newly approved handbook. ● Moved establish the hearing procedures for the board so that Musser can get guidance from the district and attorney for appeals to confidentiality of student records, referrals for expulsion, and truancy to the March meeting. ● At 8:22pm the board moved into executive session at 8:21pm. Brown, Updike, Milne, Musser remained to discuss the executive director school review. Musser left at 8:40). ● At 9:06pm the board moved out of executive session (Milne moved the motion and Brown seconded the motion).
9) Announcements	<p>Suggested Agenda Items/Old Business for next board meeting:</p> <ul style="list-style-type: none"> ● Ongoing discussions: <ul style="list-style-type: none"> ○ Capital Campaign and board training. ○ Expansion of Governing board (board to bring ideas for board members – teacher and community). ○ Annual Board Calendar identified items. ● Moved from/Suggested at January 2016 Meeting: <ul style="list-style-type: none"> ○ Exit Interviews – formalizing the exit interviews and board involvement. ○ Dr. Musser report in March any new positions created for 2016/2017 school year as well as what teachers are staying and leaving. ○ Internal controls procedures will be addressed at the March 2016 board meeting as well as why the auditors do not test the internal controls. Alf to follow-up on the state for the grant draw. ○ Establish the hearing procedures for the board so that Musser can get guidance from the district and attorney for appeals to confidentiality of student records, referrals for expulsion, and truancy to the March meeting. ● Annual Board Calendar identified items: <ul style="list-style-type: none"> ○ Board to review certificate of D&O insurance ○ Review teacher contract and approve language ○ ARS-15 Review

	<ul style="list-style-type: none">○ Teacher Evaluation Report including Overall Teacher Assessment Score <p>Upcoming Board 2015 – 2016 School Year Board Meetings at 6:30pm (unless otherwise noted)</p> <ul style="list-style-type: none">○ March 8, 2015 at Candeo○ May 10, 2015 at Candeo (joint board meeting)○ June and July Budget Meetings - TBD (Alf will provide a number)
10) Adjournment	The board unanimously approved adjournment at 9:07pm. (Milne made the motion and Updike seconded the motion).

July 2016						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

25-29 Staff Development week
29 Meet the Teacher Event

August 2016						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

1-2 Student benchmark Assessments K-5
Middle School Orientation
3 First Day of School 21 days

September 2016						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

2-5 Holiday/No School
29 40th day of school

20 days

October 2016						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

7 End of Quarter 1 – Quarterly Exams
10-14 Fall Break/No School
17 No School/Teacher Wk. Day
19 Report Cards
19-21 Fall Conferences K-8
Early release 11:45, K-5 & 12:00, 6th-8th

15 days Q1 = 46 days

November 2016						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

1-10 Open Enrollment Window
11 No School/Holiday
21-25 No School/Holiday

16 days

December 2016						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

22 End of Quarter 2 - Quarterly Exams
Early release 11:45, K-5 & 12:00, 6th-8th
23 -30 No School/Holiday

Q2=42 days

January 2017						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

2-6 No School/Holiday
9 No School/Teacher Wk Day
11 Report Cards
16 No School/Holiday
26 100th Day

15 days

February 2017						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

20 No School/Holiday

19 days

March 2017						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

17 End of Quarter 3 – Quarterly Exams
20-24 No School/Spring Break
27 No School/Teacher Wk. Day
29 Report Cards
Spring conferences/open house k-6

17 days Q3=47 days

April 2017						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

- 14 No School/Holiday
- 17 No School/ Holiday

18 days

May 2017						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

- 25 Last Day of School
Early release 11:45, K-5
Regular release 6th-8th
- 26 Teacher work day

19 days

Q4=41 days

June 2017						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

2016-2017 Classroom Instructional Minutes Breakdown

Semester 1

Full Day Early Release
 Minutes Minutes 8am-
 8am - 3:15 = 12 = 240
 435 minutes minutes

Passing	19	19
Total	323	197
Instructional		

Non		
Instructional	112	43
Lunch/Study Hall		
Daily Minutes	435	240

TOTAL
DAYS

August	16	5	21
September	16	4	20
October	10	5	15
November	12	4	16
December	12	4	16
total Minutes	21318	4334	
total Hours	355.30	72.23	

Semester 2

Full Day Early Release
 8am - 3:15 = 8am-2:36 = 396
 435 minutes minutes

Passing	15	11
Total	400	361
Instructional		

Non		
Instructional/ Lunch	35	35
Daily Minutes	435	396

TOTAL
DAYS

January	12	3	15
February	15	4	19
March	13	4	17
April	14	4	18
May	15	4	19
total Minutes	27600	6859	176
total Hours	460	114.32	

Yearly Hours	1001.85
Total	

2016-2017 Middle School Semester One Class Schedule

Period	Start	End	min.	6A	6B	6C	7A	7B	7C	8A	8B	
1	8:00 AM	8:53 AM	0:53	Earth/Life Science	History & Geography	Literature & Composition	Study Hall	CKFA - Music	Algebra I	Literature & Composition 53 min	History, Geography & Civics	
3 Minute Passing Period				3 min Pass	3 min Pass	3 min Pass	3 min Pass	3 min Pass	3 min Pass	3 min Pass	3 min Pass	
2	8:56 AM	9:49 AM	0:53	Study Hall	Latin I	Pre-Algebra	Latin II	Literature & Composition	Chemistry	History, Geography & Civics 53 min	Algebra 2	
Ekt Passing Resource				9:49	9:56	0:07	9:56 AM	9:59 AM	0:03	9:59 AM	10:52 AM	0:53
3	9:56 AM	9:59 AM	0:03	Pre-Algebra	6b Study Hall	Earth/Life Science	History & Geography	History & Geography	Latin II	Literature & Composition	Algebra 2 53 min	
3 Minute Passing Period				3 min Pass	3 min Pass	3 min Pass	3 min Pass	3 min Pass	3 min Pass	3 min Pass	3 min Pass	
4	10:55	11:48	0:53	Latin I	Literature & Composition	History & Geography	Algebra I	Chemistry	Latin II	Physics 53 min	8B Study Hall	
3 Minute Passing Period				Lunch	Pre-Algebra	Latin I	Chemistry	History & Geography	Study Hall	Lunch 56 min	Lunch	
5A	11:51	12:41	0:50	Literature & Composition	Lunch	Lunch	Lunch	Lunch	Lunch	Latin 3 50 min	Physics	
5B	12:44	1:34 PM	0:50	3 min Pass	Lunch	Lunch	Lunch	Lunch	Lunch	3 min Pass	3 min Pass	
3 Minute Passing Period				1:37 PM	2:30 PM	0:53	1:37 PM	2:30 PM	0:53	1:37 PM	2:30 PM	0:53
6	1:37 PM	2:30 PM	0:53	History & Geography	Earth/Life Science	6C Study Hall	Literature & Composition	Algebra I	History & Geography	8A Study Hall 53 min	Latin 3	
3 Minute Passing Period				3 min Pass	3 min Pass	3 min Pass	3 min Pass	3 min Pass	3 min Pass	3 min Pass	3 min Pass	
7	2:33 PM	3:15 PM	0:42	Elective	Elective	Elective	Elective	Elective	Elective	Elective 40 min	Elective	

Instructional Minutes 304
 Passing Periods 19
 Total Instructional 323
 Non Instructional 112
 Total Daily Minutes 435

2016-2017 Middle School Half Day Semester One Class Schedule

Period	Start	End	min.	6A	6B	6C	7A	7B	7C	8A	8B
1	8:00 AM	8:35 AM	0:35	Earth/Life Science	History & Geography	History & Geography	Literature & Composition	Study Hall	Algebra I	Literature & Composition	Study Hall
3 Minute Passing Period											
2	8:38 AM	9:13 AM	0:35	Latin I	Literature & Composition	Pre-Algebra	Latin II	History & Geography	Chemistry	8A Study Hall	Algebra 2
3 Minute Passing Period											
3	9:16 AM	9:51 AM	0:35	History & Geography	Study Hall	Earth/Life Science	Algebra I	Latin II	Literature & Composition	Algebra 2	History, Geography & Civics
Ext Passing Period											
Resource											
	9:51	9:58	0:07								
	9:58	10:06	0:08								
4	10:06	10:41	0:35	Literature & Composition	Pre-Algebra	Latin I	History & Geography	Chemistry	Study Hall	Physics	Latin 3 Dollar
3 Minute Passing Period											
5	10:44	11:19	0:35	Pre-Algebra	Latin I	Study Hall	Chemistry	Literature & Composition	History & Geography	Latin 3	Physics
3 Minute Passing Period											
6	11:22	12:00 PM	0:38	Study Hall	Earth/Life Science	Literature & Composition	Study Hall	Algebra I	Latin II	History, Geography & Civics	Literature & Composition

Instructional Minutes	178
Passing Periods	19
Total Instructional	197
Non Instructional Minutes	43
Total Daily Minutes	240

2016-2017 Middle School Semester Two Class Schedule

Period	Start	End	Hr/min.	6A	6B	6C	7A	7B	8A	8B
1	8:00 AM	9:08 AM	1:08	Literature & Composition	History & Geography	Latin I	Chemistry	Algebra 1	Literature & Composition	History, Geography & Civics
2 Minute Passing Period										
2	9:10 AM	10:18 AM	1:08	History & Geography	Earth/Life Science	Pre-Algebra	Latin II	Literature & Composition	History/ Geography & Civics	Algebra 2
7 Minute Passing Period										
3	10:25 AM	11:33 AM	1:08	Pre-Algebra	Literature & Composition	Earth/Life Science	History & Geography	Latin II	Algebra 2	Literature & Composition
2 Minute Passing Period										
4	11:35	12:43 PM	1:08	Latin I	Pre-Algebra	History & Geography	Literature & Composition	Chemistry	Physics	Logic 2
LUNCH	12:43	1:18 PM	0:35	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch
5	1:18 PM	2:26 PM	1:08	Earth/Life Science	Latin I	Literature & Composition	Algebra 1	History & Geography	Logic 2	Physics
4 minute Passing Period										
6	2:30 PM	3:15 PM	0:45	Elective	Elective	Elective	CKFA - Music	Elective	Elective	Elective

Instructional Minutes 385
 Passing Periods 15
Total Instructional 400
 Non Instructional 35
 Total Daily Minutes 435

2016-2017 Middle School Semester Two Early Release Class Schedule

Period	Start	End	Hr/min.	6A	6B	6C	7A	7B	8A	8B	
1	8:00 AM	9:10 AM	1:10	Literature & Composition	History & Geography	Latin I PAIGE	Chemistry	Algebra 1	Literature & Composition	History, Geography & Civics	
2 Minute Passing Period											
2	9:12 AM	10:22 AM	1:10	History & Geography	Earth/Life Science	Pre-Algebra	Latin II	Literature & Composition	History, Geography & Civics	Algebra 2	
7 Minute Passing Period											
3	10:29 AM	11:39 AM	1:10	Pre-Algebra	Literature & Composition	Earth/Life Science	History & Geography	Latin II	Algebra 2	Literature & Composition	
LUNCH 11:39 AM 12:14 PM 0:35											
4	12:14	1:24 PM	1:10	Latin I	Pre-Algebra	History & Geography	Literature & Composition	Chemistry	Physics	Logic	
2 Minute Passing Period											
5	1:26 PM	2:36 PM	1:10	Earth/Life Science	Latin I	Literature & Composition	Algebra I	History & Geography	Logic 2	Physics	

Instructional Minutes	350
Passing Periods	11
Total Instructional	361
Non Instructional	35
Total Daily Minutes	396

2017-2018 Middle School Class Schedule

Period	Start	End	min.	6A		6B		7A		7B		8A		8B	
				1st Semester	2nd Semester	1st Semester	2nd Semester	1st Semester	2nd Semester	1st Semester	2nd Semester	1st Semester	2nd Semester	1st Semester	2nd Semester
1	8:00 AM	9:00 AM	1:00	Latin I	Latin I	Earth/Life Science	Earth/Life Science	Algebra I	Literature & Composition	Literature & Composition	Literature & Composition	History, Geography & Civics	History, Geography & Civics	Physics	Physics
2 minute Passing Period															
2	9:02 AM	10:02 AM	1:00	Earth/Life Science	Earth/Life Science	Pre-Algebra	Pre-Algebra	Literature & Composition	Literature & Composition	Latin II	Latin II	Algebra 2	Algebra 2	History, Geography & Civics	History, Geography & Civics
7 minute Passing Period															
3	10:09 AM	11:09 AM	1:00	Pre-Algebra	Pre-Algebra	History & Geography	History & Geography	Chemistry	Chemistry	History & Geography	History & Geography	Literature & Composition	Literature & Composition	Literature & Composition	Literature & Composition
2 minute Passing Period															
4	11:11	11:31	20 min	Lyceum											
5	11:31	2:11:00 PM	0:40	Lunch											
6	12:11	1:11 PM	1:00	History & Geography	History & Geography	Literature & Composition	Literature & Composition	Latin II	Latin II	Algebra I	Algebra I	Logic 1	Logic 1	Algebra 2	Algebra 2
2 minute Passing Period															
7	1:13 PM	2:13 PM	1:00	Literature & Composition	Literature & Composition	Latin I	Latin I	History & Geography	History & Geography	Chemistry	Chemistry	Physics	Physics	Logic 1	Logic 2
2 minute Passing Period															
8	2:15 PM	3:15 PM	1:00	Drama I	Drama I	PE	PE	CKFA - Music	Civility	Civility	Civility	CKFA - Music	CKFA - Art	Latin III	Latin III

Instructional Minutes	360
Passing Periods	15
Total	375

2017-2018 Middle School Wednesday Class Schedule

Period	Start	End	min.	6A		6B		7A		7B		8A		8B	
				1st Semester	2nd Semester	1st Semester	2nd Semester	1st Semester	2nd Semester	1st Semester	2nd Semester	1st Semester	2nd Semester	1st Semester	2nd Semester
1	8:00 AM	8:45 AM	0:45	Latin I		Earth/Life Science		History & Geography		Literature & Composition		Literature & Composition		Physics	
				Earth/Life Science		Pre-Algebra		Literature & Composition		Latin II		Algebra 2		History, Geography & Civics	
2	8:47 AM	9:32 AM	0:45	Pre-Algebra		History & Geography		Chemistry		History & Geography		Logic 1		Algebra 2	
				History & Geography		Literature & Composition		Latin II		Algebra I		Physics Davenport		Logic 1 Latin 3	
3	9:39 AM	10:24 AM	0:45	Pre-Algebra		History & Geography		Chemistry		History & Geography		Logic 1		Algebra 2	
				History & Geography		Literature & Composition		Latin II		Algebra I		Physics Davenport		Logic 1 Latin 3	
4	10:26	11:11 AM	0:45	History & Geography		Literature & Composition		Latin II		Algebra I		Physics Davenport		Logic 1 Latin 3	
				Literature & Composition		Latin I		Algebra I		Chemistry		History, Geography & Civics		Literature & Composition	
5	11:15 AM	12:00 PM	0:45	Literature & Composition		Latin I		Algebra I		Chemistry		History, Geography & Civics		Literature & Composition	

Instructional Minutes 225

Passing Periods 15

Total 240

Kindergarten - 5th Grade Full Day Instructional Minutes

	AM Kindergarten	PM kindergarten	Full Day Kindergarten	1st grade	2nd grade	3rd grade	4th grade	5th grade		
8:15 AM	Instruction Block		Instruction Block	Instruction Block	Instruction Block	Instruction Block	Instruction Block	Instruction Block		
8:30 AM										
8:45 AM	15 Minute AM Recess		15 Minute AM Recess	Instruction Block	Instruction Block	Instruction Block	Instruction Block	Instruction Block		
9:00 AM										
9:15 AM	Instruction Block		Instruction Block	15 Minute AM Recess	15 Minute AM Recess	Instruction Block	Instruction Block	10 Minute AM Recess		
9:30 AM										
9:45 AM				45 Minute Lunch/Recess	45 Minute Lunch/Recess	Instruction Block	Instruction Block	Instruction Block	Instruction Block	Instruction Block
10:00 AM										
10:15 AM				45 Minute Lunch/Recess	45 Minute Lunch/Recess	Instruction Block	Instruction Block	Instruction Block	Instruction Block	Instruction Block
10:30 AM										
10:45 AM				45 Minute Lunch/Recess	45 Minute Lunch/Recess	Instruction Block	Instruction Block	Instruction Block	Instruction Block	Instruction Block
11:00 AM										
11:15 AM				45 Minute Lunch/Recess	45 Minute Lunch/Recess	Instruction Block	Instruction Block	Instruction Block	Instruction Block	Instruction Block
11:30 AM										
11:45 AM	45 Minute Lunch/Recess	45 Minute Lunch/Recess	Instruction Block	Instruction Block	Instruction Block	Instruction Block	Instruction Block			
12:00 PM										
12:15 PM	Instruction Block	Instruction Block	Instruction Block	Instruction Block	Instruction Block	Instruction Block	45 Minute Lunch/Recess			
12:30 PM										
12:45 PM	15 Minute PM Recess	15 Minute PM Recess	Instruction Block	Instruction Block	Instruction Block	Instruction Block	Instruction Block			
1:00 PM										
1:15 PM	15 Minute PM Recess	15 Minute PM Recess	Instruction Block	Instruction Block	Instruction Block	Instruction Block	Instruction Block			
1:30 PM										
1:45 PM	Instruction Block	Instruction block	Instruction Block	Instruction Block	Instruction Block	Instruction Block	Instruction Block			
2:00 PM										
2:15 PM	Instruction Block	Instruction block	Instruction Block	Instruction Block	Instruction Block	Instruction Block	Instruction Block			
2:30 PM										
2:45 PM	Instruction Block	Instruction block	Instruction Block	Instruction Block	Instruction Block	Instruction Block	Instruction Block			
3:00 PM										
	225 daily minutes total	225 daily minutes total	405 daily minutes total	405 daily minutes total	405 daily minutes total	405 daily minutes total	405 daily minutes total	405 daily minutes total		
	210 Instructional Minutes	210 Instructional Minutes	330 Instructional Minutes	330 Instructional Minutes	330 Instructional Minutes	330 Instructional Minutes	340 Instructional Minutes	340 Instructional Minutes		
	15 Minutes Recess	15 Minutes Recess	75 Minutes Recess/Lunch	75 Minutes Recess/Lunch	75 Minutes Recess/Lunch	75 Minutes Recess/Lunch	65 Minutes Recess/Lunch	65 Minutes Recess/Lunch		

Instructional Days Amendment Request

1. Describe the reason for the change in instructional days, including how it will improve pupil achievement in the target population. 2. Describe how the school calendar and daily instructional schedule(s) provided demonstrate compliance with A.R.S. §15-901 regarding annual instructional hours for each grade served. 3. Describe whether the change will apply to all schools operated under the charter, or to identified school sites only. 4. Provide the timeline for implementing the change, including whether the Instructional Days Amendment Request will be submitted in conjunction with any other amendment or notification requests which would warrant concurrent consideration.

Candeo Schools is requesting a permanent change to its charter contract to decrease the number of contracted instructional days from 180 to 176. The school will continue to meet and exceed the annual requirements for instructional hours for a school year.

Reason for change and how it will improve pupil achievement in the target population. Candeo places a strong emphasis on regular, ongoing, and targeted teacher development with embedded time for curriculum mapping, lesson planning, and student assessment. We subscribe to the research that links this practice with increased student achievement. A reduction in instructional days, as well as weekly half days during the school year creates four additional professional work days for these purposes.

Compliance with ARS 15-901. The school calendar and daily instructional schedules (attached) demonstrate compliance with ARS 15-901. The table below shows the total number of instructional hours for 16-17 and beyond for each grade level.

Grade(s)	Required Instructional Hours Per Year	Candeo Instructional Hours Per Year(FY17)	Candeo Instructional Hours Per Year (FY18+)
Kindergarten	356	616 (half day K) 878 (full day K)	616 (half day K) 878 (full day K)
1 st – 3 rd	712	878	878
4 th – 6 th	890	900 (4th - 5th) 1001.85 (6th)	900 (4th - 5th) 1010 (6th)
7 th – 8 th	1000	1001.85	1010

Scope of change. The change will apply to Candeo Peoria, the only site under the charter of Candeo Schools, Inc.

Timeline. The change request applies to the 2016-2017 school year and all years moving forward. While the amendment was submitted in early Spring 2016, it was not reviewed until October 2016 due to a prior need to align certain board documents with ASBCS. Upon review, it was determined that Candeo was not meeting instructional minutes in middle school grades (6-8) for the year based on current scheduling. As a result, the school revised its middle school instructional schedule for the

second half of the year (beginning January 10) to compensate for the lack of hours, ensuring that all would be met by year end. Please note that all half days have been adjusted to full, regular days for middle school in Semester 2, FY17 on the calendar. Beginning FY18, all half days will resume for middle school. The school calendar, along with detailed instructional schedules for both semesters in FY17 are included with this request. Also attached is our intended and permanent daily instructional schedule for middle school, which will apply to FY18 and beyond. Finally, a consolidated elementary schedule of daily instruction is attached for review.

Thank you for your consideration.

Respectfully submitted,

Stephanie Musser, Ed.D.

Head of School